

**UPCC Meeting Minutes**  
**December 3, 2015**  
**Atrium Building (J), Room 161, Marietta Campus**  
**12:30-2:00pm**

**Members present:** Ana Edwards, Andy Green (proxy for Wes Rhea), Ana Guimaraes (UPCC Co-Secretary), Jerald Hendrix, Melissa Kramschuster (also proxy for Tiffany McCoy), Carolee Larsen, Lei Li (also proxy for Dennis Michael Franklin), Gail Markle (also proxy for Gail Scott), Kevin McFall, Pinder Naidu, Michael Patrono, Don Robson, Christina Scherrer, Anete Vásquez (also proxy for Neporcha Cone), Jennifer Wade-Berg (UPCC Chair, also proxy for Judy Slater and Liza Davis), Victor Wakeling, Valerie Whittlesey.

**Guests:** Olaf Berwald (Foreign Languages), Kim Haimes-Korn (Digital Writing & Media Arts), Christian Hardigree (Culinary Sustainability & Hospitality), Danielle Herrington (Registrar), Michael Lahey (Digital Writing & Media Arts), Chien-pin Li (College of Humanities & Social Sciences), Susan Grant Robinson (Music), Garrett Smith (Geography), Herbert Smith (Digital Writing & Media Arts), John Smith (Registrar), Erin Sutherland (Physics), Michael Tierce (English).

**The meeting was called to order at 12:32 p.m.**

UPCC Chair, Dr. Jennifer Wade-Berg, welcomed everyone to the last meeting of the Fall semester.

**Approval of the Minutes from November 5, 2015**

Minutes from the November 5 UPCC meeting have been distributed to the Committee via email. Hearing no edits or corrections for the proposed minutes, Dr. Wade-Berg called for a motion to accept the minutes as they stand. Dr. Markle motioned to accept the minutes, Professor Green seconded, and the minutes were accepted.

**UNFINISHED BUSINESS**

**UNIVERSITY COLLEGE**

**Michael Levin School of Culinary Sustainability & Hospitality**

Christian Hardigree came forward to speak on behalf of the proposed new courses and the change in program. She announced that the recommended changes to the syllabi have been made. Hearing no further comments, Dr. Wade-Berg called for a motion to approve on second reading CSH 4650, CSH 4660, CSH 4670, and CSH 4690. Professor Green made the motion to approve, Dr. Markle seconded, and the motion passed. Discussion on CSH 4620, CSH 4640, and the B.S. in Culinary Sustainability & Hospitality will be deferred until a future meeting.

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

### **Department of Electrical Engineering**

The proposal originators have made all suggested edits to the course syllabus for EE 3603, which is available on Curriculog. Hearing no further discussion on the proposal, Dr. Wade-Berg called for a motion to accept on second reading EE 3603. Dr. McFall motioned to accept, Dr. Markle seconded, and the motion passed.

## **COLLEGE OF HEALTH AND HUMAN SERVICES**

### **Department of Health Promotion & Physical Education**

Dr. Kandice Porter came forward to present a set of course discontinuations and changes in existing courses on behalf of her department. HPE 3060, HPE 3070, and HPE 3080 are all proposed discontinuations. HPE 3450, HPE 3550, HPE 3670, HPE 3750, HPE 4252, and HPE 4254 all involve modifications to pre-requisites and co-requisites so that students may take the classes in the correct sequence. HPE 3670 also involves a change in credit hours. Proposed changes to HPE 4410 requires admission to teacher education and HPE 4430 ensures that cohorts take their courses and field experiences simultaneously. Hearing no further discussion, Dr. Wade-Berg called for a motion to approve on first reading the aforementioned courses. Professor Green motioned to approve, Dr. Scherrer seconded, and the motion passed. Professor Green then motioned to waive second reading, Dr. Robson seconded, and the motion passed. These changes will take effect Spring of 2016.

## **NEW BUSINESS**

### **General Education Course Changes**

Dr. Valerie Whittlesey came forward to present proposed changes recently approved by the Board of Regents regarding the general education requirements for students in the University System of Georgia. To comply with other USG institutions, E Courses will now include ANTH 1102, CRJU 1101, GEOG 1101, PSYC 1101, SOCI 1101, and STS 1101. A brief discussion then took place regarding the change in course number for GEOG 1101. The University of Georgia uses a common numbering system, which restricts flexibility of numbering at KSU. The Registrar's Office also weighed in on the discussion.

After Dr. Whittlesey had answered all questions, Dr. Wade-Berg called for a motion to approve on first reading changes to the aforementioned courses. Dr. Hendrix made the motion to approve, Dr. McFall seconded, and the motion passed.

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Dr. Wade-Berg then called for a motion to approve the new proposed courses, ECON 1000 and GEOG 1101 to comply with those approved changes. Dr. Scherrer made the motion to approve, Dr. McFall seconded, and the motion passed.

The discussion then turned to the four proposed course changes to PHYS 1111, PHYS 1112, PHYS 2211, and PHYS 2212. Dr. Whittlesey explained that Physics courses are currently 3 credit hours, which the department proposes increasing to 4 credit hours to match what they are already doing. After comments from other members of the Committee, Dr. Wade-Berg called for a motion to approve the proposed changes to Physics. Dr. Hendrix made the motion to approve, Dr. Markle seconded, and the motion passed. All changes will take effect Spring 2016. Dr. Naidu then motioned to waive second reading for all of the aforementioned courses, Professor Green seconded, and the motion passed. Dr. Chien-pin was asked to ensure that all course syllabi comply with the necessary component requirements.

## **COLLEGE OF HUMANITIES AND SOCIAL SCIENCES**

### **Department of Geography & Anthropology**

Dr. Garrett Smith presented the proposed changes in existing courses for GEOG 1130, GEOG 2200, and the B.A. in Geography. Hearing no discussion, Dr. Wade-Berg called for a motion to approve on first reading changes to the aforementioned courses and program. Professor Green made the motion to approve, Dr. Robson seconded, and the motion passed. Professor Green then motioned to waive second reading, Dr. Naidu seconded, and the motion passed.

### **Department of Foreign Languages**

Dr. Olaf Berwald presented the 5 new proposed courses, HEBR 1001, HEBR 1002, HEBR 2001, HEBR 2002, and HEBR 2050, formerly taught as special topics. HEBR 1001 and HEBR 1002 would also be eligible for GENED credit. The Registrar noted that the syllabi are missing the necessary enrollment management policy. Dr. Wade-Berg then called for a motion to approve on first reading the courses, with proposed corrections. Professor Green made the motion to approve, Dr. Scherrer seconded, and the motion passed.

### **Department of English**

Dr. Michael Tierce presented proposed changes in existing courses on behalf of his department. ENGL 4240 involves changes in pre-requisite to bring it in line with other 3000 and 4000 level courses. The proposed change to ENGL 4620 involves the pre-requirement to complete 4 3000- or 4000-level English courses and the completion of a foreign language course at the 2001-level or higher. After a brief discussion, the Registrar's Office recommended changing the requirements to completion of 90 credit hours AND permission from the department to enroll.

Hearing no further discussion, Dr. Wade-Berg called for a motion to approve on first reading the aforementioned courses. Professor Green made the motion to approve, Dr. Naidu seconded, and

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the motion passed. Dr. Naidu then motioned to waive second reading, Professor Green seconded, and the motion passed.

### **Department of History**

Discussion on the proposed change to the Public History Certificate will be tabled until January, when a representative from the department may be present.

### **Department of Political Science & International Affairs**

Dr. Chien-pin Li spoke on behalf of the proposal originators regarding changes to POLS 2230 and the B.A. in International Affairs. The former will provide an opportunity for early career advisement for students and will clean up outdated information, and the latter will accommodate this change. Hearing no discussion, Dr. Wade-Berg called for a motion to approve on first reading the aforementioned proposals. Dr. Markle, on behalf of Dr. Scott, made the motion to approve, Professor Green seconded, and the motion passed.

### **Department of Digital Writing & Media Arts**

Dr. Herbert Smith presented proposed changes to the B.S. in Technical Communication program, which had formerly been taught at the Southern Polytechnic State University for nearly 20 years. Due to consolidation with KSU, the program requirements were reviewed and revamped. After a discussion regarding the repeatability of certain courses for credit, the Registrar's Office recommended the proposal originators submit a comparison table to ensure accuracy. Dr. Wade-Berg then called for a motion to approve for a second reading TCOM 2002, TCOM 2010, TCOM 2030, TCOM 3030, TCOM 3045, TCOM 3070, TCOM 3130, TCOM 3145, TCOM 3245, TCOM 3398, TCOM 4000, TCOM 4045, TCOM 4120, TCOM 4400, and TCOM 4490. Professor Green made the motion to approve, Dr. Markle seconded, and the motion passed. These proposals will be reviewed once more, with the comparison table, when the Committee reconvenes in January.

Dr. Michael Lahey then presented his proposals regarding the B.S. in Interactive Design. The proposal package includes 13 existing courses with minimal or no change, 1 course with substantive changes, 12 new courses, and 15 courses eliminated. This program is in part possible through a collaborative arrangement with the Department of Art & Design. After some discussion regarding the proposal details, it was determined that the 15 courses to be removed still require proposals to be submitted and that the "ID" prefix is already used by Industrial Distribution. The Registrar's Office and Dr. Wade-Berg recommended that the proposal originators revise the prefix, submit the necessary forms in Curriculog to deactivate the 15 courses, and provide a comparison table to ensure accuracy. It was determined that Dr. Lahey should also work with the College of Computing & Software Engineering on courses that may overlap. Dr. Wade-Berg called for a motion to table voting on these proposals until the proposal originators have had an opportunity to enact these recommendations. Dr. Markle made the motion to table the vote, Dr. Naidu seconded, and the motion passed.

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

### **Department of Mechanical Engineering Technology**

Dr. Christina Scherrer presented a proposal for changes to MET 2501. The course, formerly MET 3501, was changed to encourage students to take it earlier in the progression of their degree. Previously, the Committee had suggested editing the course description for brevity, and Dr. Wade-Berg recommended the description could still be trimmed further. She also noted that a change in program form needed to be submitted by the proposal originators before a final vote is put forth. Dr. Wade-Berg called for a motion to approve the course for second reading. Dr. Robson made the motion to approve, Dr. Naidu seconded, and the motion passed.

### **Department of Mechatronics**

Dr. Kevin McFall presented their proposal for a change in program for the B.S. in Mechatronics Engineering, building on previous course proposals that had already been approved by the Committee. Hearing no discussion, Dr. Wade-Berg called for a motion to approve the change in program proposal. Dr. Scherrer made the motion to approve, Dr. Robson seconded, and the motion passed. Dr. McFall then motioned to waive second reading, Dr. Scherrer seconded, and the motion passed.

## **COLLEGE OF THE ARTS**

### **School of Music**

Dr. Susan Grant Robinson presented 3 new course proposals for the School of Music. MUSI 1120 is designed as a music theory intensive course, MUSI 1122 will require completion of MUSI 1120 for enrollment, and MUSI 4419 transforms a former special topics course into an elective course for performance majors. Dr. Wade-Berg recommended changes to the course syllabi, which do not currently have the necessary required enrollment management policy statement. Hear no discussion, she called for a motion to approve for second reading the aforementioned courses. Dr. McFall made the motion to approve, Ms. Kramschuster seconded, and the motion passed.

**The meeting was adjourned at 2:08pm.**