

UPCC Meeting Agenda
February 14 2019
12:30 PM – 2:00 PM
Prillaman Hall – Room 1105

<https://kennesaw.curriculog.com/proposal:9019/form>

MEMBERS PRESENT

Evelina Sterling (CHSS), Ryan Ronnenberg (CHSS), Arief Setiawan (CACM), Doug Moudie (Coles), Lee Langub (Bagwell), Shannon Howrey (Bagwell), Michelle Head (CSM), William Griffiths (CSM), Jennifer A. Wade-Berg (WHHS), Nancy Conley (COTA), Amanda Wansa Morgan (COTA), Carolee Larsen (UC), Julia Morrissey (HC), Sandip Das (SPSEET), Sathish Kumar Gurupatham (SPSEET), D. Michael Franklin (CCSE), Susan Vande Van (CCSE), Susan Rouse (General Education Council), Ana Edwards (Registrar's Office), Kevin Gwaltney (Institutional Effectiveness)

Guests:

Danielle Herrington (Registrar)	Pam Cole (Academic Affairs)
Kevin McFall (Mechatronics)	Shannon Howrey (EECE)
Amy Jones (Academic Affairs)	Sherry Ni (Statistics)
Erin Ryan (SOCM)	Chien-Pi (CHSS)
Hillary Steiner (FYTS)	Nirmal Trivedi (FYTS)
Natasha Habers (FYTS)	Ruth Goldfire (FYTS)
Lynn Disbrow (UC)	Nicole Martin (PSYC)
Christine Emerson (NURS)	Becky Shabo (NURS)
Lynn Stalling (Honors)	Rita Bailey (Honors)
Danielle Buehrer (OIE)	

Call to Order – 12:32pm

EDIT to AGENDA– we will review January 2019 minutes at the next UPCC meeting
Request to Pull Minor in Psyc

Pulled from Consent Agenda – Bill Griffiths pulled Psyc 2000, all Honors Courses, HS3500, CPE4400, & 4490

MOTION to approve Revised Agenda made by Doug Moudie
Seconded by Michelle Head
Approved by All

Bill Griffiths moved to establish quorum
Jennifer Wade Berg checked – 16/22 present

Consent Agenda

Old Business

COLLEGE OF MATH AND SCIENCE

Department of Statistics and Analytical Sciences

- STAT 1401 Elementary Statistics (Course Number, Title, Description)

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

School of Nursing

- Bachelor of Science in Nursing (Change to Program)

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND

ENGINEERING TECHNOLOGY

Department of Systems and Industrial Engineering

- B.S. in Industrial & Systems Engineering (Change to Program)

Department of Computer Engineering

- B.S. in Computer Engineering
 - CPE 4400 Directed Study in Computer Engineering (New Course)
 - CPE 4490 Special Topics in Computer Engineering (New Course)

Department of Electrical Engineering

- BSEE in Electrical Engineering
 - EE 3401 Engineering Electronics (Course Title and/or Description)

Department of Mechatronics Engineering

- B.S. in Mechatronics Engineering
 - MTRE 2610 Intermediate Programming for Mechatronics (Prereq/Coreq)

Department of Mechanical Engineering

- BSME in Mechanical Engineering (Change to Program)
 - ENGR 4504 Nuclear Reactor Simulation (New Course)
 - ME 3705 Internal Combustion Engines (New Course)
 - ME 4301 Fundamentals of Renewable Energy (New Course)
 - ME 4307 Design for X (New Course)
 - ME 4520 Acoustics and Noise Control (New Course)

MOVE TO APPROVE CONSENT AGENDA (SANS those proposals pulled)

Motion: DOUG MOUDIE

Second: BILL GRIFFITHS

APPROVED: ALL

Discussion Agenda

New Business

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Psychology

- **Exemption for the BS in Psychology revision.**
Justification: The revision is to address bottlenecks in the degree program, thus facilitating student success.
- B.S. in Psychology (Change to Program)
- Minor in Psychology (Change to Program)
 - PSYC 2000 The Science of Psychology (Prereq/Coreq)
 - PSYC 2103 Introduction to Human Development (New Course)
 - PSYC 2500 Research Methods in Psychological Science (New Course)
 - PSYC 3000 Statistical Applications in Psychological Science (New Course)
 - PSYC 3040 Motivation and Emotion (Course Discontinuation)
 - PSYC 3130 Psychology of Aging (Course Number)

- PSYC 3270 Engineering Psychology (Course Discontinuation)
- PSYC 3325 Social Psychology (Prereq/Coreq)
- PSYC 3335 Theories of Personality (Prereq/Coreq)
- PSYC 3380 Principles of Psychological Testing (Course Description, Prereq/Coreq)
- PSYC 3398 Internship in Psychology (Prereq/Coreq)
- PSYC 3401 Psychology of Diversity (Course Discontinuation)
- PSYC 4000 International Psychology (Course Discontinuation)
- PSYC 4100 Advanced Laboratory in Psychological Science (New Course)
- PSYC 4345 Learning and Behavior (Credit Hours, Prereq/Coreq)
- PSYC 4400 Directed Study in Psychology (Prereq/Coreq)
- PSYC 4410 Physiological Psychology (Credit Hours, Prereq/Coreq)
- PSYC 4415 Perception (Credit hours, Prereq/Coreq)
- PSYC 4445 History and Systems of Psychology (Course Description, Prereq/Coreq)
- PSYC 4455 Cognitive Psychology (Credit hours, Course Description, Prereq/Coreq)
- PSYC 4460 Child Psychopathology (Course Description, Prereq/Coreq)
- PSYC 4480 Field Practicum in Psychology (Course Discontinuation)
- PSYC 4485 Research Practicum in Psychology (Course Discontinuation)
- PSYC 4498 Capstone Internship in Psychology (Prereq/Coreq)
- PSYC 4499 Capstone Seminar in Psychology (Course Title, Course Description, Prereq/Coreq)
- PSYC 4500 Capstone Integrative Project (New Course)

DISCUSSION about PSYC2000:

Bill Griffiths is pulling PSYC2000 because of objections to the PreRequisite (PSYC1101 & declared minor in Psychology) – is this necessary?

Nicole Martin (Chair of Psych) – this class is only for minors

Bill Griffiths: How many courses are designed for minors across the university?

Nicole: When we were asked to create a minor (which we objected to) and we were told we needed a minor specific class.

Bill Griffiths has questions about why a department would be forced to create a minor.

MOTION TO APPROVE PSYC PACKAGE made by D. Michael Franklin

SECONDED by Lee Langub

APPROVED: 15 / Opposed: 1

The Motion passed

HONORS COLLEGE

- University Honors Program (Change to Program)

Reps from Honors College: Rita Bailey & Lynn Stallings: Desire for changes are to create a track without a capstone. We are introducing some “0 credit classes” – it helps us track students, keep track of discovery and learning separately. There is a plan to add 3 additional classes as we accommodate changes in PEGS program.

Doug Moudie objects to “0” credit classes for the lack of pay of instructors and the students having to do work without credit.

Dr. Wade-Berg – the goal would be to revise Gen Ed to get this option into institutional options.

Additional discussion ensued between Doug Moudie and Honors College Reps.

Bill Griffiths pointed out they just said that many of them are “0/1” and the chart in front of us doesn’t reflect that.

Bill Griffiths asked what is different. Discussion ensued about the changes in Financial Aid program changes that we are trying to work around. Jennifer Wade Berg reiterated that's why she would want these kinds of courses go to into Area B under "institutional options" so they can get paid for. Clarification: it's a work around financial aide & HOPE. We are trying to create a flexible student experience.

Bill Griffiths: does this affect BOR rules? Amy: "no"

- HON 1000 An Introduction to Honors Education (New Course)
 - Change to 1/0/0
- HON 2400 Honors Discovery (New course)
 - Change 1/0/0
- HON 2800 Honors Applied Learning Experience (New Course)
 - Change 1/0/0
- HON 3000 Honors Colloquium (Credit Hours and Course Description)
 - Stays 1/0/0-1
- HON 4497 Honors Capstone Proposal (Course Description and Prereq/Coreq)
- HON 4499 Honors Senior Capstone Project (Course Title, Description, and Prereq/Coreq)

MOTION TO APPROVE ALL HON COURSES: BILL GRIFFITHS

Seconded by D. MIKE FRANKLIN

APPROVED BY ALL

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Social Work and Human Services

- HS 3200 Policy and Advocacy (Title and Course Description)
- HS 3500 Research Methods for Human Services (Prereq/Corereq)
- HS 4800 Ethics in the Helpring Profession (Prereq/Coreq & Description)
- HS 4900 Capstone Seminar in Human Services (Prereq/Coreq & Description)
- HS 4950 Advanced Internship for Human Services Professionals (Prereq/Coreq & Description)
- Child Advocacy Studies Certificate (Change to Certificate Program)
 - HS 3950: Persepctives on Child Maltreatment and Child Advocacy (Prereq/Coreq & Description)
 - HS 3960 Professional and System Responses to Maltreatment (Prereq/Coreq and Description)
- B.S. in Human Services (Change to Program)

PULLED: HS 3500 Research Methods for Human Services (Prereq/Corereq)

Bill Griffiths is questioning: Why is the language "HS majors or Non-majors with permission of department" in there? Jennifer Wade Berg explained and declared it will go away in the 2nd revision (regarding "Interest")

TANGENT:

Dr. Wade-Berg sent an email regarding how every program would need to do their own audit.

Pam Cole: in the last UPCC meeting, there was confesion on how programs are "messed up" in relation to compliance. In truth, there are a lot of areas in General Education where we are not in

compliance and we need to get in line. If we line up, it will make future decisions easier. Its not wise to be making revisions to General Education as well as your upper division.

Dr. Wade-Berg brought back to the discussion around the program change and went through the changes (in Curriculog). She is using this as an example of coming into alignment with the policies and Gen Ed. We cannot just pick a Gen Ed course to make it a PreReq to a course in the major.

Comment from Pam Cole: any course that is an option in the Gen Ed area – you cannot use it as a required PreReq in any of your Area F requirements – there are exceptions.

Amy Jones clarified the goal of the audit and reminded all that instructions will be coming. Discussion ensued about how to adjust and realign to be compliant.

MOTION TO APPROVE entire HS package was made by Bill Griffiths

Seconded by D. Michael Franklin

APPROVED by ALL

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Computer Engineering

- B.S. in Computer Engineering
 - CPE 4400 Directed Study in Computer Engineering (New Course)
 - Edits made to typos
 - CPE 4490 Special Topics in Computer Engineering (New Course)
 - BILL THINKS IT SHOULD BE BY PERMISSION OF INSTRUCTOR
 - D. Michael Franklin ensured this moment was film
 - Discussion DID NOT ensue
 - EDIT in PreReq made – “Varies by Topic (decided by instructor)”

MOTION TO APPROVE CPE COURSES made by Amanda Wansa Morgan

Seconded by D. Michael Franklin

APPROVED by ALL

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Mechatronics Engineering

- ENGR 3398 Experiential Engineering Internship (New Course)
- Kevin McFall clarified: this package is actually for the entire college, it just had to come through a department. You can do an internship OR a Co-Op. He explained that this “0/0/3-12” would do what COOP2000. Some students want academic credit for an internship. Some students don’t need it; therefore if they register for 2000 it will cost undue money. This would be for those who want it on their transcript *not* on their fees. Note PreReq: “variable 3-12 audit hours, but 0 billing hours.”
 - Q: How do you verify participation
 - A: Administered through The Office Formerly Known As Career Services
 - Q from Michelle Head– if they’re not enrolled in the semester can they enroll?
 - A from Amy: yes; as long as they’re active.
 - Kevin – the credits are variable

MOTION TO APPROVE was made by Bill Griffiths
Seconded by D. Michael Franklin
APPROVED by ALL

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

School of Communication and Media

- Georgia Film Academy
- GFA 1000 Introduction to On-Set Film Production (Title and/or Description)
- GFA 2000 Film & Television Production Internship (Title and/or Description)
- GA 2010 Set Construction & Scenic Painting (New Course)
- GFA 2020 Electric & Lighting (New Course)
- GFA 2030 Grip & Rigging (New Course)
- GFA 2040 Post Production: Film & Television AVID Editing, Digital Imaging, & Story Craft I (New Course)
- GFA 2050 Intro to Special Effects Makeup (New Course)
- GFA 2060 Production Accounting (New Course)

Erin Ryan from the School of Communication & Media presented.

We are moving GFA administration from TPS to SCM. There are new course descriptions & designations. These courses are taught across the USG and TCSG, taught by GFA instructors (hired by GFA offices), taught off-campus (Pinewood or Gwinnett). We are going to be the administrators of the off-campus program.

These were not reviewed by Executive Committee due to the submission but there's a waiver here. Danielle Buehrer– Can we look at GFA1000

My understanding was that you're not doing the "18 credit hour certificate program" – if you go that route, we have to do a substantive change for each site (based on contracts with unrecognized institutional entities). Certification is different than Certificate program.

Erin conferred with Amy about this – the course descriptions don't comply with KSU but the courses were created to match across the USG. Discussion ensued.

Dr. Wade-Berg also had this question. Is it a certificate? Is it a program? I'm asking for any and all paperwork associated with this package. We need to see a summary of the program to accompany the proposals – its hard to wrap our heads around this. There are a lot of questions around hands-on vs. how much they are watching people do things. We hesitate to approve without more details on how these courses are playing out.

Erin: different institutions across the USG are treating these courses differently

Dr. Wade-Berg: is this a Baccalaureate program or a Continuing Ed

POINT OF ORDER made by Bill Griffiths: HOW DO WE SEND THIS TO EXECUTIVE COMMITTEE?

MOTION TO TABLE ALL GFA PROPOSALS SO THEY ARE DISCUSSED by Executive Committee made by Bill Griffiths

Seconded by Susan Vande Ven

DISCUSSION: D. Michael Franklin – What is that deadline? Jennifer – Today.

Bill Griffiths expressed concern about administrative deadlines that we cannot meet.

APPROVAL TO TABLE GFA courses for Executive Board readings: ALL

Policy Discussion: University Graduation Requirements

Jennifer Wade-Berg led a rivoting discussion about our two existing Graduation Requirements that exist outside of Areas A-F: WELL1000 and KSU1101 (First Year Experience).

We have two institutional requirements. Do we need them?

Is there a better way to organize them to get the students the experiences without adding expenses and time (3-6 credits)?

These institutional requirements affect students.

Comments were made from Bagwell (129 is our limit) and Architecture (they have 152 credits and a USG waiver. We have a lot of programs with waivers.

Option: Gen Ed is supposed to deal with Inst. Requirements in Area B.

Doug Moudie: We need clarity on the history of these course

Kevin McFall: Institutional Effectiveness. KSU1101 dates back to KSC1101 – required in 2005.

Ruth Goldfire from First Year Studies shared: all students with fewer than 15 credit hours as “first time full time students’ must take a first year seminar or learning communities (which can be built with or without a seminar). If a student never takes this course, it will not prevent them from graduating.

Eg. Engineering – because of the high level credit hours, they have a 2-credit hour course that serves as their Intro to the major and this first-year experience. Same with Science & Math.

Those courses are taught within that college with learning experiences.

Further background came on the consolidation – programs with 130+ credit hours don’t require the WELL requirement.

Discussion ensued around WELL and its benefits.

Amanda Wansa Morgan questioned: can we move WELL1000 or KSU1101 into Gen Ed? Pam Cole Pointed out No.

Amanda Wansa Morgan then suggested we could combine these two courses into one?

- This doesn’t work because KSU1101 is designed for 15- credit hour first year students while WELL is required of all.

Orientation courses nor Wellness courses cannot be placed in Areas A-F

Georgia Southern – under core curriculum – “additional requirements”

Amy Jones pointed out it could move to the departments – consider *either* everybody works it out *or* work it into programs.

Lynn Stallings asked: In a Momentum Year Summitt – there was material distributed about including first year seminars in Gen Ed.

Michelle Head – a lot of the proposals we’ve reviewed lately include intro to career style courses in each department.

Susan Rouse from Philosophy stated – but many of our Area F courses are prescribed by the BOR.

Dr. Wade-Berg responded: we have flexibility with multiple pathways.

Fruitful discussion ensued around whether students benefit best from an Intro to the Major course in each area or not. How does this effect transfers?

What happens to Wellness and how do we monitor the content if its being spread out amongst departments? Concern raised over pushing this through.

Dr. Wade-Berg clarified that’s not happening – this is just the beginning of a conversation.

Policies will need to be revised – visited by Faculty Senate – approved by Senate – and then returned to UPCC in the long run.

Susan Rouse (GE Council) – this conversation needs to come to the Gen Ed Council.

Doug Moudie brought forth a new option/alternative – we keep WELL1000 and we reduce every major down

Many in the room responded: That’s never gonna happen...

Natasha Habers: Learning communities take a number of different forms. There are even some on the Marietta campus that don’t incur KSU1101; therefore they don’t require coursework. Kevin responded by expressing frustration with that model because of a lack of accountability.

These two courses are integral to retention. I want to be cautious in action on these courses. USG just awarded the First Year Programs an innovation award. Discussion ensued around the flexibility of the courses and where they count. Amy Jones – we'd like to figure out how to reach all of the students without adding burden of time and money. (Also so it aligns with the audit).

D. Michael Franklin – Point of Order to clarify the questions on the floor.

Dr. Wade-Berg clarified: we are having a conversation to make a recommendation.

Dr. Wade-Berg – we are going to meet as an Exec. Meeting to get the data we need to form a recommendation.

Pam Cole – Please see the emails about self-audits. Encourage UPCC members to attend training sessions regarding BOR rules. It doesn't help to try to audit and align and then fall apart. UPCC members – please come!

**Motion to Adjourn Lee Langub: 2:12pm
Seconded by Amanda Wansa Morgan**

Extra UPCC Meetings for Spring 2019

UPCC Executive Committee Meetings

- February 21, 2019 – Extra Meeting in Prillaman Hall Suite 3200 Conference Room
- March 14, 2019 – Exec Committee meeting already scheduled
- April 9, 2019 (moving the meeting to 11:00 – 12:15 pm) Change of date from April 11, 2019 due to NCUR
- April 11, 2019 – Meeting Cancelled (and moved to April 9 (see above) due to NCUR)

Full UPCC Meeting

- February 28, 2019 – Meeting already scheduled for Prillaman Hall Room 1105
- March 28, 2019 – Meeting already scheduled for Marietta Campus – Atrium Bldg J Room 109
- April 18, 2019 – Extra Meeting - TBA
- April 25, 2019 – Meeting already scheduled for Prillaman Hall Room 1105
- April 30 or May 2 – Extra Meeting if needed (to be voted on)

Announcements:

Curriculum Changes for 2019-2020 Catalog Due by February 15, 2019

**Reminders:
UPCC Executive Meeting
February 21, 2019
12:30 PM – 2:00 PM
Zoom Meeting**

**UPCC Meeting
February 28, 2019
12:30-2:00 PM**

Prillaman Hall Room 1105