

**Minutes from Curriculum and Teaching Committee Meeting
Wednesday, February 5, 2020 at 3:00 pm
INC Conference Room**

Those present: James Babanikos, Roxanne Coche, Robyn Goodman, Judy Hunter, Mindy McAdams, David Ostroff, Ted Spiker

Not able to attend: Marcia DiStaso, Pat Ford, Houston Wells, Kasey Windels

Babanikos started by making a few announcements:

- The PATH Office hired a new Academic advisor mostly for PaCE and freshman/sophomore students, Allicia Bolen, who starts 2/10/20.
- The Undergraduate advisor of the year is Bridget Dunbar.
- The number of freshman applicant to UF is up 9,000 from last year, to over 49,000, including about 4,000 international students and 4,000 from out of state.
- For better security, incoming students will automatically have to go through a two-factor authentication every time they use their Gatorlink account. Students already here will be transitioned to a two-factor authentication system either between the Spring and Summer semesters, or between summer A and Summer B.
- UFIT is working on a way to enable a professor to upload grades from Canvas to myUFL by a clicking/pushing one single button.
- UFIT is also working on a way to make the Change of Grade Forms digital.
- UFIT is planning to introduce a Waitlist button to SIS, so that students can automatically be added to a wait list if the class they want to register for is full.
- The only 'official' service animals recognized at UF are dogs and small equines.

There was much discussion on how to address diversity, cultural awareness and internationalization as part of the core curriculum of each department. Ostroff shared a document that outlined the thoughts of the Telecom faculty on the issue. The Telecom faculty believes that each department should develop its own means of meeting this diversity/internationalization criterion by specifying a required course or courses. In the Department of Telecommunication, every student would be required to take one of a list of classes that satisfy this diversity/internationalization requirement. This course should be taken in the fifth semester of a typical eight-semester plan. On top of that, the faculty agreed that diversity and internationalization should be integrated into virtually every class we teach.

Goodman said that the Dept. of Advertising will require every student to take the Multicultural Advertising class. This class will be taken early on in the student's schedule, perhaps concurrently with the Principles of Advertising class. To be able to fit Multicultural Advertising into their program of study, Advertising will drop MMC2604 as a required course for their students. Advertising majors will also be able to take an International Advertising course as an elective.

Spiker said that the journalism department curriculum committee is going to recommend to the department that it conducts a self-assessment of the curriculum to determine what is being done throughout the curriculum, rather than coming up with a solution before it knows the extent of the problem. The rationale is that is not clear what the problem is or what the desired outcome is. This approach will be discussed at the next department meeting.

The chairs of the three departments have been asked to submit to this committee a document on how each of their departments plan to tackle this issue, much like what the Department of Telecommunication has already done, at the next Curriculum and Teaching Committee meeting.

There was also a discussion about the Minor of Mass Communications that this College offers. The way the minor currently works is that students can choose four of six 'introductory' courses (that require no pre-requisites), and one of six classes more advanced classes (that require a pre-requisite). There's no reason why more classes couldn't be added to these lists to give students more choice. The department chairs were asked to submit the classes that they would like to see become part of the list.

Because of spring break, the next Curriculum and Teaching Committee meeting will be on Wednesday, March 11th, at 3:00 pm, in the INC conference room.

- Minutes submitted by James Babanikos