

MINUTES

Joint University-Wide Curriculum Committee

March 19, 2026 | 11:40 a.m. – 12:40 p.m., Remote Meeting

Members Present: Carlee Balzaretto, Robert Bromfield, Kate Carlin, Cathy Gabor, Sharon Goldfarb, Tika Lamsal, Jo Loomis, Marisa McCarthy, Megan O’Banion, Deborah Panter, Carol Spector, and James Taylor

Members Absent: Shawn Calhoun, Maria Castillo, Johnathan Cromwell, Nicole Kircher, Leyla Pérez-Gualdrón, Sonja Poole, Natalia Powers-Riggs, April Randle, and Todd Sayre

Agenda Items:

I. Welcome, Approval of the Minutes & Agenda (5 min)

- **Interim Administrative Co-Chair: Marisa McCarthy, Associate Director of Curriculum Management**

The JUCC Co-Chairs officially opened the meeting. A Co-Chair asked for changes, edits, and additions to the March meeting minutes. There were none. The Co-Chair called for a motion to approve the minutes. There was a motion. The motion was seconded. There was a show of hands in favor of the motion. A Co-Chair asked for any hands in opposition or in abstention. There were none. The minutes were approved. A Co-Chair asked the Committee members to review the agenda and to provide any changes, updates, and additions. There were none. A Co-Chair called for a motion to approve the agenda. There was a motion. The motion was seconded. A Co-Chair called for a show of hands in favor of the agenda. The agenda was approved with no hands in opposition or in abstention. The Co-Chairs announced that Marisa McCarthy will serve as interim administrative Co-Chair for April and May.

II. [Draft JUCC Bylaws - Response to Proposed JUCC Bylaw Changes from the USFFA Policy Board](#) (35 min)

- **Faculty Co-Chair Selection Process**
- **Public Meeting Format**
- **Provost’s Office Suggestion for Scope Language**

The Provost has approved the JUCC’s suggested changes to the Bylaws as written with three minor edits that are noted in the draft. Committee members reviewed the edits. The first two changes were to bullet points under the scope of the JUCC. The third change was to Article 2. A Co-Chair asked for any questions, comments, or concerns about that language. Noting some confusion in the curriculum management process, it was suggested that a parenthetical was added to the second bullet point that specified changes that were university-wide. In support of the Provost’s third suggested edit, there was a suggestion to revisit the idea of creating an onboarding guide for new JUCC members so that they can expect to gather feedback from their constituents prior to deliberations. The Co-Chairs asked for a motion

to approve the changes suggested by the Provost with the addition in parentheses to be added by Marisa. There was a motion. The motion was seconded. There was a show of hands in favor of the motion. The motion passed with no hands in abstention or in opposition.

The Co-Chairs summed up the proposed changes by the USFFA Policy Board. The Committee discussed the proposed changes: the selection process of the faculty Co-Chair and the modality for holding JUCC meetings so that they are held publicly for the USF community. A Co-Chair called for a motion to approve the first suggestion to the selection of the faculty Co-Chair. There was a motion to approve the first suggestion for the faculty Co-Chair to be selected by the faculty members and the faculty librarian on the Committee. The motion was seconded. There was a show of hands in favor of the motion. The motion passed with no hands in abstention or in opposition.

There was a suggestion to structure the agenda so that there was time for questions from attendees, either after each agenda item or at the end of the meeting. There was a suggestion to invite the USFFA Policy Board representative to the JUCC to further discuss the suggestion to make the JUCC meetings public. Co-Chair Tika Lamsal would invite the Policy Board representative.

II. Curriculog Proposal (10 min)

- **Journalism Minor Deactivation**

The Committee discussed the proposal to deactivate the Journalism Minor. There was declining enrollment. The minor would become a certificate. The College of Arts and Sciences Curriculum Committee discussed this proposal in detail. A Committee member asked if this deactivation would affect adjunct faculty. A Committee member asked if there was a lack of marketing for the minor. A Co-Chair asked for a motion to move the proposal forward. There was a motion. The motion was seconded. A Co-Chair asked for a show of hands in favor, then in opposition, then in abstention. Nine (9) members voted in favor of the motion. Two (2) voted in opposition. One (1) voted in abstention.

III. Faculty Representatives Renewing Terms - February Deadline to Notify USFFA (5 min)

- **James Taylor**
- **Natalia Powers-Riggs (serving out Vahab Pournaghshband's term)**
- **Johnathan Cromwell**
- **Carol Spector**
- **Natacha Ruck (USFPTFA)**

III. Closing and Action Items (5 min)

The Co-Chairs officially closed the meeting.