

**UPCC Agenda
December 7, 2017
12:30 - 2:00 PM
BB 152**

Members Present: Evelina Sterling (CHSS), Gail Scott (CHSS), Arief Setiawan (CACM), Debbie Benson (proxy: Doug Moodie) (Coles), Doug Moodie (Coles), Lee Langub (Bagwell), Raynice Jean-Sigur (Bagwell), William Griffiths (proxy: Kevin McFall) (CSM), Michelle Head (CSM), Jennifer A. Wade-Berg (WHHS), Charles Parrot (COTA), Amanda Wansa Morgan (COTA), Pinder Naidu (UC), Carolee Larsen (UC), Kevin McFall (SPSEET), Sathish Kumar Gurupatham (SPSEET), Susan Vande Ven (Proxy: Mike Franklin) (CCSE), D. Michael Franklin (CCSE), Brian Starks (General Education Council), Valerie Whittlesey (Academic Affairs), Carey Huddlestun (KSU Library), Ana Edwards (Registrar)

Guests: Michael Lahey (TCID), Amy Jones (Academic Affairs), Marilee McClure (Academic Affairs), Kevin Gwaltney (Institutional Effectiveness), Pam Cole (BCOE), Danielle Harrington (Registrar), Chien Pin Li (CHSS), Desha Williams (Bagwell), Jack Moran (PSIA), Tonya Jones (Leadership & Integrative Studies), Nyasha GuramatunhuCooper (Leadership & Integrative Studies), Val Whittlesey (Academic Affairs), Sarah Holliday (Academic Affairs), Sathish Kumar Huropatham (ME)

Call to Order – 12:41 PM

Welcome

This will be the final meeting of the semester. There has been an identified need to space out executive committee meetings and upcc meetings. Moving forward, there will be a 2 week interim between these meetings. This will allow better notification to proposers of their need to attend the meeting of the full committee.

Jennifer Wade-Berg began a discussion about who receives notifications from Curriculog when proposals advance steps; mostly to discern if originators get notified automatically if their proposal is coming up on the UPCC agenda. Amy Jones responded that the program is designed to ping the originator with every step but could be going to spam or be affected by individual settings. Amy Jones will check on this and we will put on some info on the UPCC website to make sure originators set their settings to allow pings.

Review of October 19, 2017 UPCC Meeting Minutes: We are behind on approving a set of minutes because we cannot find a guest list (from October) – we will get a vote online.

Motion to approve meeting agenda was made by Gail Scott, Seconded by Pinder Naidu, APPROVED by ALL

CONSENT AGENDA

COLLEGE OF THE ARTS

School of Art and Design

- ARED 4650 Yearlong Placement I (Change to Credit Hours)
- ARED 4660 Yearlong Clinical Experience II (Change to Credit Hours)

School of Music

- BA in Music (Change to Program)

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Information Technology

- IT 4983 IT Capstone (Prereq/Coreq)

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Engineering Technology

- B.S. in Mechanical Engineering Technology (Change to Program)
 - MET 1400 Welding (New Course)
 - MET 1800 CNC Machining (New Course)
 - MET 2124 Statics with Applications (Prefix)
 - MET 2301 Metrology and Geometric Dimensioning & Tolerancing (New Course)
 - MET 2501 Engineering Computation using Matlab (Prereq/Coreq)
 - MET 2800 CNC Programming (New Course)
 - MET 3124 Strength of Materials with Applications (Prereq/Coreq, Prefix)
 - MET 3124L Strength of Materials Lab (Prereq/Coreq, Prefix)
 - MET 3398 Internship in Mechanical Engineering Technology (New Course)
 - MET 3402 Thermodynamics II (Prereq/Coreq)
 - EDG 3112 Advanced Engineering Graphics (Change to Prereq/Coreq)
 - EDG 4111 Surface Modeling (Change to Prereq/Coreq)
 - EDDG 4222 CAD Customization and Standards (Change to Prereq/Coreq)
 - EDG 4224 Engineering Design Graphics for Custom Manufacturing (Change to Prereq/Coreq)
- Minor in Energy/HVAC (New Minor Program)

Department of Systems and Industrial Engineering

- IET 2227 Introduction to Statistics (Prereq/Coreq)

HONORS COLLEGE

- HON 3000 Honors Colloquium (Prereq/Coreq, Grading Structure)

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

School of Communication and Media

- B.S. in Public Relations (Change to Program)

Department of Sociology and Criminal Justice

- Minor in Sociology (Change to Program)

Motion to approve Consent Agenda made by Charles Parrott, seconded by Kevin McFall, Approved by All.

Discussion Agenda

BAGWELL COLLEGE OF EDUCATION

Department of Secondary and Middle Grades Education

- Bachelor of Science in Education in Secondary Education (Mathematics, Broad Field with Biology Emphasis, Chemistry, Physics) (New Program)
- Bachelor of Science in Middle Grades Education (Language Arts, Mathematics, Sciences, Reading, Social Studies Concentrations) (Change to Program)
 - MAED 3295 Mathematics for Middle Grades and Secondary Teachers (Prefix)
 - MAED 3395 Geometric Proofs and Applications (Prefix)
 - MAED 3495 Advanced Perspectives on School Mathematics I (Prefix)
 - MAED 4416 Methods of Teaching Secondary Mathematics II (Title, Description, Prerequisite)
 - MAED 4495 Advanced Perspectives on School Mathematics II (Prefix)
 - MAED 4650 Yearlong Clinical Experience I (Credit Hours, Prereq/Coreq)
 - MAED 4660 Yearlong Clinical Experience II (Credit hours, Prerq/Coreq)
- EDSM 3360 Classroom Management in Middle Grades and Secondary Education (Chg Course Title, Description, Prereq, Prefix)
- EDSM 4414 Teaching Secondary Math and Science Practicum I (New Course)
- EDSM 4416 Teaching Secondary Math and Science Practicum II (New Course)
- EDSM 4418 Methods of Teaching Secondary Math (New Course)
- SCED 4414 Methods of Teaching Secondary Science I (New Course)
- SCED 4416 Methods of Teaching Secondary Science II (Change to Course Title, Credit Hours, and Prereq/Coreq)
- SCED 4650 Yearlong Clinical Experience I (Credit Hours, Prereq/Coreq, Prefix)
- SCED 4660 Yearlong Clinical Experience II (Credit Hours, Prerq/Coreq), Prefix)

(Courses in yellow were on previous UPCC Agenda – Needed Revision)

Pam Cole and Desha Williams led the discussion of changes. The proposals outlined above are returning for approval after making requested changes to prerequisite and corequisite language. Jennifer Wade Berg clarified changes to MAED courses: there were issues with the faculty credentials being listed in each course. While some needed to vary to fit individual courses, some requested changes have been made. There were also questions about whether corequisites can have “or” statements, Michelle Head met with the College of Bagwell and the Registrar’s Office to make edits to these proposals.

There were no questions EDSM nor SCED proposals.

Motion to approve MAED proposals, EDSM proposals, and SCED proposals was made by Raynice Jean-Sigur, seconded by Gail Scott, approved by all.

Motion to approve change to program BS in Secondary Education made by Gail Scott, seconded by Raynice Jean-Sigur, and approved by all.

2nd Change to Program Form for B.S. in Middle Grades Education

- EDMG 3300 Success in the Middle: Adolescent Development and Middle Grades Advocacy (Credit Hrs)

- EDMG 4411 Seminar in Middle Grades Education (Credit Hrs)
- EDMG 4650 Yearlong Clinical Experience I (Credit hrs, Prereq/Coreq)
- EDMG 4660 Yearlong Clinical Experience II (Credit hrs, Prereq/Coreq)

Michelle Head began discussion, leading with a problem in the corequisites for EDMG 4650. Desha Williams clarified that the department had previously set certain credit hours with 3300 & 4411 – after some experimentation, they discovered they needed to swap those credit hours to accommodate student needs.

For 4650 and 4660, there has been a change made from 6/6 to 3/9 to reflect student needs (that is, more hours in the field during the 2nd semester). Michelle Head asked whether the first statement in corequisites for the EDMG 4650 course was necessary. Desha Williams agreed the statement should be moved to Concurrent Prerequisites category.

Action: The proposal is being altered by the UPCC. The statement “Two of the following EDMG courses...” is moved from Co-Requisites to Concurrent Prerequisites. Keep EDUC4610, INED3304, and INED4435 in Co-requisites. This results in the removal of the ‘OR’ statement.

Motion to approve EDMG 3300, 4411, 4650, & 4660 as amended made by Lee Langub, seconded by Mike Franklin, approved by all.

Motion to approve Change to Program Form for B.S. in Middle Grades Education made by Gail Scott, seconded by Mike Franklin, approved by all.

COLLEGE OF THE ARTS

Department of Theatre and Performance Studies

- B.A. in Theatre and Performance Studies (Change to Program)
 - TPS 3095 Performing Irish Myth (New Course)
 - TPS 4543 American Performance Traditions (New Course)

Charles Parrott led discussion, clarifying these new courses and change to program would be adding options for students to as well as opening up flexibility for faculty and their teaching loads. Questions arose regarding frequency of offerings, pre-requisites, and the learning objectives. Dr. Parrot clarified that the learning objectives were drawn from the department’s Student Learning Objectives. Jennifer Wade-Berg requested these proposals return in January for a second reading, allowing the department to specify the learning outcomes for these courses.

A motion was made to approve conditionally on a 2nd reading in the January UPCC meeting was made by Kevin McFall, seconded by Michelle Head, approved by all.

UNIVERSITY COLLEGE

Department of Leadership and Integrative Studies

- B.S. Integrative Studies (Change to Program)
 - INTS 3398 Integrative Studies Internship (Credit Hours, Prereq/Coreq)

The discussion was led by Tonya Jones and Nyasha GuramatunhuCooper. There are 3 tracks in INTS and 2 of the tracks need a language change. Looking at our current catalog it appears that the senior seminar requirement is in addition to the 15 upper division hours. As it is intended to be a part of those 15 hours, the requirements should be changed to “12 upper division hours PLUS senior seminar”.

Last year, we came before the UPCC to remove an upper level course offering from the General Studies track and replaced it with a lower level course. This change to the program alters that track, changing the cluster from 12 to 15 hours, to restore the amount of upper level course work required.

For INTS3398, a 2.0 GPA requirement is desired. Further, this internship course should be restricted to INTS majors and INTS-interest students. The final change requested is a change in credit hours from “0-9 variable” to only offer in “3, 6, 9” hour segments.

Jennifer Wade-Berg shared the main concern of the executive committee, the lack of specification on hours in the field. The UPCC has asked departments to table proposals that deal with this until the University committee meets to agree on what that distribution of hours should be. Jennifer Wade-Berg suggested we table this proposal until we have an answer on the University-wide internship policies: Val Whittlesey shared we will likely end up with a 2 to 1 ratio.

Motion to table INTS3398 was made by Pinder Naidu, seconded by Mike Franklin, approved by all.

Mike Franklin followed up with the question: could it be put on the Consent agenda when it returns? Jennifer Wade-Berg: It will still need to go back through the chain of approvals in order to do that.

Motion to approve B.S. in Integrative Studies Change to Program made by Mike Franklin, seconded by Pinder Naidu, approved by all.

- Certificate in Leadership Studies (Change to Certificate Program)
 - LDRS 3900 Leadership and Global Issues (New Course)
 - LDRS 2300 Leadership & Intercultural Competence (New Course)

The reason for this change is that there is too much content to cover in LDRS 3200 in one semester, based on feedback from faculty and students. Therefore, this content is now being divided into lower and upper division courses. LDRS 2300 is being proposed as a lower level and General Education course (approved by General Education Council). There will be no prerequisite for LDRS 2300. The current version, LDRS 3200, will be offered until Summer 2018 then discontinued. Students that have already taken LDRS 3200 will be unable to take LDRS 3900.

Motion to approve LDRS 3900 & 2300 was made by Pinder Naidu, seconded by Kevin McFall, approved by all.

Motion to approve change to Certificate in Leadership Studies made by Michelle Head, seconded by Brian Starks, approved by all.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Geography and Anthropology

- B.S. in Anthropology (Change to Program)
- ANTH 2210 Archaeological Adventures, Discoveries, and Debates (New Course)
- ANTH 4410 Bioarcheology of Greece (New Course)
- ANTH 4423 Bone Biomechanics (New Course)

Jennifer Wade-Berg pointed out the necessity for ANTH 4410 to become a new course (it was formerly listed as a course change).

Action: The new course proposal of ANTH 4410 is being altered by the UPCC. This will now become a new course proposal, ANTH 4411. This will also require the change of program to be altered to reflect the new course.

Questions from the executive committee arose on the syllabus. Looking at the attendance policy, students are to be penalized but it is unspecified what the consequence would be. An updated syllabus was sent and penalty established.

Pinder Naidu asked a question on the learning outcomes. An issue with the specificity of article 3 (not falling in line with Blooms Taxonomy) ensued. Jennifer Wade Berg stated that the UPCC will need to make a suggestion to the originator for edits in learning outcomes. Discussion ensued regarding appropriate language.

Motion to approve ANTH2210 AND ANTH4411 with edits made by Gail Scott, seconded by Michelle Head, approved by all.

Motion to approve Change to Program: BS in Anthropology with the added change of ANTH4411 made by Mike Franklin, seconded by Gail Scott, approved by all.

ANTH4423 was supposed to be on Consent Agenda. It will be handled now.

Motion to approve ANTH4423 made by Gail Scott, seconded by Charles Parrott, approved by all.

Department of Political Science and International Affairs

- Intelligence and Homeland Security (New Certificate)

Discussion led by Dr. Jack Moran about the new certificate, Intelligence and Homeland Security. A question was raised on whether Dr. Moran could speak to the demand. He stated this was mentioned in Curriculog, and an online poll indicated strong demand (30+).

Motion to approve embedded Certificate for Intelligence and Homeland Security made by Gail Scott, seconded by Pinder Naidu, approved by all.

- B.A. in International Affairs (Change to Program)

One of the concerns raised is that a program cannot have microeconomics in Area F as well as Area E. This program has been listed like that for 25-30 years. The department will make students aware in advising that they have to take microeconomics in order to take macroeconomics. Amy and Jennifer Wade-Berg made the edit to clarify.

Two POLS and HIST classes were moved down to Related Studies.

Motion to approve BA in International Affairs made by Charles Parrot, seconded by Mike Franklin, approved by all

- POLS 4440 Comparative Democratization (New Course)
- POLS 4202 Politics of the U.S. Intelligence Community (New Course)
- POLS 4452 Politics of East Asia (Course Title, Course Description)
- POLS 4460 Politics of NATO (New Course)

Question arose about POLS4452: if both title AND course description are changing, always a red flag, do we need a new number? The requesting department stated that, in this case, the change was not so substantive that a new course number was required.

Motion to APPROVE 4440, 4202, 4452, & 4460 made by Gail Scott, seconded by Pinder Naidu, approved by all.

Department of Technical Communication and Interactive Design

- BA in New Media Art (Program Deactivation or Termination)
- B.S. in Interactive Design
 - IAD 2100 History and Fundamentals (New Course)
 - **IAD 3000 Interaction Design I (New Course)**
 - IAD 3100 Professional Development (New Course)
 - IAD 3150 Visual Design I (Course Description, Prereq/Coreq, Prefix)
 - IAD 3230 User Interface Design I (Prereq/Coreq, Prefix)
 - IAD 3250 Information Visualization I (Prereq/Coreq, Prefix)
 - IAD 3300 Ethnography for Designers (Prereq/Coreq, Prefix)
 - IAD 3350 Information Visualization I (Prereq/Coreq, Prefix)
 - IAD 3398 Internship (Prefix)
 - IAD 4000 Interaction Design II (New Course)
 - IAD 4150 Visual Design II (Course Description, Prereq/Coreq, Prefix)
 - IAD 4230 User Interface Design II (Prereq/Coreq, Prefix)
 - IAD 4400 Directed Study (Prefix)
 - IAD 4700 Senior Project and Portfolio (Course Title, Course Description, Prefix)
 - IAD 4490 Special Project and Portfolio (Prefix)
- Certificate in Technical Communication (Change in Program)
- Minor in Technical Communication (Change in Program)
- B.S. in Technical Communication (Change in Program)
- B.A. in Writing and New Media (Program Deactivation or Termination)
 - TCID 2002 Productivity and Tools (Course Title, Description, Prefix)
 - TCID 2170 Introduction to Digital Media and Culture (Course Description, Prefix)
 - TCID 3400 Front-End Development I (Prefix)
 - TCID 3800 Front-End Development II (Prereq/Coreq, Prefix)
 - TCID 4500 Front-End Development III (Prereq/Coreq, Prefix)
 - TCOM 2030 Research in Technical Communication (Prereq/Coreq)
 - TCOM 2050 Issues in Digital Accessibility (New Course)
 - TCOM 3011 Advanced Technical Writing (New Course)
 - TCOM 3020 Designing Effective Proposals (Prereq/Coreq)
 - TCOM 3030 Instructional Design (Prereq/Coreq)
 - **TCOM 3045 Information Architecture (Course Title, Description, Prereq/Coreq)**
 - TCOM 3070 User Assistance (Prereq/Coreq)
 - TCOM 3130 Technical Communication: Theory, Ethics, and Practice (Prereq/Coreq)
 - TCOM 3145 Designing Social Media Infrastructure (Prereq/Coreq)
 - TCOM 3245 SEO and Analytics for Technical Communicators (Prereq/Coreq)
 - TCOM 3431 Information Design I (New Course)
 - TCOM 4000 Technical Editing (Prereq/Coreq)

- TCOM 4045 Multi-Media for Technical Communicators (Prereq/Coreq)
- TCOM 4120 Usability Testing (Prereq/Coreq)
- TCOM 4431 Information Design II (New Course)
- TCOM 4800 Project Portfolio (Prefix)

Michael Lahey led the discussion and explained the justifications for the big changes.

At the department level, we are changing prefixes to TCID because our department has changed names. TCOM is modifying content of some classes to make sure we are relevant to industry. We are adding an advanced technical class. Discussions proceed between TCOM and ENGL, and we are also adding a minor. Additionally, we want to reinstate a program that was deactivated.

IAD is being changed to eliminate confusion in banner, and we are eliminating classes that are duplicative with SOAD. This is a large package for refocusing & rebranding.

The department would like to terminate the New Media degree and Writing in Media degree because it was thought to have been previously terminated, but still seems to exist.

A request was made for clarification on these prefixes. TCID stands for TECHNICAL COMMUNICATION AND INTERACTIVE DESIGN and IAD for Interactive Design

Jennifer Wade Berg pointed out that some of these courses are affected by the changes coming in January dealing with CSE and the CS. Michael Lahey responded that John Preston is keeping them in the loop. CS is making changes to how they facilitate some of their courses (M. Franklin clarified: yes, ALL the courses). We have CS1301, CSE1301 & ACST2301 that will become CSE1301 (3-0-3) and CSE1321 (0-2-1).

Mike Franklin stated that CCSWE have multiple classes doing the same thing; therefore, they are going to consolidate CS1 and CS2 courses so that at the end of those courses, a student can declare a major and matriculate in a more streamlined fashion. They are calling it our “first year experience”.

Michael Leahy replied that this will not change the structure of these programs; it will eliminate 4 possible classes and put 1 in its place. Further, credit hours stay the same.

Jennifer Wade-Berg suggested we approve these proposals with a hold – to wait for CS changes in January – then complete a change to program. Dr. Lahey said agreed as long as it can all be passed for Fall 2018.

A change was suggested to TCOM3045 to become TCOM3046. This change would make this a new course proposal.

Jennifer Wade-Berg suggested: we can approve everything *except* 3045 (3046).

If we move to approve then HOLD, we can make these changes because the approval will only finally go through once the CSE proposals go through. The UPCC can approve the changes to TCOM 3045 (3046) if the Michael Leahy moves the materials and justifications to a “New Course” proposal instead of change of course form, but cannot approve them at this meeting.

There are additional edits requested by the Executive committee, which can be made while the package is on HOLD:

IAD3000 – Please elaborate on specification on the prerequisite 2170 being the “intro class.”

Neither IAD4400 nor 4490 have a PreReq. Is this desired?

Action: EDIT made to 4400 & 4490: “PreRequisites will vary with each course and professor”

**Motion made to approve entire package of TCID, TCON, & IAD course proposals, save TCOM 3045, with edits as well as intention to HOLD until CSE package passes – made by Mike Franklin.
Seconded by Gail Scott
Approved by all.**

Note: we will put TCOM 3045 (to be named TCOM3046) on the January Consent agenda.

Motion by Mike Franklin was made to approve the following Change in Programs:

- Certificate in Technical Communication (Change in Program)
- Minor in Technical Communication (Change in Program)
- B.S. in Technical Communication (Change in Program)
- B.S. in Interactive Design

Seconded by Charles Parrott, approved by all.

A Motion was made by Mike Franklin to approve termination of BA in New Media Art (Program Deactivation or Termination)

Seconded by Gail Scott, approved by all.

Motion was made by Kevin McFall to terminate BA IN NEW MEDIA ARTS

Seconded by Mike Franklin, approved by all.

MEETING ADJOURNED:

DOUG MOODIE MOVED TO ADJOURN: 2:02pm

Reminders:

Next UPCC Meeting

January 25, 2018

12:30 PM – 2:00 PM

Kennesaw Campus – Prillaman Hall Room 1103