Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

MS Teams Virtual Meeting

December 2, 2021

Representing	First Name	Last Name	Present	Proxy Name	Absent
Bagwell College Education	Ethel	King-McKenzie	☒		☐
Bagwell College of Education	**Kim**	**Loomis***	☒		☐
Coles College of Business	Daniel	Forsberg	☐		☒
Coles College of Business	**Doug**	**Moodie***	☒		☐
College of Architecture and Construction Management	Jeffrey	Collins	☒		☐
College of Architecture and Construction Management	Hussein	Abaza	☐		☒
College of Computing and Software Engineering	Dennis "Mike"	Franklin	☐		☒
College of Computing and Software Engineering	Sarah	North	☐		☒
College of Science and Mathematics	**Michelle**	**Head***	☒		☐
College of Science and Mathematics	Prabha	Padukka	☐		☒
College of the Arts	Nancy	Conley	☒		☐
College of the Arts	**Amanda Wansa**	**Morgan***	☒		☐
General Education Council Liaison (1)	Jeanne	Bohannon	☒		☐
Journey Honors College (1)	Michelle	Miles	☐		☒
Radow College of Humanities and Social Sciences	Daniel	Farr	☒		☐
Radow College of Humanities and Social Sciences	Jaime	Cruz-Ortiz	☒		☐
Southern Polytechnic College of Engineering and Engineering Technology	Jungkyu "Justin"	Park	☒		☐
Southern Polytechnic College of Engineering and Engineering Technology	**Ayse**	**Tekes***	☐		☒
Undergraduate Student Representative (SGA)	TBD		☐		☐
Undergraduate Student Representative (SGA)	TBD		☐		☐
Wellstar College of Health and Human Services	Janeen	Amason	☒	Christie Emerson	☐
Wellstar College of Health and Human Services	Johnathan	Steppe	☒		☐
Total Voting Members in Attendance	13 /20	10/20			

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Non-voting	First Name	Last Name			
Curriculum Support Office (1)	Amy	Jones	☒		☐
Digital Learning Innovations, Director	Brichaya	Shah	☐		☒
Library Services (1)	Christin	Collins	☐		☒
Office of Accreditation and Policy (1)	Danielle	Buehrer	☒	Kevin Gwaltney	☒
Office of the Provost and Sr. Vice President for Academic Affairs or Designee (1)	Anissa	Vega	☒		☐
Registrar or Designee (1)	Paul	Parker	☒		☐

**For virtual meetings, attendance (and quorum confirmation) is documented and based on the individuals attending who typed their name in the chat box to be recorded.

Guests	First Name	Last Name			
COTA-SOAAD	Craig	Brasco			
BCOE-SMGE	Kimberly	Gray		Nimisha Patel	
CSM-Mathematics	Lake	Ritter			
CIA	Raven	Malliett			
WCHHS-HPE	Aimee	Dyal			
RCHSS-Psychological Science	Anisah	Bagasra			
CIA	Kris	DuRocher			
COLES	Jennifer	Hutchins			
RCHSS-SGIA	Andy	Pieper			
COTA	Peter	Fielding			
RCHSS-Foreign Languages	Neysa	Figueroa			
COLES	Hope	Baker			
COTA	Amanda	Britton			
BCOE-ECE	Jinhee	Kim			
Registrar	Sarah	Baumhoff			
RCHSS	Carmen	Skaggs			
Other Guests who joined					
WCHHS-HPE	Brian	Culp			
SPCEET	David	Guerra-Zubiaga			
CCSE	Hossain	Shahriar			
RCHSS	Jack	Moran			
Registrar	Mardi	Richardson			
BCOE	Neporcha	Cone			
COLES	Mark	Hiatt			
Registrar	Connie	Stone			
	Virginie	Jackson			

Names highlighted left early / which resulted in a halt in voting due to a Quorum lost.

I. Call to Order and Attendance
   (Note: Attendance is documented based on those individuals who type their name in the chat box.)
   - Quorum established with 13

II. Acceptance of Agenda
   (Note: If there are no updates or edits, the agenda will stand accepted as written.)
   - Package 18 – add HEBREW 1001
   - **Motion to accept agenda: Doug Moodie**
   - **Second: Ethel King-McKenzie**
   - **Approved by all present to vote**

III. Approval of Minutes from the November 4, 2021 meeting.
   - **Motion to approve: Ethel King-McKenzie**
   - **Second: Doug Moodie**
   - **Approved by all present to vote**

IV. Discussion Items
   I. January 27, 2021 is the deadline for the 2022-2023 catalog
      - There will be an Executive Meeting on 1/13/21.
      - If there are tentative items on the Docket that aren't reviewed by the EC, they can still be tentative items on the agenda for 1/27/21
      - If you are the college rep, please encourage your units to move things along.
   II. Tips for using Curriculog
      - Reminder that UPCC members need to log in to Curriculog in order to record who is looking at proposals or not.
      - Amy Jones gave a brief demonstration as to how that is visible.
   III. Reminder of changes to the meeting process
      - Questions that come up in the EC review will be sent to Originators in advance to the UPCC meeting (Where the vote occurs).
      - Let's avoid making motions until points of dissent (sent and illuminated in advance) have been discussed in case the motions need to be amended.

   V. New Business – Curriculum Review of the Proposal Docket

   https://kennesaw.curriculog.com/agenda:1121/form

Package #1

Bagwell College of Education
Secondary and Middle Grades Education – Nimisha Patel
   ☐ EDUC 2110 (course description, credit hour distribution)
Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
Approved by all present to vote

Package #2

Wellstar College of Health and Human Services
Health Promotion and Physical Education – Brian Culp
- ☐ IPE 4413 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #3

Radow College of Humanities and Social Science
Government and International Affairs – Andrew Pieper
- ☐ POLS 4405, POLS 4410, POLS 4416 (prereq/coreq)
- ☐ POLS 4499 (prereq/coreq)
- ☐ POLS 4412 (title)
- ☐ POLS 4280 (title)
- ☐ POLS 3387 (New Course)
- ☐ POLS 3365 (New Course)
- ☐ POLS 2280 (prereq/coreq)
- ☐ POLS 2101 (New Course)
- ☐ POLS 3312 (New Course)
- ☐ Political Science, BS (Area F, Program of Study Requirements, Electives)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #4

Radow College of Humanities and Social Science
Psychological Sciences – Anisah Bagasra
- ☐ PSYC 3800 (New Course)
- ☐ Psychology Minor

Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
Approved by all present to vote

Package #5

Radow College of Humanities and Social Science
Foreign Languages – Jaime Cruz-Ortiz

- ☐ CHIN 1002 (course title, course description, prereq/coreq)
- ☐ FL 1002 (course title, course description, prereq/coreq)
- ☐ FREN 1002 (course title, course description, prereq/coreq)
- ☐ GRMN 1002 (course title, course description, prereq/coreq)
- ☐ HERB 1002 (course title, course description, prereq/coreq)
- ☐ ITAL 1002 (course title, course description, prereq/coreq)
- ☐ JAPN 1002 (course prefix, course title, course description, prereq/coreq)
- ☐ KOR 1002 (course title, course description, prereq/coreq)
- ☐ LATN 1002 (course title, course description, prereq/coreq)
- ☐ PORT 1002 (course title, course description, prereq/coreq)
- ☐ RUSS 1002 (course title, course description, prereq/coreq)
- ☐ SPAN 1002 (course title, course description, prereq/coreq)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #6

Southern Polytechnic College of Engineering and Engineering Technology
Civil and Environmental Engineering – Sunanda Dissanayake
- ☐ Survey and Mapping, BS (Program Termination)

Motion to Approve: Doug Moodie
Second: Jeanne Law-Bohannon
Approved by all present to vote

Package #7

Southern Polytechnic College of Engineering and Engineering Technology
Robotics and Mechatronics Engineering – David Guerra-Zubiaga
- ☐ ENGR 2710 (Course Discontinuation)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #8

Southern Polytechnic College of Engineering and Engineering Technology
Robotics and Mechatronics Engineering – David Guerra-Zubiaga
- ☐ MTRE 4100 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Kim Loomis
Approved by all present to vote

Package #9

College of Computing and Information Technology
Information Technology – Hossain Shahrair
- ☐ CSCI 1301 (New Course)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #10

College of the Arts
Arts and Design – Craig Brasco
- ☐ ANIM 3620, ANIM 3630, ANIM 3640, ANIM 3650, ANIM 3660, ANIM 4631, ANIM 4651, ANIM 4660 (prereq/coreq)
- ☐ Digital Animation, BFA (catalogue description, program of study requirements)

Motion to Approve: Doug Moodie
Second: Kim Loomis
Approved by all present to vote

Package #11

Radow College of Humanities and Social Science
Government and International Affairs – Jack Moran
- ☐ POLS 2285 (New Course)
- ☐ International Affairs, BA (Area F)
- ☐ Intelligence and Homeland Security Certificate (Certificate Name)

Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
Approved by all present to vote

Package #12

Coles College of Business
Marketing and Professional Sales – Scott Inks
   ☐ Professional Sales Minor (required courses, elective courses)

Motion to Approve: Doug Moodie
Second: Jeanne Law-Bohannon
Approved by all present to vote

Package #13

Wellstar College of Health and Human Services
Health Promotion and Physical Education – Aimee Dyal
   ☐ HPE 1810 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #14

Wellstar College of Health and Human Services
Health Promotion and Physical Education – Brian Culp
   ☐ IHS 4445 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Jeanne Law-Bohannon
Approved by all present to vote

Package #15

Coles College of Business
School of Management, Entrepreneurship and Hospitality – Mark Hiatt & Doug Moodie

   ☐ ENTR 3001 (number, title, description, prereq/coreq)
   ☐ ENTR 4002, ENTR 4003, ENTR 4122, ENTR 4125 (prereq/coreq)
   ☐ ENTR 4005 (New Course)
   ☐ Entrepreneurship Minor (required courses, elective courses)
   ☐ Entrepreneurship Certificate (new certificate)
   ☐ Entrepreneurship BBA (program of study requirements, electives)

Motion to Approve: Doug Moodie
Second: Jeanne Law-Bohannon
Approved by all present to vote

Package #16

Wellstar College of Health and Human Services
Social Work and Human Services – Jennifer Wade-Berg
- ☐ Nonprofit Management and Social Innovation Minor (elective courses)

Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
Approved by all present to vote

Package #17

College of the Arts
Art and Design – Peter Fielding
- ☐ ARTS 1100 (New Course)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Tentative Agenda Item – these items will be reviewed if time allows. These items have not been reviewed by the UPCC Executive Committee prior to this meeting.

Package #18

Radow College of Humanities and Social Science
Foreign Languages – Brian Olovson / Neysa Figuero
- ☐ CHIN 1001 (title)
- ☐ CHIN 2001 (title, course description, prereq/coreq)
- ☐ CHIN 2002 (title, prereq/coreq)
- ☐ FREN 1001 (title, description)
- ☐ FREN 2001 (title, description, prereq/coreq)
- ☐ FREN 2002 (title, prereq/coreq)
- ☐ GRMN 1001 (title, description)
- ☐ GRMN 2001 (title, prereq/coreq)
- ☐ GRMN 2002 (title, prereq/coreq)
- ☐ HERB 2001 (title)
- ☐ HERB 2002 (title)
- ☐ ITAL 1001 (title, description)
- ☐ ITAL 2001 (title, prereq/coreq)
- ☐ ITAL 2002 (title, prereq/coreq)
- ☐ JAPN 1001 (prefix, title)
- ☐ JAPN 2001 (preffix, title, prereq/coreq)
- ☐ JAPN 2002 (preix, title, prereq/coreq)
- ☐ JAPN 3200, JAPN 3302, JAPN 3303, JAPN 3304 (prefix)
- ☐ LATN 1001 (title, description)

- ☐ LATN 2001 (title, prereq/coreq)
- ☐ LATN 2002 (title, prereq/coreq)
- ☐ PORT 1001 (title, description)
- ☐ PORT 2001 (title, prereq/coreq)
- ☐ PORT 2002 (title, prereq/coreq)
- ☐ RUSS 1001 (title)
- ☐ RUSS 2001 (title)
- ☐ RUSS 2002 (title)
- ☐ SPAN 1001 (title, description)
- ☐ SPAN 2001 (title, prereq/coreq)
- ☐ SPAN 2002 (title, prereq/coreq)

Motion to Approve: Doug Moodie
Second: Johnathan Steppe
Approved by all present to vote

Package #19

Bagwell College of Education
Elementary and Early Childhood Education – Neporcha Cone
- ☐ EDUC 2130 (course description, credit hour distribution)

Motion to Approve: Ethel King McKenzie
Second: Doug Moodie
Approved by all present to vote

Package #20

College of the Arts
Art and Design – Amanda Britton / Craig Brassco
- ☐ ART 3800 (title, description, prereq/coreq)
- ☐ ART 3810 (description, prereq/coreq)
- ☐ ART 3820 (New Course)
- ☐ ART 3830 (New Course)
- ☐ ART 3840 (New Course)
- ☐ ART 3850 (New Course)
- ☐ ART 3860 (New Course)
- ☐ ART 3870 (New Course)
- ☐ ART 3880 (New Course)
- ☐ ART 4800 (New Course)
- ☐ ART 4810 (New Course)
- ☐ ART 4820 (New Course)
- ☐ ART 4850 (New Course)
- ☐ ART 3022 (prereq/coreq)

- ☐ ART 3021, ART 4151, ART 4311, ART 4361, ART 4411, ART 4511, ART 4266 (prereq/coreq)
- ☐ ARH 4300 (New Course)
- ☐ ATT 1000, ATT 1150, ATT 1200, ATT 1300, ATT 1400, ATT 2301, ATT 3100, ATT 3150, ATT 3250, ATT 3398, ATT 3505, ATT 3510, ATT 3600, ATT 3602, ATT 3800, ATT 3810, ATT 4444, ATT 4490, ATT 4670, ATT 4840 (discontinuation)
- ☐ Apparel Product Development Certificate (Program Termination)
- ☐ Apparel and Textile, BAT (Program Deactivation)
- ☐ Apparel and Textile Minor (Program Deactivation)
- ☐ Art BFA (catalog description, program of study requirements, concentration or track)

DISCUSSION around new ART class that has 'BFA Art" in Impact but it's not in the degree.
Michelle pointed out numbering with sequential courses that might get changed in the future.

Motion to Approve: Doug Moodie
Second: Amanda Wansa Morgan
Approved by all present to vote

Package #21

Radow College of Humanities and Social Sciences
Psychological Sciences – Anisah Bagasra

- ☐ Psychology, BS

Motion to Approve w/ the addition of CSE: Doug Moodie
Second: J. Steppe
Approved by all present to vote

Package #22

Wellstar College of Health and Human Services
Nursing – Rachel Myers, Christie Emerson, Janeen Amason

- ☐ NURS 3209 (description, prereq/coreq)
- ☐ NURS 3302 (prereq/coreq)
- ☐ NURS 3303 (description, prereq/coreq)
- ☐ NURS 3309 (prereq/coreq)
- ☐ NURS 3313 (description, prereq/coreq)
- ☐ NURS 3314 (description, prereq/coreq, credit hour distribution)
- ☐ NURS 3318 (prereq/coreq)
- ☐ NURS 4402 (prereq/coreq)
- ☐ NURS 4412 (description, prereq/coreq, credit hour distribution)

- ☐ NURS 4414 (description, prereq/coreq, credit hour distribution)
- ☐ NURS 4416 (course discontinuation)
- ☐ NURS 4417 (course discontinuation)
- ☐ NURS 4419 (New Course)
- ☐ NURS 3304 (New Course)
- ☐ NURS 3396, NURS 3398, NURS 4000, NURS 4426, NURS 4433 (course discontinuation)
- ☐ Nursing, BSN (catalog description, major requirements, program of study requirements, electives)

Motion to Approve: Doug Moodie
Second: Kim Loomis
Discussion ensued.
Question about NURS 4419 regarding Credit Hour Distribution – 3/4/7
Minimum field hours is 60 but they're expected to do 172 hours in the field, which is almost 3x the appropriate field hours. Concern raised around the amount of field hours happening vs. what the credit it.
Christie Emerson spoke about combining a Senior Leadership course and Senior Practicum (which had a 0/4/4 and using a 3:1 ratio for clinical experiences). That's where that came from. So, combining a 3/0/3 with a 0/4/4 to make a 3/4/7.
Nothing is changing with the hours.
Amy pulled up a Ratio Table on screen share.
Stated that a 3:1 ratio doesn't match with this. Suggested that 12 hours in the Lab field would fit better. It gets tricky when you add lecture time because of the "outside work".
We can make a change provided that it doesn't change the total number of credit hours for the course. If we change the credit hour total, then it needs to go back through the process.
Emerson clarified that they are in the field for 12 hours a week. They're at the hospital 168 total hours and we get to 180 through the lecture.
Discussion and math ensued.
Can we change the middle/Lab hour to 12.
Credit Hour Distribution changed to: 3/12/7.

Michelle brought up discussions that affect units outside of the college/unit need to be had when it affects the courses in their prerequisites.
She gave a specific example of some changes happening in CSM that affect personnel, hiring, etc. based on a proposal approved outside of their college (so it's not showing up on the Impact report or the notification occurred in Curriculog so long ago). As we move forward, think about how changes can be communicated to units outside of the proposal's home department.
Perhaps it's a discussion for the joint UPCC-GPCC meetings.
Michelle requested some info from Nursing about incoming students and anticipated impact on CSM for scheduling and personnel for those courses that are prerequisites for their programs.

At 1:37pm it was discovered that we lost the quorum.
Doug Moodie amended his motion to table this package until the next meeting.
Daniel Farr seconded.

Discussion ensued regarding replacing Kim Loomis on the Executive Committee.
Jaime Cruz-Ortiz volunteered to serve as Vice-Chair.
Since the Quorum was lost, we decided that the vote will occur virtually in order for other UPCC
members to be able to nominate or self-nominate.

II.   Announcements
    I.   Next UPCC Executive Committee meeting: January 13, 2022
    II.   Next UPCC General Committee meeting: January 27, 2022

        Meeting schedules with links, agendas, and minutes can be found on the
        https://cia.kennesaw.edu website under Curriculum Committees, UPCC,
        Schedule/Agenda/Minutes.

III.   Adjournment – 1:45pm

Tabled until next UPCC Meeting (Agenda items not gotten to before quorum lost)

Package #23

College of the Arts
Bailey School of Music – Jeff Yunek
    ☐   MUSI 3326 (prereq/coreq)

Package #24

Bagwell College of Education
Elementary and Early Childhood – Neporcha Cone and Jinhee Kim
    ☐   ECE 4650 (prereq/coreq)

Package #25

Coles College of Business – Hope Baker
    ☐   BUSA 2150 (title, description, prereq/coreq)
    ☐   BUSA 3150 (title, description, prereq/coreq)
    ☐   BUSA 4150 (title, description)

Package #26

College of Science and Math
Chemistry and Biochemistry – Thomas Leeper
    ☐   Biochemistry, BS (electives)

Package #27

College of Science and Math
Chemistry and Biochemistry – Thomas Leeper
- ☐ CHEM 4430

Package #2

College of Science and Math
Mathematics – Lake Ritter
- ☐ Mathematics, BS (electives)