## Attendance

<table>
<thead>
<tr>
<th>Representing</th>
<th>First Name</th>
<th>Last Name</th>
<th>Present</th>
<th>Proxy Name</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bagwell College Education</td>
<td>Ethel</td>
<td>King-McKenzie</td>
<td>☒</td>
<td>☐</td>
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</tr>
<tr>
<td>Bagwell College of Education</td>
<td>Kim</td>
<td>Loomis*</td>
<td>☒</td>
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</tr>
<tr>
<td>Coles College of Business</td>
<td>Daniel</td>
<td>Forsberg</td>
<td>☒</td>
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<tr>
<td>Coles College of Business</td>
<td>Doug</td>
<td>Moodie*</td>
<td>☒</td>
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<tr>
<td>College of Architecture and Construction Management</td>
<td>Jeffrey</td>
<td>Collins</td>
<td>☐</td>
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<tr>
<td>College of Architecture and Construction Management</td>
<td>Hussein</td>
<td>Abaza</td>
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<tr>
<td>College of Computing and Software Engineering</td>
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<td>Franklin</td>
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<tr>
<td>College of Computing and Software Engineering</td>
<td>Sarah</td>
<td>North</td>
<td>☒</td>
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</tr>
<tr>
<td>College of Science and Mathematics</td>
<td>Michelle</td>
<td>Head*</td>
<td>☒</td>
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<tr>
<td>College of Science and Mathematics</td>
<td>Prabha</td>
<td>Padukka</td>
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<tr>
<td>College of the Arts</td>
<td>Diana</td>
<td>Gregory</td>
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<tr>
<td>College of the Arts</td>
<td>Amanda</td>
<td>Morgan*</td>
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<tr>
<td>General Education Council Liaison (1)</td>
<td>Jeanne</td>
<td>Bohannon</td>
<td>☒</td>
<td>☐</td>
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<tr>
<td>Journey Honors College (1)</td>
<td>Michelle</td>
<td>Miles</td>
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<tr>
<td>Radow College of Humanities and Social Sciences</td>
<td>Daniel</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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<tr>
<td>Southern Polytechnic College of Engineering and Engineering Technology</td>
<td>Jungkyu “Justin”</td>
<td>Park</td>
<td>☒</td>
<td>☐</td>
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<tr>
<td>Southern Polytechnic College of Engineering and Engineering Technology</td>
<td>Ayse</td>
<td>Tekes*</td>
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<tr>
<td>Undergraduate Student Representative (SGA)</td>
<td>TBD</td>
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<tr>
<td>Undergraduate Student Representative (SGA)</td>
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<tr>
<td>Wellstar College of Health and Human Services</td>
<td>Janeen</td>
<td>Amason</td>
<td>☒</td>
<td>Proxy: Trisha Sullivan</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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### Total Voting Members in Attendance

<table>
<thead>
<tr>
<th>Non-voting</th>
<th>First Name</th>
<th>Last Name</th>
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</thead>
<tbody>
<tr>
<td>Curriculum Support Office (1)</td>
<td>Amy</td>
<td>Jones</td>
</tr>
<tr>
<td>Digital Learning Innovations, Director</td>
<td>Brichaya</td>
<td>Shah</td>
</tr>
<tr>
<td>Library Services (1)</td>
<td>Christin</td>
<td>Collins</td>
</tr>
</tbody>
</table>
**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>
<th>First Name</th>
<th>Last Name</th>
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</thead>
<tbody>
<tr>
<td>Geography &amp; Anth.</td>
<td>Garrett</td>
<td>Smith</td>
</tr>
<tr>
<td>Curriculum</td>
<td>Raven</td>
<td>Malliott</td>
</tr>
<tr>
<td>Systems Engineering</td>
<td>Adeel</td>
<td>Khalid</td>
</tr>
<tr>
<td>Psychology</td>
<td>Anish</td>
<td>Bagasra</td>
</tr>
<tr>
<td>Registrar</td>
<td>Danielle</td>
<td>Herrington</td>
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<tr>
<td>Registrar</td>
<td>Mardi</td>
<td>Richardson</td>
</tr>
<tr>
<td>SOAAD</td>
<td>Diana</td>
<td>McClintok</td>
</tr>
<tr>
<td>Academic Advising</td>
<td>Jerryl</td>
<td>Morris</td>
</tr>
<tr>
<td>SMGE</td>
<td>Jillian</td>
<td>Ford</td>
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<tr>
<td>Mechanical Engineering</td>
<td>Jungkyu</td>
<td>Park</td>
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<tr>
<td>Academic Affairs</td>
<td>Kris</td>
<td>DuRocher</td>
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<tr>
<td>CSM</td>
<td>Lake</td>
<td>Ritter</td>
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<tr>
<td>Electrical Engineering</td>
<td>Sandip</td>
<td>Das</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Sara</td>
<td>Evans</td>
</tr>
</tbody>
</table>

I. Call to Order and Attendance – 12:30pm  
   a. Qurorum Established (12 at start of meeting / more joined)

II. Acceptance of Agenda  
   a. Motion to approve – Doug Moodie  
   b. Second – D. Michael Franklin  
   c. Approved by ALL present to vote

III. Approval of Minutes from April 22, 2021 (attached)  
   a. No discussion  
   b. Motion to Approve – Doug Moodie  
   c. Second – D. Michael Franklin  
   d. Approved by ALL present to vote

IV. Discussion Items  
   a. UPCC Review  
      (https://cia.kennesaw.edu/curriculumdevelopment/UPCC%20Curriculum%20Approval%20Guidelines%20for%202020-2021%20v3.pdf)  
      i. Amy Jones pulled up the UPCC Curriculum Approval Guidelines document (Salmon-colored chart) for Michelle Head to review the role of UPCC members and what to look at during review.  
      ii. Michelle asked for questions. Anissa complimented “Great description.”
   b. Curriculum review resources – Kris DuRocher & Amy Jones
i. Amy screenshared the Curriculum website and reviewed the various websites available to UPCC members regarding resources including but not limited to: UPCC ByLaws, UPCC Member Resource Guide 2021-2022, checklists, and more!

ii. Michelle reviewed the “Undergraduate Docket” Smartsheet
   1. She pointed out that if guests join us and they have more than one package on the docket in a different order, please remind them to stay on the meeting if they have a package further down the docket (this is a reminder to UPCC members).

**New Business**
New Business Curriculum Review
Number of packages for this meeting: 9

**Package #1**
*College of the Arts*
*Department of Art and Design – Diana McClintock*
ARH 3830 – History of Comics, Cartoons, and Animation (New Course)
**Motion to Approve:** Doug Moodie
**Second:** Jeanne Law-Bohannon
**No Discussion**
**Approved by ALL**

**Package #2**
*Southern Polytechnic College of Engineering and Engineering Technology*
*Department of Electrical Engineering – Sandip Das*
ENGR 3601 (New Course)
ENGR 3602 (New Course)
ENGR 4601 (New Course)
ENGR 4602 (New Course)
ENGR 4603 (New Course)
ENGR 4604 (New Course)
ENGR 3603 (New Course)
Renewable Energy Engineering (New Minor)
Renewable Energy Engineering Technology Minor (Program Deactivation)

**Motion to Approve:** Doug Moodie
**Second:** Jeanne Law-Bohannon
**Discussion** – Amanda double checked that ENGR 3603 is included
**Approved by ALL**

**Package #3**
*Department of Geography and Anthropology – Garrett Smith*
GEOG 3349 (New Course)
GEOG 3360 (Course description, prereq/coreq)
GEOG 3900 (Course description, prereq/coreq)
GEOG 2200 (prereq/coreq)
Garrett Smith gave a brief overview to the changes.

Motion to Approve: Doug Moodie
Second: Ethel King-McKenzie
No Discussion
Approved by ALL

Package #4
Radow College of Humanities and Social Science
Department of Psychological Science – Lauren Taglialatela
PSYC 3000 (prereq/coreq)

Brief description from Anisah Bagasra
Motion to Approve: Doug Moodie
Second: Kim Loomis
No Discussion
Approved by ALL

Package #5
Southern Polytechnic College of Engineering and Engineering Technology
Department of Systems and Industrial Engineering – Christina Scherrer
Supply Chain Logistics, BAS (Program Deactivation)
Manufacturing Operations, BAS (Program Deactivation)

Brief description from Adeel Khalid regarding deactivations. Described that there have been less than 3 students graduate from these programs per year. Teach out plan is in progress.
Motion to Approve: Doug Moodie
Second: Jeanne Law-Bohannon
No Discussion
Approved by ALL

Package #6
College of Science and Mathematics
Department of Mathematics – Babak Moazzez
MATH 4400 (Credit Hour Distribution)
Brief description from Lake Ritter.

**Motion to Approve: Doug Moodie**
**Second: Jeanne Law-Bohannon**
Michelle wanted to make sure that the box was checked for if a student CAN take for multiple times and the max credit hours was specified at 10 credit hours.
She asked if is there a limit of how many directed studies one can register for per semester?
Amy pointed out that the student can only register for up to 3 credit hours per course per semester. IF a student is doing two directed studies in a semester, they could hypothetically register for multiple 3-credit hour DS, but that would be up to the Department. They can take up to 10 credit hours total to count toward graduation. Just a clarification.
Approved by ALL

**Package #7**
*Bagwell College of Education*
*Department of Secondary and Middle Grades – Kimberly Loomis*
EDMG 4660 (Prereq/Coreq)

Brief description was given by Kim Loomis.

**Motion to Approve: Doug Moodie**
**Second: Ethel King-McKenzie**
**No Discussion**
Approved by ALL

**Package #8**
*Bagwell College of Education*
*Department of Secondary and Middle Grades – Kimberly Loomis*
EDRD 3330 (Prereq/Coreq)

Brief description was given by Kim Loomis. We are moving the course to be taken earlier in their matriculation; therefore, we are changing the courses that need to be taken concurrently in order for them to move through the cohort efficiently.

**Motion to Approve: Doug Moodie**
**Second: Jeanne Law-Bohannon**
**No Discussion**
Approved by ALL

**Package #9**
*Southern Polytechnic College of Engineering and Engineering Technology – Lori Lowder*
SPCEET Engineering Standing Requirement

Michelle clarified about the fact that this is using a “special form” in the new forms in Curriculog. Lori Lowder gave a brief description.

**Motion to Approve: Doug Moodie**
**Second: Ethel King-McKenzie**
**No Discussion**
Approved by ALL
**Other Business**
Michelle noticed she skipped over this discussion item:
New deadlines for curriculum to make catalog update – Final UPCC Meeting 1/27/2022 then final December meeting thereafter. UPCC members – please remind your colleges.

**Playout song: “Never Gonna Give You Up” by Rick Astley**

Next UPCC Executive Meeting – Thursday, September 9th at 12:30pm  
Next UPCC Meeting – Thursday, September 23 at 12:30pm