

Meeting Minutes

Joint University-wide Curriculum Committee (JUCC)

February 10, 2022

11:45 a.m. – 12:30 p.m., Remote Meeting

Members Present: Rosana Aguilar, Leslie Bach, Bernadette Barker-Plummer, Bill Bosl, Robert Bromfield, Cathy Goldberg, Nate Hinerman, Katie Hoffman, Erika Johnson, Ryan Langan, Nick Leonard, Jo Loomis, Shirley McGuire, Michelle Millar, Megan O’Banion, Deborah Panter, Jeff Paris, April Randle, & Natacha Ruck

Members Absent: Richard J Ayers, Jennifer Loli, Annie Pho, Basilos Tesfai

I. Welcome and Approval of the Minutes (5 mins)

Co-Chair and Associate Professor Jo Loomis welcomed all members and officially started the meeting. Co-Chair and Senior Vice Provost Shirley McGuire asked members to review the minutes from the November 4th meeting and asked for additions or corrections. None were reported. Co-Chair McGuire called for any objections or abstains. None were reported. Nate Hinerman and Nick Leonard motioned to approve the minutes. Minutes from the November 4th meeting were approved.

II. By-Laws Approval Update (5 mins)

Co-Chair Loomis reported the By-Laws were approved by the USFFA Policy Board. Procedural questions from Policy Board members were:

- How will the potential merger with the San Francisco Art Institute (SFAI) be handled through JUCC?
- How will program closures be managed?
- What is the structure of Academic Affairs?
- Who can attend JUCC meetings?

Co-Chair McGuire reported Provost Oparah is prepared to sign the By-Laws and motioned to have the by-laws formally approved by the Committee. Deborah Panter and Nick Leonard seconded the motion. The motion was approved. Co-Chair McGuire addressed procedural questions from the Policy Board:

- The JUCC will likely be involved in discussions about program changes relating to the SFAI merger and any Academic Affairs curriculum concerns.
- The structure of Academic Affairs includes the four schools and the college, the libraries, and multiple supporting administrative units such as SEM and CIPE.

III. Explaining Open Session Format (5 mins)

Co-Chair McGuire covered the format of future JUCC meetings. USF community members can attend the JUCC meetings. However, they are not permitted to participate. Participation is reserved for JUCC members only. Questions, proposals, and concerns from non-JUCC members can be formally submitted through their JUCC representatives.

IV. Proposal for Instructional Modalities (25 mins)

Co-Chair McGuire provided a background on the emergence of additional instructional modalities and proposed that JUCC members formalize and approve (or not) specificities to the modality descriptions. The definitions were reviewed and endorsed by the Student Hybrid Experience Advisory Group (SHE). A formalized proposal is anticipated for soft launch in fall 2022 and full adoption in spring 2023. Co-Chair McGuire opened the topic for discussion and consideration. Members had a rich discussion on the proposal.

Key points and questions discussed were:

- How will decisions be made regarding how modalities are assigned?
- Considering changing pedagogical needs of faculty, what are the flexibilities once a modality is assigned?
- Percentages of modalities are determined by several factors. Among them are:
 - USF's accreditor, WSCUC's definition for distance education at the 50% threshold
 - student expectations for modalities (i.e. where to meet and time commitments toward completing assignments)
- Language might be added to the proposal that provides flexibility:
 - accounting for the need to suddenly pivot between instructional modalities in emergencies
 - allowing for flexibility with 100% in-person courses in non-emergency situations
 - defining how we shift from one modality to another (depending on the situation)
 - referencing a policy on the Continuity of Instruction, which was created pre-pandemic
- How and whether to make determinations about which modalities are most appropriate to USF:
 - Co-Chair McGuire can share data on percentages of use

- JUCC members can gather information from their departments and colleagues
- surveys
- Is the 10% modality allowance sufficient when it comes to being flexible?
 - suggestion to change to 15%
 - Does this allowance include non-emergencies?
- Flexibility in course offerings has been key in the College of Arts & Sciences through:
 - multimodal offerings
 - possible localized decision-making
- Distinctions might be needed (or added) between the different kinds of hybrids
 - Online-hybrid and Online-Remote
 - Hybrid-Remote is 50% or more in person and online-remote is 50% or more asynchronous
 - Remote Synchronous (and online-in person would be 50% or more asynchronous)
 - Add an option that is substantially online and remote with some in-person (below 50%)
 - some classes may have a couple pre-planned flipped sessions, which would break the 100% in person rule
 - recommendation to reconsider percentages and return to 50% as scheduling is impossible at 51% in any modality
 - How much flexibility is there within a modality? (i.e. will a shift in class planning due to a conference change the modality?)
- If this proposal will be used as a decision-making tool, it should be more transparent to students that their financial aid is potentially affected by their chosen modality

V. Closing / Action Items (5 mins)

Co-Chair McGuire discussed items for the next meeting on March 10th:

- Proposals regarding instructional modalities
- Procedural questions about JUCC from Policy Board

Co-Chairs McGuire and Loomis tasked members with the action item to query their constituents about the Proposal for Instructional Modalities. Co-Chair McGuire suggested members emphasize to constituents that the proposal was in draft form. Members asked whether the questions that should be asked of colleagues are:

- What thoughts do you have about these definitions?
- Do you have thoughts about how these modalities should be offered at USF?