

UPCC Meeting
November 21, 2019
12:30 – 2:00 PM
Convocation Center, Room 2007
<https://kennesaw.curriculog.com/agenda:829/form>

UPCC Members (2019-2020)	Representing	Present	Proxy Name	Absent
Evelina Sterling	CHSS: Dept. of Sociology & Criminal Justice	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Ryan Ronnenberg	CHSS: Dept. of History & Philosophy	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Parminder Juneja	CACM: Dept. of Construction Management	<input type="checkbox"/>		<input type="checkbox"/>
Bronne Dytoc	CACM: Dept. of Architecture	<input type="checkbox"/>		<input type="checkbox"/>
Zeynep Kelani	COLES : Dept. of Economics, Finance, & Quantitative Analysis	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Doug Moodie	COLES: Dept. of Management & Entrepreneurship	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Kim Loomis	BAGWELL: Secondary and Middle Grades Education	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Shannon Howrey	BAGWELL: Dept. of Early Elementary and Childhood Education	<input checked="" type="checkbox"/>		<input type="checkbox"/>
William Griffiths	CSM: Dept. of Mathematics	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Michelle Head (UPCC Vice-Chair)	CSM: Dept. of Chemistry and Biochemistry (UPCC Vice Chair)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Janeen Amason	Wellstar CHHS: School of Nursing	<input checked="" type="checkbox"/>	Penny Ziegler	<input type="checkbox"/>
Jennifer Wade-Berg (UPCC Chair)	Wellstar CHHS: Dept. of Social Work and Human Services (UPCC Chair)	<input type="checkbox"/>		<input type="checkbox"/>
Nancy Conley, School of Music	COTA: School of Music	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Amanda Wansa Morgan (UPCC Secretary)	COTA: Dept. of Theatre & Performance Studies (UPCC Secretary)	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Felicia Mainell	University College: Department of Leadership and Integrative Studies	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Carolee Larsen	Univeresity College: Dept. of First Year and Transition Studies	<input type="checkbox"/>		<input type="checkbox"/>
Brian Etheridge	Honors College: Director	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Sandip Das	SPSEET: Dept. of Electrical Engineering	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Ayse Tekes	SPSEET: Dept. of Mechanical Engineering	<input checked="" type="checkbox"/>	Sandip Das	<input type="checkbox"/>
Susan Vande Ven	CCSE: Information Technology	<input checked="" type="checkbox"/>		<input type="checkbox"/>
D. Michael Franklin	CCSE: Software Engineering and Game Design & Development	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Susan Rouse	Gen Ed Council	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Xueying Chen	KSU Library System	<input checked="" type="checkbox"/>		<input type="checkbox"/>
JJ Lopez	SGA Representative	<input type="checkbox"/>		<input type="checkbox"/>
Pam Cole	Academic Affairs (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Kevin Gwaltney	Accreditation & Policy (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Amy Jones	Academic Affairs (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Amy Edwards	Registrar and Records (non-voting)	<input checked="" type="checkbox"/>		
Paul Parker	Registrar & Records (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Martha (Mardi) Richardson	Registrar & Records (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Danielle Herrington	Registrar & Records (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Kris DuRocher	Faculty Executive Director of General Education and Curriculum Development (non-voting)	<input checked="" type="checkbox"/>		<input type="checkbox"/>

GUESTS

Originators/Dept. Representatives	Representing
Raven Knudsen	Academic Affairs
Susan Dyess	WCHHS
Penny Ziegler	WCHHS
Melissa Driver	INED
Kate Zimmer	INED
Nihal Khote	INED
Linda Galloway	CSM
Bryan McGovern	HIST

**Minutes were taken by D. Michael Franklin
Compiled and edited by Amanda Wansa Morgan**

12:36pm – Call to Order

Quorum Called

**Review of Minutes from November 14th, 2019
Moved & Seconded / approved.**

Proposal	Action & Proposal Type	Discussion	Status
STAT 0996 Support for Elementary Statistics	New Course	<p>Linda presented the rationale for course change – KSU was asked to participate in USG initiative - need a Stat for Area A and Area D – needed to revise pre-req to align courses</p> <p>Kevin: CIP codes – do they need revision? Yes, they will amend to match 1401 – we all agreed that was sufficient since it was the intent of the department to revise both and overlooked accidentally.</p> <p>Bill: did Math approve of this? Must we approve just because USG directed us to do this?</p> <p>Amy: point of order, we do not have to approve.</p> <p>Bill: I will vote against because all students should take Math. Linda – it should be fine with this new course, no pre-req’s are required.</p> <p>Bill: what has changed that 1401 needed pre-req’s and 0996 does not? What is removed from the course to make that happen?</p> <p>Linda: nothing will have to be removed.</p> <p>-</p>	<input type="checkbox"/> Representation not present; tabled <input checked="" type="checkbox"/> Motion to Approve By: D. Michael Franklin <input checked="" type="checkbox"/> Motion Seconded By: Susan Vande Ven <input type="checkbox"/> Motion to Wave Second Reading By: <input type="checkbox"/> Motion Seconded By: <input checked="" type="checkbox"/> Approved - 12 <input checked="" type="checkbox"/> Rejected - 1 Notes: MOTION PASSES

Proposal	Action & Proposal Type	Discussion	Status
STAT 1401 Elementary Statistics	Prereq/Coreq	Passed omnibus with STAT 0996	Motion to Approve: Passed omnibus with STAT 0996

Proposal	Action & Proposal Type	Discussion	Status
INED 3300 INED4431 INED4483	SEE NOTES – NOT ON ORIGINAL AGENDA	<ul style="list-style-type: none"> • INED 3300, 4431 – Melissa Driver: Change being made to go back to 3 credit hour major and to move it back earlier in the track. Nihal Khote: on behalf of courses being impacted by the change, this is a better alignment, no issues. • INED 4483 – Nihal Khote: change to 3-0-3 to more accurately reflect work in the course. *note; there are two INED 4483 courses in queue, need to delete old one. Doug: need to change implementation to Fall 2020. 	<input type="checkbox"/> Representation not present; tabled <input checked="" type="checkbox"/> Motion to Approve By: Bill Griffiths <input checked="" type="checkbox"/> Motion Seconded By: no notes <input type="checkbox"/> Motion to Wave Second Reading By: <input type="checkbox"/> Motion Seconded By: <input checked="" type="checkbox"/> Approved - ALL

		<ul style="list-style-type: none"> Omnibus approval motion by Bill, seconded; voted unanimously to approve 	<input type="checkbox"/> Rejected Notes:
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Proposal	Action & Proposal Type	Discussion	Status
History Education, B.S <u>Courses</u> HIED 4650 (PreReq/Co) HIED 4660 (PreReq/Co) HIED 4550 (PreReq/Co) HIST 3271 (credit hour distribution, prereq, course description) HIST 4488 (CHD)	Change to Existing Program – (Program Requirements, Program Credit Hour Total)	<ul style="list-style-type: none"> HIST 4488 Approaches to World History (Course Description, Credit Hour Distribution) – they requested that we remove '15-hour' from the field experience portion of the Catalog Description (we made the edit) Brian McGovern – some changes from INED changes approved above; changed some upper level electives; go from 128 to 120 hours; eliminating 2 course, Tech and Geography courses, changing 2 courses to reduce credit hours. Question: why was Geography removed? Brian: the course was removed because we had to get under the 120 hour limit – something had to go, and they already take two lower level GEOG courses. Kim: move to omnibus approve, Kim (other) seconded (note from Amanda: who??); Discussion – Bill: I do not like to approve courses that are reducing the quality of the program, but will do so unwillingly because we have no choice; Mike: maybe we can use advisors to help direct students to take the extra courses on their own during semesters where they would not incur additional fees; Kim – we are doing a good job to prepare our future teachers because they are doing well on their GACE exams; Bill: will approve only because the department has stated this is the change they need. Passed unanimously. 	<input type="checkbox"/> Representation not present; tabled <input checked="" type="checkbox"/> Motion to Approve By: Kim Loomis <input checked="" type="checkbox"/> Motion Seconded By: ?? <input type="checkbox"/> Motion to Wave Second Reading By: <input type="checkbox"/> Motion Seconded By: <input checked="" type="checkbox"/> Approved ALL <input type="checkbox"/> Rejected Notes:

Topic	Question	Discussion
Program & Course Review Checklist	Feedback requested	<ul style="list-style-type: none"> - Chris: This is meant to guide those Faculty preparing courses and is a supplement provided outside of Curriculog. Is this guide sufficient? Is it helpful? Is there more that needs to be added, edited, etc.? - Doug: very helpful; - Michelle: Where will it live? - Amy: It will live on the Curriculum Resources page. - Kim: Can we link it via Curreculog also? - Amy: Yes, once approved / posted; - Several: we can edit, amend, clarify, review this doc as we use it, approve courses, etc.

Proposal	Action & Proposal Type	Discussion	Status
Expedited Reivew Process	Updated version here for voting and approval (added to agenda)	<ul style="list-style-type: none"> • Pam: make these living documents so that we can edit, amend on the fly to make the more meaningful. • Issues: Cross-listing and Cross-leveling courses – need definitions, guidance, conformity, etc. – the group will solicit feedback and guidance from all, so please be ready to contribute; • There was a mistake, so with apologies, she presents the issue: In the workflow, there was a step at College Dean level that said ‘AVP Curriculum Office Review / Faculty Designee’ originally, but the one we voted on said ‘AVP Curriculum Office Review (by Teaching Faculty Designee)’ – the issue revolves around ‘teaching faculty’ – what does that mean? I might not always have a ‘teaching faculty’ to help with this. • Can we vote to approve the original wording? • Doug: does anyone know all of this items (at end of document)? • Pam: it is vital that they know how changes in these items may effect curriculum. • Doug: is it important that this designee know all of this, that time matters? • Pam: no • Bill: It seems that the Exec Committee is the right group to serve as this Faculty 	<input type="checkbox"/> Representation not present; tabled <input checked="" type="checkbox"/> Motion to Approve By: Susan Vande Ven <input checked="" type="checkbox"/> Motion Seconded By: Kim Loomis <input type="checkbox"/> Motion to Wave Second Reading By: <input type="checkbox"/> Motion Seconded By: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Rejected Notes: Vote: 10-3-4 – motion passes with majority

		<p>Designee, perhaps in the place of the Expedited Process?</p> <ul style="list-style-type: none"> • Pam: there are perhaps too many proposals to review. We want a process that simple, small changes can be expedited to remove some of this burden. • Bill: It is important that we keep a University wide perspective on curriculum and it is worth the effort it takes to maintain this; • Mike: it would be great if the product of the expedited review was a list of provisionally-approved courses from this process that landed on the Consent agenda of UPCC or GPCC so that it at least comes before the body and could be discussed, removed from consent, or confirmed; • Pam: our goal is to reduce the workload, and too much work is required in that process and does not really help reduce workload; • Bill: can we use workflow to route courses automatically for this or other processes? • Amy: Not easily, because she can add people to the routing, but she cannot remove people from the route. • Susan: motion to approve the change to the Expedite process document that changes the language back to the original; Seconded by Kim. • Discussion: Bill: we approved the new language, we did not (and rejected) the second phrasing. Vote 10-3- 4 – Motion passes by majority. • 	
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Motion to adjourn (time not noted / member not noted)
Adjourned