MEMBERS PRESENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>College/Office</th>
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<tbody>
<tr>
<td>Evelina Sterling</td>
<td>Department of Sociology and Criminal Justice</td>
<td>CHSS</td>
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<tr>
<td>Ryan Ronnenberg</td>
<td>Department of History and Philosophy</td>
<td>CHSS</td>
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<tr>
<td>Zeynep Kelani</td>
<td>Department of Economics, Finance and Quantitative Analysis</td>
<td>Coles</td>
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<tr>
<td>Doug Moodie</td>
<td>Department of Management and Entrepreneurship</td>
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<tr>
<td>Kim Loomis</td>
<td>Secondary and Middle Grades Education</td>
<td>Bagwell</td>
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<tr>
<td>Shannon Howrey</td>
<td>Department of Early Elementary &amp; Childhood Education</td>
<td>Bagwell</td>
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<tr>
<td>William Griffiths</td>
<td>Department of Mathematics</td>
<td>CSM</td>
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<tr>
<td>Michelle Head</td>
<td>Department of Chemistry and Biochemistry</td>
<td>CSM</td>
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<tr>
<td>Janeen Amason</td>
<td>WellStar School of Nursing</td>
<td>Wellstar CHHS</td>
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<tr>
<td>Jennifer Wade-Berg</td>
<td>Department of Social Work and Human Services</td>
<td>Wellstar CHHS</td>
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<tr>
<td>Nancy Conley</td>
<td>School of Music</td>
<td>COTA</td>
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<tr>
<td>Amanda Wansa Morgan</td>
<td>Department of Theatre and Performance Studies</td>
<td>COTA</td>
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<tr>
<td>Felicia Mainella</td>
<td>Department of Leadership and Integrative Studies</td>
<td>Univ. College</td>
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<tr>
<td>Carollee Larsen</td>
<td>Dspt. Of First year and Transition Studies</td>
<td>Univ. College</td>
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<tr>
<td>Lisa Adams</td>
<td>Associate Director</td>
<td>Honors College</td>
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<tr>
<td>Sandip Das</td>
<td>Department of Electrical Engineering</td>
<td>SPSEET</td>
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<tr>
<td>Susan Vande Ven</td>
<td>Information Technology</td>
<td>CCSE</td>
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<tr>
<td>D. Michael Franklin</td>
<td>Software Engineering and Game Design &amp; Development</td>
<td>CCSE</td>
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<tr>
<td>Susan Rouse</td>
<td>General Education Council</td>
<td>Gen Ed Council</td>
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<tr>
<td>Xueying Chen</td>
<td>KSU Library System</td>
<td>KSU Library</td>
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<tr>
<td>Pam Cole</td>
<td>Academic Affairs (NonVoting)</td>
<td>Academic Affairs</td>
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<tr>
<td>Kevin Gwaltney</td>
<td>Accreditation and Policy (NonVoting)</td>
<td>Accreditation &amp; Policy</td>
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<tr>
<td>Amy Jones</td>
<td>Academic Affairs (NonVoting)</td>
<td>Academic Affairs</td>
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<tr>
<td>Brichaya Shah</td>
<td>Distance Learning Center (NonVoting)</td>
<td>Registrar &amp; Records</td>
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<tr>
<td>Ana Edwards</td>
<td>Registrar and Records (NonVoting)</td>
<td>Registrar &amp; Records</td>
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<td>Paul Parker</td>
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<td>Enrollment Services</td>
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<tr>
<td>Kristina DuRocher</td>
<td>Faculty Executive Director of General Eduaction and Curriculum Development (NonVoting)</td>
<td>Gen Ed &amp; Curriculum Development</td>
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GUESTS

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Miriam Brown Spiers</td>
<td>ISD/English/American Studies</td>
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<tr>
<td>Raven Knudsen</td>
<td>Academic Affairs</td>
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<tr>
<td>Susan Dyess</td>
<td>WCHHS</td>
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<tr>
<td>Connie Stone</td>
<td>Registrar</td>
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<td>Alice Gooding</td>
<td>Geo/Anthropology</td>
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<tr>
<td>Yannick Post</td>
<td>EFQA</td>
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<tr>
<td>Karen Ruehlman</td>
<td>Financial Aid</td>
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<tr>
<td>Bretta Carithers</td>
<td>Financial Aid</td>
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<tr>
<td>Chien-pin Li</td>
<td>CHSS</td>
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Call to Order – 12:33pm

Approval of Minutes
Review of UPCC Minutes from April 2019 and August 2019 Meetings

- **APRIL 2019 Minutes**
  - Motion to Approve – Susan Rouse
  - Seconded by D. Michael Franklin
  - Approved by All

- **AUGUST 2019 Minutes**
  - Question from Bill Griffiths regarding who should draft a proposal to the Faculty Senate regarding UPCC Executive Committee Service
  - Next meeting we will look at draft of service for UPCC Exec.
  - Motion to Approve – Bill Griffiths
  - Seconded by D. Michael Franklin
  - Approved by All

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**Consent Agenda:**

Call to pull proposals off Consent Agenda: none.

Motion to approve Consent Agenda – D. Michael Franklin
Seconded by Bill Griffiths
Approve – ALL

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**BAGWELL COLLEGE OF EDUCATION**

**Department of Inclusive Education**
- INED 4433 Effective Instruction for English Learners in Elementary Classrooms (Course Discontinuation)
- INED 4432 Foundations for Teaching English Learners in Elementary Classrooms (Course Discontinuation)

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**COLLEGE OF HUMANITIES AND SOCIAL SCIENCES**

**Department of Geography and Anthropology**
- ANTH 2223 The Human Skeleton (New Course)
- ANTH 3301 Human Origins (Prereq/Coreq)

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Dismissal of INED reps.
Discussion Agenda:

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Indisciplinary Studies
- AMST 3730 Introduction to Native American Studies (New Course)

DISCUSSION
Representing – Miriam Brown Spiers – English & Interdisciplinary Studies
Straight offering.
Putting class on the books since we have faculty to teach them.
Will contribute to American Studies minor (proposal should be on the books – not up for discussion at UPCC yet). This would be a third option (they can take 2 of 3 options in required courses).
In the original proposal, it was going to serve requirements for Native American Studies minor, but that minor is still under development. This proposal doesn’t reflect that.
Question from Executive Committee: Why is ENGL1102 the Prerequisite? Justified?
Shared email between Jennifer Wade-Berg and Professor Spiers.
Dr. Spiers did some research on ENGL1102 and shared her findings. She then shared her justification for how the skills taught in ENGL 1102 relate to the skills needed for this class.

Question regarding keeping the integrity of those elements as the course may pass from instructor to instructor. Another question arose regarding other 3000-level courses.
Answer came from the desire to create that gate especially because this course may have a wide range of background from disciplines.

D. Michael Franklin made a point that a student signing up for a 3000-level course should implicitly have taken those basic courses. He also brought up a 3000-level course as an Introductory course.
D. Michael Franklin questioned why the narrow CIP code.

Motion to Approve: D. Michael Franklin
Seconded by Amanda Wansa Morgan
Discussion:
Bill Griffiths – do we need to modify the proposal where it says where this course will be used?
Jennifer Wade-Berg – MADE EDIT: Removed language in programs impacted regarding other programs impacted. Put in: “This is a free elective course …”
Approved with EDIT to programs impacted: ALL

Department of Geography and Anthropology
- ANTH 3320 Lab in Physical Anthropology (Course Description, Prereq/Coreq)

Discussion
Presented by Dr. Alice Gooding

NOTE: Course name was changed at UPCC Executive Committee: “Methods in Biological Anthropology”
Dr. Gooding explained some larger shifts in the international fields of anthropology and biological anthropology that have led to some shifts into how they classify labs which in turn affect prerequisites and course description.

**Motion to Approve: D. Michael Franklin**
**Seconded by Amanda Wansa Morgan**

**Discussion:**
Question from Kevin Gwaltney: Did all levels approve the title as it currently stands?
Answer: Yes, there was a memo to all levels of approval. Jennifer Wade-Berg showed the memo to the committee on the screen.

Question from Kevin regarding CIP Codes – why are they vague?
Answer from Dr. Gooding: current degrees awarded don’t specify sub-fields.

Question from Bill Griffiths regarding removal of STAT 1401 and its decision.
Dr. Gooding clarified that the current faculty evaluated and that's a better course of action.

**Approved by All**

Revised UPCC Schedule:

*Executive Committee Meetings will occur on the 2nd Thursday from 12:30 – 2:00 p.m. (unless noted **)*

**Fall 2019 Semester**
- August 20: Prillaman Hall, Rm. 3200
- September 12: Prillaman Hall, Rm. 3200
- October 10: Prillaman Hall, Rm. 3200
- **October 17 (New)**: Prillaman Hall, Rm. 3200
- November 7**: Prillaman Hall, Rm. 3200
- **November 22 (New)**: Online

**Spring 2020 Semester**
- January 9: Prillaman Hall, Rm. 3200
- **January 16 (New)**: Prillaman Hall, Rm. 3200
- February 6**: Prillaman Hall, Rm. 3200
- March 12: Prillaman Hall, Rm. 3200
- April 9: Prillaman Hall, Rm. 3200

*General Meetings will occur on the 4th Thursday from 12:30 – 2:00 p.m. (unless noted **)*

**Fall 2019 Semester**
- August 29: Clendenin Bldg., Rm. 1009
- September 26: Convocation Center, Rm. 2007*
- October 24: Marietta-Atrium Bldg., Rm. J152
- **November 14 (New)**: Convocation Center, Rm. 2007
- **November 21 (New)**: Convocation Center, Rm. 2007*
- **December 5 (New)**: Convocation Center, Rm. 2007
Spring 2020 Semester

January 23
February 13 (New)
February 20**
March 26
April 23

Prillaman Hall, Rm. 1103*
Prillaman Hall, Rm. 1103
Prillaman Hall, Rm. 1103*

D. Michael Franklin made a motion to ratify new schedule

Discussion:
Bill Griffiths – would like to point out that 3 of the 11 degree counting colleges are on the Marietta campus. We have 1 meeting on that campus this semester. Can that be remedied?

Seconded by Michelle Head

Approved: ALL

POLICY UPDATES

Expedited Review Process needs to be tabled.
- Motion to Table made by Susan Vande Ven
- Seconded by Bill Griffiths
- Approved by All

Teacher Education Curriculum Revisions Coming Up
- Possible December UPCC meeting for Teacher Education Curriculum Revisions
  - We don’t know when it’s coming
  - Kim Loomis asked to expand with some details
    - Changes need to happen as a result of:
      - Changes to Inclusive education courses that all teachers take
      - Told by BOR have to get down to 120 hours
      - New ratio tables in compliance
      - Audit and Curriculum Review
        - Integration of INED courses
          - We were given some deadlines – needed to launch it then hold at UPCC
        - All programs need to design math and literacy components
          - Pam: Mandate is from external source (Governor’s Office)
          - Can the UPCC ask the Exec. Committee to work with this situation to create a package and help along the way.
          - Jennifer Wade-Berg is asking: Can we have a special call meeting to review this stuff?
            - If it’s a Consent Agenda item, we can vote online.
            - Curriculog CAN handle a vote of the committee – but will need a quorum or majority.
            - IN FAVOR OF A SPECIAL CALL WITH ELECTRONIC VOTE IN DECEMBER, IF NECESSARY
              - APPROVE – 21
              - OPPOSE - 1
              - ABSTENTIONS – 0
              - The motion passes
Curriculog and Curriculum Review

- Setting up Notifications in Curriculog
  - Amy Jones showed the committee how to set up Notifications settings

- Seeing Agendas/Calendar in Curriculog
  - Amy Jones reviewed how to find and see agendas and calendars

- Reviewing Curriculum
  - Amy Jones and Jennifer Wade-Berg reviewed how to look at a Proposal as well as reviewed some of the magic numbers required for each area.
  - Question arose from D. Michael Franklin regarding what shows up on a degree (concentration vs. track)
  - Question from Bill Griffiths: Is a Concentration 12? 15?
    - Answer from Pam Cole – we don’t have a policy to establish a size, but the BOR says 12-15. You CANNOT have a Concentration larger than the actual major.
    - Discussion ensued regarding how many credits constitute a Concentration (and tracks)
      - Amy concluded that KSU will need to develop a policy around this
  - Related Electives – pointing out that what we can code and what we cannot for “Related Studies”/”Related Electives” – they should populate and not cause an issue with CPoS. If you put specifics in there, it is coded and will be covered!
    - Questions raised around “Directed Electives” vs. “Related Electives”
      - Answer – say what you mean, mean what you say
    - Just make sure you don’t touch Free Electives!
    - Is there concern on consistencies in languages across the University?
      - Answer – no, but they could be clarified in the future.
  - What about hidden prerequisites within the electives?
    - We are working to eliminate them, but those are pathways for students to make it through.

Changes to the UPCC Description in the University Handbook

- Jennifer Wade-Berg distributed document with changes and reviewed the changes aloud
  - Special point – Honors College currently has 1 rep. If they complete a proposal for a Minor and it passes, they may get a 2nd rep. down the line.
  - Another point – Jennifer Wade-Berg has put in a request to have a representative from the EPCC
  - Reviewed term for 3 years.
  - Amy Jones asked for clarification on EPCC status in Faculty Senate
    - Doug Moodie clarified that EPCC is, like Gen Ed, a sub-committee of the Faculty Senate.
  - EDIT: Updated “distance learning innovation” to “Digital Learning...”
  - JWB clarified that the rep from Provost is designated by the Provost – hence this proposal being slightly different from Doug Moodie’s
  - Bill Griffiths made a recommendation that as a voting body, we should have a voting number that is ODD. Currently, we sit at 26.
  - Edit made to add EPCC representative (1) to UPCC
• MOTION TO ADJOURN – Bill Griffiths
• Seconded by Susan Rouse
• Discussion – Bill Griffiths suggested that we remove the EPCC member addition off of the proposal/recommendation.
• Approve Motion to Adjourn – 1
• Reject - 21

• Motion to Approve recommendation as it currently read – Amanda Wansa Morgan
• Seconded by Susan Rouse
• Approved – 0
• Rejected – 22

Jennifer Wade-Berg suggested we move the suggested EPCC Representative to the UPCC a to NON voting position.

• Motion to APPROVE Recommendation proposal with the EDIT of adding an EPCC representative to the non-voting UPCC member list - D. Michael Franklin
• Seconded by Nancy Conley
• Approved BY ALL

Adjournment - 2:06pm

Reminders:
UPCC Executive Meeting
October 10, 2019
12:30 PM – 2:00 PM