Undergraduate Studies Council
4/23/09

PRESENT: Crump, Falbo, Hall, Jaffee, Jamba, Jones, Kashou, Milatovic, Perry, Schwam-Baird, Senior, Wilburn

David Jaffee opened the meeting at 2:35pm.

Minutes from the March 26, 2009 meeting were reviewed and approved.

Undergraduate Studies Council Voting Membership
David Jaffee reported that there would be changes in the faculty membership of the Undergraduate Studies Council. Katrina Hall, Shira Schwam-Baird and Lisa Jamba were thanked for their service, as their terms were coming to an end. Jaffee reported that the Faculty Association had elected Susan Vasana to represent the College of Computing, Engineering and Construction, and Jennifer Kane to represent the College of Education and Human Services. He said a representative still needed to be recruited from the College of Arts and Sciences.

Update on Week of Welcome
David Jaffee reminded the group of former student Chris Arsenault’s pinning ceremony proposal, and said it had since been determined that this would take place, but was being moved to Saturday at 11, rather than Friday evening as originally proposed. He said it would precede the WOW Showcase, which would be in the Student Union ballrooms. Jaffee said Marnie Jones has agreed to oversee the pinning ceremony, which would take place in the Arena.

Update from Retention Subcommittee
Katrina Hall reported on behalf of the Retention Subcommittee. She distributed a handout, and explained suggestions outlined by the subcommittee:

- Designate an individual to oversee retention
- Recommend that the General Education Council approve HSC 2100 (Personal Health Issues and Problems) as an acceptable course for satisfying the introductory social science area of general education.
- Determine a procedure for implementing a survey studying pilot sections of SLS 1995 for Jacksonville Commitment Students.
- Pursue information on the Work Study program: how it might be developed and enhanced to facilitate retention, perhaps with a link to the QEP.
  - Katrina Hall explained that the work study budget has not been increased in approximately 15 years, and currently only 60 students are able to work as work study students. She said Jim Owen recommended that students work with not-for-profit organizations in a community-based learning capacity in order to increase work study federal funding.
    - Mark Falbo said he would work to address this.
Personal Health Issues Course as a General Education Offering
Sharon Wilburn said that many in the Brooks College of Health have long believed it to be vital to offer a personal health issues course as a general education offering. She said that she and others researched national and UNF-specific data, and based on their research they believe that a course that considers social adjustment, isolation, health, and other issues would contribute to retention improvements. Wilburn explained that the course is already in existence, so funding and development would not be issues, and said the material is comprehensive and could be taught either online or face-to-face.

She introduced the proposed textbook, and suggested that the course be handled as a social science, since it has socio-behavioral content matter.

David Jaffee said the Undergraduate Studies Council would need to determine whether to recommend the course, and then the General Education Council would need to work out listing specifics.

- Shira Schwam-Baird said she liked the idea for the course and thought it would be great for students, but had concerns that it would be in competition with social sciences and other general education course offerings that serve a different purpose.
- Sharon Wilburn stressed her belief that students in Florida are not receiving education on life skills at the high school or college level. Katrina Hall said that survey data suggests there is a need for this type of course.

David Jaffee asked the group to vote on whether to recommend that the retention subcommittee’s proposal be brought before the General Education Council for review. It was unanimously endorsed, by five voting members and seven non-voting members. It was determined that Katrina Hall would send the subcommittee’s research data to Melody to forward to the council members.

- Mark Falbo suggested that concurrent alternative ideas to address this issue be explored by the council, in case the proposal to make a life skills course a general education offering is not approved. Katrina Hall said that Karen Reedy may have ideas for this.
- Jeanette Kashou said she recently returned from a conference on freshman year seminars. She said there were four main types of first year seminars available, and said it was stressed that a variety of options be offered for students with different strengths or interests.
- Marnie Jones said it may be a good idea to utilize off-track flags on academic roadmaps to present students will some sort of life skills opportunity that would help them get back on track before it’s too late.
- Mark Falbo suggested that perhaps the Office of Faculty Enhancement could develop faculty training on how to help students when personal issues arise.

Student Civility
Marnie Jones distributed a handout on student civility and proposed student and instructor rights and responsibilities. She explained that she recently attended a workshop on the topic of student civility, and said she’d since spoken with several faculty members who indicated a lack of civility on the part of students in terms of respect for
students or faculty, or for course content. She said that in conversations, she
discovered that faculty members have many different ways of defining civility.

She said she brought a proposal before the COAS chairs suggesting that the issue of
student civility be formally defined, and said the chairs were interested and planned to
take the idea to their faculty early next term for discussion. She said that because it was
so well-received by COAS, she asked David Jaffee if she could bring the proposed rights
and responsibilities before this group for broader distribution. Jones said her hope is
that the University might be able to come up with a revised, more UNF-specific
document for use.

- Shira Schwam-Baird said that in the bargaining agreement, there is this linkage
  between rights and responsibilities, and said she feels this would be helpful to
  extend.
- Laurel Crump said this would not only be limited to the classroom, and said it
  could also be broadly applied within the library.
- Mark Falbo said that the atmosphere of dialogue that happens within the learning
  experience is integral to the transformational QEP idea.

Martina Perry asked how this would be promoted to students. Marnie Jones said that so
far, faculty have been asked to have a conversation within COAS. If endorsed by the
Undergraduate Studies Council, faculty in other colleges would be asked to do the
same. She said the next step would be for faculty to also have conversations with
students. Jones said she would get a copy of the entire article from which these
documents came to the council.

Katrina Hall motioned that a discussion be opened in Fall of 2009 for all units in the
campus community, to engage in conversations for articulating student and faculty rights
and responsibilities. She moved that the topic of student civil rights and responsibilities
be communicated to the university task force on values as well. The motion was
seconded and unanimously approved.

David Jaffee said the Council would need to be careful about following up on this at the
beginning of the Fall semester.

Other Business
Lisa Jamba reported that she had unresolved business related to the faculty advising
subcommittee, since she didn’t know when she would be leaving the committee. Jamba
was asked to send this information to David Jaffee to keep it moving forward.

Meeting adjourned at 3:40pm.
Minutes submitted by Melody Taylor.