**Undergraduate Policies and Curriculum Committee (UPCC)**  
**General Committee Meeting Agenda**  
*MS Teams Virtual Meeting*  

April 28, 2022

<table>
<thead>
<tr>
<th>Representing</th>
<th>First Name</th>
<th>Last Name</th>
<th>Present</th>
<th>Proxy Name</th>
<th>Absent</th>
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<tr>
<td>Bagwell College Education</td>
<td>Ethel</td>
<td>King-McKenzie</td>
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<td>Coles College of Business</td>
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<td>Coles College of Business</td>
<td>Doug</td>
<td>Moodie*</td>
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<td>College of Architecture and Construction Management</td>
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<tr>
<td>College of Science and Mathematics</td>
<td>Michelle</td>
<td>Head*</td>
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<td>College of Science and Mathematics</td>
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<td>College of the Arts</td>
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<td>Wansa</td>
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<td>General Education Council Liaison (1)</td>
<td>Jeanne</td>
<td>Bohannon</td>
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<td>Journey Honors College (1)</td>
<td>Michelle</td>
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<td>Radow College of Humanities and Social Sciences</td>
<td>Teresa</td>
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<tr>
<td>Radow College of Humanities and Social Sciences</td>
<td>Jaime</td>
<td>Cruz-Ortiz</td>
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<td>Southern Polytechnic College of Engineering and Engineering Technology</td>
<td>Jungkyu “Justin”</td>
<td>Park</td>
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<td>Southern Polytechnic College of Engineering and Engineering Technology</td>
<td>Ayse</td>
<td>Tekes*</td>
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<td>Undergraduate Student Representative (SGA)</td>
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<td>Undergraduate Student Representative (SGA)</td>
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<td>Wellstar College of Health and Human Services</td>
<td>Janeen</td>
<td>Amason</td>
<td>☒</td>
<td>Proxy: R. Shabo (Wellstar)</td>
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<tr>
<td>Wellstar College of Health and Human Services</td>
<td>Johnathan</td>
<td>Steppe</td>
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</table>

**Total Voting Members in Attendance**  
14/20

<table>
<thead>
<tr>
<th>Non-voting</th>
<th>First Name</th>
<th>Last Name</th>
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<tbody>
<tr>
<td>Curriculum Support Office (1)</td>
<td>Amy</td>
<td>Jones</td>
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<tr>
<td>Digital Learning Innovations, Director</td>
<td>Brichaya</td>
<td>Shah</td>
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<td>Library Services (1)</td>
<td>Christin</td>
<td>Collins</td>
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<tr>
<td>Office of Accreditation and Policy (1)</td>
<td>Leigh</td>
<td>Funk</td>
<td>☐</td>
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<tr>
<td>Office of the Provost and Sr. Vice President for Academic Affairs or Designee (1)</td>
<td>Anissa</td>
<td>Vega</td>
<td>☒</td>
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<tr>
<td>Registrar or Designee (1)</td>
<td>Paul</td>
<td>Parker</td>
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</tbody>
</table>
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

**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.**

<table>
<thead>
<tr>
<th>Guests</th>
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<tbody>
<tr>
<td>Danielle Herrington</td>
<td>Registrar</td>
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<tr>
<td>Kris DuRocher</td>
<td>Aca. Affairs</td>
</tr>
<tr>
<td>Mardi Richardson</td>
<td>Registrar</td>
</tr>
<tr>
<td>Rachel Cooke</td>
<td>Aca. Affairs</td>
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<tr>
<td>Rachel Myers</td>
<td>WellStar</td>
</tr>
<tr>
<td>Raven Malliott</td>
<td>Aca. Affairs</td>
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<tr>
<td>Susan Smith</td>
<td>Geo. &amp; Anth.</td>
</tr>
<tr>
<td>Alice Gooding</td>
<td>Geo. &amp; Anth.</td>
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<tr>
<td>Darina Lepadatu</td>
<td>Soci &amp; CJ</td>
</tr>
<tr>
<td>Garrett Smith</td>
<td>Geo &amp; Anth.</td>
</tr>
<tr>
<td>Kenneth Williamson</td>
<td>Anth.</td>
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<tr>
<td>Sarah Baumhoff</td>
<td>Financial Aid</td>
</tr>
<tr>
<td>Uli Ingram</td>
<td>Geo &amp; Anth.</td>
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</tbody>
</table>

Quorum established at 12:32pm

Acceptance of Agenda

**MOTION TO ACCEPT:** DOUG MOODIE
**SECOND:** NANCY CONLEY

Approval of Minutes from the March 24, 2022 meeting.

**Motion to Approve:** Doug Moodie
**Second:** D. Michael Franklin
Approved by all present to vote.

**Old Business**

**Package #1**

*Norman Radow College of Humanities and Social Science*

*Geography & Anthropology – Susan Kirkpatrick Smith, Nicholas Ellwanger, Alice Gooding, Wayne Van Horne & Kenneth Williamson*

☐ ANTH 1105 (New Course)
☐ ANTH 4105 (New Course)
☐ ANTH 4424 (New Course)
☐ ANTH 3300 (prereq/coreq)
☐ ANTH 4420 (title, description, prereq/coreq, credit hour distribution)
☐ ANTH 4440 (new course)
☐ ANTH 3320, ANTH 4405, ANTH 4411 (prereq/coreq)
☐ Anthropology, B.S.
Undergraduate Policies and Curriculum Committee (UPCC)
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**Motion to Approve:** Doug Moodie
**Second:** D. Michael Franklin

**Discussion** – ANTH 4105 on the agenda should be **ANTH 4150**
Question about ANTH 4150 – curious about terminology in the title that’s not mentioned in any of the other materials. The answer is that the class actually takes place in Greece.

**Follow Up Question:** Won’t that limit enrollment
Answer (Susan Smith) – the admission is via application. It has been taught before but it was offered under directed research name and we want to propose this specific name for students who want to use it on their transcript.

Pointing out that in the field hours, the Lab hours are listed as the exact # of hours that they would spend in the field and this conflicts with actual course hours.

It would be great to have a working group to examine ratio tables again.

Anissa agreed that the joint Executive Committees should make a recommendation for how we go about this. The catalog is not consistent. We should move forward with these proposals as they are, noting that we **must** re-examine lab hour ratios and have a working group to do so in the coming year.

**Approved by all present to vote.**

**Package #2**

*Norman Radow College of Humanities and Social Science*  
*Geography & Anthropology – Uli Ingram*

- GEOG 1110 (New Course)

**Motion to Approve:** Doug Moodie
**Second:** Radwan Ali

**Approved by all**

**New Business**

**Package #3**

*Norman Radow College of Humanities and Social Science*  
*Sociology and Criminal Justice – Derina Lepadatu*

- SOCI 3370 (New Course)
- CMPD 4470 (New Course)
- Workplace Interpersonal Relationship Certificate (New Certificate)
- Sociology, BS (Concentration or track, electives)

**Motion to Approve:** Doug Moodie
**Second:** Ethel King-McKenzie

**Approved by all**
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

**Package #4**

*Norman Radow College of Humanities and Social Science*

*Geography & Anthropology – Garrett Smith*

- GEOG 1112 (Course title, course description)
- GEOG 1113 (course description)

**Motion to Approve:** Doug Moodie  
**Second:** D. Michael Franklin  
**Approved by all**

II. Results from the Expedited Process online vote

Amy Jones shared: Votes were reviewed and all of the recommendations have passed. Now, they are under review by the CDA, Deans, and Provost. Once the recommendations are determined, the Curriculum Office will communicate out to the campus what everything looks like. Info will go out to everyone on when that process is implemented and how to participate.

III. Update to UPCC Bylaws regarding proxies

   I. Old language

   2.2c. A member who cannot attend a scheduled meeting should arrange for a proxy in advance, preferably from their respective college.

   II. New language for consideration

   2.2c. A member who cannot attend a scheduled meeting should arrange for a proxy in advance, preferably from their respective college. Only UPCC members may serve as a proxy. A UPCC member may not serve as a proxy for more than one person per meeting.

Michelle presented (see language above).

**Motion to approve new language in 2.2** made by Amanda Wansa Morgan.  
**Second by** Ethel King-McKenzie.  
**Approved by all present to vote**

IV. Voting on Officers for AY 22-23

   I. Chair
      I. Nomination for Michelle Head - accept
   II. Associate Chair
      I. Nomination for Jaime Cruz-Ortiz - accept
      II. Nomination for Radwan Ali - decline
   III. Secretary
      I. Nomination for Amanda Wansa Morgan – decline (rotating off)
      II. Nomination for Nancy Conley - decline
      III. Nomination for Ethel King-McKenzie – decline
      IV. Nomination for Jeanne Law Bohannon – not present / hold
      V. Self-Nomination for Radwan Ali - Accept
   IV. Marietta Campus Representative
      I. Nomination for Ayse Tekes – decline (rotating off)
Undergraduate Policies and Curriculum Committee (UPCC)
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V. Kennesaw Campus Representative

Decision to finalize Chair, Associate Chair, and Secretary now. We will put in Campus Reps to EC in the Fall.

Poll taken via Teams:

**Chair: Michelle Head**
**Associate Chair: Jaime Cruz-Ortiz**
**Secretary: Radwan Ali**

Amy Jones recommended that folx think about serving as Campus Reps and if anyone is interested, they can email Michelle Head and we can do a poll to try to solidify those positions for the Fall!

Question: Are we meeting virtually in the Fall?
Answer: We don’t know! We can take feedback. Amy Jones suggest that we put it to a vote with the entire membership. FYI If you decide to go Face to Face, we might not have a space for it. Michelle asked for a motion.
Doug Moodie made a motion for Face to Face.
Ethel King-McKenzie made a motion for virtual.
Amy set up a poll.
Poll Results:
Face to Face: 1
Virtual: 11

**Virtual meetings AY 2022-2023!**

**Announcements**

The curriculum deadline for the AY 23-24 is Dec. 31. However, the final UPCC meeting is scheduled for December 8, 2022. Please share this information broadly in your colleges.

Playout song (last one!) provided by outgoing Secretary Amanda Wansa Morgan:
“Bye Bye Bye” by NSYNC

Adjournment 1:15pm