

UPCC MEETING
April 18, 2019
12:30 PM – 2:00 PM
Prillaman Hall Room 1105

Members Present:

Ryan Ronnenberg (CHSS), Zeynep Kelani (Coles), Doug Moudie (Coles), Lee Langub (Bagwell), Shannon Howrey (Bagwell), Michelle Head (CSM), William Griffiths (CSM), Jennifer A. Wade-Berg (WHHS), Camille Payne (WHHS), Nancy Conley (COTA), Amanda Wansa Morgan (COTA), Tonya Jones (UC), Carolee Larsen (UC), Julia Morrissey (HC), Sandip Das (SPSEET), D. Michael Franklin (CCSE), Susan Vande Van (CCSE), Susan Rouse (General Education Council), Pam Cole (Academic Affairs), Ying Chen (KSU Library), Ana Edwards (Registrar's Office), Erin Delaney (SGE Rep.), Kevin Gwaltney (Institutional Effectiveness)

Guests:

Kris DuRocher (Academic Affairs), Pinder Naidu (Integrative Studies), Amy Jones (Academic Affairs), Laura Palmer (TCID), Danielle Herrington (Registrars Office), Mardi Richardson (Registrars Office)

Meeting called to order by Jennifer Wade-Berg at 12:41pm

Welcome - Announcements

Meeting Cancellation

There will be no meeting held on May 2nd. The April 25th meeting will still be held.

University Graduation Requirement

The recommendation proposal to faculty senate on graduation requirements will be made on Monday, April 22nd. However, a further recommendation regarding students who are in a past catalogue year (not in 2019-2020) should be drafted and made as well.

Upcoming Catalog Deadlines

The dates for the upcoming catalog deadlines are for Spring 2020 catalog, September 30, 2019 and for Fall 2020, February 21, 2019. Items must be approved by UPCC by these dates.

UPCC Member Terms

A form was distributed to UPCC members to determine who will be remaining on the committee and when the term will be over.

Summer Curriculum Workshop

Pam Cole discussed the opportunity for a summer curriculum training workshop. A Qualtric survey will be sent to members of UPCC to determine who is available in the summer and who has not reached the max 33.3% summer salary. The content of the workshop will address questions that routinely come up regarding curriculum and proposals and discussing any new policies that are needed.

Consent Agenda

Department of Technical Communication and Integrative Design

- DWMA 2050 Digital Collaboration (Course Discontinuation)
- DWMA 3430 Visual Design I for Content Creators (Course Discontinuation)
- DWMA 4430 Visual Design II for Content Creators (Course Discontinuation)
- INDS 3000 Visual Design: Theory (Course Discontinuation)
- INDS 3100 Visual Design: History (Course Discontinuation)

MOVED TO APPROVE CONSENT AGENGA

Motion: Susan Vande Van

Second: Doug Moodie

APPROVED: ALL

Discussion Agenda

COLLEGE OF THE ARTS

School of Music

- MUSI 3412 The Blues (New course)

DISCUSSION about MUSI 3412

Nancy Conley agreed that the term can change to Spring 2020 and ENGL 1102 prereq may be removed.

Jennifer brought up the concern of the MUSI prereqs. MUSI 1120 is not placed anywhere in the music major program of study. A recommendation was made to submit a program change to clarify the the program of study to show that 1120 or 1121 will fulfill a requirement in the major.

Bill Griffiths requested the remove comma in course description which was made during the meeting. and removal of ENGL 1102 will require a syllabus change to be submitted

An updated syllabus reflecting the change in the Prereqs is required.

MOVED TO APPROVE MUSI 3412

Motion: Susan Rouse

Second: Mike Franklin

APPROVED BY ALL

UNIVERSITY COLLEGE

Department of Leadership and Integrative Studies

Tonya Jones and Pinder Naidu presented this package

- INTS 1198 Introduction to Integrative Studies (Course Description)

Jennifer mentioned that is three forms of instruction are slected differentiated instruction will need to occur and therefore the syllabus should reflec this. A request for additional syllabi for the fully at a distance and hybrid courses was made.

Side Discussion: The Executive Committee of UPCC questions how a standard will be set for courses that are selected to be hybrid or fully online now that Quality Measures is no longer used.

- Doug Moodie recommends that a syllabus be uploaded for each format of instruction
 - Mike Franklin – suggestions that the same syllabus may be used, but notes are included for the online instruction
 - Susan - Choose the major modality for UPCC form and then let the college ensure that standards are met
 - Michelle – The general concern is that how do we want the departmental level approval noted in Curriculog to note that the course submitted has been approved by the college.
 - technology
 - Pam- recommends that this topic is further discussed at the Curriculum Summer Workshop
 - Danielle- SAASCOC will use the curriculog form as a check to ensure the quality of courses offered at KSU.
- INTS 2290 Special Topics in Integrative Studies (New Course)

No need to supply additional syllabi since this course will change each time.

Pre-req was agreed to be changed to “Varies by topic”

- INTS 2298 Integrative Studies Research Methods (Course Description)

Jennifer raised the concern regarding the academic requirements for faculty. It currently states that all require justification. However, with regards to approving this course it raises that question of whether or not there are faculty that can currently teach this course.

Pinder confirmed that there are resources available to teach the course.

A recommendation to include further verbiage in the box outlining the criteria for this position even though it can not be coded for. “Faculty must have a PhD and specialize in integration of research methods....”

Jennifer inquired about the ENGL 1102 prereq and asked if a more fitting prereq could be used so that it does not create a bottleneck in ENGL 1102.

Tony and Pinder confirmed that the prereq should be kept due to the writing component of the course.

Jennifer recommended that INTS 1198 be used as a prereq in the future.

Jennifer discussed the attendance policy and participation section of the syllabus, which are currently separate. They should be moved together so that it is clear to the students of the connection between these two items.

- INTS 3001 Integrative Approaches to Social Justice and Inclusion (Course Title & Description)

Jennifer inquired about regarding how different is this from the original course and whether a new course number was required.

Pinder confirmed that it is a similar course, however the language has been changed to accurately reflect how it is used in the field

Jennifer asked if ENGL 1102 an appropriate prereq on an upperlevel course?

Tonya discussed that the INTS prereq should not be used since they want other students in other majors the ability to take it.

Susan Rouse stated that ENGL 1102 is appropriate since they have obtained skills in this course that all students take across campus.

Jennifer and Kris recommended using a prereq based on the number of credit hours.

Tonya will go back and ask the originator and inquire if using credit hours is more appropriate prereq

- INTS 4498 Senior Seminar in Integrative Studies (Course Description)

MOVED TO TABLE THE DISCUSSION OF INTS 4498

Motion: Bill Griffiths

Second: Susan Vande Van

APPROVED BY ALL

MOVED TO APPROVE INTS CHANGES - Mike - motion to approve INTS with changes to faculty justification and differentiated syllabi

Motion: Mike Franklin

Second: Susan Vande Van

MOVED TO AJOURN THE MEETING

Motion: Bill Griffiths

Second-Mike Franklin

Discussion –

Danielle inquired about how to include a new non-voting member from financial aid.

Jennifer state that the recommendation should be made to faculty senate. The same request should be made to join GPCC. Currently a financial aid representative may attend the meetings as an a guest until approved

Unfinished Business

SOUTHERN POLYTECHNIC COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY

Department of Electrical Engineering

- Minor in Biomedical Engineering (New Minor)
- ENGR 3410 Fundamentals of Biomedical Engineering (New Course)
- ENGR 3411 Biomechanics for Engineers (New Course)
- ENGR 3412 Biomedical Instrumentation (New Course)

This set of proposals was not discussed at this meeting.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Department of Technical Communication and Integrative Design

- TCOM 4045 Multi-Media for Technical Communicators (Course Description)
- IAD 4490 Special Topics in Interactive Design (Course Credit)

Announcements

Extra UPCC Meetings for Spring 2019

Full UPCC Meeting

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

Adjourn