# UPCC Meeting - MINUTES
## February 13, 2020: 12:30 PM – 2:00 PM
### Kennesaw State University – Marietta Campus - Atrium Building – J201L

<table>
<thead>
<tr>
<th>UPCC Members (2019-2020)</th>
<th>Representing</th>
<th>Present</th>
<th>Proxy Name</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Farr</td>
<td>CHSS: Dept. of Sociology &amp; Criminal Justice</td>
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<tr>
<td>Ryan Ronnenberg</td>
<td>CHSS: Dept. of History &amp; Philosophy</td>
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<tr>
<td>Parminder Juneja</td>
<td>CACM: Dept. of Construction Management</td>
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<tr>
<td>Bronne Dytoc</td>
<td>CACM: Dept. of Architecture</td>
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<tr>
<td>Zeynep Kelani</td>
<td>COLES : Dept. of Economics, Finance, &amp; Quantitative Analysis</td>
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<tr>
<td>Doug Moodie</td>
<td>COLES: Dept. of Management &amp; Entrepreneurship</td>
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<tr>
<td>Kim Loomis</td>
<td>BAGWELL: Secondary and Middle Grades Education</td>
<td>☐</td>
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</tr>
<tr>
<td>Shannon Howrey</td>
<td>BAGWELL: Dept. of Early Elementary and Childhood Education</td>
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<tr>
<td>William Griffiths</td>
<td>CSM: Dept. of Mathematics</td>
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<tr>
<td>Michelle Head</td>
<td>CSM: Dept. of Chemistry and Biochemistry (UPCC Vice Chair)</td>
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<tr>
<td>(UPCC Vice-Chair)</td>
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<tr>
<td>Janene Amason</td>
<td>Wellstar CHHS: School of Nursing</td>
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<tr>
<td>Jennifer Wade-Berg</td>
<td>Wellstar CHHS: Dept. of Social Work and Human Services (UPCC Chair)</td>
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<tr>
<td>(UPCC Chair)</td>
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<tr>
<td>Nancy Conley,</td>
<td>COTA: School of Music</td>
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<tr>
<td>School of Music</td>
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<tr>
<td>Amanda Wansa Morgan</td>
<td>COTA: Dept. of Theatre &amp; Performance Studies (UPCC Secretary)</td>
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<tr>
<td>(UPCC Secretary)</td>
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<tr>
<td>Felicia Mainell</td>
<td>University College: Department of Leadership and Integrative Studies</td>
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<tr>
<td>Carolee Larsen</td>
<td>Universety College: Dept. of First Year and Transition Studies</td>
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<tr>
<td>Brian Etheridge</td>
<td>Honors College: Director</td>
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<tr>
<td>Sandip Das</td>
<td>SPSEET: Dept. of Electrical Engineering</td>
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<tr>
<td>Ayse Tekes</td>
<td>SPSEET: Dept. of Mechanical Engineering</td>
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<tr>
<td>Susan Vande Ven</td>
<td>CCSE: Information Technology</td>
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<tr>
<td>D. Michael Franklin</td>
<td>CCSE: Software Engineering and Game Design &amp; Development</td>
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<td>Susan Rouse</td>
<td>Gen Ed Council</td>
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<tr>
<td>Xueying Chen</td>
<td>KSU Library System</td>
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<td>JJ Lopez</td>
<td>SGA Representative</td>
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<tr>
<td>Pam Cole/ Anissa Vega</td>
<td>Academic Affairs (non-voting)</td>
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<tr>
<td>Danielle Beuhrer</td>
<td>Accreditation &amp; Policy (non-voting)</td>
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Call to Order – 12:36pm
Quorum = YES / 15

Review of the Minutes from January 23, 2020 and January 30, 2020
Request made to Secretary Amanda Wansa Morgan: PLEASE ADD missing CM proposal to 1/23/20 Minutes.

Minutes from 1/23/20
Motion to Approve: Michelle Head / 2\textsuperscript{nd} D. Michael Franklin – APPROVED by ALL

Minutes from 1/30/20
Motion to Approve: Doug Moodie /2\textsuperscript{nd} D. Michael Franklin – APPROVED by ALL

General Education proposal review – presented by Kris DuRocher
Gen Ed is 60 hours and affects every one of our students.
Please review the model presented (KD shared the graphic).
We are keeping 60 transferable hours but now we get 18 flexible credits.
Old system had a plug-and-play model within that 60 hours.
Now we have 33 hours of the core – 24 mandated hours / 9 hours institutional options / 9 hours “exploratory courses” / 18 hours of Field of Study
You should have received this from either your Faculty Senate rep or other sources.
Field of Study is currently Area F – owned by USG

NO ITEMS PULLED FROM CONSENT AGENDA

Motion to approve Consent Agenda – D. Michael Franklin
2nd – Amanda Wansa Morgan
Approved by ALL

Consent Agenda

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

School of Nursing
- NURS 4404 Pediatric Specialty Nursing (New Course)
- NURS 4435 Nursing Practicum in Italy (New Course)
- NURS 4438 Transforming Nursing Leadership (New Course)

BAGWELL COLLEGE OF EDUCATION

Department of Elementary and Early Childhood Education
- ECE 3305 Classroom Assessment for Elementary Teachers (Prereq/Coreq)
- ECE 3320 Teaching Reading and Writing in the Elementary Grades PK-2 (Prereq/Coreq, Credit Hour)
- ECE 3330 Teaching Reading and Writing in the Elementary Grades 3-5 (Description, Prereq/Coreq, Credit Hour)
- ECE 3520 Infant and Toddler Curriculum and Assessment (Description, Prereq/Coreq, Credit Hour)
- ECE 4402 Teaching Science in Early Childhood Education (Prereq/Coreq)
- ECE 4403 Teaching Social Studies in Early Childhood Education (Prereq/Coreq)
- ECE 4409 Teaching Mathematics in Grades 3-5 (Description, Prereq/Coreq, Credit Hour)
- ECE 4410 Reading and Writing Across the Curriculum (Prereq/Coreq)
- ECE 4515 Methods in Teaching and the Development of Teaching Language and Literacy in Birth through Kindergarten (Description, Credit Hour)
- ECE 4525 Methods of Nurturing Second Language Acquisition (Description, Prereq/Coreq, Credit Hour)
- ISCI 2001 Life and Earth Science (Description, Prereq/Coreq)
- ISCI 2002 Physical Science (Description, Prereq/Coreq)

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Interdisciplinary Studies
- GWST 3200 Disability & Culture (New Course)

- Latin American and Latinx Studies Minor
  - Program Name
  - Catalog Description
  - Program Requirements

- LALS 3550 U.S. Latinx Communities (New Course)

Government and International Affairs
- International Affairs, BA
  - Area F/Lower Division
• Program Requirements
• Electives

• International Affairs Minor (Change to Program)
  • Program Requirements

• Political Science, BS
  • Area F/Lower Division
  • Electives

• POLS 3850 Nongovernmental Organizations and Development (Cross list course with HS 3850)

**Department of Sociology and Criminal Justice**

• Sociology, B.S.
  • Area F/Lower Division
  • Electives

• SOCI 2210 Professional Development for Sociology Students (Description)

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

**Department of Mechanical Engineering Technology**

• ENGR 4412 Air Conditioning (Prefix, Prereq/Coreq)

**Department of Mechatronics Engineering**

• ENGR 4490 Special Topics in Engineering (New Course)

**Department of Systems and Industrial Engineering**

• Industrial Engineering Technology, BS (Change to Program)
  • Area F/Lower Division
  • Electives

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**Discussion Agenda**

**COLES COLLEGE OF BUSINESS**

<table>
<thead>
<tr>
<th>Proposal</th>
<th>Action &amp; Proposal Type</th>
<th>Discussion</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Music and Entertainment Business</td>
<td>New Minor</td>
<td>Presentation of justifying moving from a certificate to a minor.</td>
<td>☐ Representation not present; tabled</td>
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<td>Demand Data for – we maxed out our 3100 class at 45 students last semester. We are maxing out capacity for our intro classes – our students are really interested in the various pathways.</td>
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<td>- We added MEBU 4470</td>
<td>☒ Motion to Approve</td>
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<td>☒ Motion Seconded</td>
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<td>By: Doug Moodie</td>
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<td>☒ Approved - ALL</td>
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<td>☐ Rejected</td>
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Notes:
### COLLEGE OF THE ARTS

#### School of Music

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<th>Proposal</th>
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</table>
| | Music Performance, B.M.  
  - Catalog Description  
  - Program Requirements | See Proposal Column | Presenting: Susan Grant Robinson & Laurence Sher  
  - We are making corrections from the degree audit / wave 1  
  - We removed MUSI 1107 as a requirement in Area C | ☐ Representation not present; tabled  
  ✒ Motion to Approve  
  By: D. Michael Franklin  
  ☒ Motion Seconded  
  By: Nancy Conley  
  ☒ Approved - ALL  
  ☐ Rejected |
| | Music, B.A.  
  - Catalog Description  
  - Program Requirements | | |
| | MUSI 3311 History of Music I  
  (Prereq/Coreq)  
  MUSI 3326 Class Composition I  
  (Prereq/Coreq)  
  MUSI 3371 Composition I  
  (Description, Prereq/Coreq)  
  MUSI 3372 Composition II  
  (Description)  
  MUSI 4412 Survey of American Music (Prereq/Coreq)  
  MUSI 4471 Composition III  
  (Description, Prereq/Coreq)  
  MUSI 4472 Composition IV  
  (Description)  
  MUSI 4473 Composition V  
  (Description, Credit Hour Distribution) | | |

### WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

#### Department of Health Promotion and Physical Education

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<thead>
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<th>Proposal</th>
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</thead>
</table>
| Coaching Minor  
  (Program Requirements) | Change to Existing Program | No representation Please return with Representation. | ☒ Representation not present; tabled  
  ☒ Motion to TABLE  
  By: D. Michael Franklin  
  ☒ Motion Seconded  
  By: Nancy Conley  
  ☒ Approved - ALL |
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<table>
<thead>
<tr>
<th>Proposal</th>
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<th>Discussion</th>
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</thead>
</table>
| HPE 2250 Functional Anatomy | Title, Prereq/Coreq, Credit Hour | - Change in name – we only had one major in the department before and now that we have | ☐ Representation not present; tabled  
  ☒ Motion to Approve |
and Physiology

three majors, we are changing it for all three majors.
- We got new guidance regarding course hours with field experience, so this is becoming a traditional 3/0/3.

By: Amanda Wansa Morgan
☒ Motion Seconded
By: D. Michael Franklin
☑ Approved - ALL
☐ Rejected
Notes:

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<th>Proposal</th>
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<th>Discussion</th>
<th>Status</th>
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</table>
| HPE 3060 Advanced Coaching Methods for Football | New Course | - Needs a **new number**
- **Department has agreed to change the number to HPE 3061**
- No representation | ☒ Representation not present; tabled
☒ Motion to TABLE
By: D. Michael Franklin
☑ Motion Seconded
By: Nancy Conley
☑ Approved - ALL |
Department of Exercise Science and Sport Management

- **SM 4900 Senior Seminar in Sport Management (Prereq/Coreq)**
  - PULLED BY Department

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<tr>
<th>Proposal</th>
<th>Discussion</th>
<th>Status</th>
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</table>
| - Nutritional Science Minor (New Minor) | Presenting: Denise Knapp, ES  
  - Regarding Nutritional Science Exercise Minor  
  Benefit – we don’t have a Nutrition degree – but with this minor, they can use these courses to apply to graduate school and they will count.  
  Demand Data – we do not have an Nutrition minor but projected for 15% employment for nutritionists between 2016-2026; growing obesity and aging population in America.  
  Note concern  
  - Regarding Exercise Science B.S.  
  Two different changes in the major – courses that fall in Area F (2200, 2300, 2500) – we want to open these courses to those in “Interest” – not only to major restriction.  
  - ES 3500 Nutritional Assessment (New Course)  
  o It has a lot of hidden prerequisites.  
  o It will be communicated in advising.  
  o There is an enrollment concern.  
  - ES 4250 Advanced Human Nutrition (New Course)  
  o Note the concern from Chemistry regarding the prerequisite  
  o Memo has been added – please ensure it attached. | ☐ Representation not present; tabled  
☒ Motion to Approve entire package  
By: D. Michael Franklin  
☒ Motion Seconded  
By: Amanda Wansa Morgan  
☒ Approved- ALL  
☐ Rejected |

- Exercise Science, B.S.  
  o Admission Requirements (GATE)  
  o Program Requirements  
  o Electives  
  - ES 2200 Safety Training for the Fitness Professional (Description, Prereq/Coreq)  
  - ES 2300 Medical Terminology (Prereq/Coreq)  
  - ES 2500 Principles of Nutrition (Prereq/Coreq)  
  - ES 3105 Lifecycle Nutrition (New Course)  
  - ES 3300 Food Science (New Course)  
  - ES 3420 Food and Culture (New Course)  
  - ES 3500 Nutritional Assessment (New Course)  
  - ES 3750 Strength and Conditioning Laboratory (Credit Hour Distribution)  
  - ES 4050 Community Nutrition (New Course)  
  - ES 4120 Weight Management (New Course)  
  - ES 4250 Advanced Human Nutrition (New Course)  
  - ES 4900 Senior Seminar in Exercise Science (Prereq/Coreq)  

Notes:
**Government and International Affairs**

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<th>Proposal</th>
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<tbody>
<tr>
<td>International Law</td>
<td>New - Embedded</td>
<td>Really important for students who go on to law school to not only take those courses but have that formal credential. Truly embedded. Business as usual. Students have to be taken already so it’s a grouping for optics. It is not recorded until the degree is finished. Registrar still wants a memo from department regarding what the student has or hasn’t completed. Discussion ensued around the “embedded” process.</td>
<td>☐ Representation not present; tabled □ Motion to Approve By: Michelle Head ☛ Motion Seconded By: Amanda Wansa Morgan ☐ Approved - ALL ☐ Rejected Notes:</td>
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</table>

Q: Can you track students through an embedded path?  
A: the student can “declare” it so you can follow them in Degreeworks but it’s different than a standalone minutes.  
Certificate is noted through the gates office and transcript as a NOTE – that information has to be communicated from department.  
If you graduate and don’t finish the certificate – you can’t come back and get it.  
Standalone – the student “declares” it, it’s tracked through Degreeworks  
If a student does not complete the “standalone” certificate during their degree, they can *reapply* after graduation and finish the certificate.  
Standalone certificates takes 2 years to get financial aide granted for it (unless you have free electives or related studies to spare).  
**After more discussion, the department elects to stay with “Embedded.”**  
Registrar/Paul Parker: Can we get some language/notes for the UPCC website on the difference between a “standalone” and “embedded” certificate.
### Department of Interdisciplinary Studies

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<th>Proposal</th>
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</table>
| Asian Studies, BA | • Area F/Lower Division Requirements  
• Program Requirements  
• Concentration or Track Electives | 87 majors / 100 minors  
Many courses belong to other departments / some of those have been changed or discontinued.  
Adding lots of options in courses within “Lower Division Language Requirements.”  
Issue brought up regarding the nature of ASIA 3500 – Culture and Society of Postwar Japan – is it a history course? This is a concern to the History department and we need to make sure they are aware of this course and its content. | ☐ Representation not present; tabled  
☒ Motion to Approve  
By: Bill Griffiths  
☒ Motion Seconded  
By: Michelle Head  
☒ Approved 15  
☑️ Rejected 2  
Notes: |

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<tr>
<th>Proposal</th>
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<th>Status</th>
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</table>
| • ISD 3100 Interdisciplinary Studies Research Methods (New Course)  
• ISD 3398 Interdisciplinary Studies Internship (Credit Hours, Description) |  
- We went from 3 to 6 credit hours  
- No questions | ☐ Representation not present; tabled  
☒ Motion to Approve  
By: Bill Griffiths  
☒ Motion Seconded  
By: D. Michael Franklin  
☒ Approved - ALL  
☐ Rejected  
Notes: |

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<th>Proposal</th>
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| • Certificate in Diversity and Community Engagement (Embedded)  
• Program Requirements |  
- We made corrections based on advice from the Exec. Committee on attendance policies.  
- Please change Implementation Term to Fall 2020.  
- **FYI – ISD 3001 was rejected in October 2019. It was never put back through.**  
- Since this is listed as a requirement, we cannot improve.  
- ISD 3001 should not be in your requirements *unless* you get that course approved. | ☐ Representation not present; tabled  
☒ Motion to REJECT  
By: Janeen Amason  
☒ Motion Seconded  
By: Bill Griffiths  
☒ Approved  
☐ Rejected  
Notes:  
**Proposal Rejected until ISD 3001 situation resolved** |
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<th>Proposal</th>
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<tbody>
<tr>
<td>GEOG 3305 Introduction to Cartographic Process (Prereq/Coreq)</td>
<td>- COURSE CHANGES ONLY</td>
<td>☐ Representation not present; tabled</td>
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<tr>
<td>GEOG 3315 Introduction to Geographic Information Systems (Prereq/Coreq)</td>
<td>-</td>
<td>☒ Motion to Approve</td>
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<tr>
<td>GEOG 4410 Introduction to Remote Sensing (Prereq/Coreq, Teaching Modality)</td>
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<td>By: Doug Moodie</td>
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<tr>
<td>SURV 3222 Surveying II (Description, Credit Hour Distribution)</td>
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<td>☒ Motion Seconded</td>
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<tr>
<td>SURV 3222L Surveying II Lab (New Course)</td>
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<td>By: Nancy Conley</td>
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<tr>
<td>SURV 3320 Photogrammetry and Drone Analysis (Title, Description, Prereq/Coreq)</td>
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<td>☒ Approved 14</td>
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<tr>
<td>SURV 4110 Geospatial Sciences Practice (Prereq/Coreq)</td>
<td></td>
<td>☐ Rejected</td>
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<tr>
<td>SURV 4470 Land Development Design (Prereq/Coreq)</td>
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<td>Notes: 14/0/1</td>
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<tr>
<td>SURV 4475 Land Surveying Practice (Credit Hour Distribution)</td>
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<tr>
<td>Geospatial Sciences, BS</td>
<td>Matt Wilson &amp; Dr. Alan Roberts</td>
<td>☒ Approved - 15</td>
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<tr>
<td>Program Name</td>
<td>We are cleaning up issues that occurred through the merger. Politics on campus at the time prevented. We are going to discontinue the BS in Surveying and Mapping. On the Geography side, we are cleaning up prerequisites. Program name change will be more appealing. Registrar: You’re changing the name of the program – are you planning to finish “teach out” the current program. How does that work? Amy Jones: the name change will go into effect for incoming students. Registrar will create new program code and all students in GIS will need to be moved to the new program code. They will work with department (Geography) to deal with that.</td>
<td>☐ Representation not present; tabled</td>
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<tr>
<td>Catalog Description</td>
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<td>☒ Motion to Approve</td>
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<tr>
<td>Area F/Lower Division Requirements</td>
<td></td>
<td>By: D. Michael Franklin</td>
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<tr>
<td>Concentration or Track</td>
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<td>☒ Motion Seconded</td>
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<tr>
<td>Electives</td>
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<td>By: Doug Moodie</td>
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SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY
<table>
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<tbody>
<tr>
<td>Surveying and Mapping, B.S.</td>
<td>Program Deactivation</td>
<td>Discussion ensued to ensure a <strong>TEACH OUT</strong> of the degree to currently enrolled students. ○ See notes on BS in Geospatial services</td>
<td>☒ Representation not present; tabled ☑ Motion to Approve By: Michelle Head ☑ Motion Seconded By: D. Michael Franklin ☑ Approved - 14 ☐ Rejected Notes: 14/0/1</td>
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<tr>
<td>Certificate of Less than One Year in Land Surveying</td>
<td>Stand-Alone and Embedded • Program Requirements • Program Credit Hour Total</td>
<td>Discussion: The Name is confusing. Answer from Amy – that’s from the BOR (references less than 30 hours).</td>
<td>☐ Representation not present; tabled ☑ Motion to Approve By: Bill Griffiths ☑ Motion Seconded By: D. Michael Franklin ☑ Approved - ALL ☐ Rejected Notes:</td>
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**SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY**

**Department of Electrical Engineering Technology**

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<tbody>
<tr>
<td>Telecommunications Engineering Technology, B.S</td>
<td>Program Termination</td>
<td>No discussion</td>
<td>☐ Representation not present; tabled ☑ Motion to Approve By: Bill Griffiths ☑ Motion Seconded By: Doug Moodie ☑ Approved - ALL ☐ Rejected Notes:</td>
</tr>
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</table>
## Department of Mechatronics Engineering

<table>
<thead>
<tr>
<th>Proposal</th>
<th>Discussion</th>
<th>Status</th>
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</thead>
</table>
| - Mechatronics Engineering Minor  
  o Catalog Description  
  o Program Requirements  
  o Electives  
  o Program Credit Hour Total  
- MTRE 3800 Fluid Power (New Course)  
- MTRE 2610 Intermediate Programming for Mechatronics (Description, Prereq/Coreq)  
- MTRE 3398 Internship in Mechatronics Engineering (New Course)  
- MTRE 3710 Mechatronics Engineering Fundamentals (Prereq/Coreq)  
- MTRE 4002L Feedback Control Laboratory (Prereq/Coreq)  
- MTRE 4010 Advanced Controls (Prereq/Coreq)  
- MTRE 4100 Instruments and Controls (Prereq/Coreq)  
- MTRE 4200 Robotics Analysis and Synthesis (Prereq/Coreq)  
- MTRE 4300 Machine Learning for Robot Perception (New Course)  
- MTRE 4800 Mechatronics System Design (Prereq/Coreq) | Presenting: Kevin McFall  
Reason they are here is to discuss the minor.  
Most of the prerequisite changes in the MTRE are to open up our courses and the minor to as many people as possible. For the target audience of this minor, there are no hidden prerequisites.  
There are about 450 mechatronics engineering majors. We have many computer engineering students in the Minor. In those programs, the prerequisite changes we’ve made have been to open these courses up. We done everything we can to make this as open as possible. | ☐ Representation not present; tabled  
☒ Motion to Approve entire package  
By: Doug Moodie  
☐ Motion Seconded  
By: D. Michael Franklin  
☐ Approved - ALL  
☐ Rejected  
Notes: |

## FinTech Academy Proposals

<table>
<thead>
<tr>
<th>Proposal</th>
<th>Discussion</th>
<th>Status</th>
</tr>
</thead>
</table>
| - FTA 4001 Foundations of FinTech (New Course)  
- FTA 4002 Financial Technologies (New Course)  
- FTA 4003 Commercial Banking and FinTech (New Course)  
- FTA 4005 Introduction to Financial Data Analytics (New Course)  
- FTA 4100 Introduction to Information Security for FinTech (New Course) | - No representation | ☒ Representation not present; tabled  
☒ Motion to TABLE  
By: Doug Moodie  
☒ Motion Seconded  
By: D. Michael Franklin  
☒ Approved to TABLE until 2/20/20  
☐ Rejected  
Notes: |
Order of Business

Executive Board has not met to clear the last set of proposals. We have exhausted our meeting times. It’s going to be a regular (old school) discussion meeting – you all (members) need to come prepared. We will have to give revisions at that meeting.

That agenda 2/20/20 will be published today – please review and attend 2/20/20 meeting having reviewed proposals and offer edits.

Request from Danielle Herington:
POLS 4461 – can you update that proposal regarding course number?

Motion to adjourn: Janeen Amason 1:58pm
2nd – D. Michael Franklin
APPROVED by ALL