

UPCC Meeting Minutes
August 17th, 2017
12:30pm-2:00pm
Kennesaw Campus: Burriss Building BB152
UPDATED AUGUST 31ST. 2017

Members Present: Gail Scott (CHSS), Evelina Sterling (CHSS), Arief Setiawan (CACM), Debbie Benson (Coles), Doug Moodie (Coles), Lee Langub (Bagwell), William Griffiths (CSM), Michelle Head (CSM), Chris Brown (WCHHS), Jennifer A. Wade-Berg (WHHS), Charles Parrot (COTA), Amanda Wansa Morgan (COTA), Pinder Naidu (UC), Carolee Larsen (UC), Julia Morrissey (HC), Kevin McFall (SPSEET), Susan Vande Ven (CCSE), D. Michael Franklin (CCSE), Brian Starks (General Education Council), Valerie Whittlesey (Academic Affairs), Carey Huddlestun (KSU Library), Ana Edwards (Registrar), Erin Delaney (SGA Representative)

Guests: Amy Jones (Academic Affairs), Marilee McClure (AA), Sarah Holliday (Gen Ed), Tad Watanabe (Math), Scott Reese (CSM), April Munson (SOAD)

The meeting was called to order at 12:33pm

Jennifer Wade-Berg (JWB) welcomed everyone to the meeting with some opening remarks:

- Friendly reminder to all to make sure Sign-In includes the correct information for both of your college representatives. If a second rep. doesn't exist, please encourage your college to have elections as soon as possible to fill the seat.

- The Executive Committee met and pulled together a Consent Agenda

JWB moved the Approval of Minutes to the end of the current agenda in order to give members time to peruse and propose edits.

Jennifer Wade-Berg nominated Amanda Wansa Morgan (COTA) as Co-Secretary and the membership voted to approve unanimously.

Request from Charlie Parrot to reinstate the use of name placards for UPCC meetings.

CONSENT AGENDA

Jennifer Wade-Berg asked for items to remove from the Consent Agenda to the Discussion Agenda and none were put forth. JWB then shared items to be moved from previous e-mail requests including: MTRE4200, MTRE4001, CE3702, ENGR3305, and MATH2008. These items were moved to the discussion agenda.

Jennifer Wade-Berg opened discussion for the Consent Agenda, clarifying that the objective of the new system was to have the Executive Committee read the proposals to catch any necessary edits or concerns and if the proposals lacked either, they could move to the Consent Agenda in order to allow the general UPCC to focus attention on those proposals that require discussion.

Motion to approve the entire Consent Agenda was made by Pinder N, seconded by Brian S, and approved unanimously.

Consent Agenda included the approvals of the following proposals: ARCH1000, ARCH1001, ARCH1002, ARCH2003, ARCH2004, ARCH2111, ARCH3011, ARCH3012, ARCH 3112, ARCH3113,

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ARCH4014, ARCH4114, ARCH4116, ARCH4224, ARCH4226, ARCH5015, EE4201, ENGR3125, MTRE4002L, MTRE4400, REET2020, and REET4100

School of Art & Design – ART3398 Art Internship

Proposal to change credit hours and lab hours. April Munson from SOAD explained the need that has arisen from SOAD alumni, students, and employers to allow for more flexibility in Internship hours to reflect the actual amount of work happening. Much discussion ensued around the best way to put this in the system because the current proposal contains a flexible range of 1-12 hours in each field (Credits as well as Laboratory Hours), which included references to different programs around campus that handle this in different ways. Prof. Munson clarified that SOAD contains 8 concentrations in one major and the needs are varied across the program based on individual fields of study, internship, and time commitment.

Charles P. offered to discuss with April the best way to communicate this in the curriculum. William G. moved to table the discussion, seconded by Gail Scott, and approved unanimously.

Department of Theatre & Performance Studies – TPS3703

Proposal to add Pre-Requisite of TPS4015 due to essential musicianship skills therein to help the students in TPS3703. Amanda Wansa Morgan, originator, clarified that while having a pre-requisite at a 4000-level course is not ideal for the 3000-level course, TPS4015 was the best class in terms of representation of skills needed to serve the students going into TPS3703. Discussion ensued when William G. pointed out that there had to be other options and he was not interested in voting for a course to have a Pre-requisite of a higher number when it seemed like larger curriculum fixes needed to occur. Charlie Parrot pointed out that larger curricular fixes were in progress but TPS is waiting for the mandate of course scheduling to change in the 2018-2019 school year before moving forward with what is sure to be multiple proposals. Pinder N. pointed out that this seemed like a solution to a problem in order to serve current students in the system to which originators agreed. Another comment was made that the hopes would be these larger curriculum adjustments would be remembered and not overlooked if this were to move forward. More discussion ensued.

Mike Franklin moved to approve, seconded by Gail and the prerequisite change was approved with a 17-1-1 vote.

Department of Mechanical Engineering – ME1331 MATLAB for Engineers with Applications

Proposal to change Pre-requisite/Co-Requisite.

The definition of “Concurrent PreRequisite” was explained - this definition covers the option for a course to be taken as a PreReq OR a CoReq.

Michelle Head moved to approve the proposal, seconded by Susan V. and approved unanimously.

Department of Mathematics – MATH2008 Foundations of Numbers & Operations

William G. from Executive Committee (EC) opened up discussion on this proposal due to needing clarification as to why this new PreRequisite is necessary. Discussion ensued with guest Tad Watanabe from Mathematics to answer questions with the assistance of Mike Franklin. Points made in favor of the proposal revolved around the challenge that many “non-majors” who didn’t need the course were filling seats and those who needed the course from Elementary Education were not gaining access. This new PreRequisite provided a gate to manage those registrations. Points made against the proposal revolved around student ability to simply declare interest and take the class. JWB clarified that while this was possible, it was unlikely due to the increasing difficulty in the major and interest declaration process.

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After even further discussion, Charlie Parrot moved to approve the proposal to update PreRequisites, seconded by Mike F, and approved with an 18-2-0 vote.

Doug M. made a comment that if a course is in the requirements of a major, that major should have participation in designing it; Bagwell reps pointed out that this particular requirement comes from Area F requirements of the USG, so this case wouldn't be affected by such collaboration.

Department of Mechatronics Engineering

MTRE 4001 Modeling and Feedback Control of Dynamic Systems (PreReq/CoReq)

William G. had put this up for discussion due to contention with the wording of the Course Description. Jennifer Wade-Berg pointed out that the proposal was for changes in Prerequisites/Corequisites; therefore, the CD is a non-issue for discussion.

Jennifer Wade-Berg moved to approve the proposal, seconded by Charlie Parrot, and approved unanimously.

MTRE4200 Robotics Analysis and Synthesis (Course Description & Pre/CoReq)

Motion to approve the proposal made by William G, seconded by Gail S, approved unanimously

Department of Civil and Construction Engineering

CE 3702 Introduction to Environmental Engineering (Pre-Coreq)

William G. indicated it appeared that originator wanted a "Course Considered Concurrent PreRequisite" instead of just PreRequisite and since we discovered earlier in this meeting the definition of that category, the answer was yes and that language was edited in the room by Jennifer Wade-Berg.

William G. made a motion to approve, seconded by Susan V. and the proposal passed unanimously.

ENGR3305 Data Collection and Analysis in Engineering (Change in Course Description & Pre/Coreq)

William G. pointed out that this new course description has so much specific language about statistics that it sounds like a statistics class, bringing up discussion of whether or not to keep the language and/or explore a connection with the statistics department. Extensive discussion ensued around the effect on accreditation if the course were moved or the requirement went to a statistic class, the changes and how they would affect upper division credits, and if the 2nd sentence (which listed all of the objectives of the course in relation to statistics) needed to be removed. Originator was not present at the meeting.

William G. made a motion to table the proposal, Susan seconded, and the motion to table was approved unanimously.

Michelle H. question: What happens if a course involves or affects a different department?

Answer: then the syllabus needs to be seen by all parties.

Approval of UPCC Minutes from 8-17-17

After minor edits and agreement to update and send out updated minutes, Jennifer Wade-Berg moved to approve, and they were approved unanimously.

OTHER

Pinder asked if the faculty originators had fair warning of their proposals being discussed in the UPCC meeting since a few were not present for discussion.

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JWB clarified that after the Executive Committee meeting, those originators were notified by email and some by phone that their proposal would be on the discussion list. The new system allows for pulling items on or off the consent agenda, but even then, the representatives are notified.

Meeting adjourned at 1:34pm.