MEMBERS PRESENT

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<td>Curriculum Support Office (1)</td>
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<td>Jones</td>
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Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

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<tr>
<th>Department Name</th>
<th>Position</th>
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<tr>
<td>Digital Learning Innovations, Director</td>
<td>Brichaya Shah</td>
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<td>Library Services (1)</td>
<td>Christin Collins</td>
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<td>Office of Accreditation and Policy (1)</td>
<td>Leigh Funk</td>
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<tr>
<td>Office of the Provost and Sr. Vice President for Academic Affairs or Designee</td>
<td>Anissa Vega</td>
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<tr>
<td>Registrar or Designee (1)</td>
<td>Paul Parker</td>
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**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.**

Guest List was compiled from the Teams attendance at the top of the meeting as well as from the chat. Guests who joined late or who didn’t put their information into the chat were not accounted for.

<table>
<thead>
<tr>
<th>Guests</th>
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<tr>
<td>Adeel Khalid</td>
<td>ISE</td>
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<td>Ali Keyvanfar</td>
<td>Const. Management</td>
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<td>Andy Green</td>
<td>Info Systems</td>
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<td>Barbara Gainey</td>
<td>CHSS</td>
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<td>Caroline Connor</td>
<td>History &amp; Phil.</td>
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<td>Christie Emerson</td>
<td>Wellstar</td>
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<td>Danielle Herrington</td>
<td>Registrar</td>
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<tr>
<td>David Burns</td>
<td>Marketing</td>
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<tr>
<td>Hossain Shahriar</td>
<td>CSE &amp; IT</td>
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<tr>
<td>Jeannine Jones</td>
<td>SCM</td>
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<td>Jinhee Kim</td>
<td>Elem. Ed.</td>
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<td>Jomon Paul</td>
<td>Coles; Econ</td>
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<td>Khawaja Saeed</td>
<td>Info Systems</td>
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<td>Kris DuRocher</td>
<td>Academic affairs</td>
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<td>Lake Ritter</td>
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<td>Lara Smith Smith-Sitton</td>
<td>English</td>
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<td>Lori Lowder</td>
<td>SPCEET</td>
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<td>Marsha Barsky</td>
<td>Dance</td>
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</table>
I. Call to Order and Attendance  
(Note: Attendance is documented based on those individuals who type their name in the chat box.)

II. Acceptance of Agenda  
(Note: If there are no updates or edits, the agenda will stand accepted as written.)

Motion to Approve: Doug Moodie  
Second: Johnathan Steepe  
Approved by all

III. Approval of Minutes from the December 2, 2021 meeting. (Attached)  
(Note: If there are no corrections, the minutes will stand approved as written.)

Motion to Approve: Doug Moodie  
Second: Prabha Padukka  
Approved by all

IV. Discussion Items
New form – Publication Deadline Exception Request Form—reviewed by Kris.  
See notes from Executive meeting (1-13-22).

V. Old Business

Package #1

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)
FYI: Additional email regarding the removal of PHYC 2103 course – there should have been documentation of communication between Nursing & Psych regarding this change; this is also in alignment with the concern w/ removing Chemistry (ie. Communication between Nursing & Chemistry). Kris pointed out that there was a meeting; however, documentation simply wasn’t uploaded. It can and will be uploaded. Christie Emerson said they can take care of that. Rachel Myers will also aid with that.

Motion to Approve: Doug  
Second: J. Steepe  
Approved by all

Package #2

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

Motion to Approve: Doug Moodie  
Second: Radwan Ali  
Approved by all

Package #3

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

Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved by all

Package #4

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

FYI questions raised – does this warrant a new course creation? Addtl. Concerns regarding the “zero-credit hour” intention here.

Hope Baker chimed in. The content of the courses are not changing. We are changing the titles to make them more descriptive so that students better understand what the content will be. We tweaked the descriptions to align with QEP goals. We are changing the prerequisites so that the students can take the courses sooner.
Motion to Approve: Doug Moodie  
Second: Radwan Ali  
Approved by all

Package #5

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

Package #6

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

Motion to Approve 5 & 6: Doug Moodie  
Second: Radwan Ali  
Approved by all

Package #7

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

Motion to Approve: Doug Moodie  
Second: Radwan Ali  
Approved by all

Package #8

*College of the Arts*  
*Bailey School of Music – Jeff Yunek*  
☐ MUSI 3328 (New Course)

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

Package #9

*Wellstar College of Health and Human Services*  
*Exercise Science & Sport Management - Trisha VanDusseldorp*  
☐ ES 2200 (title, prereq/coreq)
Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved by all

Package #10

*College of the Arts*  
*Dance – Margot Harris*  
☐ DANC 2715 (title, prereq/coreq)

Package #11

*College of the Arts*  
*Dance – Margot Harris / Marsha Barsky*  
☐ DANC 1900 (New Course)  
☐ Dance Minor (required courses, elective courses)  
☐ Dance, BA (Area F)

Motion to Approve 10 & 11 together: Amanda Wansa Morgan  
Second: Mike Franklin  
Approved by all

Package #12

*Wellstar College of Health and Human Services*  
*Health Promotion and Physical Education – Aimee Dyal*  
☐ HPE 1450 (prereq/coreq)

Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved by all

Package #13

*College of Science and Mathematics*  
*Chemistry and Biochemistry – Chris Dockery*  
☐ Chemistry, BS

Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved by all

Package #14

*Southern Polytechnic College of Engineering and Engineering Technology*  
*Industrial Engineering – Christina Scherrer*
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

- IET 3320 (prereq/coreq)
- Industrial Engineering Technology – Quality Principles Minor (deactivation)
- Industrial Engineering Technology Minor (deactivation)
- Production Design Certificate (deactivation)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #15

College of Computing and Software Engineering
School of Data Science and Analytics – Sherry Ni
- DATA 4140 (new course)

FYI – 12:55pm / 32 minute mark regarding edit.

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #16

Southern Polytechnic College of Engineering and Engineering Technology
Civil and Environmental Engineering – Tien Yee
- CET 1001, CET 2110, CET 2200, CET 3110, CET 3110L, CET 3120, CET 3120L, CET 3130, CET 3130L, CET 3210, CET 3220, CET 3230, CET 3310, CET 3310L, CET 3320, CET 3320L, CET 3410, CET 3410L, CET 3420, CET 3430L, CET 3510, CET 3510L, CET 4110, CET 4120, CET 4130, CET 4210, CET 4220, CET 4230, CET 4240L, CET 4310, CET 4310L, CET 4320, CET 4330, CET 4331, CET 4340, CET 4410, CET 4411, CET 4418, CET 4420, CET 4430, CET 4450, CET 4484, CET 4510 (course discontinuation)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #17

Southern Polytechnic College of Engineering and Engineering Technology
Industrial Engineering – Christina Scherrer
- Industrial Engineering Technology Logistics Minor (deactivation)

Motion to Approve: Doug Moodie
Second: Jamie Cruz-Ortiz
Approved By All
Package #18

Norman Radow College of Humanities and Social Science
Geography & Anthropology – Susan Kirkpatrick Smith

☐ ANTH 2230 (New Course)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #19

Radow College of Humanities and Social Science
Communication and Media – Kristen Heflin (Corn)

☐ PR 4210 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #20

Southern Polytechnic College of Engineering and Engineering Technology
Industrial and Systems Engineering- Christina Scherrer

☐ ISYE 4425 (prereq/coreq)
☐ ISYE 4200 (prereq/coreq)
☐ ISYE 3600 (prereq/coreq)
☐ ISYE 3200 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Nancy Conley
Approved By All

Package #21

Southern Polytechnic College of Engineering and Engineering Technology
Mechanical Engineering – Timothy Zeigler

☐ ENGR 4803 (prereq/coreq)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #22
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

Radow College of Humanities and Social Sciences
Technical Communication and Interactive Design – Michael Lahey
- IAD 2100 (title, description)
- IAD 3000 (description, prereq/coreq)
- IAD 4200 (New course)
- Interactive Design, BS (Area F, electives)

Question – do the changes to IAD 2100 warrant a new course? Michael Lahey stated that they studied the ‘Is this a new course” guidelines and they only had two of the three changes. The majority of the content is staying the same.  
2nd Question: Michelle questioned “Interaction” vs. “Interactive”. Michael Lahey said this is a situation that got put in place years ago and since the changes would require USG approval, they don’t desire to pursue that change.

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #23

College of Science and Mathematics
Mathematics – Lake Ritter
- MATH 1179 (New Course)
- MATH 1189 (New Course)

QUESTION – how do you anticipate enrollment in these courses since they’re not required? 
Lake Ritter: The demand for 1189 is expected to be small to help students to take 1179 and then switch majors to something that requires Calculus Two. This bridge course is to catch a small number of students. We plan to offer 1189 as asynchronous online in order to accommodate a broad range of students.

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #24

Radow College of Humanities and Social Sciences
Communications & Media – Laura Beth Daws
- COMM 2020, COMM 2033, COMM 2135, COMM 2230, COMM 2240, COMM 2290, COMM 3315, COMM 3320, COMM 3340, COMM 3350, COMM 3398, COMM 3435, COMM 4400, COMM 4480, COMM 4490, COMM 4499 (course prefix)
- COMM 1100 (prefix, description)
- COMM 1110 (prefix, description)
- COMM 4200 (prefix, number)
Motion to Approve: Doug Moodie
Second: Jaime Cruz-Ortiz
Approved By All

Package #25

Radow College of Humanities and Social Sciences
English – Lara Smith-Sitton
- ENGL 2111 (Title, description)
- ENGL 2112 (Title, description)
- ENGL 2131 (Title, description)
- ENGL 2132 (Title, description)
- ENGL 1101 (Title, description)
- ENGL 1102 (Title, description)

Package #26

Radow College of Humanities and Social Sciences
History & Philosophy – Caroline Conner
- HIST 1100 (Title, description)
- HIST 1111 (Title, description)
- HIST 1112 (Title, description)
- HIST 2111 (Title, description)
- HIST 2112 (Title, description)

Package #27

Radow College of Humanities and Social Sciences
Psychological Science – Anisah Bagasra
- PSYC 1101 (course description)

MOTION TO APPROVE / COMBINE 25, 26, 27: DOUG MOODIE
SECOND: Mike Franklin
Approved by All

Package #28

Radow College of Humanities and Social Sciences
English – Laurie Dudenhoeffer / Lara Smith-Sitton
- FILM 3560 (new course)
- FILM 3205 (new course)
- Film Studies Minor (elective courses)
- English, BA (electives)

Clarification – online or not online?
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

Lara Smith Smith-Sitton: We plan to offer it both Face to Face or Online. So, both modalities. Amy Jones fixed it.
Amy stated there is a separate process for online courses that needs to be reviewed by DLI, you can’t offer the online version until those reviews have been met.
Anissa stated “When it comes to course modality, the new college policies are going into place and those college policies will determine whether or not a course is online or not.”

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #29

Bagwell College of Education
Elementary & Early Childhood Education – Neporcha Cone
☐ ECE 3305 (prereq/coreq)
☐ ECE 4660 (credit hour distribution)
☐ INED 3304 (prereq/coreq)
☐ ECE 4465 (new course)
☐ ECE 3370 (new course)
☐ ECE 3320 (prereq/coreq)
☐ Elementary Education, BS (program requirements, concentration/track, electives, credit hour total)

QUESTION - INED 3304: the credit hour distribution in the form included 1 hour in the “Lab” field but your proposal suggests that it’s gone.
Response from Melissa Driver: Yes, good catch. The intention is to remove it. Amy Jones fixed the CHD in the form onsite to be (3-0-4).

Question – 4660 – credit hours: We were questioning the ratio because it included 1 lecture hour. Should the “1” be there?
Jinhee: Lecture hour should be “0”.
Clarification from Michelle: So that Credit Hour Distribution should be similar to what we already approved with 4650, yes? (correct).

Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
Approved By All

Package #30

Southern Polytechnic College of Engineering and Engineering Technology
Industrial and Systems Engineering – Christina Scherrer
☐ Operations Research Minor (New Minor)

Motion to Approve: Doug Moodie
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

Second: Mike Franklin
Approved By All

VI. Tentative Items for Review

Move to extend meeting to 2pm: J. Steppe
Second: Nancy Conley
Approved by all

Package #31

Bagwell College of Education
Inclusive Education – Tristan Glenn
   ☐ EDUC 2120 (title, description, credit hour distribution)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #32

College of Science and Mathematics
Ecology, Evolution, and Organismal Biology; Molecular and Cell Biology – Scott Reese
   ☐ Biology, BS (catalog description; concentration and track)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #33

Coles College of Business
Information Systems & Security – Andy Green
   ☐ ISA 3400 (new course)
   ☐ ISA 4213 (new course)
   ☐ ISA 4330 (prereq/coreq)
   ☐ ISA 4820 (prereq/coreq)
   ☐ ISA 3397 (new course)
   ☐ Information Security and Assurance Minor (required courses, elective courses, credit hour total)
   ☐ Information Security and Assurance Certificate (required courses)
   ☐ Information Security and Assurance, BBA (catalog description, program of study requirements, electives, adding/removing a certificate)

Motion to Approve: Radwan Ali
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

Second: Mike Franklin
Approved By All

Package #34

Coles College of Business
School of Management, Entrepreneurship, and Hospitality
☐ CSCH 4030 (title, description)

Question: Should this be a new course? The old course was a Study Abroad course and new course does not have a “global component” but the syllabus doesn’t match the course description.
Hope Baker: This is all relative to study abroad being affected by Covid.
Discussion ensued.
The committee arrived at the request for the department to upload the new syllabus that reflects the course description (sans Study Abroad component).

Motion to Approve with corrected syllabus: Mike Franklin
Second: Ethel King-McKinzie
Approved By All

Package #35

Coles College of Business
Economics, Finance, and Quantitative Analysis – Jomon Paul
☐ ECON 4850 (description)
☐ ECON 4870 (New Course)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Discussion:
Doug made a point of coordination that needs to happen between this package and Package #30… there should be a note from the other department saying they’re okay with what ECON is doing; otherwise it looks like they’re teaching the same thing. Jomon Paul chimed in saying that this is an advanced elective. Doug suggested you attach a note saying the communication has happened between the two departments.
Michelle asked if Doug wanted to amend the motion and Doug said no, but he suggests that a letter or note of acknowledgement should go into the proposal.
Anissa said: contingent votes are difficult to follow up on based on the content of the letter. We really want to vote on what’s in the boxes in Curriculog.
Jomon added that this course caters to Business students and their goals.

Approved By All

Package #36
Coles College of Business
Economics, Finance, and Quantitative Analysis – Jomon Paul

- ECON 4810-ECON 7730 (cross-leveling)
- ECON 4850-ECON 7750 (cross-leveling)
- ECON 4870-ECON 7770 (new course, cross-leveling)

Michelle stated this is the consideration of three cross-leveling courses.

Amy answered: They are at our level. They were approved yesterday at GPCC (we had to wait here at UPCC for these to pass at GPCC).

Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved By All

Package #37

Coles College of Business
Information Systems & Security – Dominic Thomas

- Information Systems Certificate (Program deactivation)

Motion to Approve: Doug Moodie  
Second: Mike Franklin  
Approved By All

Package #38

Coles College of Business
Marketing and Professional Sales – David Burns

- International Business, BBA (Program deactivation)

Doug gave a big background on this program. The courses are taught in different departments, but the program is housed in Marketing. The faculty didn’t know this program was going away and has well over 10 graduates a year (so it’s not “at risk”). The numbers have gone down recently due to Covid (many of the students were International students). The foreign language department didn’t know anything about it; neither did management faculty. It came out of Marketing all the way up with the faculty who teach the courses (in other departments) unaware of the situation.

Hope Baker chimed in to state that discussions have indeed happened. This came from the Dean’s office and the discussion was had with K. Tudor who is the faculty director of the program – discussion occurred regarding the enrollment. Discussion ensued regarding the drop in enrollment. Professors Moodie and Baker discussed the enrollment, the nature of the discussion within the college, and the debate of the value of keeping the program (vs. courses) or deactivating.
Motion to Approve: Radwan Ali
Second: Mike Franklin
Yes: 7
No: 3
Abstain: 8

Approved.

Package #39

College of Architecture and Construction Management
Construction Management – Ali Keyvanfar
- CM 3400 (description, prereq/coreq)
- CM 4400 (new course)
- CM 4490 (new course)
- CM 3398 (new course)
- CM 4710 (prereq/coreq)

Michelle pointed out CM4400 credit hour ratios had to be changed. It was 0/3/3 …
Ali pointed out that Amy helped fix that – it was a Typo. It should be 3/0/3. Fixed.

Motion to Approve: Doug Moodie
Second: Nancy Conley
Approved By All

Package #40

College of Computing and Software Engineering
Institute of Cybersecurity Workforce Development – Herb Mattord
- CYBR 2310 (new course)
- CYBR 3153 (prereq/coreq)
- Cybersecurity Certificate (credit hour total)
- Cybersecurity, BS (area F, program of study requirements)
- IT 1114 (New course)
- IT 1114L (New course)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Motion to continue meeting: Michelle Miles
Second: Ethel King Mackenzie
Approved by all
Undergraduate Policies and Curriculum Committee (UPCC)
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Package #41

Coles College of Business
Humayun Zafar
- FTA 3810-FIS 6810 (cross-leveling)
- FTA 3850-FIS 6850 (cross-leveling)
- FTA 3860-FIS 6860 (cross-leveling)
- FTA 3890-FIS 6890 (cross-leveling)

Motion to Approve: Doug Moodie
Second: J. Steppe
Approved By All

Package #42

Southern Polytechnic College of Engineering and Engineering Technology
Electrical and Computer Engineering – Sandip Das
- EE 2501 (prereq/coreq)
- EE 4405 (course discontinuation)
- EE 4603 (course discontinuation)

Motion to Approve: Doug Moodie
Second: Mike Franklin
Approved By All

Package #43

Southern Polytechnic College of Engineering and Engineering Technology
Mechanical Engineering – Valmiki Sookal
- ME 4307 (course discontinuation)

Motion to Approve: Doug Moodie
Second: J. Steppe
Approved By All

Package #44

The Keeping Sights Upward Journey Honors College
Michelle Miles
- Honors Applied Marketing Minor (New Minor)
- Honors Applied Professional Selling Minor (New Minor)

Motion to Approve: Doug Moodie
Second: Jaime Cruz-Ortiz
Approved By All
Undergraduate Policies and Curriculum Committee (UPCC)  
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Package #45

College of Science and Mathematics  
Ecology, Evolution, and Organismal Biology; Molecular and Cell Biology – Scott Reese

☐ BIOL 1107L (title, description)
☐ BIOL 1107 (title, description)

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

Approved By All

Package #46

College of Computing and Software Engineering  
Information Technology – Hossain Shahrair / Chi Zhang

☐ IT 1113 (title, description)
☐ IT 3123 (prereq/coreq)
☐ IT 3203 (prereq/coreq)
☐ IT 3223 (prereq/coreq)
☐ IT 3703 (prereq/coreq)
☐ IT 3883 (prereq/coreq)
☐ IT 4153 (prereq/coreq)
☐ IT 4603 (prereq/coreq)
☐ IT 4673 (prereq/coreq)
☐ IT 4683 (prereq/coreq)
☐ IT 4713 (prereq/coreq)
☐ IT 4823 (prereq/coreq)
☐ CSE 3153 (prereq/coreq)
☐ CSE 3801 (prereq/coreq)
☐ Information Technology, BAS (catalog description, major requirements, Area F, electives)
☐ Information Technology, BSIT (catalog description, major requirements, Area F)

Motion to Approve: Doug Moodie  
Second: Jaime Cruz Ortiz

Approved By All

Package #47

Office of Research  
Kristine Nowak

☐ RES 4100 (New Course)
☐ RES 4100-RES 6100 (cross-leveling)

Motion to Approve: Doug Moodie  
Second: Mike Franklin

Approved By All
Undergraduate Policies and Curriculum Committee (UPCC)
General Committee Meeting Agenda

VII. Other Business

VIII. Announcements
   I. Next UPCC Executive Committee meeting: February 10, 2022
   II. Next UPCC General Committee meeting: February 24, 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.

IX. Adjournment – 1:57pm
   I. Outro Song: “We are the Champions” by Queen