

**UPCC Committee Meeting**  
**March 28, 2019**  
**12:30 PM – 2:00 PM**  
**Marietta Campus – Atrium Building J – Room 208**

**MEMBERS PRESENT**

Evelina Sterling (CHSS), Ryan Ronnenberg (CHSS), Arief Setiawan (CACM), Zeynep Kelani (Coles), Doug Moudie (Coles), Michelle Head (CSM), William Griffiths (CSM), Jennifer A. Wade-Berg (WHHS), Nancy Conley (COTA), Amanda Wansa Morgan (COTA), Tonya Jones (UC), Carolee Larsen (UC), Julia Morrissey (HC), Sandip Das (SPSEET), Sathish Kumar Gurupatham (SPSEET), D. Michael Franklin (CCSE), Susan Vande Van (CCSE), Ana Edwards (Registrar's Office), Erin Delaney (SGA Representative)

**Guests:**

Amy Jones (Academic Affairs)	Chien-pin Li (CHSS)
Erin Ryan (SOCM)	Barbara Gainey (SOCM)
Ruth Goldfire (FYTS)	Lynn Disbrow (UC)
Kris DuRocher (Gen Ed)	Monica Gerda (Well1000)
Jeff Stepakoff (GFA)	Paul Parker (Enrollment Services)

Let the minutes show that there were additional guests who spoke but who did not sign in on the Guest Sign In.

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**Call to Order – 12:39pm**

**We had some confusion on the location of the meeting and ended up in J-109.**

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**Approval of Minutes**

UPCC February 28, 2019

**Edits: none**

**Motion to approve 2/28/19 Minutes – Susan Vande Ven**

**2<sup>nd</sup> – D. Michael Franklin**

**Approved by all**

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**Consent Agenda**

**WELLSTAR COLLEGE OF HEALTH AND HUMAN SERVICES**

**Department of Social Work and Human Services**

- HS 3000 Foundation Internship (Prereq/Coreq)

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

**Department of Mechanical Engineering and Technology**

- MET 1800 CNC and Machining (Course Title/Description, Prereq/Coreq)
- MET 2800 CNC Programming (Prereq/Coreq)
- MET 3132 Engineering Materials (Prereq/Coreq)

**MOTION to APPROVE Consent Agenda – Doug Moudie**

**2<sup>nd</sup> – D. Michael Franklin**

**APPROVED – ALL**

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## NEW BUSINESS

### COLLEGE OF THE ARTS

#### School of Music

- MUSI 3412 The Blues (New course)

**Move to table MUSI course proposal until April UPCC Meeting – Amanda Wansa Morgan  
2<sup>nd</sup> – Michael D. Franklin**

**Approved to table until April UPCC Meeting: ALL**

Nancy Conley will go back to Music to get clarification on some prerequisite questions raised by Jennifer Wade-Berg who will fill Conley in via email.

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### GFA PACKAGE DISCUSSION

**Motion to put a 20 minute time limit on GFA proposal discussion – D. Michael Franklin  
2<sup>nd</sup> – Susan Vande Ven**

**Approved by All**

**The GFA proposal discussion will last from 12:42pm to 2pm**

### COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

#### *School of Communications and Media*

##### *Georgia Film Academy Proposals*

- *GFA 1000 Introduction to On-Set Film Production (Course title/description)*
- *GFA 2000 Film & Television Production Internship (Course title/description)*
- *GFA 2010 Set Construction & Scenic Painting (New Course)*
- *GFA 2020 Electric & Lighting (New Course)*
- *GFA 2030 Grip & Rigging (New Course)*
- *GFA 2040 Post Production: Film & Television AVID Editing, Digital Imaging, & Story Craft I (New Course)*
- *GFA 20150 Intro to Special Makeup Effects (New Course)*
- *GFA 2060 Production Accounting (New Course)*

#### **Erin Ryan (SOCM)**

We are moving to change GFA1000 to a Certification

**Barbara Gainey (School of Comm & Media)** spoke at length about the package of proposals. She was also speaking on behalf of Aaron Levy and Jeff Stepakoff, GFA

We are a gated program and interested in long term development of this program at KSU and the primary pool of students interested are ours in the School of Comm & Media.

Right now, the lower division courses, are meeting our students' needs in Free Electives. We also have students across campus from multiple majors in these courses... there's a large number from English and Integrative Studies. They are interested in different entry points in getting into the film & entertainment industry. There are traditional and non-traditional ways to get involved with the film industry. Some take a technical/vocational route – that's why some of the courses look unusual for a BS degree (which is what we offer) but they are ways for our students to get broad experience in the film industry.

One of the things the GFA is working on is *upper division courses* – once we have 3000/4000 level courses (which are coming), we'd like to work those into this program.

Note that Media & Entertainment is our fastest growing area.

We met with the UPCC Exec Committee.

Jennifer Wade-Berg:

Question on behalf of the executive committee – its not going to be linked to a certificate but it'll be linked with a credential that is granted *outside* of the University system.

If its 6 hours in Free Electives – how does Financial Aid cover that?

Answer:

Since each GFA is 6 hours, they can fit 2 of the 3 classes into Free Electives. The 3<sup>rd</sup>

Price per credit hour \$125/hour

The Internship pays.

Dr. Aaron Levy – Academic director of GFA – answered (not on the Guest Sign In):

FYI The internship is paid. The students know this because they are advised throughout the process.

The GFA credential is 18 hours.

Question from The Exec Committee: why not run this through Continuing Education?

Why not have a partnership between Continuing Ed and the Dept. until the upper division courses?

Answer: Since other universities in the system offer it in Cont. Ed, they can just go there. Its more beneficial to the students here at KSU through a program without sending them to another University.

Question about Payment structure: how is that communicated and handled due to the new enforcement of CPOS and Financial Aid.

Note from GFA: If a student takes *only* GFA, there's no fees.

Jeff Stepakoff (GFA): if you look at the courses themselves, the program is being subsidized by the state.

Question from Doug Moodie: Does HOPE cover this?

Answer: YES but federal financial aid doesn't.

Gainey: Most of our students *want* academic credit for these classes.

We've had well over 100 students take these courses. There is promise of a significant program to develop and this is the first step.

Stepakoff: this is an opportunity for all Georgians by spreading the program across the universities,

Amy Jones: When would this be implemented? Spring 2020?

Gainey: The 1000 & 2000 courses are already on the books, so for the courses that aren't, we will do Special Topics until its in place.

Jennifer Wade-Berg solicited additional questions from UPCC.

## **Motion to Approve with ammendments\* for Spring 2020 – D. Michael Franklin**

**2<sup>nd</sup> – Ryan Ronnenberg**

### **Discussion:**

Jennifer Wade-Berg pointed out there were some inconsistencies with course descriptions in the syllabi that don't match. Additionally, the syllabi will need to include KSU policies. Those are the ammendments\* mentioned in Franklin's Motion to approve.

Timothy Blumentritt, Dean of College of Professional Education (not on guest sign-in): This stuff sounds really interesting. Jennifer's suggestion that it might have a place in our college is valid and I hope the academics work out but if they don't, they are welcome "here" [in Cont. Ed].

**APPROVED: 11**

**OPPOSED: 0**

**Obstentions: 4**

Jennifer Wade-Berg will touch base with Barbara Gainey & Erin Ryan : Course descriptions and syllabi need to match. We need to add some language related to KSU policies need to be reflected on those syllabi and descriptions. Students need to be *very clear* on CPOS and GFA.

Ana Edwards: For Summer 2019 & Fall 2019, we will continue with the current structure. We will start the official GFA courses in Spring 2020.

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### ***School of Communications and Media***

- *COM 2290 Special Topics*

Adjustments need to be made by the proposal  
This will change lecture hours from 3 to 6, etc.  
There needs to be some numbers in the Lab section.

**Motion to Table: Bill Griffiths**  
**2<sup>nd</sup> Susan Vande Ven**  
**Approved to Table: ALL**

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### **Policy Discussion (Continuation): Institutional Requirements**

#### **The Question:**

***Does the UPCC recommend to the Faculty Senate the removal of KSU's University Wide Degree Requirements beginning Fall 2020?***

CPoS Information:

<https://enrollment-services.kennesaw.edu/cpos/docs/CPoS%20Information%20Session.pdf>

CPOS: = Course Program of Study

#### **Remarks were made by Sarah Baumhoff from Financial Aide**

This has always been in place but hasn't been able to be checked until now due to technology. Now, CPOS will check what they've registered for against Financial Aide. Pell or student loan eligibility won't cover classes that don't fall into the CPOS.

If a student is enrolled in 15 hours and there's a 3 hour class that doesn't count, the 12 that do will be covered.

It *only* applies to federal aid. HOPE pays for everything.

It's important that students are in the system within in their major.

*We are going to try to do Substitutions on the front end!*

The Registrar's office has put out some dates and deadlines for major declaration, minor declaration, etc.

They've already started running reports and notifications will go out after Spring Break to let them know if they are enrolled in a class that won't count.

Now students can see in DegreeWorks and OwlExpress if a class will be covered or not.

Question from Susan Vande Ven: Will it be the student's responsibility to actively check OwlExpress

Answer: they WILL get an email notifications

We are also looking for ability to run reports for faculty to be able to check.

April 9<sup>th</sup> 2019 is when the email notifications should go out to those affected by CPOS.

Question: What about Remedial coursework...?

Could be PreRequisites. It will pay for *up to 30 hours* of PreRequisites.

Question: What happens regarding a student that gets a D in a course that is "C or Better"

Answer: For years, Financial Aid has had a repeat-coursework policy. If they make a D or Better it counts as a passing grade for Financial Aid. It might not be for the program of study. D or Better works for financial aid. Students with Financial Aid are more affected by those with HOPE.

For returning students, this is going to be a difficult adjustment. For new students this will be all they ever know. We know it's going to be bumpy for a little while.

Question from D. Michael Franklin: Is there a smart enough piece that helps a student figure out what is or isn't covered?

Answer: We are working on it in OwlExpress on that differentiation.

FYI, There's been talk about this happening with HOPE aide... comments of concern voiced from around the room.

FYI, Course Subs need to be through *before* the last day of Drop/Add.

**Ron (Day) from Financial Aid (not on Guest Sign In)** – we have a census date – ours is the day after Drop/Add – we lock hours at that point. Nothing changes after that day.

Jennifer Wade Berg: Are advisors being notified, too?

FYTS: What about undeclared students?

Registrar: The hope is that they take Gen Ed.

FYTS: what is the source of information for programs of study?

Answer: the Catalog and Banner

Bill Griffiths: We have started making courses that have “B or better” so that's coming down.

Math has this large chunk of upper division that are called Guided Electives.

Related Studies – if its not scribed properly, the advisors are making the subs.

Question: Should Departments be identifying Related Studies?

Answer: YES – A dept. can even simply list a Course Prefix AND you can even do an exception (eg. Theatre & Performance Studies could list MUSI (music) courses as acceptable Related Studies in a blanket code *and/or* “MUSI *except* for MUSI3300, MUSI3320, etc and it will code).

More discussion ensued...

Perhaps a form can come through UPCC about departments approving related studies that will plug into DegreeWorks as well as make it known to other departments?

Amy Jones – we need to agree on who needs to see it across departments and colleges.

Jennifer Wade-Berg: If it's a form, I would say it needs to go through the KSU process of department-college – UPCC – etc. We can set up all different kinds of routes but it needs to be transparent. I'd rather have a papertrail in Curriculog so that it can be documented, if departments and students can be aware of what courses will plug in.

Ryan Ronnenberg: two concerns:

I know we have a list in History re: related studies. As soon as we make that list, it'll be outdated.

I highly suggest that you include Advisors/faculty in the warning system (meaning: CC the advisors on the flags that come down about Financial Aid).

Ron Day from Financial Aid: We are just a conduit for this process. This is coming down from Federal Financial Aid – but we are trying to fit it with the academic process.

Jennifer Wade-Berg: Its over the 120 hours and doesn't fit in the program of study.

1500 students had WELL1000 or KSU1101 fitting in *unused*. When you look at that, those courses wouldn't fit into CPOS. It depends on where it falls into the Degreeworks audit.

FYI, There's a large population that's not allowed to take KSU1101 – ie. the students who come in won't have it covered by Free Electives.

Program maps are designed to help students determine the placement of the courses would dictate what a student should be prescribed to take.

Discussion ensued to clarify what's going to happen in the Fall once CPOS comes down.

Bill Griffiths asked for clarification.

**Motion to recommend to the Faculty Senate the removal of KSU's University Wide Degree Requirements beginning Fall 2020?- made by Amanda Wansa Morgan**

**2<sup>nd</sup> – Bill Griffiths**

**APPROVE: 13**

**REJECT: 2**

**OBSTENTIONS: 1**

**Jennifer Wade-Berg will send out an email before it goes to Faculty Senate. If they have their emergency meeting, it'll get seen then. If not, it'll get seen in the Fall.**

***BUSINESS AS USUAL for 2019-2020 academic year on these two courses.***

**Meeting Adjourned 2pm**

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## **Announcements**

### **Extra UPCC Meetings for Spring 2019**

#### **UPCC Executive Committee Meetings**

- **April 9, 2019 (moving the meeting to 11:00 – 12:15 pm) Change of date from April 11, 2019 due to NCUR**
- **April 11, 2019 – Meeting Cancelled (and moved to April 9 (see above) due to NCUR)**

#### **Full UPCC Meeting**

- **April 18, 2019 – Extra Meeting - TBA**
- **April 25, 2019 – Meeting already scheduled for Prillaman Hall Room 1105**
- **April 30 or May 2 – Extra Meeting if needed (to be voted on)**