

UPCC Meeting Minutes
January 26, 2017
12:30 - 2:00 PM
Kennesaw Campus – Carmichael Student Center ST205

Members present: Gail Markle, Gail Scot, Doug Moodie (also proxy for Debbie Benson), Anete Vasquez, Raynice Jean-Sigur, William Griffiths, Michelle Head, Chris Brown, Jennifer Wade-Berg (Chair), Don Robson, Pinder Naidu, Rick Mosholder, Liza Davis, Kevin McFall, Sathish Kumar Gurupatham, Susan Vande Ven, Dennis Michael Franklin, Brian Starks, Ana Edwards, Ya Chu Liu.

Guests: M. A. Karim, Greg Wiles, Diana Barber, Amy Jones, Chi Zhang, Jim McCafferty, Peter St. Pierre, Danielle Herrington, Melanie Stull, David Stollberg, Hope Baker, Xueya Hauge, Pam Cole, Vanessa Slinger-Friedman, Chien-pin Li, David Johnson, Lee Langub, Florian Misoc, Heidi Scherer, Jennifer Figueroa.

The meeting was called to order at 12:32 p.m. UPCC Chair, Dr. Jennifer Wade-Berg announced the new scribe for today's meeting, Jennifer Figueroa. She also reminded the committee that a Secretary is still needed to serve as a backup should the Chair be unable to attend a meeting. A request for volunteers for Secretary will be discussed at the next meeting.

Approval of the Minutes from December 8, 2016

Dr. Wade-Berg called for a motion to accept the minutes from the December 8, 2016 meeting. A motion was made by Gail Markle, seconded by Susan Vande Ven, and the minutes were accepted.

Approval of the Minuets from January 12, 2017

Raynice Jean-Sigur requested a correction to the minutes from January 12, 2017 meeting. She would like to include the discussion on Area F changes to the Elementary and Early Childhood Education (ECE) program. Dr. Wade-Berg requested that Raynice Jean-Sigur send the Chair the summary of the changes and the Chair will include the summary in the minutes for the January 12, 2017 meeting.

Dr. Wade-Berg called for a motion to accept the minutes from the January 12, 2016 meeting with the inclusion of the information concerning the changes to the ECE program. A motion was made by Raynice Jean-Sigur, seconded by Susan Vande Ven, and the minutes were accepted.

It is pointed out that the posted agenda for today's meeting incorrectly lists the BAS and BS in Information Technology Change to Program agenda items under the Southern Polytechnic College of Engineering and Engineering Technology. Dr. Wade-Berg will correct the agenda to move the items to the College of Computing and Software Engineering.

The committee is also informed to disregard MGT 3100, 4400, and 4490 for the Coles College of Business section of the agenda. The Chair will remove these items from the agenda as they will be coming to the UPCC as separate proposals.

Dr. Wade-Berg called for a motion to approve the adapted agenda. Gail Markle made the motion, Susan Vande Ven seconded, and the motion passed.

OLD BUSINESS

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Civil and Construction Engineering

For the second reading of the Environmental Engineering New Minor proposal, the department will address the program requirement that all 3000 and 4000 level courses require engineering standing by having program coordinators provide overrides for non-engineering students in the minor. A suggestion is made to provide more flexible language in the requirements in the future.

Kevin McFall made a motion to approve the proposal on second reading. Susan Vande Ven seconded. The motion carried with 12 in favor and 5 opposed.

BAGWELL COLLEGE OF EDUCATION

Department of Elementary and Early Childhood Education

Doug Moodie made a motion to waive the 2nd reading of the B.S. in Early Childhood Education Birth through Kindergarten Programs Change to Program proposal, the B.S. in Elementary and Early Childhood Education Change to Program proposal, and the ESOL (English to Speakers of Other Languages) Endorsement (B.S. In Elementary & Early Childhood Education) New Minor/Certificate Program proposal. Susan Vande Ven seconded, and the motion passed.

NEW BUSINESS

BAGWELL COLLEGE OF EDUCATION

The EDMG 4650 Yearlong Clinical Experience I Change in Existing Course proposal was brought forth. It was explained that EDUC 4610 should be listed as a coreq. This course has already moved through the approval process. The BS in Middle Grades Education with Concentrations Change to Program proposal was also brought forward. William Griffiths moved to approve both proposals, Michelle Head seconded, and the motion passed. Doug Moodie moved to waive a second reading of the proposals. William Griffiths seconded. And the motion to waive a second reading passed.

Department of Foreign Languages

For the BA in Modern Language and Culture (concentration in Teacher Certification), all of the course change proposals have already been approved. The department is now bringing forward the Change to Program proposal to reflect these changes. Anete Vasquez made a motion to approve the proposals, Raynice Jean-Sigure seconded, and the motion passed. Doug Moodie made a motion to waive a second reading of the proposal, Susan Vande Ven seconded, and the motion to waive a second reading passed.

Department of Inclusive Education

For the INED 4482 Applied Linguistics for Teachers of K-5 English Learners New Course proposal and the INED 4483 Methods and Materials for Teaching ESOL in the K-5 Classroom New Course proposal, the department explained that these courses will ensure that the ESOL certification is included in the P5 program of study. The P5 program of study has already been approved. Anete Vasquez made a motion to approve both proposals. Rick Mosholder seconded the motion. The motion passed. Doug Moodie made a motion to waive a second reading of the proposal, Susan Vande Ven seconded, and the motion to waive a second reading passed.

WELLSTART COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Health Promotion and Physical Education

Peter St. Pierre presented the BS in Health and Physical Education (P-12) Change to Program proposal. The changes were promoted by a Bagwell College of Education request for a major redesign to conform to the standard student teaching year-long curriculum. The Registrar's Office approved of the existing course changes. Anete Vasquez made a motion to accept all of the Change in Existing Course proposals and the Course Discontinuation proposal. Raynice Jean-Sigur seconded the motion. The motion passed. William Griffiths moved to accept the Change to Program proposal, Anete Vasquez seconded, and the motion passed. Doug Moodie made a motion to waive a second reading of the entire packet. Anete Vasquez seconded. The motion passed.

COLLEGE OF SCIENCE AND MATHEMATICS

Department of Physics

The course was part of the Middle Graduate Education program that no longer exists. Anete Vasquez made a motion to approve the PHYS 3310 How and Way: The Physics in Everyday Life Course Discontinuation proposal. Michelle Head seconded. The motion passed. Doug Moodie made a motion to waive a second reading of the proposal, Anete Vasquez seconded, and the motion to waive a second reading passed.

Department of Molecular and Cellular Biology

Raynice Jean-Sigur made a motion to move the BIOL 4310L Cytogenetics Practicum Change to Credit Hours proposal to the February 9, 2017 agenda. Susan Vande Ven seconded and the motion passed.

Department of Mathematics

William Griffiths moved to table the MATH 1113 Pre-calculus Change in Existing Course proposal. Anete Vasquez seconded and the motion passed.

Department of Statistics and Analytical Sciences

William Griffiths moved to table the STAT 1107 Introduction to Statistics Change in Existing Course proposal. Anete Vasquez seconded and the motion passed.

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Software Engineering and Game Development

Dennis Michael Franklin presented the B.S. in Computer Game Design and Development Change to Program proposal. The department is adding two new concentrations: Creative Content Generation and Computer Science. The proposal clarifies that students must apply for each of the minors. Anete Vasquez made a motion to approve the proposal. Susan Vande Ven seconded. The motion passed. Doug Moodie made a motion to waive a second reading of the proposal, Susan Vande Ven seconded, and the motion to waive a second reading passed.

Department of Information Technology

For the BAS in Information Technology Change to Program proposal and the BS in Information Technology Change to Program proposal, the department is making several changes for accreditation purposes and to clean up requirements for advisors. The department changed the prereqs/coreqs to add them as requirements to reduce overrides. They also cleaned up some requirements in Area F and removed a prereq that was making the program too many hours. Gail Markle made a motion to approve both of the BAS and the BS change in program proposals. Don Robson seconded the motion. The motion passed. Doug Moodie made a motion to waive a second reading of both proposals. William Griffiths seconded the motion and the motion passed.

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Systems and Industrial Engineering

For both the BAS in Supply Chain Logistics Change to Program proposal and the BAS in Manufacturing Operations Change to Program proposal, the department needed to make several adjustments to comply with the 39 hours of upper level coursework requirement. Amy Jones from the Curriculum office explained that the lower level coursework will vary between the difference associates degrees accepted into the programs and that Area A courses will be completed appropriately. Susan Vande Ven made a motion to approve both change to program proposals, Dennis Michael Franklin seconded, and the motion passed. Doug Moodie made a motion to waive a second reading of both proposals, Susan Vande Ven seconded, and the motion to waive the second readings passed.

For the BS in Industrial Engineering Technology, the department brought the IET 4422 Facilities Design, Plant Layout, and Materials Handling Change in Existing Course proposal and the IET 4451 Systems Simulation Change in Existing Course proposal to make adjustments to their

prereqs. Kevin McFall made a motion to approve both proposals, seconded by William Griffiths, and passed. Doug Moodie made a motion to waive a second reading of both proposals, Susan Vande Ven seconded, and the motion to waive the second readings passed.

Department of Civil and Construction Engineering

The department brought forth the BS in Survey and Mapping Change in Program proposal and the associated New Course and Change in Existing course proposals. There was no discussion on the new course proposals. The department confirmed that for the course changing from 4 to 3 credit hours, they are truly reducing the material covered by 25%. Michelle Head pointed out that the prereq typo in SURV 3320 should be SURV 3421 and that the course description for SURV 3421 is a list. Kevin McFall will provide a new course description for SURV 3421. SURV 4470 also needs list SURV 2221L as prereq in Curriculog. The Registrar's Office needs to change the effective date for SURV 3500 to summer instead of fall.

Anete Vasquez made a motion to approve the packet of proposals with the new course description for SURV 3421. Michelle Head seconded. And the motion passed. Doug Moodie moved to waive a second reading of the proposals with corrections to course description of SURV 3421. Dennis Michael Franklin seconded. The motion to waive a second reading passed.

For the BS in Civil Engineering Change to Program proposal, the department is trying to limit the substitutes in electives. William Griffiths made a motion to approve the proposal, Pinder Naidu seconded, and the motion passed. Doug Moodie moved to waive the second reading. William Griffiths approved. The motion to waive a second reading passed.

The department also brought forth a list of Civil Engineering upper level change in existing course proposals to add Engineering standing as a prereq for each of the courses. Dennis Michael Franklin moved to omnibus and approve all of the change in existing course proposals, Susan Vande Ven seconded, and the motion passed. Doug Moodie moved to waive a second reading of the proposals, Dennis Michael Franklin seconded, and the motion to waive a second reading passed.

Department of Mechanical Engineering Technology

In the MET 3123L Engineering Materials Lab New Course proposal and the MET 3132 Engineering Materials Change in Existing Course proposal, the department is pulling the lab course out to accommodate students who switch from ME to MET. The proposal has a typo in MET 3123L. Susan Vande Ven moved to approve both proposals with the correction. Dennis Michael Franklin seconded the motion. As part of the discussion, the Registrar's Office pointed out they also need to move the effective date to Fall 2017. The Chair will make the changes in Curriculog. A change in program proposal will also be put forth to recognize these changes. Rick Mosholder seconded and the motion passed. Doug Moodie made a motion to waive second reading and hold the two proposals until the change in program proposal comes to the UPCC. Anete Vasquez seconded the motion and it passed.

Department of Management and Entrepreneurship

The department brought forth a list of proposals to reflect the new “partnered program” nomenclature. The spreadsheet they provided maps out all programs that use Coles programs and specifies which are prereqs and which are electives. They will work with the Registrar’s Office for students in non business programs. The committee discussed how the definition of partner program will be in the catalog and on website. If the partner program is clearly labeled and student can find it, then it increases transparency and reduces overrides. Dennis Michael Franklin made an omnibus motion with the exception for the pulled out proposals, to approve all the MGT proposals listed. Michelle Head seconded. The motion passed. As part of the discussion, the committee wants to make sure the language on the front initial proposal is correct. Doug Moodie made a motion to waive the second reading. Rick Mosholder seconded and the motion passed.

Department of Marketing and Professional Sales

For the MKTG 3396 Change in Existing Course proposal, the department added the admission to Coles requirement, the GPA requirement, and the 60 credit hours. William Griffiths motioned to approve the 2 proposals, Dennis Michael Franklin seconded, and the motion passed. Doug Moodie motioned to waive the second reading, Dennis Michael Franklin seconded, and the motion passed.

For the MGT/MKTG 4476 cross-listed change in existing course proposals, the department passed some last time that did not have the new change. They are looking at the forms to make sure all new edits are right. Pinder Naidu made a motion to approve the proposals, Doug Moodie seconded, and the motion passed. Doug Moodie motioned to waive the second reading, Susan Vande Ven seconded, and the motion to waive second reading passed.

Department of Economics, Finance, and Quantitative Analysis

For the ECON 3398, 4400, and 3300 Change in Existing Course proposals, the department changed the GPA requirements, added the admission to Coles requirement, and the partnered program description. In FIN 3396, on the spreadsheet for new prereq language, there is an error in the justification field. Dennis Michael Franklin moved to empower the chair to make sure the form is correct for this proposal. Susan Vande Ven seconded. The motion passed. The Chair will make sure all of the proposals are correct before approving them in Curriculog. William Griffiths made a motion to approve the Coles College prereq proposals in all 3 areas. Dennis Michael Franklin seconded. The motion passed. Doug Moodie motioned to waive the second reading, William Griffiths seconded, and the motion to waive the second reading passed.

Department of Information Systems

Susan Vande Ven moved to approve both the IS 3396 Cooperative Study Change in Existing Course proposal and the ISA 3396 Cooperative Study in Information Security and Assurance Change in Existing Course proposal. Pinder Naidu seconded. The motion passed. Doug Moodie

motioned to waive the second reading, Susan Vande Ven seconded, and the motion to waive the second reading passed.

UNIVERSITY COLLEGE

Michael A. Leven School of Culinary Sustainability and Hospitality

The department brought forth the CSH 3398 Internship (Culinary Services Management) Change in Existing Course proposal to allow non majors to take the course with the department chair's approval. Pinder Naidu made a motion to approve the proposal, Rick Mosholder seconded, and the motion passed. Doug Moodie motioned to waive the second reading, William Griffiths seconded, and the motion to waive the second reading passed.

Department of Leadership and Integrative Studies

The committee questioned the demand for the INTS 3001 Integrations: Diversity, Inclusion and Equity in the United States of America New Course proposal and proposed making it a Special Topics course first. The department explained that the Department of Interdisciplinary Studies wants it for their students. They are also moving towards a track in Integrative Studies. Rick Mosholder motioned to approve the proposal, Pinder Naidu seconded, and the motion passed. Doug Moodie motioned to waive the second reading, Anete Vasquez seconded, and the motion to waive the second reading passed.

William Griffiths moved to adjourn the meeting. Dennis Michael Franklin amended the motion to table the remaining agenda items for the next meeting. Michelle Head seconded the motion and the motion passed. The meeting was adjourned at 1:59 p.m..