

UPCC
MEETING MINUTES
August 30th, 2018
12:30 - 2:00 PM
Burriss Building, Room 293
Kennesaw Campus

Members Present:

Evelina Sterling (CHSS), Ryan Ronnenberg (CHSS), Zeynep Kelani (Coles), Doug Moudie (Coles), Lee Langub (Bagwell), Shannon Howrey (Bagwell), Michelle Head (CSM), Jennifer A. Wade-Berg (WHHS), Nancy Conley (COTA), Amanda Wansa Morgan (COTA), Pinder Naidu (UC), Carolee Larsen (UC), Julia Morrissey (HC), D. Michael Franklin (CCSE), Susan Rouse (General Education Council), Valerie Whittlesey (Academic Affairs), Ying Chen (KSU Library), Ana Edwards (Registrar's Office), Danielle Herrington (Registrar's Office)

Guests:

Marilee McClure (ACA Affairs), Amy Jones (Academic Affairs), Kris DuRocher (Academic Affairs), Chieu-pin Li (CHSS), Pam Cole (Associate Dean)

Meeting called to Order by Jennifer Wade-Berg at 12:37pm

Welcome

Clarifications were made regarding new members and terms. Jennifer Wade-Berg requests that members present verify the check-in list and that their college representatives are listed correctly.

Discussion of Provost Announcement

Dr. Valerie Whittlesey spoke at length regarding the "strategic pause" put in place by the Provost on ALL curriculum proposals and changes.

Origins: GPCC had an executive committee that had been receiving stipends and UPCC revised their process to include an executive committee with stipends last year (2017-2018). When the review of overloads and stipends fell under review of the Provost, further examination of the Curriculum resulted in the Provost's desire to suspend/freeze/hold all current proposals in order to examine the curriculum process and streamline it. A committee has been formed to do this.

While the timeline isn't set in stone, the Provost has requested the committee make a recommendation to her as soon as possible.

A memo will be going out to the Deans & Chairs soon with a list of questions & answers regarding proposals, process, and timeline.

ALL PROPOSALS WILL BE SENT BACK TO THE ORIGINATOR IN CURRICULOG.

Dr. Whittlesey recommends that all Originators hold, export, and save their current proposals. They're welcome to edit them with the understanding that they cannot be resubmitted until the revision process is complete.

Q: What is the process for exceptions (see Provost's email)?

A: Proposals that aide in the delay of graduation or aide in a program maintaining accreditationi can be passed forward. **ALL PROPOSALS WILL BE SENT BACK TO THE ORIGINATOR IN CURRICULOG.** If you think your proposal is an exception, the originator and chair must consult with their Dean and send to the Dean and College Committee. The Dean should then send to the Registrar. If there is a conflict of interest for Dr. Whittlesey, then proposals will be sent to Dr. Mike Dishmann.

Department & College committees can still meet and proposals can be worked on; however, none may move through the process at this time. Updated procedures and policies will be relayed and college reps will eventually be reaching out to find out how many proposals to expect once the process resumes. Discussion around this topic occurred at length.

The recommended changes will be shared with Faculty Senate, UPCC, GPCC, and college/department governance.

Q: Are we waiting for the new Provost for final approval?

A: The Interim Provost may take a recommendation before that due to her requested deadline of late Sept. (in short, we don't know)

A question was raised about how this process affects the development of Focus Groups and their work. Discussion ensued.

The concensus was that while in this "strategic pause" *many* areas of the currciulum approval and change process are going to be examined as well as the curriculum itself, *especially* General Education. There are some errors in the current system of the Gen Ed. Classes surrounding Pre-Requisites. The University-wide curriculum is being examined from a number of angles.

More discussion ensued around various concerns, for example, ensuring that individual departments who control the enrollment numbers for general education classes don't make major changes (eg. Cuts) without notifying advisors campus-wide. This negatively affects graduation.

Curriculum and enrollment numbers need to be examined to comply with changes in Financial Aid regulations

PLEASE SHARE WITH YOUR COLLEGES:

- Stay calm
- Please do not launch any new proposals
- Feel free to keep your proposal info/summaries and continue to make personal edits offline so when the Deans are polled to see what proposals need to come through, they can poll the chairs and committees for an efficient process.
- If you have submitted, its coming back to you – hold it.
- A memo is coming out with details
- Give ideas to your UPCC representative(s)
- If an exception is granted, Valerie or Amy will unlock your proposal in Curriculumlog and it will go through the current process
- UPCC is still meeting
- Executive Committee still exists, sans stipends (please feel free to re-negotiate your FPA)

ELECTION OF 2018-2019 OFFICERS

CHAIR:

Mike Franklin nominated Jennifer Wade-Berg, Seconded by Pinder Naidu

Approved by all

VICE CHAIR:

Amanda Morgan nominated Michelle Head, Seconded by Doug Moudie

Approved by all

SECRETARY

Jennifer Wade-Berg nominated Amanda Wansa Morgan, Seconded

Discussion ensued about Amanda's schedule for TPS faculty meetings

Pinder Naidu offered to serve as Co-Secretary to stand in for meetings Amanda can't attend

Amanda Wansa Morgan as Secretary & Pinder Naidu as Co-Secretary Approved by all

2018-2019 Officers

Chair: Jennifer Wade-Berg

Vice Chair: Michelle Head

Secretary: Amanda Wansa Morgan

Co-Secretary: Pinder Naidu

Approval of the Minutes from April 26th, 2018

Jennifer Wade Berg brought to attention that we have a problem with the minutes from April 26th. A package from ART was approved with multiple proposals. One of the courses – **ART3340** – was approved in Curriculog but not mentioned in the 4/26/18 Minutes nor the 4/26/18 Agenda.

School of Art and Design

Review of ART3340 – Master Craftsman

Since the Agenda nor the Minutes from 4/26/18 didn't have ART3340 on them, the question arose as to if we discussed it. COTA rep. Charles Parrott is no longer on UPCC, other COTA rep Amanda Wansa Morgan was not present at the 4/26 meeting and Originator April Munson was not present to discuss as she was not forewarned. Discussion ensued in order to revive the memory of committee members, some of whom claimed it was indeed discussed.

Questions for Originator: Why are there no Pre-Requisites? What does "funds purchased by client" mean? Is it coded to be closed?

Amanda Morgan (COTA) will facilitate email correspondence with Originator (A. Munson) and Jennifer Wade-Berg to obtain answers.

Motion made by Mike Franklin to approve the proposal for ART3340 WITH edits made once answers obtained from Originator (via email)

Seconded by Lee Langub

Approved 12 to 1

Executive Committee asked to stay for additional meeting to discuss schedule and Campus Representatives.

Meeting adjourned 1:47pm

Reminders:

Next UPCC Executive Meeting

September 13th, 2018

12:30pm-2:00pm

Kennesaw Campus Prillaman Room 1105

UPCC Meeting

September 27th, 2018

12:30 PM – 2:00 PM

Kennesaw Campus Prillaman Room 1105