

**Graduate Policies and Curriculum Committee (GPCC)**  
**General Committee Meeting Minutes**  
*MS Teams Virtual Meeting*

December 1, 2021

- I. Attendance
  - Attendance (and quorum verification) was documented based on the individuals attending who typed their name in the chat box to be recorded.
- II. Agenda
  - The Chair called for any updates or edits to the agenda. There were none and the agenda was accepted as written.
- III. Minutes
  - The Chair called for any corrections to the minutes from the October 27, 2021 GPCC General Committee meeting. There were none and the minutes were approved as written.
- IV. Discussion Items
  - Curriculum Step-by-Step Guidance (attached)
- V. New Business – Curriculum Review of the Proposal Docket

Proposal Title	Proposal Type	College
ITEC 7555	Course Change	Julia Fuller Bagwell College of Education
Julie Fuller presented. New prerequisite being added, special topic to be repeatable. Ethel King-McKenzie motioned to recommend approval. Bo Yang and Tridib Bandyopadhyay seconded. All who voted were in favor of recommending approval.		
Mathematics for Secondary Teachers		Lake Ritter College of Science and Mathematics
MATH 7700	Course Change	
MATH 7712	Course Change	
MATH 7714	Course Change	
MATH 7717	Course Change	
Lake Ritter and David Glassmeyer presented. This package included making course titles more specific, prerequisites and descriptions more specific for teachers. Yi Gin had a questions about whether others an take the courses. Lake Ritter indicated that they would need sufficient background but could take the courses if they do have an appropriate background. Humayun Zafar motioned to recommend approval. Bo Yang and Tridib Bandyopadhyay seconded. All who voted were in favor of recommending approval		
Educational Leadership, MEd		Ugena Whitlock Bagwell College of Education
HESA 7150	New Course	
HESA 7500	New Course	
HESA 7500- HEA 8500	Cross-Leveling	
HESA 7000	New Course	

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HESA 7100	New Course
HESA 7100- HEA 8100	Cross-Leveling
HESA 7200	New Course
HESA 7200- HEA 8200	Cross-Leveling
HESA 7250	New Course
HESA 7400	New Course
HESA 7400- HEA 8400	Cross-Leveling
HESA 7600	New Course
HESA 7600- HEA 8600	Cross-Leveling
Educational Leadership, MEd	Program Change

Presented by Ugena Whitlock, Chinasa Elve, and Nicholas Clegorne

There are two tracks and four concentrations with the addition of the HESA track which will focus on higher education student affairs. these will be 30 credit hours and will strategically help grow graduate education. The cross-leveling of courses was discussed and confirmed that this will capture students at different tiers. The Objectives will remain the same across courses but there are higher level assessments for the higher level courses. The cross level will allow courses to be offered more often for the higher level students.

Ethel King-McKenzie motioned to recommend approval. Humayun Zafar and MA Karim seconded. All who voted were in favor of recommending approval

<b>Urban Education Endorsement Certificate</b>	<b>Neporcha Cone, Roberta Gardner Bagwell College of Education</b>
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Urban Education Endorsement Certificate	New Certificate
ECE 7651	New Course
ECE 7652	New Course
ECE 7653	New Course

Neporcha Cone and Roberta Gardner presented.

This is a new certificate created by the accreditation body in an effort to strengthen and enhance competency of teaching in urban communities and three new courses were presented.

It was confirmed that they have expected enrollment of at least 15 students.

The certificate is requiring a GPA of 2.5 and this was checked with the graduate college. The question was asked what the minimum GPA is for the graduate college and Nikki Palamiotis confirmed it is a 2.75 GPA and that while the GPA was discussed with the graduate college it is up to the faculty body to vote up on it. it was confirmed that we do not have any other graduate programs with a 2.5 GPA.

Neporcha Cone confirmed that they can go to a 2.75 GPA. There was a discussion regarding what could be voted on today while still asking that the GPA for admission be increased to 2.75 to remain aligned with the graduate college requirement. It was determined that the body can vote on the certificate proposal and courses separately.

MA Karim motioned to recommend approval for only the courses. Tridib Bandyopadhyay seconded. All who voted were in favor of recommending approval for only the courses.

MA Karim motioned to recommend tabling the certificate proposal. Tridib Bandyopadhyay seconded. All who voted were in favor of recommending tabling the certificate.

<b>STEM Education Endorsement Certificate</b>	<b>Neporcha Cone, Anna Arias Bagwell College of Education</b>
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STEM Education Endorsement Certificate	New Certificate
ECE 7601	New Course
ECE 7602	New Course
ECE 7603	New Course

Presented by Neporcha Cone and Anna Arias.

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This certificate targets elementary teachers who want to teach STEM and includes 3 new courses. Yi Jin Commented that this certificate is the same concern as the Urban Education Endorsement Certificate where the GPA is 2.5.

Tom Okie motioned to recommend approval for only the courses. Ethel King-McKenzie and Tridib Bandyopadhyay seconded. All who voted were in favor of recommending approval for only the courses.

Tom Okie motioned to recommend tabling the certificate proposal. Humayun Zafar seconded. All who voted were in favor of recommending tabling the certificate.

There was a motion by Humayun Zafar to extend the meeting to accommodate a final proposal. Lee Ann Lands seconded. All who voted were in favor of extending the meeting

Screen & Television Writing Certificate	New Certificate	Anna Weinstein Norman J Radow College of Humanities and Social Science
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Tony Grooms presented a new certificate for Screen and Television Writing, existing courses will be used. Humayun Zafar motioned to recommend approval. LeeAnn Lands seconded. All who voted were in favor of recommending approval.

VI. Other Business

The GPCC members voted to extend the meeting 10 minutes to complete the review and voting of all the proposals scheduled for this meeting.

VII. Announcements

- Next GPCC Executive Committee meeting: January 12, 2022
- Next GPCC General Committee meeting: January 26, 2022

The meeting schedule with links, agendas, and minutes can be found on the <https://cia.kennesaw.edu> website under Curriculum Committees, GPCC, Schedule/Agenda/Minutes.

VIII. Adjournment

- Chair called for any further business. Hearing none, the chair adjourned the meeting at 1:52 p.m.

**GPCC – General Committee Meeting**

**ATTENDANCE – December 1, 2021**

*Virtual Meeting via Microsoft Teams*

<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	<b>Yi</b>	<b>Jin*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Coles College of Business	Tridib	Bandyopadhyay	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Coles College of Business	<b>Humayun</b>	<b>Zafar*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Architecture and Construction Management			<input type="checkbox"/>		<input type="checkbox"/>
College of Architecture and Construction Management	<b>Sanjeev</b>	<b>Adhikari*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Computing and Software Engineering	Yong	Shi	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of Computing and Software Engineering	Reza	Meimandi Parizi	<input type="checkbox"/>		<input checked="" type="checkbox"/>
College of Science and Mathematics	Eric	Albrecht	<input type="checkbox"/>	Scott Nowak	<input checked="" type="checkbox"/>
College of Science and Mathematics	Bo	Yang	<input checked="" type="checkbox"/>		<input type="checkbox"/>
College of the Arts			<input type="checkbox"/>		<input type="checkbox"/>
College of the Arts	Diana	Gregory	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Radow College of Humanities and Social Sciences	LeeAnn	Lands	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Radow College of Humanities and Social Sciences	Tom	Okie	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Southern Polytechnic College of Engineering and Engineering Technology	M.A.	Karim	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Southern Polytechnic College of Engineering and Engineering Technology	Sumit	Chakravarty	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Wellstar College of Health and Human Services	Jane	Brannan	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Wellstar College of Health and Human Services	<b>Cherilyn</b>	<b>McLester*</b>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Voting Members in Attendance	12	/16			
<p>**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.</p>					



**Graduate Policies and Curriculum Committee (GPCC)**  
**General Committee Meeting Agenda**  
*MS Teams Virtual Meeting*

December 1, 2021

- I. Call to Order and Attendance (*Attendance is documented based on those individuals who type their name in the chat box.*)
- II. Acceptance of Agenda (*If there are no updates or edits, the agenda will stand accepted as written.*)
- III. Approval of Minutes from the October 27, 2021 meeting. (*If there are no corrections, the minutes will stand approved as written.*)
- IV. Discussion Items
  - Curriculog Step-by-Step Guidance (image below and document attached)

The screenshot displays the Curriculog web application interface. On the left, a sidebar contains navigation options: Home, Proposals, Agendas, Accounts, and Reports. The main content area shows a proposal form for 'Michael J. Coles College of Business - graduate' and 'Information Systems & Security - graduate'. The form includes sections for '2. Department Contact\*', '3. Is this a teacher education proposal...', '4. Implementation Term\*', and '5. Type of Cross-Level\*'. A red arrow points to the 'Proposals' tab with the text: 'Step 2: Navigate to the proposal through a) Curriculog search, b) Curriculog agenda, or c) Docket link.'

On the right, a sidebar shows a list of participants for the 'Graduate Policy and Curriculum Committee' meeting. A red arrow points to a participant's name with the text: 'Step 4: Navigate to your review level. A white dot here indicates "Read" at this level. A grey dot indicates "Not Read."'

At the top right, a user profile for 'Anissa Vega' is visible. A red arrow points to the 'Log In' button with the text: 'Step 1: Login to Curriculog'. Another red arrow points to the 'Workflow Status' button with the text: 'Step 3: Click Workflow Status'.

**Graduate Policies and Curriculum Committee (GPCC)**  
**General Committee Meeting Agenda**  
*MS Teams Virtual Meeting*

V. New Business – Curriculum Review of the Proposal Docket

<https://kennesaw.curriculog.com/agenda:1119/form>

**Note: It is expected that GPCC voting members review proposals on the agenda prior to the General Committee meeting and have at the ready any questions or discussion points. Please make sure you have logged into Curriculog with your Net ID for your review to be documented. Thank you.**

Proposal Title	Proposal Type	College	Curriculog Link
ITEC 7555	Course Change	Julia Fuller Bagwell College of Education	<a href="https://kennesaw.curriculog.com/proposal:13859/form">https://kennesaw.curriculog.com/proposal:13859/form</a>
Mathematics for Secondary Teachers		Lake Ritter College of Science and Mathematics	
MATH 7700	Course Change		<a href="https://kennesaw.curriculog.com/proposal:13695/form">https://kennesaw.curriculog.com/proposal:13695/form</a>
MATH 7712	Course Change		<a href="https://kennesaw.curriculog.com/proposal:13696/form">https://kennesaw.curriculog.com/proposal:13696/form</a>
MATH 7714	Course Change		<a href="https://kennesaw.curriculog.com/proposal:13697/form">https://kennesaw.curriculog.com/proposal:13697/form</a>
MATH 7717	Course Change		<a href="https://kennesaw.curriculog.com/proposal:13694/form">https://kennesaw.curriculog.com/proposal:13694/form</a>
Educational Leadership, MEd		Ugena Whitlock Bagwell College of Education	
HESA 7150	New Course		<a href="https://kennesaw.curriculog.com/proposal:13499/form">https://kennesaw.curriculog.com/proposal:13499/form</a>
HESA 7500	New Course		<a href="https://kennesaw.curriculog.com/proposal:13762/form">https://kennesaw.curriculog.com/proposal:13762/form</a>
HESA 7500- HEA 8500	Cross-Leveling		<a href="https://kennesaw.curriculog.com/proposal:13754/form">https://kennesaw.curriculog.com/proposal:13754/form</a>
HESA 7000	New Course		<a href="https://kennesaw.curriculog.com/proposal:13491/form">https://kennesaw.curriculog.com/proposal:13491/form</a>
HESA 7100	New Course		<a href="https://kennesaw.curriculog.com/proposal:13642/form">https://kennesaw.curriculog.com/proposal:13642/form</a>
HESA 7100- HEA 8100	Cross-Leveling		<a href="https://kennesaw.curriculog.com/proposal:13649/form">https://kennesaw.curriculog.com/proposal:13649/form</a>
HESA 7200	New Course		<a href="https://kennesaw.curriculog.com/proposal:13763/form">https://kennesaw.curriculog.com/proposal:13763/form</a>
HESA 7200- HEA 8200	Cross-Leveling		<a href="https://kennesaw.curriculog.com/proposal:13755/form">https://kennesaw.curriculog.com/proposal:13755/form</a>
HESA 7250	New Course		<a href="https://kennesaw.curriculog.com/proposal:13500/form">https://kennesaw.curriculog.com/proposal:13500/form</a>
HESA 7400	New Course		<a href="https://kennesaw.curriculog.com/proposal:13643/form">https://kennesaw.curriculog.com/proposal:13643/form</a>
HESA 7400- HEA 8400	Cross-Leveling		<a href="https://kennesaw.curriculog.com/proposal:13656/form">https://kennesaw.curriculog.com/proposal:13656/form</a>
HESA 7600	New Course		<a href="https://kennesaw.curriculog.com/proposal:13639/form">https://kennesaw.curriculog.com/proposal:13639/form</a>
HESA 7600- HEA 8600	Cross-Leveling		<a href="https://kennesaw.curriculog.com/proposal:13664/form">https://kennesaw.curriculog.com/proposal:13664/form</a>
Educational Leadership, MEd	Program Change		<a href="https://kennesaw.curriculog.com/proposal:13688/form">https://kennesaw.curriculog.com/proposal:13688/form</a>

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**General Committee Meeting Agenda**  
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<b>Urban Education Endorsement Certificate</b>		Neporcha Cone, Roberta Gardner Bagwell College of Education	
Urban Education Endorsement Certificate	New Certificate		<a href="https://kennesaw.curriculog.com/proposal:13399/form">https://kennesaw.curriculog.com/proposal:13399/form</a>
ECE 7651	New Course		<a href="https://kennesaw.curriculog.com/proposal:13359/form">https://kennesaw.curriculog.com/proposal:13359/form</a>
ECE 7652	New Course		<a href="https://kennesaw.curriculog.com/proposal:13360/form">https://kennesaw.curriculog.com/proposal:13360/form</a>
ECE 7653	New Course		<a href="https://kennesaw.curriculog.com/proposal:13361/form">https://kennesaw.curriculog.com/proposal:13361/form</a>
<b>STEM Education Endorsement Certificate</b>		Neporcha Cone, Anna Arias Bagwell College of Education	
STEM Education Endorsement Certificate	New Certificate		<a href="https://kennesaw.curriculog.com/proposal:13398/form">https://kennesaw.curriculog.com/proposal:13398/form</a>
ECE 7601	New Course		<a href="https://kennesaw.curriculog.com/proposal:13349/form">https://kennesaw.curriculog.com/proposal:13349/form</a>
ECE 7602	New Course		<a href="https://kennesaw.curriculog.com/proposal:13350/form">https://kennesaw.curriculog.com/proposal:13350/form</a>
ECE 7603	New Course		<a href="https://kennesaw.curriculog.com/proposal:13351/form">https://kennesaw.curriculog.com/proposal:13351/form</a>
<b>Screen &amp; Television Writing Certificate</b>	<b>New Certificate</b>	Anna Weinstein Norman J Radow College of Humanities and Social Science	<a href="https://kennesaw.curriculog.com/proposal:13445/form">https://kennesaw.curriculog.com/proposal:13445/form</a>

VI. Other Business

VII. Announcements

- Next GPCC Executive Committee meeting: January 12, 2022 at 12:30 p.m.
- Next GPCC General Committee meeting: January 26, 2022 at 12:30 p.m.

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

VIII. Adjournment