Undergraduate Policies and Curriculum Committee (UPCC)
General Committee

*MS Teams Virtual Meeting*

Thursday, Sep 1st, 2022

Quorum established at 12:34 PM

<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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<tbody>
<tr>
<td>Bagwell College Education</td>
<td>Ethel</td>
<td>King-McKenzie</td>
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<tr>
<td>Bagwell College of Education</td>
<td>Soon</td>
<td>Lee</td>
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<tr>
<td>Coles College of Business</td>
<td>Radwan</td>
<td>Ali*</td>
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<td>Coles College of Business</td>
<td>Mike</td>
<td>Patrano</td>
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<td>College of Architecture and Construction Management</td>
<td>Jeffrey</td>
<td>Collins</td>
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<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>
<td>Dennis “Mike”</td>
<td>Franklin*</td>
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<td>College of Computing and Software Engineering</td>
<td>Sarah</td>
<td>North</td>
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<td>College of Science and Mathematics</td>
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<td>College of Science and Mathematics</td>
<td>Prabha</td>
<td>Padukka</td>
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<td>College of the Arts</td>
<td>Nancy</td>
<td>Conley</td>
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<td>College of the Arts</td>
<td>Keith</td>
<td>Smith</td>
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<td>Proxy: McCree O’Kelley</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>
<td>Miles</td>
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<td>Radow College of Humanities and Social Sciences</td>
<td>Pauline (Polly)</td>
<td>Howes</td>
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<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>Amir</td>
<td>Moghadam*</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>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>Rachel</td>
<td>Myers</td>
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<td>Wellstar College of Health and Human Services</td>
<td>Johnathan</td>
<td>Steppe</td>
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<td><strong>Total Voting Members in Attendance</strong></td>
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<th>Proxy Name</th>
<th>Absent</th>
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<tr>
<td>Curriculum Support Office (1)</td>
<td>Amy</td>
<td>Jones</td>
<td>☒</td>
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<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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<td>Office of Accreditation and Policy (1)</td>
<td>Leigh</td>
<td>Funk</td>
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<td>Office of the Provost and Sr. Vice President for Academic Affairs or Designee (1)</td>
<td>Anissa</td>
<td>Vega</td>
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<td>Registrar or Designee (1)</td>
<td>Paul</td>
<td>Parker</td>
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<tr>
<td>Director of Curriculum Development</td>
<td>Michelle</td>
<td>Head</td>
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<tr>
<td>Director of General Education</td>
<td>Brandan</td>
<td>Callahan</td>
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Undergraduate Policies and Curriculum Committee (UPCC)
General Committee

The agenda:

I. Call to Order and Attendance
II. Acceptance of Agenda
III. Approval of Minutes from the April 28th, 2022 meeting.
IV. Discussion Items a. Welcomes and Introductions
V. Old Business
VI. New Business a. Nominations/voting for open positions
   i. Chair
   ii. Marietta Campus Representative
   iii. Kennesaw Campus Representative
   iv. Associate Chair
   v. Faculty Senate Liaison
VII. Tentative Items for Review
VIII. Other Business
IX. Announcements a. Joint UPCC/GPCC Executive Committee meeting: September 7th, 2022
    b. Next UPCC Executive Committee meeting: September 15th, 2022
    c. Next UPCC General Committee meeting: September 29th, 2022
X. Adjournment

Acceptance of Agenda
MOTION TO ACCEPT: MIKE FRANKLIN
SECOND: NANCY CONLEY

Approval of Minutes from the April 28, 2022 meeting.
Motion to Approve: Mike Franklin
Second: Radwan Ali
Approved by all present to vote.

- Jaime asked attending members to introduce themselves.
- Ethel asked about grouping that was discussed during the UPCC - Executive Committee on Thursday, Aug 18th.
- Jaime pointed the members to the vacancies in the UPCC – EC including Chair, Assistant Chair, Kennesaw Campus rep, Marietta Campus rep and the Faculty Senate liaison.
- He self-nominated for the Chair position. The members voted and Jaime was voted Chair officially.
- Amy shared her screen and showed the meeting schedules for the UPCC (general and EC).
- Mike Franklin was voted as the Associate Chair
- Amir Moghadam was voted as the Marietta Campus rep.
- Jaime explained that the suggested process is to make the workload less overwhelming. He had divided the members into two group A and B. The idea was to divide the proposals/packages into the two groups for a more efficient process. It was suggested that each group had a spokesperson to summarize the proposals/packages each for which each of the two groups was responsible.
- Rachel shared that the process sounded good but there was a lack of communication. She mentioned that she expected hiccups. Radwan interjected that he had made a post on Teams to initiate the discussion.
- Ethel asked about the Teams for group A and group B. Amy said she would discuss with Rachel on creating Teams (not just Chat threads). Amy and Rachel will moderate the two groups.
- Christine Collins from the Library asked about being in the two groups to view the proposals to help add perspective.
- Michelle Head shared guidelines for UPCC review at guidelines.
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- Mike Franklin shared “We need to do --- Move, Second, Discussion, Vote”

- A few members left because of other meetings. Dr. Vega pointed out that the UPCC meeting is scheduled until 1:45. Mike wrote in chat “UPCC Chair: Might be a good idea to send an email to members that the meeting time lasts until 145PM (I recommend keeping your calendar fee until 2PM just in case).”

**Old Business**

There were not any items from the April 28th, 2022 meeting.

**New Business**

**Package #1: Dance – Group A**
*College of the Arts – Marsha Barsky, Margot Harris,*

- DANC 2100
- DANC 3100
- DANC 3110
- DANC 3120
- DANC 3130
- DANC 3300
- DANC 3310
- DANC 3330
- DANC 3500
- DANC 4500
- DANC 4800
- DANC 4900
- Batch Proposal DANC 2713...

**Motion to Approve:** Mike Franklin  
**Second:** Radwan Ali

Package was approved.

**Package #2: Mechanical Engineering – Group B**
*Southern Polytechnic College of Engineering and Engineering Technology – Adeel Khalid*

- Aerospace Engineering Minor
- ENGR 3804

**Motion to Approve:** Mike Franklin  
**Second:** Junjkyu Park

Package was approved.

**Package #3: Engineering Technology – Group B**
*Southern Polytechnic College of Engineering and Engineering Technology – David Stollberg*

- EDG 4224
Motion to Approve: Mike Franklin
Second: Nancy Conley

Package was approved.

Package #4: MATH 1179 Prereqs – Group B
College of Science and Mathematics – Lake Ritter

- Batch: ECET 1101, ECET 1101L, ENGR 1100, IET 3424, IET 4135, CHEM 3030L, CPE 3000, ECET 2300, ECET 2300L, ENGR 3324, ENGR 3325, ISYE 2600, MAED 3295, MATH 2202, MATH 3260, ME 1311, MET 2124, MET 3400, MET 3401, MTRY 2610, PHYS 2211
- Batch: CHEM 1211, CHEM 1211L, CSE 1322, CHEM 1212, CSE 2300, ECON 4510, FIN 4360, HS 3500, MATH 2345, PHYS 1111, PHYS 1112, BIOL 4500K, CHEM 2800, STAT 2332

Motion to Approve: Mike Franklin
Second: Johnathan Steppe

Package was approved.

Adjournment 1:43 PM