Undergraduate Council Meeting

October 19, 2017

2:00 p.m.

Macon Campus, Godsey Administration Building, Room 310

The UC meeting was called to order at 2:00 p.m.

Attendance was taken.

 Members present in Macon:

Marilyn Mindingall, Provost Office-chair Doug Hill, MUS

Susan Malone, OIE Steven McClung, SSBE Sarah May, OIE Vincent Youngbauer, TIFT

Gary Blome, PEN Alba Rodriguez, University Registrar

Andre’ Butler, EGR Lucy Wilson, Macon Registrar Ed Weintraut, CLA C. Jay Pendleton

Achim Kopp, CLA Laura Botts (for Theresa Rhodes), LIB Mary Mathis, CHP

 Members via teleconference:

 Maura Schlairet, NUR

 Michael Weber, SSBE

 Laura Lackey, EGR

 Jeff Hall, TIFT

 Guests:

 Kelly McMichael, OIE - teleconference

Minutes from the September 28, 2017 meeting were reviewed. It was motioned by Hill and seconded by Butler that minutes of the last meeting be approved. Minutes were approved as written.

**Discussion:**

 Certificates – Mindingall

The latest draft of the certificates document is dated 09/28/2017. This draft incorporates the information brought forward during the last UC meeting. The information from Sarah May related to “levels” has been corrected.

Mindingall noted that UC members may not have had the opportunity to review the information with their respective colleges/schools since less than one month has passed since our last meeting. Mindingall hopes to conclude the discussion during the February meeting of the UC. She urged those developing certificate programs to use the draft document as a guide until a final document is approved.

Mindingall asked if any colleges/schools were anticipating the addition of undergraduate certificate programs. Weintraut noted that CLA may develop 20+ certificate programs over the next few years, but no more that 2-4 will be ready to present to the UC this year. Blome stated that Penfield is planning to bring forward a credit-bearing certificate connected to their general education program.

Butler asked whether the Graduate Council is also developing policy regarding certificates. Mindingall stated that this document will be shared by both the UC and the GC; however, certain criteria regarding certificates may differ. For example, the number of course credits required may be specified differently. Malone reported that the graduate programs have more certificates than the undergraduate programs. Malone shared that the certificate document in its current form contains “behind the scenes” information that is more pertinent to certain offices like OIE. Mindingall concurred. It may be necessary to identify and separate this type of information from what the colleges/schools will need in the development of these programs.

Mindingall noted an issue of concern regarding double-dipping. Currently, the draft policy on certificates allows no more than 1/3 of credits to be used for major, minor, specialization, track, etc. One certificate program in CLA, Leadership and Ethics, has the same course requirements as the minor in Ethics, Leadership, and Service (ELS). The only separation between the minor and certificate are 50 hours of co-curricular activities. This raises an interesting question -- Would a student earning a certificate in Leadership and Ethics, also receive a minor in ELS? CLA is asked to speak to this.

**Proposals**

**A. Tift College of Education – Vince Youngbauer**

1. Course Deletion (1)

 EDUC 405, Classroom Management - The Holistic Child

Discussion/Questions: Reflects the move to a practice model where skills are honed in practicums and student teaching. The requisite courses are being revised and added to pick up these skills.

Malone asked whether EDUC 406, Classroom Management for MLE and SEC, would follow suit and be deleted at some point. Youngbauer stated that it was a possibility, but it is not currently under consideration.

**Motion to delete EDUC 405 was made by Butler, seconded by McClung. Unanimously approved.**

 2. Course Revisions (4)

* EDUC 480, Field Component IVA – The Holistic Child

Change course description

* EDUC 496, Field Component IVB – The Holistic Child

Change course description

* EDUC XXX (331), Methods for Science and Mathematics – The Holistic Child

Change course description

Change credit hours

* EDUC 315, Curriculum Planning – The Holistic Child

Change credit hours

Discussion/Questions: Revisions to EDUC 480 & 496 reflect the practice model of classroom management and the deletion of EDUC 405. EDUC 331 and the course addition reflect a separation of the Science and Mathematics Methods course. EDUC 331 will reflect the science portion and a new course will reflect the math portion.

Malone noted that some of the documents (syllabus for new course; course descriptions) continue to speak to science and mathematics when the aim is to speak to one or the other. Youngbauer admitted that some of these changes were not picked up in an effort to cut and paste the information. He will submit revised documents to reference the specific area – science or math. Butler noted that it is hard to talk about science without mathematics.

Wilson expressed concern in keeping the same course number for EDUC 331 once it is revised. The new description and change in credit hours are in essence creating a new course that warrants a changed course number. Youngbauer will work with Wilson to determine a new course number and make sure that new information is entered into the new curriculum system. EDUC 331 will be deleted.

**The following motion was made by Butler and seconded by Blome: (1) to revise EDUC 480, EDUC 496, and EDUC 315 (2) delete EDUC 331 (3) add a new course that reflects the science focus and credit hour change originally intended for EDUC 331 (4) to include the corrections to the documents submitted. Unanimously approved.**

 3. Course Addition (1)

 EDUC 320, Methods for Mathematics – The Holistic Child

Reflects the math portion of what was originally the science & mathematics methods course.

Discussion/Questions: Youngbauer intends to correct documents so that they specifically reflect mathematics, and not science and math.

Youngbauer noted that a faculty roster was not included since that instructor has yet to be hired. There is currently an active search.

**Motioned by McClung, seconded by Blome to add EDUC 320 to the Holistic Child curriculum and to include the corrections noted during the discussion. Unanimously approved.**

**B. Stetson School of Business and Economics – Steven McClung**

1. Finance Program Revision

SSBE intends to change the curriculum requirements for the Finance program by offering a track in Risk Management Insurance (RMI). The revision also includes a change in credit hours.

Offering the RMI track will address the need for new employees in this area as there is an aging workforce. The need is so great that Middle Georgia Companies were willing to fund a faculty salary in support of RMI training.

Students in Finance will choose either “general” finance or the RMI track. The general track is 20 credit hours while the RMI track is 21. Therefore the Finance program is now 20-21 credit hours. [Note: The current catalog states that the Finance major is18 credits. This is an error which is also being addressed with this change.] The general finance major and the RMI share a core finance course – FIN 463, Corporate Finance. A minor in finance with an RMI emphasis is also offered.

Discussion/Questions: Pendleton asked whether SSBE envisions offering a certificate in RMI. McClung stated that they do not at this time. McClung noted that at a later time they might consider a path to prepare Actuaries. Butler asked if SSBE is currently seeking to hire a new person to teach. McClung responded, yes. Wilson asked whether the track would need to be noted on the transcript. McClung responded, yes.

**Motion to revise the Finance program (BBA) by adding a track in RMI and increasing the number of credits to 20-21 was made by Blome and seconded by Weber. Unanimously approved.**

2. Course additions

 In support of the RMI track, nine course additions were proposed:

* FIN 416, Introduction to RMI
* FIN 417, Underwriting
* FIN 418, Property and Casualty Insurance
* FIN 419, Insurance Company Operations
* FIN 421, Corporate Risk Management
* FIN 422, RMI Practicum
* FIN 424, Individual Research in RMI
* FIN 426, Special Topics in RMI
* FIN 427, Alternative Risk Financing

Malone noted that a couple of courses align with professional exams. She asked whether the courses would prepare the students for the exams. McClung replied that they would to some extent, but the detail of some of the exams would be determined by the employers and their foci. McClung gave specific comment on a couple of the courses. FIN 422 is like a mini internship that is offered as an elective. FIN 426 might include a topic such as, Agricultural Risk. Wilson asked when the courses would be offered. McClung reported that each course would be offered “once a year”.

Mindingall stated, and McClung concurred, that FIN 423 appears in some of the documents. This course is a duplication of FIN 421, Corporate Risk Management, and should be omitted. FIN 421 is the correct course.

**Motion made by Butler and seconded by Blome to add the aforementioned 9 finance courses (FIN) in support of the RMI finance track. Approved unanimously.**

With no further business, the UC meeting was adjourned.

Adjourned: 2:40 p.m.

Submitted by: Marilyn P. Mindingall, Ph.D.

 10/20/2017