

UPCC Meeting Minutes
August 25, 2016
Burruss 368, Kennesaw Campus
12:30-2:00pm

Members present: Chris Brown, Ana Edwards, D. Michael Franklin, Ana Guimaraes (proxy for Nancy Colyar), William Griffiths, Raynice Jean-Sigur, Parminder Juneja, Gail Markle, Kevin McFall, Doug Moodie (also proxy for Debbie Benson), Rick Mosholder (also proxy for Pinder Naidu), Charles Parrot, Jan Phillips, Don Robson, Susan Vande Ven, Jennifer Wade-Berg (Chair).

Guests: Danielle Herrington (Registrar), Martha Richardson (Registrar), John Carlyle Smith (Registrar), Scott Tippens (Electrical & Computer Engineering Technology).

The meeting was called to order at 12:37 p.m.

UPCC Chair, Dr. Jennifer Wade-Berg, welcomed everyone to the first meeting of the academic year. She began the meeting by encouraging those departments that have not yet finalized their representatives on UPCC to let her know at the earliest opportunity. As there were no volunteers, Dr. Wade-Berg postponed electing a Secretary for the 2016-2017 academic year until the next meeting. The Interim Secretary then ran the election of this year's UPCC Chair. Dr. Jennifer Wade-Berg was nominated for the 2016-2017 term, and was unanimously approved by members of the UPCC.

Approval of the Minutes from April 14, 2016

Dr. Wade-Berg called for a motion to accept the minutes from the April 14, 2016 meeting. Dr. Davis made the motion, Dr. Scherrer seconded, and the minutes were accepted.

UNFINISHED BUSINESS

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

Department of Electrical & Computer Engineering Technology

Dr. Scott Tippens returned to present 11 new courses for the B.S. in Computer Engineering. Course descriptions were reviewed, duplications removed, and credit hours were analyzed by the proposal originators, at the request of UPCC last year. Dr. Tippens then answered questions concerning lower-level versus upper-level requirements, and a discussion ensued regarding a possible course overlap for CPE 4020 between Electrical Engineering and Mechanical Engineering. Dr. Wade-Berg recommended holding a vote on CPE 4020 until next meeting.

MINUTES FROM AUGUST 25, 2016 UPCC MEETING

It was also pointed out that CPE 4250 should be renumbered CPE 4800. Hearing no further questions, Dr. Wade-Berg then called for a motion to approve on second reading CPE 1000, CPE 3000, CPE 3020, CPE 3030, CPE 3040, CPE 4010, CPE 4030, CPE 4040, CPE 4200, and CPE 4800. Dr. Griffiths made the motion, Professor Phillips seconded, and the motion passed. The vote for the Change in Program for the B.S. will also be held until next meeting.

Department of Electrical Engineering

Dr. Kevin McFall spoke on behalf of a new course for the Department of Electrical Engineering. Hearing no questions, Dr. Wade-Berg called for a motion to approve on second reading EE 4603. Dr. Griffiths made the motion, Dr. McFall seconded, and the motion passed.

Department of Civil & Construction Engineering

Since no representative from the Department of Civil & Construction Engineering was present, Dr. Wade-Berg called for a motion to postpone discussion of their new course proposal until the next meeting. Dr. Griffiths made the motion, Dr. Franklin seconded, and the motion was approved.

NEW BUSINESS

COLLEGE OF ARCHITECTURE AND CONSTRUCTION MANAGEMENT

Department of Construction Management

Dr. Parminder Juneja spoke on behalf of two changes in existing courses for the Department of Construction Management. An engineering pre-requisite was added to CM 3110 so that both Construction and Engineering students may enroll, and a pre-requisite was removed from CM 3260. Hearing no questions, Dr. Wade-Berg called for a motion to approve on first reading both course proposals. Dr. Robson made the motion, Dr. Moodie seconded, and the motion passed. Dr. Parrot then motioned to waive second reading, Dr. Moodie seconded, and the motion also passed.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Sociology & Criminal Justice

UPCC heard a proposal for changes in existing courses for CRJU 3352 and CRJU 4499, both effective Fall 2017. The change to CRJU 3352 would ensure that students are required to take “corrections” as one of the pillars of the degree. Hearing no discussion, Dr. Wade-Berg called for a motion to approve on first reading both proposals. Dr. Franklin made the motion, Dr. Parrot seconded, and the motion passed. Dr. Markle motioned to approve on first reading the

MINUTES FROM AUGUST 25, 2016 UPCC MEETING

change in program for the B.S. in Criminal Justice, Dr. McFall seconded, and the motion also passed. Dr. McFall then made a motion to waive second reading, Dr. Markle seconded, and second reading was waived.

Dr. Markle then spoke on behalf of change in existing courses for SOCI 3300, SOCI 4434, SOCI 3333, SOCI 3344, and SOCI 3360, which updated the pre-requisites to remove a course that was previously discontinued. Dr. Markle briefly addressed questions from the UPCC membership. Hearing no further discussion, Dr. Wade-Berg then called for a motion to approve on first reading the aforementioned course proposals. Dr. Jean-Sigur made the motion, Dr. Moodie seconded, and the motion passed. Dr. McFall then motioned to waive second reading, Professor Phillips seconded, and the motion also passed.

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Social Work & Human Services

Dr. Jennifer Wade-Berg spoke on behalf of one new course and twenty changes to existing pre-requisites for Human Services courses for the Department of Social Work & Human Services, effective Spring 2017. The HS 2400 proposal prompted questions and a discussion on whether to include the Human Services Interest requirement in other courses. After fielding questions about the pre-requisite arrangement within the department, Dr. Wade-Berg called for a motion to approve on first reading proposals for HS 3850, HS 4600, HS 2400, HS 2800, HS 2900, HS 3100, HS 3200, HS 3300, HS 3400, and HS 3500. Dr. McFall made the motion, Dr. Mosholder seconded, 13 approved, and 1 opposed. The motion passed.

Dr. Wade-Berg then called for a motion to approve on first reading the proposals for HS 3600, HS 3700, HS 3750, HS 3800, HS 3900, HS 3950, HS 3960, HS 4100, HS 4200, HS 4500, and HS 4700. Dr. Markle made the motion, Professor Phillips seconded, and 14 approved. The motion also passed. Dr. Markle then motioned to waive second reading, Dr. Mosholder seconded, and second reading was waived. Finally, Dr. Wade-Berg called for a motion to accept the change in program for the B.S. in Human Services and the change in certificate in Nonprofit Management and leadership. Dr. Parrot made the motion, Dr. Griffiths seconded, and the motion passed. Dr. Griffiths motioned to waive second reading, Dr. Mosholder seconded, and the second reading was waived.

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Mechatronics Engineering

Dr. Kevin McFall presented changes to existing courses for MTRE 3710, MTRE 4010, and MTRE 4200. He fielded questions about pre-requisites for students to acquire “standing” within the program, and the Registrar noted a change to the course number for MTRE 4200. Hearing no further discussion, Dr. Wade-Berg called for a motion to approve on first reading the

MINUTES FROM AUGUST 25, 2016 UPCC MEETING

aforementioned proposals. Dr. Griffiths made the motion, Dr. Moodie seconded, and the motion passed. Dr. Griffiths then motioned to waive second reading, Dr. Parrot seconded, and the motion also passed.

Department of Electrical Engineering

Drs. Doug Moodie and Kevin McFall presented two new courses for the Department of Electrical Engineering. After a brief discussion about suggested edits to the course descriptions, Dr. Wade-Berg called for a motion to approve on first reading the proposal for EE 3602. Professor Phillips made the motion, Dr. Moodie seconded, and the motion passed. Dr. Franklin then motioned to waive second reading for EE 3602, Dr. Griffiths seconded, and the motion also passed. Finally, Dr. Wade-Berg called for a motion to table voting on EE 3706 until the next meeting. Dr. Franklin made the motion, Dr. Griffiths seconded, and the motion passed.

The meeting was adjourned at 1:56 p.m.