

UPCC Meeting Minutes
October 19th, 2017
12:45pm-2:00pm
Kennesaw Campus: Social Sciences Building SO 2203

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

Guests: To be added at a later date:

The meeting was called to order by Michelle Head at 12:55pm

Approval of Minutes from September 21st, 2017

Motion to approve made by Gail Scott, seconded by Kevin McFall
Minutes Approved unanimously

CONSENT AGENDA

Removed from CONSENT AGENDA for discussion:
CHEM 3512 & 4430 & IET proposals.

COLLEGE OF ARCHITECTURE AND CONSTRUCTION MANAGEMENT

Department of Construction Management
B.S. in Construction Management (Change to Program)
CM 3910 Sustainable Residential Practices (New Course)
CM 4512 Emerging Trends in Residential Construction (New Course)

COLLEGE OF SCIENCE AND MATHEMATICS

Department of Chemistry and Biochemistry
B.S.in Biochemistry (Change to Program)
CHEM 4500K Methods in Nucleic Acid and Protein Biochemistry (Credit Hours, Other)

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Computer Engineering
B.S. In Computer Engineering (Change in Program)
CPE 3000 Computer Organization and Interfacing (Prereq/Coreq)
CPE 3020 VHDL Design with FPGAs (Prereq/Coreq)
CPE 3030 Advanced Embedded Design (Prereq/Coreq) o CPE 3040 Interfacing and Communications (Prereq/Coreq)
CPE 4010 Sensors, Actuators, and Integration (Course Title, Description & Pre/Coreq)
CPE 4020 Device Networks (Prereq/Coreq)
CPE 4030 Sensors (Course Discontinuation)

CPE 4040 Data Collection and Analysis (Prereq/Coreq)
CPE 4800 Senior Project Proposal (Prereq/Coreq)
CPE 4850 Senior Project Design (Prereq/Coreq) 2

Department of Electrical Engineering

EE 4705 Digital Signal Processing (New Course)

EE 4706 Image Processing and Pattern Analysis (New Course) Department of Systems and Industrial Engineering

ISYE 3100 Systems Reliability and Maintainability (Prereq/Coreq)

ISYE 3125 Statistical Quality Control (Prereq/Coreq)

ISYE 3450 Human Factors Engineering (Prereq/Coreq)

ISYE 3600 Statistics with Application (Prereq/Coreq)

ISYE 4200 Engineering Optimization: Stochastic Decision Models (Prereq/Coreq)

ISYE 4500 System Modeling and Simulation (Prereq/Coreq) Department of Mechatronics Engineering

MTRE 4200 Robotics Analysis and Synthesis (Course Description, Prereq/Coreq)

WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES

Department of Exercise Science

B.S. in Exercise Science o ES 4900 Exercise Science Senior Seminar (Credit Hours)

COLES COLLEGE OF BUSINESS

Department of Marketing

MKTG 4450 Sales Management (Prereq/Coreq)

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Computer Science

CS 4322 Mobile Software Development (Change Prereq/Coreq) 3

Department of Information Technology

IT 1113 Programming Principles (Prereq/Coreq)

IT 3423 Operating Systems Concepts and Administration (Prereq/Coreq)

IT 4323 Data Communications & Networking (Prereq/Coreq)

IT 4423 Linux/Unix Administration (Prereq/Coreq)

IT 4673 Virtual IT Systems (Prereq/Coreq)

IT 4723 IT Policy and Law (Prereq/Coreq)

IT 4883 Infrastructure Defense (Credit Hours, Other)

COLLEGE OF THE ARTS

School of Music

MUSI 1020 Fundamentals of Music Theory (Credit Hours, Other)

MUSI 4007 Scoring for Media (New Course)

MUSI 4434 Vocal Pedagogy for Ensemble Singing (PreReq/Coreq)

Motion to approve the Consent Agenda made by Kevin McFall
2nd by Susan VandeVen

Approved unanimously

DISCUSSION AGENDA

OLD BUSINESS

COLLEGE OF THE ARTS School of Art and Design

ART 3398 Art Internship (Change Credit Hours)

Motion to table proposal made by Bill G., 2nd by Gail Scott

Approved unanimously to table discussion of proposal

NEW BUSINESS

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Systems and Industrial Engineering

- Dual Degree: Southern Polytechnic College of Engineering and Engineering Technology and Atlanta Metropolitan State College
- Dual Degree: Southern Polytechnic College of Engineering and Engineering Technology and Berry College
- Dual Degree: Southern Polytechnic College of Engineering and Engineering Technology and Oglethorpe University
- Dual Degree: Southern Polytechnic College of Engineering and Engineering Technology and Piedmont College
- Dual Degree: Southern Polytechnic College of Engineering and Engineering Technology and University of North Georgia Department of Engineering Technology

Discussion led by guest Tom (last name?)

All 5 proposals have the same structure but are connected to different institutions. The process was designed to get both presidents to sign off, and then will go to SACS and USG for approval. JWB asked for clarification on how these programs work. The advantage to the programs is that most of these students would not have to take Gen Ed classes here at KSU, which are quite full. The partnering institutions will have STEM programs, which they want to tie to our engineering programs. This partnership will help with recruitment, both for the partnering institutions and for us. Kevin added this would allow students to start at a home institution, attend KSU for engineering, and get credits back in order to finish their original degrees.

Discussion around benefits for KSU vs. home institutions ensued and led to establishment that these programs constitute another pathway to our engineering degrees. Entrance requirements are the same as for normal transfer students..

Kevin made a motion to call a question

Brian Starks – 2nd

Approved- 14 / opposed – 2

Question was called on no question. Kevin McFall made a motion to approve

2nd – JWB

Approved unanimously

EDG 1212 Engineering Graphics II (Change in Pre/Coreq)

Discussion led by Kevin McFall

We have exploding enrollment in students seeking a graphics minor, causing majors to have difficulty registering for the course. The faculty would offer more sections, but there are not enough faculty to do so, as a Masters degree is required to teach it. Pinder Naidu asked about graphics in the College of the Arts, but their course is too different. William Griffiths sympathized with the plight of the need for more faculty, and stated this is a solution but there may be a better one. The department could end the minor but making this course change while knowing that it effectively ends the minor does not seem like the best solution. It was suggested that the department might document the problem, and make case for more faculty. Discussion centered around whether to cancel the minor as a possible solution. JWB asked whether this course is being taught at another institution where students could take the course and transfer it in. Kevin McFall replied that there are institutions that teach the first graphic course, so yes.

**Jennifer Wade Berg moved to reject the proposal. William G seconded.
Proposal rejected unanimously**

COLLEGE OF COMPUTING AND SOFTWARE ENGINEERING

Department of Information Technology

IT 2290 Special Topics (New Course)

Representative Susan VandeVen led the discussion: The department has a special topics course at the 4000 level but not the 2000. Discussion centered around needed clarification of pre-requisites and the number of times students can take this course for credit.

Decision made to change prerequisite to “Permission of Department Chair”

**Bill G. made a motion to approve the new course subject to the change above, seconded by Debbie Benson
Approved unanimously**

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES Department of English

B.A. in English (Change to Program)

Minor in Film Studies (Change to Program)

FILM 3200 Film History I (Course title and description)

FILM 3210 Film History II (Course title and description)

FILM 3215 Film History III (New Course)

FILM 3220 Topics in American Cinema (Course title and description)

FILM 3230 Topics in World Cinema (New Course)

FILM 3240 Film Genres and Movements (New Course)

FILM 3250 Film Authors (New Course)

FILM 4200 Theory Based Studies in Film (Course Title, Description, Prereq/Coreq, other)

Guest representative Larry Diddenoffer led the discussion. He states that they were trying to make 3 simple changes, expanding the Film minor without asking for additional resources. They want to divide 3220 into 4 different courses--3220, 3230, 3240, 3250. Discussion ensued and a desire was noted for more clarity and specificity in the course titles themselves so we reduce duplications on transcripts and wanting to build more variety into the catalog.

Jennifer Wade-Berg questioned the number of times these courses can be repeated. Discussion ensued around this confusing aspect of the proposals. The suggestion was made to add “Permission of instructor or department” on FILM 3220-3250 to allow for the courses to be retaken if the topic of the retaken course is sufficiently different. The question arose as to whether we really need 4 new courses that can all be repeated.

Jennifer Wade-Berg made a motion to approve proposals for FILM 3200, 3210, 3215, & 4200

Gail Scott seconded & approved by all.

Jennifer Wade-Berg made a motion to reject FILM 3220, 3230, 3240, 3250, suggesting the department look at what’s on the books for repeatability of courses and edit the prerequisites, as well as make a new program change form and a new minor in film studies form.

Seconded by Gail

Rejection of FILM 3220, 3230, 3240, 3250 approved unanimously.

DEPARTMENT OF COMMUNICATIONS AND MEDIA

B.S. in Journalism and Emerging Media (Change of Program) - see below (tabled for fixes)

JOUR 3330 News Reporting and Writing (Prereq/Coreq)

Last year we added JOUR 2240 as a prerequisite; the department states a need for the removal of that prerequisite.

JOUR 4488 Multi-Media Visions of Community (Capstone) (Course Description)

After a brief discussion, **Jennifer Wade-Berg made a motion to accept JOUR3330 & JOUR 4488, seconded by Gail S., approved unanimously.**

JOUR 4430 Advanced Investigative Reporting I (New Course)

JOUR 4435 Advanced Investigative Reporting II (New Course)

These would be two new Courses - one in the Fall, one in the Spring. They’re created to serve as coursework in conjunction with the Georgia News Lab, transferred from Georgia State. Georgia News Lab is an investigative reporting program involving students from across the Atlanta region in higher education. There are 16 students a year, currently being done as a special topic. Discussed ensued around the proposed prerequisites, as there is a set for majors and a set for non-majors.

Jennifer Wade-Berg suggested changing the prerequisites to “Permission of Instructor”.

Discussion then ensued around the number of credit hours..

Kevin made a motion to reject 4430 & 4435 for clarification on prerequisites.

Pinder seconded. Motion to reject the proposals was approved with one opposing.

DEPARTMENT OF INTERDISCIPLINARY STUDIES

RELS 1102 Introduction to Religion (Course Description, Course Title)

The new course description intends to present the course as an introduction to the field rather than religions. A question arose as to whether learning support prerequisites (LSP) should be in

the box for learning support prerequisites or prerequisites. Pinder Naidu responded that there won't be any more LSP in English or mathematics. She suggested we remove the LSP from the prerequisites in this proposal, or the department will have to come back to UPCC and adjust again.

Jennifer Wade Berg made a motion to approve course description for RELS1102 as is. Seconded from Gail Scott & approved unanimously.

ISD 3398 Interdisciplinary Studies Internship (Credit Hours, Course Description)

No representative came to discuss. The issue is that there are no field/lab hours listed

Motion to reject was made by Jennifer Wade-Berg, seconded by Kevin.

Approved Unanimously.

Jennifer Wade Berg: FYI we have a task force forming to examine internships, co-ops, and guidelines with one person from each college to participate. Discussion included comments and confirmation on this from Valerie.

Department of Sociology and Criminal Justice

B.S. in Sociology (Change to Program)

Representative distributed a list of changes – reducing upper division major requirements from 24 to 18, increasing the major requirements from 15 to 18, and decreasing related studies from 12 to 9. Further, they want to consolidate two concentrations into one and add a General Sociology concentration in order to accommodate transfer students.

Discussion ensued on whether this honors the cross-cultural intent of the University.

Brian Starks moved to approve this change to program, seconded by Susan, approved unanimously.

SOCI 3398 Internship (Course Description, Change Pre-req/Coreq)

As the prerequisite for this course is no longer being offered, it needs to be changed. The proposal has an issue with Lab Hours, as they have 0. Discussion ensued regarding policies on internships, perhaps checking the per week average. The catalog indicates the total number of hours for the semester, not per week. Brian Starks indicated a desire for the committee to speak to those who monitor internships. JWB indicated we need to make sure Banner is coded according to the lab hours per week.

Jennifer Wade Berg made a motion to approve proposal for SOCI 3398, with the caveat that lab hours will be adjusted and the department will then present a new proposal.

Seconded by Gail S. and approved unanimously.

DEPARTMENT OF HISTORY AND PHILOSOPHY

HIST 2206 Origins of Great Traditions (Change to Course Description & Pre/Coreqs)

HIST 3373 Modern India and South Asia (Change to Course Description & Pre/Coreqs)

HIST 3382 North Africa and Middle East in Modern Times (Change to Course Description & Pre/Coreq)

HIST 4204 The History of the American West (Change in Course Number)

HIST 4245 Business and Economic History of the United States (Change in Course Number & Description)
HIST 4251 US Social and Cultural History (Change in Course Number & Description)
HIST 4255 Diplomatic History of the United States (Change in Course Number & Pre/Coreq)
HIST 4391 Emerging Themes in African History (Change in Course Number, Description & Pre/Coreq)
HIST 4440 Medieval Europe (Change to Course Description & Pre/Coreqs)
HIST 4490 Special Topics in History (Change in Pre/Coreq)
HIST 4558 The Holocaust (Change in Pre/Coreq & Course Number)
HIST 4640 Modern Ireland (Change in Pre/Coreq & Course Number)
HIST 4905 History of the Atlantic World (Change in Pre/Coreq & Course Number)
HIST 4911 Themes in American Environmental History (Change in Pre/Coreq & Course Number, Description, Title)

JWB stated that these course changes do not have a program change form, as these proposals were submitted prior to policy and system changes. Everyone going forward must have change of program form. Debbie Benson noted there were several 4000 level courses with 1000 level prerequisites. Kevin McFall stated this was odd but not unprecedented.

These courses are being moved to the 4000 level is to update them and make distinctions based on subject matter, while keeping others at the 3000 level. This is a signal to the student that the 4000 level class asks something more specific.

Pinder Naidu moved to approve all of the HIST proposals, seconded by Brian Starks, and approved unanimously. .

PULLED FROM CONSENT

Department of Systems and Industrial Engineering Technology

IET 3356 Quality Concepts and Systems Design (Prereq/Coreq)
IET 3424 Engineering Economy (Prereq/Coreq)
IET 4135 IET Project Management (Prereq/Coreq)
IET 4422 Facilities Design, Plant Layout, and Materials Handling (Prereq/Coreq)
IET 4451 Systems Simulation (Prereq/Coreq)
IET 4475 Senior Project (Prereq/Coreq)

It was explained that these proposals were pulled for issues with prerequisites. The proposals are updating the BAS programs to comply with the 39 hour rule. To do so, it is necessary to give 3000/4000 level IET classes to get the students to graduation. The Department will review amongst faculty to determine better prerequisites.

Brian Starks moved to approve all IET proposals. Seconded from Gail Scott. Approved unanimously.

CHEM 3512L Biochemistry II Laboratory (New Course)
CHEM 4430 Advanced Topics in Organic Chemistry (Other)

Discussion ensued regarding effective term. These are indeed meant to enact in Fall 2017 to help a current student

Jennifer Wade-Berg moved to approve both CHEM proposals, seconded by Pinder Naidu, approved unanimously.

Motion to adjourn made by Pinder Naidu, seconded by Susan VandeVen.

Meeting Adjourned at 2:20pm