

**UPCC
MEETING MINUTES
February 22, 2018
12:30 - 2:00 PM
Prillaman Hall Room 1103
Kennesaw Campus**

<https://kennesaw.curriculog.com/agenda:662/form>

Members Present:

Evelina Sterling (CHSS), Gail Scott (CHSS), Arief Setiawan (CACM), Lee Langub (proxy: Raynice Jean-Sigur), Raynice Jean-Sigur (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), Sathish Kumar Gurupatham (SPSEET), Susan Vande Ven (CCSE), D. Michael Franklin (CCSE), Lynn Stallings (General Education Council), Ana Edwards (Registrar's Office), Danielle Herrington (Registrar's Office), Erin Delaney (SGA Representative)

Guests: Kevin Gwaltney (Institutional Effectiveness), Chien-pin Li (CHSS), illegible name (Mech/SPCEET), Mahesh Gupto (Mech/SPCEET), M.A. Karim (Mech/SPCEET), Marilee McClure (ACA Affairs), Michael Lahey (TCID), Sarah Holliday (Academic Affairs), Carolyn Carlson (Comm), David Armstrong (Comm), Amy Jones (Academic Affairs), Jack Moran (POLS), Sandip Das (Elec. Engineering), Ulrike Ingram (GIS), Hakki Gurkas (History/Philosophy)

Meeting called to Order by Jennifer Wade-Berg at 12:30pm

Welcome

- Reminder to all that we pulled the proposals from the Department of Information Technology (BS in Information Technology, BAS in Information Technology, and multiple IT course proposals) from the Consent Agenda and put on the Discussion Agenda
- A hearty welcome to new UPCC member Lynn Stallings from the General Education Council and a big thank you to outgoing member Brian Starks.

Adoption and Approval of the Consent Agenda Items(see below)

Motion was properly made and seconded, and approved unanimously

Approval of the Minutes from January 25, 2018

Motion was properly made and seconded, and approved unanimously

Consent Agenda

**SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND
ENGINEERING TECHNOLOGY**

Department of Civil and Construction Engineering

- CE 4363 Environmental Engineering Chemistry (Course Description)

Department of Mechanical Engineering

- B.S. Mechanical Engineering (Change to Program)
- ME 3701 Manufacturing Engineering (Credit Hours, Course Description, Prereq/Coreq)

Department of Electrical Engineering

- EE 4800 Senior Project (Prereq/Coreq)

Department of Mechatronics Engineering

- MTRE 4200 Robotics Analysis and Synthesis (Prereq/Coreq)

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Software Engineering and Game Development

- SWE 3623 Software Systems Requirements
- SWE 3633 Software Architecture and Design

Department of Computer Science

- CS 3305 Data Structures (Course Number, Prereq/Coreq, Credit Hours)
- CS 4265 Big Data Analytics (New Course)
- CS 4267 Machine Learning (New Course)

Department of Information Technology

- Certificate in Health Information Technology (HIT) (Change to Program)

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Health Promotion and Education

- PHE 3330 Health Systems and Health Policy (Prereq/Coreq)
- PHE 3400 Disease Prevention and Management (Prereq/Coreq, Other)
- PHE 3850 Fundamentals of Program Planning (Course Description, Prereq/Coreq, Other)
- PHE 4350 Methods of Public Health Education Research (Prereq/Coreq)
- PHE 4600 Program Implementation and Evaluation (Prereq/Coreq, Other)

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Communication and Media

- B.S. in Journalism and Emerging Media (Change to Program)
 - JOUR 4430 Advanced Investigative Reporting I (New Course)
 - JOUR 4435 Advanced Investigative Reporting II (New Course)

Discussion Agenda

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Civil and Construction Engineering

- **CE 4383 Sustainability for Engineers (New Course)**

Dr. M. A. Karim explained that this is a new course, to become a part of the major and the minor. A question arose regarding the course prerequisite. The proposal requires “permission” with no other prerequisite. Discussion ensued over this issue and Dr. Karim agreed that “Engineering Standing” would be appropriate. Jennifer Wade-Berg made the change to the proposal, and the prerequisite for this course shall now read “Engineering Standing”.

Mike Franklin raised the question as to why a 4000-level course description contains the term “introduces.” Discussion ensued. Edits made to the Course Description by Jennifer Wade-Berg and UPCC to streamline.

**Motion to approve given the syllabus be updated to reflect the changes made in the proposal – made by Pinder Naidu. Seconded by Mike Franklin
CE4383 New Course Approved unanimously**

- **B.S. Environmental Engineering (Change to Program)**

Dr. Karim shared the changes and Kevin McFall addressed the Upper Division Electives section which stated “Choose from 3” and listed 7 courses but then also listed “Any 3000/4000 level CE courses). Discussion ensued over this being misleading to students as to whether they should take the courses listed or any CE course on the books. This resulted in the phrase “Any 3000/4000 level CE courses” being deleted by Jennifer Wade Berg. The agreement was also that an advisor could do a course substitution in the future, if necessary.

**Motion to approve made by Mike Franklin
2nd by Susan Vande Ven
Approved by All**

- **Environmental Engineering Minor (Change to Program)**

**Motion to approve made by Mike Franklin, 2nd by Gail Scott
Approved by all**

Department of Electrical Engineering

- **EE 2305 Electric Circuits and Machines (New Course)**

Sandip Das from Electrical Engineering discussed changes. Michelle Head questioned why the syllabus and course proposal don’t match in the pre-requisites– discussion ensued and more discrepancies were found in the number of hours, etc.

**Michelle Head moved to table the discussion, 2nd by Bill Griffiths, motion approved.
Gail Scott moved to take the proposal off the table, 2nd by Mike Franklin, motion approved.**

Gail Scott moved to reject to the proposal, 2nd by Charles Parrot, motion approved.

Department of Mechatronics Engineering

- **MTRE 3710 Mechatronics Engineering Fundamentals**

Motion to approve made by Kevin McFall, 2nd by Susan Vande Ven, Approved by all.

Department of Engineering Technology

- **REET 3020 Energy Conservation (Course Number)**

Note: Change to Program Form Needed

No representatives present.

Motion to table made by Pinder Naidu, 2nd by Mike Franklin, Approved by all.

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Information Technology

- **B.S. in Information Technology (Change to Program)**
- **B.A.S. in Information Technology (Change to Program)**
 - IT 1323L Advanced Programming Principles Laboratory (New Course)
 - IT 1323 Advanced Programming Principles (New Course)
 - IT 3123 Hardware and Software Concepts (Prereq/Coreq)

- IT 3203 Introduction to Web Development (Prereq/Coreq)
- IT 3223 Software Acquisition and Project Management (Prereq/Coreq)

Susan Vande Van provided explanation of changes throughout the package from the Dept. of IT. This package has returned to the UPCC after edits made upon suggestions, which include adjustments to pre-requisites and examination of how the changes affect the minor.

William Griffiths expressed dismay over a prerequisite requiring a grade of “B or better.”

Motion to approve entire Dept. of IT package (BS in IT Change to Program, BAS in IT, all 5 IT courses listed above) made by Lynn Stallings, 2nd by Mike Franklin, Approved 17 to 1.

Department of Software Engineering and Game Development

- SWE 3643 Software Testing and Quality Insurance (Prereq/Coreq, Other)

This proposal came in late after a package previously approved, and so was placed on the Discussion Agenda

Motion to approve made by Susan Vande Ven, 2nd by Gail Scott, Approved by all.

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Health Promotion and Education

- B.S. in Public Health Education (Change to Program)

Discussion was led by Candice Porter regarding the change that came from the BOR regarding STEM status. This change to program clarifies requirements and eliminates minor codes. Michelle Head brought up that the requirements have BIOL2221 but it doesn't appear in the program. Ms. Porter stated that most transfers come into the program having already completed this course. Clarification was sought on whether this course was an option in the program, and Ms. Porter confirmed it is an option.

Motion to approve made by Amanda Wansa Morgan, 2nd by Pinder Naidu, approved by all.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Technical Communication and Interactive Design

- TCOM 3046 Information Architecture (New Course)

Bill Griffiths questioned why the prerequisite stated “nonmajors by permission of department”. The answer was this prerequisite was on a number of the other TCOM courses that were approved.

Motion to approve made by Lynn Stallings, 2nd by Pinder Naidu, Approved 18 to 1.

Department of Sociology and Criminal Justice

- B.S. in Sociology (Change in Program)
- SOCI 3398 Internship (Course Description, Prereq/Coreq) (Note: credit hour distribution is not correct for this course)

Motion to approve both BS in Sociology change in Program AND SOCI3398 made by Bill Griffiths, 2nd by Susan Vande Ven, approved by all.

Department of History and Philosophy

- B.A. in History (Change to Program)
- HIST 4654 Russia to 1861 (Course Number, Title, Description)

- HIST 4655 Russia Since 1861 (Course Title, Description)

A brief discussion ensued, explaining that these proposals are returning after requested edits made:

Motion to approve made by Pinder Naidu, 2nd by Mike Franklin, approved by all.

Department of Government and International Affairs

- B.S. in International Affairs (Change to Program)
- POLS 2238 Introduction to International Political Economy

Motion made to approve both BS in International Affairs change to program and POLS2238 by Bill Griffiths, 2nd by Susan Vande Ven, approved by all.

Department of Geography and Anthropology

- B.S. in Geographic Information Science (Change to Program)
- Geographic Information Sciences Certificate (Stand Alone and Embedded) (Change to Program)
 - GEOG 1125 Resources, Society and the Environment (New Course)
 - GEOG 2391 Professionalism and Ethics (New Course)
 - GEOG 3000 Geography of Beer (New Course)
 - GEOG 3305 Introduction to Cartographic Processes (Prereq/Coreq)
 - GEOG 3315 Introduction to Geographic Information Systems (Prereq/Coreq)
 - GEOG 4405 Advanced Geographic Information Systems (Prereq/Coreq, Course Description)
 - GEOG 4440 Project GIS (Course Number, Title, Course Description)
 - GEOG 4500 Advanced topics in Geospatial Science (Course Description, Coreq/Prereq)
- GIS 3398 Internship (Prereq/Coreq)
- GIS 4100 Directed Applied Research (New Course)
- GIS 4415 Practicum in Geographic Information Systems (Prereq/Coreq)

Discussion of entire package from Geography & Anthropology ensued stating the purpose of adding flexibility to the curriculum. A typo was identified in the Change to Program form requiring clarification of an “IT” certificate or an “IS” certificate. Question arose regarding GEOG4440 and the discontinuation of 4410. After discussion, an issue regarding lab fee associations was raised that needs to be remedied. There is a concern that lab fees would be collected from a class in order to supply/serve another class.

Motion to table package made by Bill Griffiths, 2nd by Raynice Jean-Sigur, approved by all.

Meeting adjourned at 2:12pm

Reminders:
Next UPCC Executive Meeting
March 1, 2018
12:15 – 2:00 PM
Prillaman Hall Suite 3300 Conference Room

UPCC Meeting
March 22, 2018

12:30 PM – 2:00 PM
Marietta Campus – Building J 109