

UPCC Meeting Minutes
September 10, 2015
Prillaman Hall, Room 1105, Kennesaw Campus
12:30-2:00pm

Members present: Neporcha Cone, Liza Davis, Ryan Delaney, Ana Edwards, Andy Green (proxy for Wes Rhea), Ana Guimaraes (UPCC Co-Secretary), Michelle Head, Jerald Hendrix, Melissa Kramschuster, Carolee Larsen, Gail Markle, Pinder Naidu, Charles Parrot, Christina Scherrer, Gail Scott, Judy Slater, Anete Vásquez, Jennifer Wade-Berg (UPCC Chair), Valerie Whittlesey.

Guests: M.A. Karim (Civil & Construction Engineering), Michael Keleher (Leadership & Integrative Studies), Erin Sutherland (Physics).

The meeting was called to order at 12:30pm.

Approval of the Minutes from August 27, 2015

Chair Wade-Berg opened the meeting with a call to approve the minutes from the August 27 meeting. Dr. Scott motioned to accept, Dr. Naidu seconded, and the minutes were approved.

Next, Dr. Wade-Berg introduced Dr. Gail Markle, newly elected UPCC representative from the College of Humanities & Social Sciences. She also announced that the School of Culinary Sustainability & Hospitality requested that their proposal be removed from today's agenda, and that the Department of Theatre & Performance Studies requested that all proposed items from their department be tabled for editing and until they can address technology issues. Dr. Wade-Berg moved their proposals to future discussion, and will custom route their items back through Curriculog. Dr. Parrot then moved to accept this action, A. Green seconded, and the motion passed.

UNFINISHED BUSINESS

**SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND
ENGINEERING TECHNOLOGY**

Department of Civil & Construction Engineering

Dr. M.A. Karim came forward to discuss the second reading of CE 3702, CE 3703, CE 3704, CE 4343, CE 4363, CE 4371, and CE 4373. Dr. Wade-Berg solicited questions regarding the edits that the department submitted, including corrections to the BIOL 1107 and BIOL 1107L and the number of required hours for the major. After a brief discussion concerning the accuracy of required pre-requisites for CHEM 4300, Dr. Wade-Berg requested a motion to approve the courses with the necessary edits to the course descriptions. Dr. Hendrix motioned to approve on second reading, A. Green seconded, and the motion passed.

The Committee then discussed CE 4353, with recommendations for the proposal originators to edit the required credit hours. The Registrar again mentioned the repeatability of the course, and Dr. Wade-Berg made changes to the proposal. Other suggestions were made concerning the course descriptions and to insert a student enrollment statement in the syllabus. Dr. Davis motioned to accept the proposal on first reading, with pending edits, Dr. Gale N. seconded, and the motion passed. Dr. Scott then motioned to waive second reading, M. Kramschuster seconded, and the motion passed.

Finally, Dr. Wade-Berg announced that any changes to the B.S. in Environmental Engineering and the B.S. in Environmental Engineering Technology would only take effect in the Fall of 2016. Dr. Scott motioned to accept the new B.S. in Environmental Engineering, Dr. Markle seconded, and the motion passed. Dr. Scherrer then motioned to approve the discontinuation of the B.S. in Environmental Engineering Technology, Dr. Markle seconded, and the motion passed.

Department of Physics

Dr. Erin Sutherland came forward to present the new course PHYS 3260 proposal, which is a course offering that had lapsed over time. After a brief discussion concerning the accuracy of the proposal in Curriculog, the Registrar confirmed that this course had been, effective Spring 2016. Dr. Hendrix motioned to sign off on the course—since it was previously approved by UPCC—Dr. Scott seconded, and the motion passed.

COLES COLLEGE OF BUSINESS

Department of Management & Entrepreneurship

Dr. Wade-Berg requested the proposal for MGT 4200 be tabled for a future meeting, due to additional related courses currently going through the Curriculog process. A. Green motioned to accept the motion, Dr. Naidu seconded, and the motion passed.

COLLEGE OF THE ARTS

Department of Theatre & Performance Studies

The proposals for the B.A. in Theatre & Performance Studies, TPS 4015, and TPS 3723 were tabled at the request of the department. These items are being custom routed back to the department for further discussion.

NEW BUSINESS

COLLEGE OF SCIENCE AND MATHEMATICS

Department of Mathematics

Dr. Wade-Berg requested a motion to table proposals for the B.S. in Mathematics Education, MAED 4415, MAED 4416, and MAED 3495, since representatives from the Department of Mathematics were absent. Dr. Naidu motioned to table the discussion, Dr. Scott seconded, and the motion passed.

UNIVERSITY COLLEGE

Department of Leadership & Integrative Studies

Dr. Michael Keleher came forward to present a proposal on INTS 3398, a course that complements the General Studies track previously approved by UPCC. This course satisfies the service-learning or internship requirement for that program. Dr. Keleher confirmed that non-majors may enroll in the course. A brief discussion took place concerning the repeatability of the course for credit, and the 12 hour credit limit for internships, University wide. Dr. Keleher also clarified that there would be a learning contract and assessment component to the course, and that this internship cannot substitute for internship requirements in other departments when students are dual-enrolled. Dr. Wade-Berg then stated the student enrollment status policy is lacking from the syllabus. Hearing no further discussion, Dr. Wade-Berg called for a motion to approve the course on second reading. Dr. Scott motioned, Dr. Naidu seconded, and the motion passed.

Michael Levin School of Culinary Sustainability & Hospitality

The proposals for changes to the B.S. in Culinary Sustainability & Hospitality, CSH 4620, and CSH 4640 were tabled at the request of the department.

Dr. Wade-Berg reminded the Committee that the next meeting would take place on the Marietta campus. She will send a meeting reminder and announce the location. Please allow time for transportation and parking, or make arrangements for a proxy if unable to attend due to teaching conflicts.

The meeting was adjourned at 1:21 p.m.