

Meeting Minutes

Preparation Workgroup for the Joint University-wide Curriculum Committee (pre-JUCC)

March 25, 2021

12:00 p.m. -1:00 p.m., Remote Meeting

Members Present: Rosana Aguilar, Leslie Bach, Bernadette Barker-Plummer, Robert Bromfield, Marie-Claude Couture, Lovepreet Dhinsa, Cathy Goldberg, Ryan Langan, Michelle R LaVigne, Kelly L'Engle, Marvella Luey, Shirley McGuire, Charles Moses, Deborah Panter, April Randle, Jeff Paris, Susan Prion, Joshua Rosenberg, Jill Schepmann, Julie Sullivan, Peggy Takahashi

Members Absent: Richard J Ayers, June Madsen Clausen, Joshua Gamson, Laura Hannemann, Erika Johnson, Olivera Jovanovic, Annie Pho, Michelle Millar

I. Welcome and introductions continued (10 mins)

Senior Vice Provost Shirley McGuire opened the meeting by welcoming everyone and reviewing the meeting's agenda.

II. Approval of the minutes (5 mins)

McGuire explained that the minutes for the March 11th 2021 meeting would be reviewed and approved at the meeting on April 8th 2021.

III. Review and feedback for JUCC Proposed Membership Draft (25 mins)

a. Membership (Members: Jill Schepmann, Jeff Paris, Annie Pho, and Richard J Ayers)

Jeff Paris briefly discussed the draft of the proposed membership for the JUCC by the membership workgroup. The draft plan included six (6) elected faculty members from USFFA, two (2) elected members from the USF PTFA, three (3) faculty members appointed by the provost, two (2) student members, one (1) administrative co-chair from the Office of the Provost member (e.g. Senior Vice Provost), & five (5) Assistant or Associate Deans representing each of the schools. There would be 1-year, 2-year, and 3-year membership terms.

- b. The pre-JUCC provided feedback to membership workgroup. Key feedback included:
 - Add a faculty member from Association of Law Professors (ALP)
 - Add a member from the Office of Assessment and Accreditation Support
 - Add a member from the Office of the University Registrar
 - PreJUCC members also has a rich discussion about faculty members appointed by the provost, include if they should be non-voting members.
 - More discussion about scope and what JUCC members will be voting on during their meetings is needed.

IV. Review and feedback for JUCC Proposed Process Draft (25 mins)

- a. Process (Members: Joshua Rosen, Ryan Langan, Charles Moses, Marie-Claude Couture, Leslie Bach, Michelle R LaVigne, and Deborah Panter)

Michelle LaVigne and Deborah Panter provided an overview of the proposed process section of the JUCC By-Laws. The process could include two pathways for items to be reviewed by the JUCC:

- 1) Legislative: JUCC makes curriculum decisions about academic programs using and the items come to the committee via Curriculog;
- 2) Advisory: JUCC provide input and recommendations regarding proposals other academic decisions, including policies.

The JUCC would also have a myUSF webpage, email address, and established regular meetings. The meeting will be held via video conference.

- b. Key feedback / questions for the process workgroup included:
 - What is the proper decisions tree for JUCC decisions?
 - How often will the JUCC meet?
 - Is the JUCC an Advisory or Legislative group or both?

V. Closing / Action Items (5 mins)

Senior Vice Provost McGuire and Faculty Co-Chair Goldberg asked each of the three small workgroups to meet again to revise the proposed sections and incorporate the feedback provided by the preJUCC group by the next meeting on April 8th 2021. The goal for the preJUCC group is to have a complete working draft of the JUCC By-Laws by mid-April 2021.