

**Minutes of the December 1, 2016 UPCC Meeting**  
**12:30-2:00 p.m.**  
**Marietta Campus—J152**

**Members present:** Liza Davis, Ana Edwards, Dennis Michael Franklin, Bill Griffiths, Michelle Head, Raynice Jean-Sigur (member and proxy for Anete Vásquez), April Munson (proxy for Don Robson), Kevin McFall, Doug Moodie (member & proxy for Debbie Benson), Rick Mosholder, Pinder Naidu, Evelina Sterling (proxy for Gail Markle and Gail Scott), Brian Starks, Arief Setiawan, Susan Vande Ven, Jennifer Wade-berg (Chair), Valerie Whittlesey

**Guests:** Barbara Gainey, Dept. of Communication; Rongkai Guo, Department of Software Engineering and Game Development; Jamie Grimes, Academic Affairs (IT); Polly Howes, Dept. of Communication; Amy (Vasinko) Jones (Academic Affairs, IT); Michael Keleher, Dept. of Leadership and Integrative Studies; Elke Leeds, Academic Affairs (Technology Enhanced Learning and Information Systems); Chien-pin Li, College of Humanities and Social Sciences; Michael Thackson, Dept. of Physics; Gregory Wiles, Dept. of Systems and Industrial Engineering; Chi Zhang, Department of Software Engineering and Game Development

The meeting was called to order at 12:40 p.m. Dr. Wade-berg reminded UPCC members that one more 2016 meeting was scheduled for December 8, on the Kennesaw campus, before moving to the first order of business: approval of November 3, 2016 UPCC minutes. No edits were recommended, so Dr. Doug Moodie made a motion to approve the minutes, and Dr. Susan Vande Ven seconded. The motion passed.

## **UNFINISHED BUSINESS**

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

#### *Department of Systems and Industrial Engineering*

Professor Greg Wiles came forward to speak to the “New Course” proposal for IET 2432 and the “Change to Program” proposals for the B.S. in Industrial Engineering, which had been tabled at the November 3 meeting. (The “Change to Program” proposals for the B.A.S. in Manufacturing Operations and the B.A.S. in Chain Logistics were removed from the agenda.) Dr. Wiles explained that IET 2432 would be beneficial for transfer students into the Engineering Technology Program, would not overlap with ACCT 2200, and r the “Change in Program” proposal for the B.S. in Industrial Engineering.

Hearing no further discussion, Dr. Wade-berg called for a motion to approve both proposals on first reading. Dr. Kevin McFall made the motion, and Dr. Vande Ven seconded. The motion was approved.

### *School of Art and Design*

Dr. April Munson presented the “Change in Existing Course—Course Number” proposal for the first reading of ARH 3840, “History of Illustration.” The course was originally put forward as ARH 4740 in a “New Course” proposal at the April 28, 2016 UPCC meeting, where it was fully approved. Dr. Munson explained that in the process of seeking approval from the Board of Regents for the BFA in Digital Animation, however, the School of Art and Design had concluded that 4740 should be a 3000-level course offering a broader range of information.

The Chair added that the course change did not require a “Change in Program” proposal and called for a motion to approve the “Change in Course” proposal on first reading. Dr. Arief Setiawan made the motion, and Dr. Raynice Jean-Sigur seconded it. ARH 3840 was approved on first reading.

Dr. Setiawan subsequently made the motion to approve on second reading, and Dr. Michelle Head seconded; the motion was approved.

## **NEW BUSINESS**

### **COLLEGE OF SCIENCE AND MATH**

#### *Department of Physics*

Dr. Michael Thackston came forward to present two “Course Discontinuation” proposals for ASTR 3320 and ASTR 3321. He explained that these courses are no longer part of any program curriculum. Hearing no discussion, Dr. Wade-berg indicated that a “Change of Program” form would not be necessary to reflect the courses’ discontinuation and asked for a motion to approve both proposals on first reading. Dr. McFall made the motion, Dr. Setiawan seconded, and the motion was approved. Dr. Pinder Naidu followed with a motion to waive the second reading, and Dr. Vande Ven seconded. The motion carried.

### **COLES COLLEGE OF BUSINESS**

Dr. Elke Leeds stepped forward to present the “New Program/Major” proposals for the Bachelor of Science and the Minor in Cybersecurity; the “New Program/Certificate” proposal for the Certificate in Cybersecurity; and “New Course” proposals for CYBR 3100, 3200, 3210, 3300, 3396, 3398, 4200, 4220, 4330, 4350, 4400, 4490, 4700, 4810, 4833, 4843, and 4893, as well as a “Change to Existing Course—Description of Prereq./Coreq.” Proposal for ISA 4820.

Discussion ensued regarding the CYBR 3100 proposal’s statement that it “represents the purposeful duplication of an existing course in the BBA—Information Security and Assurance Program,” ISA 3100. Dr. Leeds explained that CYBR 3100 would simply serve as an upper-division major requirement for the B.S. in Cybersecurity e-major, and she indicated that CYBR

3100 and ISA 3100 would be tied together across the two degree programs. Dr. Michelle Head asked how the syllabi for the two courses differed. Dr. Leeds suggested that the content of each syllabus would be slightly different to accommodate students in each major. Dr. Griffiths then asked why the existing course, ISA 3100, couldn't be used for both majors, expressing concern about the different tuition rates the two sets of students would pay. Dr. Leeds argued that separate sections for ISA and CYBR majors would be offered and that in time, the two courses would become more distinct.

Dr. Wade-berg added that the pre-req. statement for each CYBR course should indicate it is exclusively for e-major students; and that substantial clean-up was necessary to prepare both the proposals and the accompanying syllabi for a second reading. For example, the course descriptions in each should be written in complete sentences and should be proofread carefully for typos. (The catalog description for CYBR 3200, for example, contains a subject-verb agreement error and an awkward repetition of the "provide.") In addition, the official university enrollment policy should be added to each syllabus.

Registrar Ana Edwards subsequently asked whether the pre-req. for CYBR 3100 (CS or CSE 1301) necessitated offering sections of 3100 restricted to e-majors. Dr. Michael Franklin responded that both online and face-to-face sections of CS and CSE 1301 were already being offered. In response to a question about the possibility of creating a CYBR majors that was not online existed; he answered affirmatively, indicating that once the e-major was firmly in place, a traditional version would be considered.

Hearing no further discussion, Dr. Wade-Berg called for a motion to approve the package of CYBR proposals, with edits, on first reading. Dr. Rick Mosholder made the motion, and Dr. Franklin seconded it. Since some UPCC members had expressed reservations about the course replications, she took a vote count: 12 members voted to approve on first reading, one opposed the approval, and there were three abstentions (though technically they do not count).

Dr. Moodie made a motion to approve the package on second reading but immediately withdrew it because of the extensive edits necessary in the course descriptions and syllabi.

Discussion then turned to the "Change in Course" proposal for ISA 4820. Dr. Leeds explained that the course was the capstone for ISA majors before the ISA major was moved to Coles College and, with the development of the Cybersecurity major, would be perfect for that program. Dr. Griffiths noted that the different pre-req. requirements for business and non-business majors would prove problematic, especially given the difficulty non-business students have encountered in trying to meet with a Coles adviser and be cleared to take *any* upper-level business course. Dr. Wade-berg agreed and asked for a motion to table the proposal until she and Dr. Moodie could talk with Hope Baker, the Associate Dean of Undergraduate Programs in the Coles College, about changing the pre-req. to "with permission of the Coles College."

Dr. Griffiths made the motion, Dr. Naidu seconded it, and the motion passed.

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

*Department of Systems and Industrial Engineering*

Dr. Wiles stepped forward again, this time to present two “Change in Existing Course” proposals for ATT 2301 and 4750. He explained the current pre-req. for ATT 2301 is currently ATT 1200, “Apparel Design Graphics,” a beginner course that uses Adobe Photoshop and Adobe Illustrator, neither still useful in understanding the more up-to-date Opti-tex and Gerber software ATT 2301 students now employ.

ATT 4750, however, does require students to use Adobe Photoshop and Adobe Illustrator, so ATT 1200 needs to be substituted for its current pre-requisite, ATT 3602, in which Opti-tex and Gerber are the software packages required.

There was no discussion, so Dr. McFall made a motion to approve both proposals on first reading, and Dr. Vande Ven seconded. The motion was approved. Dr. Griffiths followed with a motion to waive the second reading, and Dr. Jean-Sigur seconded. Both proposals were fully approved.

*Department of Mechatronics Engineering*

Dr. McFall spoke to the justification for the “Change in Program” proposal for the B.S. in Mechatronics Engineering, explaining that the only adjustments were to the course requirements, which in their current form allow students to take two similar controls courses, one under the MTRE moniker and another under the EE moniker. Accordingly, the revised requirements would exclude EE 4201, “Control Systems,” and ME 3501/4501, “Dynamic Systems and Control Theory,” from acceptable technical electives; instead, they would be asked to take MTRE 4001/4002, mechatronics-specific controls courses.

A second proposal submitted by MTRE, MTRE 2610, suggested changing the course title and description to reflect shifts in the course content.

Hearing no discussion, the Chair called for a motion to approve both proposals on first reading. Dr. Griffiths obliged, and Dr. Mosholder seconded the motion, which passed handily. Dr. Franklin followed with a motion to waive the second reading, and Dr. Moodie seconded; the motion was approved.

## COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

### *Department of Software Engineering and Game Development*

Dr. Chi Zhang presented three proposals, two for new courses, CGDD 2290 and 4490, and a third for a “Change to Existing Course—Prereq./Co-req.” proposal for CSE 3801. Dr. Wade-berg noted that historically, “Special Topics” courses do not have a pre-requisite, since their content varies, but Dr. Zhang contended that since these courses would be research-based, special approvals were essential. Dr. Griffiths asked why both the department chair *and* the instructor of each course need to approve a student to take it, and Dr. Franklin suggested that this requirement could be revised. Dr. Wade-berg recommended that the current language be changed to “Approval of department” to simplify the pre-req. requirement. She also asked that the course syllabi be revised to include the university enrollment policy.

Dr. Wade-berg then called for a motion to approve both CGDD course proposals on first reading, Dr. Griffiths made the motion, Dr. Naidu seconded, and the motion passed.

At this point, the meeting ended, leaving the four proposals submitted by the Department of Leadership and Integrative Studies to be included in the agenda for the December 8 meeting.

The meeting was adjourned at 2:00 p.m.