

UCF Graduate Council

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CURRICULUM COMMITTEE MINUTES

Minutes of February 24, 2014 meeting

Members Present Deborah Breiter, Lucretia Cooney, Tosha Dupras, Charles Kelliher, Joyce Nutta, Max Poole, Terrie Sypolt, Julee Waldrop, Art Weeks, Boris Zeldovich

Recorder Rhonda Nelson

Guests Present Lee Baldwin, Ken Murray, Chris Hawkins, Ross Wolf, Maria Cox, Mary Little, David Hagan

Files [2014-02-24 Meeting Course minutes](#) 

Welcome and call to order. The meeting was called to order at 12:00 p.m. by Tosha Dupras, Chair. A quorum was established. The minutes of the last meeting were reviewed and approved.

Student Athletic Support Services (SASS) track library report-CEDHP. Terrie Sypolt gave details on the library report and indicated that sufficient library materials were available. This request received unanimous approval.

Revisions to the MS Industrial Engineering program-CECS. The change is to require a capstone-like course in place of an oral comprehensive examination to satisfy the independent learning component requirement. The committee requested that the catalog copy be corrected to match the system template. This request received unanimous approval.

Revisions to the MSIE Industrial Engineering Program-CECS. The request was to change the required courses, add a selection where 1 course could be selected of 2, and add a capstone course to replace the oral comprehensive examination. The committee requested that the catalog copy be corrected to match the system template. This request received unanimous approval.

Addition of an Intervention Specialist track to the MEd Teacher Leadership program-CEDHP. Mary Little gave a summary of this track addition. This track will provide advanced coursework for education leaders to use school-based and classroom instructional data to meet the instructional and intervention needs of all students. It will provide an advanced, multi-disciplinary theoretical approach and applied knowledge base to experienced educators. There is an Intervention Specialist certificate already in place. Most of the students in the certificate will also be in this track. Terrie Sypolt indicated that a Library report was needed to complete the program request since this was a new track addition. There was a question raised on the layout of the catalog copy. Dr. Little will work with Andrea Withington and use the system template for the layout of the catalog copy and also correct the wording from certificate to track. The committee voted to approve this request pending the library report that Ms. Sypolt would complete.

Revisions to the MEd Ed Leadership program-CEDHP. Ken Murray and Lee Baldwin were present to provide a summary of the changes. The request was to remove EDF 6432 and EDF 6481 from the requirements and replace with a new course aligned with the FPS and FELE competencies and indicators. This request received unanimous approval.

Suspension of admissions to the MEd Teacher Leadership Urban Ed track-CEDHP

Suspension of admissions to the Urban Ed graduate certificate-CEDHP

Maria Cox reported on the two suspension requests. The request was to suspend the track and certificate for 3 years beginning with summer 2014 and a review of both programs will be conducted to decide whether to continue them. There are 4 students in the track and 6 in the certificate. Teach out plans have been prepared for all students currently enrolled in both programs. These two requests received unanimous approval.

Name change to the MS Optics program-COP

Name change to the PhD Optics program-COP

Addition of an Optics track to the MS Optics program-COP

Addition of a Photonics track to the MS Optics program-COP

David Hagan provided a summary of the changes to the Optics programs. The college requested a name change to both the MS and PhD programs from "Optics" to Optics and Photonics." The word "photonics" has rapidly replaced the word "optics" in many sectors of their field. They are requesting this change to be made by spring 2014 if possible; otherwise beginning with fall 2014. Students in the program will complete the program under their current catalog year.

Also, the college is requesting to add a Photonics and an Optics track. These two tracks will be in addition to the general program. Lots of their master's students are part-time and their PhD students will get a master's-along-way. No library report was needed as the overall program was already in place. All requests received unanimous approval.

Courses and special topics. For the MHS courses, the committee has requested that a representative attend the next meeting to provide clarification on the grading. Dr. Wolf provided a summary of the RHIA courses. The committee voted to table the courses and Bring back with the new RHIA certificate. For a complete list of courses approved by the committee, review the attached course listing.

Announcements and adjournment. The meeting was adjourned at 1:05 p.m.

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Course Minutes

February 24, 2014

All courses were approved unless otherwise noted. Any notation refers to the course directly below the notation.

1. Course Additions

College of Arts and Humanities Course Additions

TSL 6XXX	CAH-Department of Modern Languages and Literatures	3(3,0)
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TESOL Listening Speaking and Pronunciation: PR: Graduate Standing or C.I. Applications of second language acquisition theories, principles, and current research as they relate to the teaching of ESL listening, speaking and pronunciation. *Even Fall.*

Abbrev: (30 of 30 chars) TESOL Listen Speak & Pronounce

Discussion with others: While there is no duplicate or conflict with this course, we have discussed this course with Joyce Nutta, the ESOL Coordinator in Education, and she is very supportive of this course being offered for both our CAH students and the students in Education. We have also shared the syllabus Dr. Linda Rosa-Lugo in Speech and Language.

Rationale: This course is a critical addition to our course offerings in teaching ESL language areas. We have Teaching Reading, Writing, Vocabulary, and Grammar, but are missing a course related to Teaching Speaking, Listening, Pronunciation and Phonetics. Graduate TESOL programs all have this course, so it is important that we finally add it to our course offerings now that we can.

Majors taking course: TESOL, Education, and Speech and Language graduate students.

College of Education and Human Performance Course Additions

EDA 6XXX	ED-School of Teaching, Learning, and Leadership	3(3,0)
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Data Based Decision Making for School Educational Leaders: PR: Graduate Standing or C.I. Purpose is to understand and use concepts from research, measurement, and assessment to make informed and reasoned decisions. *Spring, Summer, Fall.*

Abbrev: (26 of 30 chars) Data Based Decision Making

Rationale: The MED in Educational Leadership is a program aligned with Florida Principal Leadership Standards and Florida Educational Leadership Exam competencies and indicators. This course is needed to align with these standards and competencies and at the request of superintendents and other school district leaders. By adding this aligned course and deleting two others (6 sh) from the program, the total credit hours will be 36 for program completion and in line with the requirements of competitor institutions.

Majors taking course: MED in Educational Leadership

College of Engineering and Computer Science Course Additions

Approved. Check with department regarding prereq.

EIN 6XXX

**ECS-Department of Industrial Engineering
and Management Systems**

3(3,0)

Industrial and Systems Engineering Capstone: PR: ESI 6551C and (ESI 5219 or ESI 6247) and department consent. Project-based course where students work on theoretical and applied research issues related to industrial and systems engineering. *Spring, Fall.*

Abbrev: (30 of 30 chars) Industrial System Eng Capstone

Rationale: This course is required to satisfy the independent learning component requirement of graduation with MS or MSIE non-thesis.

Majors taking course: IEMS MS and MSIE Non-Thesis.

College of Health and Public Affairs Course Additions

PAD 5XXX

HPA-Department of Public Administration 3(3,0)

Introduction to Public Procurement: PR: Consent of Instructor. Acquisition of knowledge and skills relating to the public procurement process *Occasional.*

Abbrev: (27 of 30 chars) Intro to Public Procurement

Discussion with others: No duplications or conflicts

Rationale: Procurement of goods and services by governments has increased dramatically in recent years; over \$2.1 trillion in the US. Currently public procurement has evolved from a clerical function to a profession, with an increasing commitment to education and career progression. This course introduces the student to basic knowledge, skills and abilities necessary to perform effectively.

PAD 6XXX

HPA-Department of Public Administration 3(3,0)

Sustainable Transportation Planning: PR: Admission to Master of Urban and Regional Planning program or C.I. Planning for multimodal transportation, including highway/automobile, public transit, pedestrian, bicycling and rail systems, to explore the social, economic and health implications to communities. *Occasional.*

Abbrev: (30 of 30 chars) Sustainable Transportation Pln

Discussion with others: No conflicts. The MSURP coordinator discussed this class with the Chair of Engineering.

Rationale: This class aligns with the MSURP strategic plan goal to review and revise the curriculum on an ongoing basis and make programmatic changes when necessary. This class is being created in response to student requests for a transportation planning course. A curriculum review subcommittee on transportation planning also recommended this course be offered.

2. Special Topics Additions

College of Health and Public Affairs Special Topics Additions

PAD 5937

HPA-Department of Public Administration 3(3,0)

Introduction to Public Procurement: PR: Consent of Instructor. Acquisition of knowledge and skills relating to the public procurement process. *Occasional*.

Abbrev: (28 of 30 chars) ST: Intro Public Procurement

Discussion with others: No conflicts or duplications

Rationale: Procurement of goods and services by governments has increased dramatically in recent years; over \$2.1 trillion in the US. Currently public procurement has evolved from a clerical function to a profession, with an increasing commitment to education and career progression. This course introduces the student to basic knowledge, skills and abilities necessary to perform effectively.

PAD 6938 **HPA-Department of Public Administration** **3(3,1)**

Sustainable Transportation Planning: PR: Admission to MSURP or C.I. Planning for multimodal transportation, including highway/automobile, public transit, pedestrian, bicycling and rail systems, to explore the social, economic and health implications to communities. *Occasional*.

Abbrev: (30 of 30 chars) ST: Sustainable Transportation

Discussion with others: No conflicts. MSURP coordinator discussed class with Chair of Engineering

Rationale: This class aligns with the MSURP strategic plan goal to review and revise the curriculum on an ongoing basis and make programmatic changes when necessary. This class is being created in response to student requests that a transportation planning course be offered. A curriculum review subcommittee on transportation planning also recommended this course be offered.

3. Course Revisions

College of Arts and Humanities Course Revisions

CRW 6976 **Capstone Course: Scholarship and Publication Models** **3(3,0)**
Scholarship and Publication Models

PR: Admission to Creative Writing MFA. MFA, graduate standing or C.I.

Overview of thesis-writing process from proposal to defense, and possible subsequent publication.

Abbrev (30 of 30): ~~Capstone Cour: Scholarship & P~~ **Scholarship Publication Models**

Term Offered: ~~Fall~~ Occasional

Discussion with others: No conflicts

Rationale: CRW 6976 has gone through the College of Graduate Studies Curriculum Committee to be moved from "Specialization" to "Restricted Electives" on the Plan of Study. This request is to remove the first half of the title, "Capstone Course," to better represent the type of course, since this is offered to both first and second-year MFA students.

Majors taking course: Creative Writing MFA students

There are no programs that list CRW 6976.

College of Education and Human Performance Course Revisions

Tabled. Check with department on S/U grading.

MHS 6403 **~~Techniques of Play Therapy and Expressive Arts~~ **Group and Family Play Therapy**** **3(3,0)**

PR: Graduate standing in mental health counseling or related field. MHS 6421.

This practical course provides an overview of using different mediums of play therapy, including expressive arts, groups of children, and families for a theoretical foundation for using expressive arts in counseling. systemic approach.

Abbrev (25 of 30): ~~Tech Play Therap & Express Art Grp & Family Play Therapy~~

Term Offered: Fall Spring

Graded SU: ~~No~~ Yes

Rationale: This course will continue to include expressive art mediums; however, the course will focus specifically on utilizing this medium with specific populations: groups of children and families. Due to limited time, many therapists choose to see children in groups or to see the whole family. To best prepare students in this certificate program, it is important to create a course that prepares the students for their future work with children in play therapy.

There are no programs that list MHS 6403.

Tabled. Check with department on S/U grading.

MHS 6422 **~~Theories of Play Therapy and Play Process~~ **Advanced Theories and Techniques of Play Therapy**** **3(3,0)**

PR: MHS 6421.

This course will ~~provide~~ provides an overview in-depth study of different play therapy theories counseling theories, utilizing didactic and experiential mediums to enhance the application students' development of those in the counseling process. play therapy skills.

Abbrev (34 of 30): ~~Theor Play Therap & Play Proc Adv Theor & Technques Play Therapy~~

Term Offered: ~~Spring~~ Fall

Graded SU: ~~No~~ Yes

Rationale: The current MHS 6422 course focuses solely on play therapy theories. These theories are woven into several of the other play courses. Additionally, the certificate program meets the didactic components for a registered play therapy certificate through the Association for Play Therapy; however, the current certificate offered by UCF does not include an application component to demonstrate that graduate students can apply the knowledge in the counseling room. The changes to this course will meet those needs by including an application component to the study of play therapy theories.

There are no programs that list MHS 6422.

Tabled. Check with department on S/U grading.

MHS 6424

~~Applications of Play Therapy with Special Populations~~ **3(3,0) Filial Therapy**

PR: ~~Graduate standing in mental health counseling or related field.~~ MHS 6421.

~~This course provides an overview of applications of~~ teaches students how to include parents in the play therapy with process through learning a specific populations such as groups, parents, families and/or traumatized children. model of filial therapy in a 10-week group experience.

Abbrev (14 of 30): ~~Appl Play Therap w Spec Pops Filial Therapy~~

Term Offered: ~~Even~~ Spring

Graded SU: ~~No~~ Yes

Rationale: The current course, Play Therapy with Special Populations, does not meet the need for working with parents. The current courses in the certificate do not include a practical component for working with the parents of play therapy clientele. Additionally, students in the course will receive hands on experience working with parents in groups. This course will also enhance the ability for research in this area of play therapy due to the increased number of students trained in this area.

There are no programs that list MHS 6424.

College of Health and Public Affairs Course Revisions

Tabled. Bring back with Registered Health Care certificate.

HIM 6293

Health Care Coding and Diagnosis

3(3,0)

4(3,1)

PR: ~~Graduate status.~~ Admission to Health Care Informatics or RHIA Certificate.

Analysis Medical Coding and use of ICD the role it plays in informatics emphasizing document usage and CPT coding procedures. extracting needed data for proper code selection. Data mapping related to ICD-9-CM and ICD-10-CM is explored.

Abbrev (30 of 30): ~~Health Care Coding & Diag~~ **Health Care Coding & Diagnosis**

Term Offered: ~~Occasional~~ Fall

Discussion with others: Existing course - No duplications or conflicts exist.

Rationale: This is an existing course in the Health Services Administration program that has not been taught in several years. It is being updated to be used in the RHIA certificate program. Majors taking course: Registered Health Informatics Administration Certificate

There are no programs that list HIM 6293.

Tabled. Bring back with Registered Health Care certificate.

HSA 6175

~~Advanced Trends in Health Care Finance Theory~~

3(3,0)

Advanced Trends in Health Care Finance and Management 4(3,1)

PR: ~~Graduate standing.~~ Admission to Registered Health Information Administration certificate or PHC-6160. Health Care Informatics degree program.

~~Public Focus on areas related to overall strategy of the health funding philosophies; evolving market strategies of insurers care organization including decision making practices; infrastructure investment; business partnerships; management staff competencies; and managed care organizations; macroeconomic implication of alternative financing policies. financial report analysis.~~

Abbrev (29 of 30): ~~Adv Trends Hlth Care Fin Thry~~ Adv Trends Hlth Care Fin Mgmt

Term Offered: ~~Occasional~~ Summer

Discussion with others: Existing course - No duplications or conflicts exist

Rationale: This is an existing course in the Health Services Administration program that has not been taught in several years. It is being updated to be used in the RHIA certificate.

Majors taking course: Registered Health Informatics Administration certificate

There are no programs that list HSA 6175.

Tabled. Bring back with Registered Health Care certificate.

HSA 6189	Health Care Coding and Diagnosis	3(3,0)
		4(3,1)

PR: ~~Graduate standing.~~ Admission to Registered Health Informatics Administration certificate or Health Care Informatics degree program or C.I.

~~Analysis Introduction and use analysis of ICD reimbursement systems. Focus on Current Procedural Terminology (CPT) code selection and CPT coding procedures. audit tools; reimbursement methodologies; and revenue cycle management.~~

Term Offered: ~~Occasional~~ Spring

Discussion with others: Existing course - No duplications or conflicts.

Rationale: This is an existing course in the Health Services Administration program that has not been taught in several years. It is being updated to be used in the RHIA certificate program. Majors taking course: Registered Health Informatics Administration certificate

There are no programs that list HSA 6189.

Tabled. Bring back with Registered Health Care certificate.

HSA 6752	Health Care Statistical Tools	3(3,0)
) Health Care Analytics	4(3,1)
)	

PR: ~~Graduate status.~~ Admission to Registered Health Management and Informatics.

~~Computer based course focusing on statistical quality tools, such as cause analyzing health care data including using data for decision making, process improvements, efficient health care delivery and effect diagrams, pareto and control charts, and root cause analysis, used in the management of healthcare organizations. preparing reports for other managers.~~

Abbrev (21 of 30): ~~Health Care Statistical Tools~~ Health Care Analytics

Term Offered: ~~Occasional~~ Spring

Discussion with others: Existing course - No duplications or conflicts.

Rationale: This is an existing course in the Health Services Administration program that has not been taught in several years. It is being updated to be used in the RHIA certificate program. Majors taking course: Registered Health Informatics Administration Certificate
There are no programs that list HSA 6752.

Tabled. Bring back with Registered Health Care certificate.

HSA 6759	Health Care Outcomes Management	3(3,0)
		4(3,1)

PR: ~~Graduate status.~~ Admission to Registered Health Information Administration Certificate of Health Care Informatics degree program.

Measure and methods of outcomes assessment and evaluation. Development, structure, evaluation focusing on regulatory policies; use of data to investigate fraud; organizational compliance programs and evaluation of performance of health system. Assessing quality of services and quality management. information system compliance.

Term Offered: ~~Occasional~~ Fall

Discussion with others: Existing course - No duplication or conflicts

Rationale: This is an existing course in the Health Services Administration program that has not been taught in several years. It is being updated to be used in the RHIA certificate program. Majors taking course: Registered Health Information Administration certificate
There are no programs that list HSA 6759.

SOW 6563 Part-Time MSW Clinical Field Education and Seminar III	3(3,0)
2(2,0)	

PR: SOW 6562

Field education for part-time MSW clinical students; includes seminar and supervised practice of social work in an agency for ~~200~~ 150 clock hours. Graded S/U.

Term Offered: ~~Occasional~~ Summer

Discussion with others: None - existing course

Rationale: There are a total of 8 credit hours required for clinical field seminar (3 courses). Fall and Spring semesters are each assigned 3 credit hours with students completing 225 clock hours each term. The summer semester is the shortest (12 weeks); therefore the clock hours are set at

150 and course is assigned 2 credits hours. Overall clock hour requirement increased from 550 to 600 for clinical field.

Majors taking course: Master of Social Work

There are no programs that list SOW 6563.

COLLEGE OF GRADUATE STUDIES COURSE ADDITION

IDS 6XXX	Modeling and Simulation Capstone Report Planning
	1 (1,0)

PR: Graduate standing

Identify a topic and required resources to complete a multi-disciplinary Modeling and Simulations capstone project. Develop annotated topical outline for Modeling and Simulation capstone report.

Term offered: odd summer, even summer

Rationale: Distance learners in the certificate need to begin preparation for the capstone project of the final course at least 6 months in advance.

Majors taking course: M&S of Technical Systems graduate certificate

No duplication or conflict identified.