

**Undergraduate Policies and Curriculum Committee (UPCC)**  
**General Committee Meeting Agenda**  
[MS Teams Virtual Meeting](#)

February 24, 2022

<b>Representing</b>	<b>First Name</b>	<b>Last Name</b>	<b>Present</b>	<b>Proxy Name</b>	<b>Absent</b>
Bagwell College Education	Ethel	King-McKenzie	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Bagwell College of Education	Soon	Lee	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Coles College of Business	Radwan	Ali	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Coles College of Business	<b>Doug</b>	<b>Moodie*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Architecture and Construction Management	Jeffrey	Collins	<input type="checkbox"/>		<input checked="" type="checkbox"/>
College of Architecture and Construction Management	Hussein	Abaza	<input type="checkbox"/>		<input checked="" type="checkbox"/>
College of Computing and Software Engineering	Dennis "Mike"	Franklin	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Computing and Software Engineering	Sarah	North	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Science and Mathematics	<b>Michelle</b>	<b>Head*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Science and Mathematics	Prabha	Padukka	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of the Arts	Nancy	Conley	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of the Arts	<b>Amanda Wansa</b>	<b>Morgan*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
General Education Council Liaison (1)	Jeanne	Bohannon	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Journey Honors College (1)	Michelle	Miles	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Radow College of Humanities and Social Sciences	Teresa	Neal	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Radow College of Humanities and Social Sciences	Jaime	Cruz-Ortiz	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Southern Polytechnic College of Engineering and Engineering Technology	Jungkyu "Justin"	Park	<input checked="" type="checkbox"/>	Proxy: A. Tekes	<input type="checkbox"/>
Southern Polytechnic College of Engineering and Engineering Technology	<b>Ayse</b>	<b>Tekes*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Undergraduate Student Representative (SGA)	TBD		<input type="checkbox"/>		<input type="checkbox"/>
Undergraduate Student Representative (SGA)	TBD		<input type="checkbox"/>		<input type="checkbox"/>
Wellstar College of Health and Human Services	Janeen	Amason	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Wellstar College of Health and Human Services	Johnathan	Steppe	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>Total Voting Members in Attendance</b>	<b>17 /20</b>				
<b>Non-voting</b>	<b>First Name</b>	<b>Last Name</b>			
Curriculum Support Office (1)	Amy	Jones	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Digital Learning Innovations, Director	Brichaya	Shah	<input checked="" type="checkbox"/>		<input type="checkbox"/>

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Library Services (1)	Christin	Collins	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Office of Accreditation and Policy (1)	Leigh	Funk	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Office of the Provost and Sr. Vice President for Academic Affairs or Designee (1)	Anissa	Vega	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Registrar or Designee (1)	Paul	Parker	<input checked="" type="checkbox"/>		<input type="checkbox"/>

\*\*For virtual meetings, attendance (and quorum confirmation) is documented and based on the individuals attending who typed their name in the chat box to be recorded.

Guests	Dept	Guests	Dept	
Brian Lawler	Education			
Craig Brasco	SOAAD			
Coskun Tekes	Elec. Eng.			
Jennifer Willett	Ex. Science			
Kandice Porter	Wellstar			
Keith Tudor	Marketing			
Kris DuRocher	Curriculum			
Lori Scheck	Phys. Ed			
Mari-Amanda Dyal	Phys. Ed			
Mardi Richardson	Registrar			
Melissa Driver	Bagwell			
Neysa Figueroa	World Lang.			
Rachel Cooke	Aca. Affairs			
Raven Malliett	Curriculum			

(Note: Attendance is documented based on those individuals who type their name in the chat box.)

**QUORUM AT 17 at 12:33pm**

**Acceptance of Agenda**

- CHANGE IN PACKAGE #4
  - o Originators requested Integrated Science BS be pulled back.

Motion to approve: Radwan Ali

Second: Ethel King-Mackenzie

Approved by all

**Approval of Minutes from the January 27, 2022 meeting. (Attached)**

(Note: If there are no corrections, the minutes will stand approved as written.)

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Motion to approve: D. Michael Franklin  
Second: Prabha Padukka  
Approved by all

**New Business**

Michelle shared some recommendations and reminders for reviewing new business. Since the next implementation term available is Fall 2023, we have time to send things back if we need. She also reminded the body to review what items should be in consideration for our review vs. elements that are outside of our purview and between the unit and CIA.

**Package #1**

*College of the Arts  
Art and Design – Craig Brasco*

- ART 2990 (prereq/coreq)

**Motion to approve: Doug Moodie**  
**Second: D. Michael Franklin**  
**Approved by all**

**Package #2**

*Wellstar College and Health and Human Services  
Health Promotion and Physical Education – Lori Scheck*

- Coaching Education Certificate (new certificate)

EC had a question about the curriculum proposed included HPE 3395 as a Core course AND an elective course. The Elective course should be listed as HPE 3095. Amy made the change in the proposal live.

Also asked – There's a minor on the books. Why have a Certificate AND a Minor?

Kandice Porter stated that the minor was being affected by CPoS. They decided to create the Certificate and it's possible that they might discontinue the Minor in the future but for now, we'd like to launch this and see how it goes. Lori Scheck added that they'd like to offer students options.

**Motion to approve: Doug Moodie**  
**Second: D. Michael Franklin**  
**Approved by all**

**Package #3**

*Wellstar College and Health and Human Services  
Health Promotion and Physical Education – Brian Culp*

- HPE 1235 (Title, description, prereq/coreq)

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With this many changes, does this warrant a new course?

Mari-Amanda Dyal chimed in: This course has been on the books since 2019. They gave more background on additional courses. This course is giving students a 2<sup>nd</sup>, more advanced option based on growth.

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

**Package #4**

*Wellstar College and Health and Human Services  
Health Promotion and Physical Education – Brian Culp*

- IHS 2290 (new course)
- IHS 3398 (new course)
- IHS 4400 (new course)
- IHS 4490 (new course)
- Integrated Health Science, B.S. (Area F, electives)

First discussion was suggesting that repeatable courses indicate as such in their course description. Amy Jones pointed out that this is not necessary if the repeatable courses are clear in the program outline.

Michelle brought up the Credit Hour Distribution for the IHS 4400 Directed Studies. They submitted for a “3-0-3” but if the description indicates it experiential, they should make the credit hours variable. This proposal currently doesn’t allow for that.

Amy indicated that we can either pass this now as written and they can amend it later or send it back.

Michelle pointed out that if the numbers are in the “Lecture” field, then it’s not a “Lab” so the description and the CHD don’t really line up.

Kandice Porter pointed out that 4400 SHOULD have variable numbers in Lab and Lecture. Looks like an error.

Kandice Porter agreed that we should fix this.

Mari-Amanda stated that they modeled these proposals off of classes already in the system. Amy Jones pointed out that courses already in the system don’t really get reviewed (even if they have errors from years ago) until they are up for review themselves. Some may serve as accurate examples that fall in line with policy, some may not.

Motion to approve: Doug Moodie

Second: D. Michael Franklin

Amendment: Remove IHS 4400 from Package Four / Motion to Approve Package 4 without IHS 4400.

Second: D. Michael Franklin

**Package Four SANS IHS 4400 approved.**

Motion to Reject IHS 4400: Doug Moodie

Second: Amanda Wansa Morgan

**Approved to Reject IHS 4400 - ALL**

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**Package #5**

*Wellstar College and Health and Human Services  
Health Promotion and Physical Education – Brian Culp, Tiffany Esmat, Jennifer Willett)*

- PHE 2000 (prereq/coreq)
- PHE 4700 (description, prereq/coreq)
- PHE 3850 (prereq/coreq)
- SM 3650 (new course)
- SM 3700 (title, description)
- SM 3750 (new course)
- SM 3800 (new course)
- SM 3850 (new course)
- SM 4100 (new course)
- SM 4650 (prereq/coreq)
- SM 4900 (prereq/coreq)
- SM 4950 (credit hour distribution, repeat for credit)
- Sport Management, BS (program study requirements, electives)

Jennifer Willett pointed out that PHE courses got mixed in. It's not a problem if the entire package passes. It did.

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

**Package #6**

*Southern Polytechnic College of Engineering and Engineering Technology  
Electrical and Computer Engineering – Sandip Das*

- CPE 4202 (new course)

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

**Package #7**

*Southern Polytechnic College of Engineering and Engineering Technology  
Electrical and Computer Engineering – Sandip Das*

- CPE 4202-CPE 6202 (cross-leveling)

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

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**Package #8**

*Southern Polytechnic College of Engineering and Engineering Technology  
Electrical and Computer Engineering – Sandip Das*

- EE 2301 (prereq/coreq)
- EE 2305 (prereq/coreq)
- EE 2401 (prereq/coreq)
- EE 3405 (description, prereq/coreq)

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

**Package #9**

*Norman Radow College of Humanities and Social Sciences  
Foreign Languages – Brian Olovson, Neysa Figueroa*

- FL 2306 (new course)
- FLED 4410 (prereq/coreq, credit hour distribution)
- FLED 4650 (prereq/coreq)
- FLED 4660 (title, description, prereq/coreq)
- Modern Language and Culture, BA (catalog description, Area F, Concentration or Track, Electives, Program of Study Credit Hour Total)

FLED 4410 – Field Experience – The syllabus stated that there are hours in the field, but that's not reflected in the Lab hours of Credit Hours Distributed.

They spend from 10-15 hours in the field ... that's fine / if the total is less than 30 hours, then it doesn't need to be represented.

Confirming that there are no prerequisites, concurrent, etc.

The syllabus is wrong / the proposal is right.

Program Change to Modern Language & Culture:

There are currently some hidden pre-requisites. EDUC 2110 and 2120.

There is room in the curriculum but it is not transparent to the student.

Amy suggested that you put a note in Area F Schema so it's clear in Degreeworks where those courses fall. They are going to fix that with Amy.

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

Amendment: Motion to approve given the Unit changes Curriculum Schema to include EDUC courses in Area F.

Approved by All

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**Package #10**

*Bagwell College of Education*

*Secondary and Middle Grades Education – Brendan Callahan and Brian Lawler*

- MAED 4414 (title, prereq/coreq)
- MAED 4415 (title, description, prereq/coreq, credit hour distribution)
- MAED 4416 (title, prereq/coreq, credit hour distribution)
- MAED 4417 (title, description, prereq/coreq, credit hour distribution)
- MAED 4418 (new course)
- MAED 4650 (prereq/coreq)
- MAED 4660 (prereq/coreq, credit hour distribution)
- SCED 4414 (prereq/coreq)
- SCED 4415 (title, description, prereq/coreq, credit hour distribution)
- SCED 4416 (prereq/coreq)
- SCED 4417 (title, description, prereq/coreq, credit hour distribution)
- SCED 4650 (description, prereq/coreq, credit hour distribution)
- SCED 4660 (description, prereq/coreq, credit hour distribution)
- Secondary Education, BSED (Area F, Program of Study Requirements, Program of Study Credit Hour Total)

SCED courses are truly new courses but they were on the books from years ago (and not offered). Curriculum Office made the recommendation that they do Course Change forms and not “new courses”. They wanted the sequential course numbering. The intention is that these courses are different than their previous iterations from years ago. The UPCC should look at these like New Courses. To reiterate, the forms that were completed was recommended by the Curriculum Office and the Registrar.

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

**Package #11**

*Coles College of Business*

*Marketing and Professional Sales – Keith Tudor*

- International Business Minor (new minor)

**Motion to approve: Doug Moodie**

**Second: D. Michael Franklin**

**Approved by all**

II. Announcements

I. Next UPCC Executive Committee meeting: March 17, 2022

II. Next UPCC General Committee meeting: March 24, 2022

Meeting schedules with links, agendas, and minutes can be found on the <https://cia.kennesaw.edu> website under Curriculum Committees, UPCC, Schedule/Agenda/Minutes.

Adjournment – 1:22