

**UPCC Meeting Minutes**  
**February 11, 2016**  
**Prillaman Hall, Room 1105, Kennesaw Campus**  
**12:30-2:00pm**

**Members present:** Ana Edwards, D. Michael Franklin, Ana Guimaraes (Secretary), Jerald Hendrix, Carolee Larsen, Lei Li, Judy Liu (also proxy for Melissa Kramschuster), Gail Markle, Tiffany McCoy, Kevin McFall (also proxy for Christina Scherrer), Charles Parrot, Don Robson, Gail Scott (also proxy for Liza Davis), Erin Sutherland, Anete Vásquez, Jennifer Wade-Berg (Chair), Victor Wakeling.

**Guests:** Yumin Ao (Foreign Languages), Wasim Barham (Civil & Construction Engineering), Randall Emert (Mechanical Engineering Technology), May Gao (Interdisciplinary Studies), Bernard Goldfine (Health Promotion & Physical Education), Jamie Grimes (Academic Affairs), Wenhua Jin (Foreign Languages), Lee Langub (Elementary & Early Childhood Education), Chien-pin Li (College of Humanities & Social Sciences), Susan Grant Robinson (Music), Scott Reese (College of Science & Mathematics), Susan Vande Ven (CCSE-Information Technology).

**The meeting was called to order at 12:30 p.m.**

**Approval of the Minutes from January 28, 2016**

UPCC Chair, Dr. Jennifer Wade-Berg, proposed edits to the minutes from the January 28, 2016 meeting. The corrections were provided to the Secretary. She then called for a motion to approve the minutes, with said edits. Dr. Scott made the motion, Dr. McFall seconded, and the minutes were approved.

**UNFINISHED BUSINESS**

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

**Department of Mechanical Engineering Technology**

Discussion on MET 2501 has been tabled until the department's Change in Program form works its way to UPCC.

**BAGWELL COLLEGE OF EDUCATION**

**Department of Middle Grades & Secondary Education**

The Committee heard proposals from the Department of Middle Grades & Secondary Education for two new courses and a change in program. Per the Committee's request, the proposal

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originators submitted revised syllabi, including an attendance policy. Hearing no further discussion, Dr. Wade-Berg called for a motion to approve on second reading ENGL 3250 and ENGL 3270. Dr. Li made the motion, Dr. McFall seconded, and the motion passed. Dr. Robson then motion to accept the change in program to Middle Grades Education, Dr. Scott seconded on behalf of Dr. Davis, and the motion passed.

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

#### **Department of Interdisciplinary Studies**

Dr. May Gao spoke on behalf of the Asian Studies program regarding 5 new proposed courses, confirming that they have reached out to the KSU Library System for resources support. A representative from the Library System will confirm with Dr. Wade-Berg. In addition to library resources, the proposal originators have also made changes to pre-requisites, course descriptions, and learning outcomes on ASIA 4001 and ASIA 4517. After a brief discussion about wording on the course description, Dr. Wade-Berg called for a motion to approve on second reading, with the suggested edits and library resources statement, ASIA 3760, ASIA 3780, ASIA 4001, ASIA 4400, and ASIA 4517. Dr. Scott made the motion, Dr. Franklin seconded, and the motion passed.

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

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

The Committee revisited proposals for 8 new courses and 3 changes in existing courses for the Department of Health Promotion & Physical Education. After a brief question from the Registrar regarding the department's intent on when classes will be scheduled, Dr. Wade-Berg called for a motion to approve on second reading HPE 1235, HPE 1710, HPE 1076, HPE 1270, HPE 1280, HPE 1285, HPE 1485, HPE 1500, HPE 1505, HPE 1525, and HPE 1700. Professor Patrono motion to approve, Dr. Robson seconded, and the motion passed.

#### **NEW BUSINESS**

### **BAGWELL COLLEGE OF EDUCATION**

#### **Department of Elementary & Early Childhood Education**

Dr. Lee Langub spoke on behalf of the proposed change in B.S. in Elementary and Early Childhood Education, which overrides previous changes to combine courses about a year and a half ago. A brief discussion ensued concerning splitting course credits, particularly those in Area F, with input from various other departments. Hearing no further questions, Dr. Wade-Berg called for a motion to approve on first reading the B.S. in Elementary & Early Childhood Education change in program. Dr. McFall made the motion, Dr. Parrot seconded, and the motion

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passed. Dr. McFall the motioned to waive the second reading, Ms. Liu seconded, and the motion passed.

### **COLES COLLEGE OF BUSINESS**

#### **School of Accountancy**

The Committee heard proposals for changes in existing courses for the School of Accountancy, involving adjustments to pre-requisites, a grade of C or better, and permission from the Coles College of Business for non-majors. Hearing no discussion, Dr. Wade-Berg called for a motion to approve, on first reading, the proposed changes to ACCT 4300 and ACCT 4550. Dr. Robson made the motion, Dr. Scott seconded, and the motion passed. Dr. Parrot then motioned to waive second reading, Professor Patrono seconded, and the motion passed.

### **COLLEGE OF SCIENCE AND MATHEMATICS**

#### **Department of Molecular & Cellular Biology**

Dr. Scott Reese presented on behalf of his department's 2 proposals regarding BIOL 4431, to separate the lecture from the lab so that pre-med students and human physiology students can take different tracks. A discussion then ensued regarding the convention of lab course numbers and the pre-requisite concurrent option in the proposals. Hearing no further questions, Dr. Wade-Berg called for a motion to approve on first reading BIOL 4431 and BIOL 4431L. Dr. Franklin made the motion, Dr. McFall seconded, and the motion passed. Dr. Robson then motioned to waive second reading, Dr. Scott seconded, and the motion passed.

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

#### **Department of Civil & Construction Engineering**

Dr. Wasim Barham spoke on behalf of 5 changes in existing courses and 3 new course proposals from the Department of Civil & Construction Engineering. Changes to CE 3702, CE 3703, CE 3704, CE 4343, and CE 4708 involve course descriptions to better reflect current content being taught in the courses. The Committee recommended tailoring course descriptions to student learning outcomes. Hearing no further discussion, Dr. Wade-Berg called for a motion to approve the changes on first reading to the aforementioned courses. Professor Patrono made the motion, Dr. McFall seconded, and the motion passed. Professor Patrono then motioned to waive second reading, the Scott seconded, and the motion passed.

Since proposals for CE 2003 and CE 4003 have not yet caught up, Dr. Wade-Berg recommended tabling further discussion on the change in program for the B.S. in Civil Engineering. The

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Registrar's Office also took the opportunity to address some discrepancies in the course numbers for the upcoming proposals. The proposal originators were requested to confirm the change in course number with their department Chair. Hearing no additional questions, Dr. Wade-Berg then called for a motion to table the discussion on the change of program proposal. Dr. Scott made the motion, Dr. Hendrix seconded, and the motion passed.

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

Dr. Randall Emert spoke on behalf of the 4 proposed changes to existing courses in his department. EDG 3112 involves a course description change to better reflect current content taught in the course. Changes to EDG 4111, MET 2322, and MET 3332 involve new pre-requisite requirements or permission from the instructor. Hearing no discussion, Dr. Wade-Berg called for a motion to approve, on first reading, changes to the aforementioned courses. Dr. McFall made the motion, Dr. Franklin seconded, and the motion passed. Dr. Parrot then motioned to waive second reading, Dr. McFall seconded, and the motion passed.

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

### **Department of Foreign Languages**

Professor Yumin Ao spoke on behalf of a new proposed course for the Department of Foreign Languages. In the discussion that ensued, it was revealed that a change in program had not yet reached UPCC and is likely still under review by another college. The discussion also revealed a conflict in pre-requisite and concurrent requirements, and minor edits to the course description. Dr. Wade-Berg recommended tabling a vote on CHNS 4499 until the change in program proposal catches up. Dr. Parrot made a motion to table the vote, Dr. Franklin seconded, and the motion passed.

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

Since no representative from the department was present to discuss the new course and change in program proposals, Dr. Wade-Berg called for a motion to table review of these proposals. Dr. Franklin made the motion, Dr. McFall seconded, and the motion passed.

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

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

The Committee heard proposals from the Department of Health Promotion & Education for new courses, changes in existing courses, and a change in program for the Minor in Public Health Education. The proposed reconfiguration helps to align the minor to the existing Public Health Education major. Changes to PHE 2400, PHE 4500, and HPE 2250 involve pre-requisites, while changes to PHE 4700, HPE 3250, HPE 3300, and HPE 3600 involve changes to the title or course descriptions and learning objectives. Hearing no discussion, Dr. Wade-Berg called for a

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motion to accept on first reading changes to PHE 2400, PHE 4490, PHE 4500, HPE 2250, HPE 3300, and HPE 3600, and the new course PHE 4700. Dr. Robson made the motion, Dr. Hendrix seconded, and the motion passed.

Dr. Wade-Berg then called for a motion to accept the proposed change in minor, including title, realigning prefixes, overall GPA requirements, and adjusted courses. Dr. McFall made the motion, Dr. Parrot seconded, and the motion passed. Dr. Franklin then motioned to waive second reading, Dr. Parrot seconded, and the motion passed.

## COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

### Department of Information Technology

Dr. Wade-Berg requested that the discussion on the change in program for the Minor in Information Technology be tabled. Dr. Parrot made the motion, Dr. Franklin seconded, and the motion passed. Dr. Susan Vande Ven then presented on the proposed new courses, changes to existing courses, and change in program for the B.S. in Information Technology. After a brief discussion concerning pre-requisites and a suggestion by the Registrar's Office to reactivate the existing course IT 4400, Dr. Wade-Berg called for a motion to approve on first reading IT 4893, IT 3223, IT 3503, and IT 4400. Professor Patrono made the motion, Dr. Parrot seconded, and the motion passed.

Dr. Wade-Berg then called for a motion to approve on first reading the change in program for the B.S. in Information Technology and the B.A.S. in Information Technology. Dr. Franklin made the motion, Dr. Parrot seconded, and the motion passed.

## COLLEGE OF THE ARTS

### School of Music

Dr. Susan Grant Robinson spoke on the proposed 2 new courses, 2 changes in existing courses, and 2 changes in program for the School of Music. These changes will allow non-majors to audition for University Band by establishing the audition as a pre-requisite for enrollment. Hearing no discussion, Dr. Wade-Berg called for a motion to approve on first reading MUSI 1145, MUSI 3345, MUSI 1141, MUSI 3341, the B.A. in Music, and the B.M. in Music Performance. Dr. Parrot made the motion, Dr. Franklin seconded, and the motion passed.

**The meeting was adjourned at 2:10 p.m.**