**DRAFT --** Undergraduate Council Meeting

March 12, 2020

2:00 p.m.

Macon Campus

Godsey Administration Building, Room 310

Zoom/Teleconference

There was a last minute room change. The meeting was moved from the Tift-Lee Board Room to Room 310. The UC meeting was called to order by Mindingall at 2:00 p.m.

Attendance was taken.

 Members present in Macon:

Marilyn Mindingall, Provost Office-chair

Stephen Hill, EGR

Doug Hill, MUS

Dee Bratcher, CLAS

 Teleconference:

 Members: Achim Kopp, CLAS Linda Mason-Barber, NUR

 Julie Petherbridge, BUS Paula Gordon, NUR

 Tammy Crutchfield, BUS Gail Johnson, CoPA

 Jeff Hall, TIFT Gary Blome, CoPA

 Susie Morrissey, TIFT Leslie Taylor, CHP

 Renee Hayslett, PHAR Mary Mathis, CHP

 Theresa Rhodes, LIB Susan Malone, OIE

 Sarah May, OIE Tony Kemp, Academic Advising

 Alba Rodriguez-Mitchell, Registrar Jessica Ellison, Bursar

 Maria Hammett, Financial Planning Susan Codone, DL Guests: Kelly McMichael, OIE Sarah McCommon, Registrar

 Diana Hill, Registrar LaShunda Walker, Registrar

Minutes from the February 6, 2020 meeting were reviewed. No additions or corrections were noted. Mason-Barber made a motion to accept the minutes as written. Blome seconded the motion. The minutes were approved as written.

Class Attendance Policy Update

Rodriguez-Mitchell explained that a clarification of paragraph two was needed for the class attendance policy found in the catalogs (i.e. Macon Catalog, page 91). The clarification specifies that the academic dean or associate dean can render decisions related to instructors’ actions. Also, Student Affairs can address confidential or sensitive student concerns rather than a faculty member.

A change was suggested that “academic department” be changed to “College or School”. The policy will be placed in the Macon, Atlanta, and RAC Catalogs. It reads:

Regular class attendance is expected in most courses. Faculty announce their expectations

about attendance in course syllabi and in the handbook policies of the college of study. Special

attendance policies pertain to students who observe religious practices; can document illnesses,

family emergencies, or military obligations. The disposition of missed assignments will be

arranged between instructor and student. If a mutually satisfactory solution is not reached,

the right to establish a reasonable alternative is reserved to the instructor. Students who feel that

their academic performance will be compromised by the alternative arrangement may ask the

instructor’s associate or academic dean to review the instructor’s decision. Instructors with

concerns or questions regarding the legitimacy of a student’s excuse should consult with the

 associate dean of their college or school. A student with circumstances that require confidentiality

and/or sensitivity may see the Dean of Students (or Student Affairs designee on their campus)

for assistance in lieu of talking directly with faculty.

D. Hill made the motion that the Class Attendance Policy be updated as presented. S. Hill seconded the motion. It was approved with the aforementioned change.

Proposals

**College of Professional Advancement** **Gary Blome**

*Leadership Studies*

Program

 BS in Criminal Justice Leadership

 Revise requirements/Student Learning Outcomes (SLO #5)

The change will clarify what students are actually able to do and will change from: “Students will be able to carry out a research project” to “Students will be able to design a research project”.

Courses

 Delete (1)

PSFT 305, Crime and Difference

Revise (10)

 PSFT 365, 370, 375, 380, 390, 395, 471, 435, 470, 498

 Revise (23)

CRJS 305, 315, 325, 330, 359, 360, 361, 362, 365, 366, 368, 370, 375, 380, 390, 391, 393, 395, 401, 470, 471, 350, 498

The course deletion is a correction. PSFT 305 was to be removed from the curriculum last year, but was not. The types of course revisions vary for each course. They will include title, description, frequency, pre-requisites, and/or cross-listing.

**Motioned by D. Hill, seconded by Bratcher to (1) revise the requirements for the Criminal Justice Leadership program by clarifying SLO #5 and (2) delete 1 course and revise 33. Unanimously approved*.***

 *Liberal Studies*

 Course

 Revise (1)

 POLS 100, Government in America

It was proposed that the course description be revised to better inform the students of the range of topics that may be covered in the course. Bratcher inquired about the course number, as 100-level courses are typically not used for courses of this type. McCommon agreed, but explained that this course has been in place for a long time and the number was in place from the beginning.

**Motioned by D. Hill, seconded by Johnson to revise the course description for POLS 100. Unanimously approved.**

**Tift College of Education Susie Morrissey and Jeff Hall**

*All Undergraduate Programs: Professional Education Core, Early Childhood Special Education, Early Learning and Development, Middle Grades Education, Secondary Education, Holistic Child*

 Program

Revise policy on program dismissal and repeating courses by including S/U grades along with the letter grades. The revision will read: “Students must earn a minimum of a C (or Satisfactory in S/U courses) in all required courses for certification.” … “If a student receives less than a C (or Unsatisfactory in S/U courses) in more than two (2) education courses, the student will be dismissed from the Teacher Education Program.”

**Motioned by Bratcher, seconded by Mathis to revise the dismissal and course repeat policies to include S/U courses. Unanimously approved.**

 *MEd and MAT*

 Programs

 Revise admission requirements for special consideration programs.

An additional group will be added to the early admission pathway. BSE and Education minors who are completers and have become academically qualified Level 4 Georgia teachers will be added to the pathway.

As a non-education undergraduate student, special consideration admission to any MAT program may be granted.

**Motioned by Mason-Barber, seconded by Blome to revise the admission requirement for the MEd and MAT programs by offering an additional pathway. Unanimously approved.**

*MAT*

 Program

 Revise admission requirements

Create 4+1 Bridge Pathway to MAT for Mercer non-education undergraduate students.

This would provide students the opportunity to accelerate their course of study by completing both their undergraduate degree and their graduate education degree in approximately 5 years of full-time study.

Discussion – Ellison inquired about the billing. She asked whether the charges would be different at the undergraduate and graduate levels. The undergraduate courses could be charged at the regular rate, while the graduate courses may or may not get financial aid. McCommon and Ellison determined that these students would have 2 enrollments each (undergraduate and graduate).

Bratcher suggested that this program appear in the front section of the catalog as do other 4+1 programs. This would make it easier for students to find since those who could benefit from it would likely overlook it in the Tift College section.

Malone noted that this program is contingent upon approval by the Graduate Council.

**Motioned by Bratcher, seconded by Kopp (and contingent upon the Graduate Council) to revise the admission requirements for the MAT program by creating a 4+1 Bridge Pathway for non-education undergraduate students. Unanimously approved.**

*University* *Honors Program*

 Program

Revise admission and program completion requirements.

The revision is a move away from the university-wide administered Honors Program. The move is toward college/school-specific Honors Programs developed within each of the undergraduate Colleges/Schools.

 Course

 Add (1)

EDUC 342, Honors Education Research (2 credit hours)

 This course is added in conjunction with the revision of the Honors Program.

**Motioned by Johnson, seconded by S. Hill to revise the Honors Program for the Tift College of Education and to add one course, EDUC 342. Unanimously approved.**

**School of Engineering Stephen Hill**

*Environmental and Civil Engineering*

Programs

 New – Combined degree program

 4+1 BSE/MSE in Civil Engineering

Engineering seeks to create an Accelerated Special Consideration program in the specialization of Civil Engineering. This program is similar to the 4+1 master’s programs available in the other engineering specializations (biomedical, computer, electrical, environmental, industrial, and mechanical). Moving forward with this program is contingent on the approval of the Graduate Council.

**Motion to add a combined degree program 4+1 BSE/MSE in Civil Engineering, contingent on the approval of the Graduate Council, was made by D. Hill and seconded by Mason-Barber. Unanimously approved.**

 Revision – BSE Civil Engineering specialization

Engineering seeks to revise the program requirements by changing CVE 420, Structural Analysis, and CVE 420L, Sructures Lab, from 400-level courses to 300-level courses; CVE 320 and CVE 320L, respectively.

 Courses

 Add (2)

* CVE 446, Highway Geometric Design
* CVE 447, Traffic Engineering

 Revise (6)

CVE 420, 420L, 410, 422, 423, 425

These course revisions include number, description, pre-reqs, and/or frequency.

**Motion to revise the BSE Civil Engineering program, add two CVE courses, and revise six CVE courses was made by Bratcher and seconded by Blome. Unanimously approved.**

*Technical Communication*

Program

New – Combined degree program

 4+1 BS/MS in Technical Communication Management

Engineering seeks to create an Accelerated Special Consideration program in Technical Communication. This program is a 4+1 MS in Technical Communication Management and the BS in Technical Communication. Only TCO majors are included (BSE programs are excluded). Moving forward with this program is contingent on the approval of the Graduate Council.

**Motion to add a combined degree program 4+1 BS/MS in Technical Communication Mangagement, contingent on the approval of the Graduate Council, was made by D. Hill and seconded by Blome. Unanimously approved.**

*Mechanical Engineering*

 Courses

 Revise (2)

* EGR 301, Experimental Methods for Mechanical Engineers

 A pre-req was added – MAE 330, Fluid Mechanics

* EGR 301L, Mechanical Engineering Lab

A pre-req was added – MAE 330; frequency of “every year” added to the course description

**Motion to revise EGR 301 and EGR 301L was made by D. Hill and seconded by Mathis. Unanimously approved.**

*Electrical and Computer Engineering*

 Courses

 Add (2)

* ECE 472, Mobile Computing and Security
* ECE 473, Secure Hardware and Embedded Devices

Engineering was asked to submit the “faculty roster” form for these new courses rather than a bio of the teaching faculty.

**Motion to add ECE 472 and ECE 473 to the engineering curriculum was made by D. Hill and seconded by Kopp. Unanimously approved.**

**College of Health Professions Leslie Taylor**

*Accelerated Special Consideration Program – BS in Health Sciences (CLAS)/Doctor of Psychology*

Programs

New -- BSHS/PsyD combined degree program

CLAS and CHP join to offer an Accelerated Special Consideration Program. This program is available only to CLAS psychology or neuroscience majors. These students must declare these majors although they will not earn these undergraduate degrees, but rather the BS in Health Sciences after completing specific requirements. Moving forward with the BSHS/PsyD program is contingent on the approval of the Graduate Council.

**Motion to add the BSHS/PsyD combined degree program, contingent on the approval of the Graduate Council, was made by Bratcher and seconded by S.Hill. Unanimously approved.**

New -- BS in Kinesiology

CHP proposes this new program to be offered on the Macon Campus beginning Fall 2021. This major will serve as a gateway to CHP graduate and professional programs in Physical Therapy, Physician Assistant, Athletic Training, and Public Health.

CHP has asked for the opportunity to refine the proposal and to allow for review of the pro forma by the Provost, Executive VP of Finance, and VP of Enrollment Management.

**Motion for CHP to add the BS in Kinesiology, contingent on the refining of the proposal, the incorporation of recommendations made by OIE, and approval of a pro forma by the Provost, EVP of Finance, and VP of Enrollment Management, was made by Blome and seconded by Mason-Barber. Unanimously approved.**

[An update will be provided to the UC during the fall semester.]

**College of Pharmacy Renee Hayslett**

*B.S. in Pharmaceutical Sciences*

 Program

 Revise requirements: credit hours (138 to 140)

This program was approved by the UC a year ago. The BSPS is offered to admitted, matriculating Mercer Pharm.D. students who do not already possess a bachelor’s degree. Students who complete the Mercer general education requirements and the first and second professional years of the Pharm.D. are awarded the BSPS.

The revision of the BSPS program requirements will increase the credit hours from 138 to 140. Prerequisite coursework is 66 hours and includes GenEd. The first and second professional year requirements in the Pharm. D. program increase from 72 to 74 credit hours.

**Motion to revise the BSPS program by increasing the number of program credit hours from 138 to 140 was made by Taylor and seconded by Blome. Unanimously approved.**

**Stetson-Hatcher School of Business Tammy Crutchfield**

*Finance*

 Program

 Revise requirements/curriculum/credit hours

Business proposes to decrease the required hours for finance majors from 20 to 18 by removing FIN 406, Seminar in Investments, as a required course.

**Motion to revise the Finance program by decreasing the required hours for majors from 20 to18 by eliminating FIN 406 as a required course was made by Blome and seconded by Mathis. Unanimously approved.**

 *Marketing*

 Programs

 Add 2 minors

* Marketing for Non-business students

Business proposes to offer a new minor for non-business students who would like to build a depth of study in the area of marketing. This minor is 18 credit hours.

**Motion to add a minor, Marketing for Non-business Students, was made by Kopp and seconded by Bratcher. Unanimously approved.**

* Marketing Communications for Graphic Design Students

This minor is built for and offered to graphic design students only. It includes 18 credit hours. This is a stand-alone minor which requires student learning outcomes and a program coordinator. Bratcher expressed thanks from CLAS for making the new minors available to students outside of the Business School.

**Motion to add a minor, Marketing Communications for Graphic Design Students, pending the submission of SLOs and the name of a program coordinator, was made by Bratcher and seconded by S.Hill. Unanimously approved.**

 Course

 Add (1)

MKT 444, Digital Marketing

This three-hour course will be offered as an elective for the marketing major and the sports marketing and analytics major. Malone asked for more information pertaining to a faculty member qualified to teach this new course – Stephanie Howard.

**Motion to add MKT 444 to the business curriculum was made by Blome and seconded by Kopp. Unanimously approved.**

 *General Business*

 Courses

 Add (2)

* BUS 202, Introduction to Professional Development (0 credits)
* BUS 402, Professional Development Implementation (0 credits)

These courses will be taught S/U and will be counted as part of the business core.

**Motion to add BUS 202 and BUS 402 to the business curriculum was made by S. Hill and seconded by Taylor. Unanimously approved.**

**College of Liberal Arts and Sciences Dee Bratcher**

*Physics*

Programs

BS/BA in Physics

Revise requirements: curriculum, credit hours

For the BS in Physics the number of credit hours will be reduced from 62 to 58 by reducing from 4 to 3 the required number of additional PHY courses numbered above 300. Also, CHM 112 is to be removed from the required courses and PHY 314 is to be added to the required courses.

For the BA degree, PHY 314 is to be added as a required course. Also, the required additional PHY courses numbered above 300 is reduced from 3 to 2.

 New – Minor in Biomedical Physics (stand alone)

 The minor is 23 credit hours with 17 in PHY.

This addition and the course changes are in response to a recent program review.

**Motioned by D. Hill, seconded by S. Hill to add the minor, Biomedical Physics, to the CLAS Physics curriculum. Unanimously approved*.***

 Courses

 Add (3)

* PHY 314, Mathematical Methods in Physics
* PHY 322, Modern Medical Instruments
* PHY 326, Astrophysics

Revise (4)

PHY 340, 355, 365, 450

The pre-reqs for these courses will be revised to include PHY 314.

**Motioned by D. Hill, seconded by Blome to revise the curriculum for the BS and BA Physics programs, decrease the number of credit hours for the BS program, add three courses (PHY 314, 322, 326), and revise four courses (PHY 340, 355, 365, 450). Unanimously approved*.***

*Art*

 Programs

BFA in Art, BA in Art (Studio and Art History)

The curriculum requirements for the BFA, BA in Art/Studio and BA in Art/History are to be revised. Also, the number of credit hours in Art/Studio will increase from 36 to 39. The number of credit hours in Art/History will increase from 33 to 36.

 Graphic Design

The curriculum requirements for the major and minor will be revised. Also, the total number of credit hours for the major will decrease from 60 to 45.

 Courses

Add (5)

* ART 222, Image/Text
* ART 229, Light and Color in the 19th Century
* ART 361, Classicism and Art History
* ART/WGS 373, Picturing Gender
* ART 375, Global Contemporary Art

Delete (6)

* ART 362, Ancient Art
* ART 363, Art of the Middle Ages
* ART 365, The Italian Renaissance
* ART 366, Baroque Age
* ART 368, Far Eastern Art
* ART/WGS 370, Women and Art

Revise (2)

ART 107 (description) and ART 367 (description and pre-req.)

The 5 new courses, 6 deleted courses, and 2 course revisions reflect the expertise of the current faculty as well as advances in art history.

 Revise (8)

ART 233 (to GRA 210), ART 232 (to GRA 220), ART 344 (to GRA 310), ART 342 (to GRA 320), ART 331 (to GRA 330), ART 346 (to GRA 410), ART 349 (to GRA 420), ART 455 (to GRA 450)

The revisions include a prefix change from ART to GRA (Graphic Design) and course number changes. Descriptions, pre-reqs, and/or frequencies are also revised.

**Motioned by D. Hill, seconded by Mason-Barber to revise the BFA, BA Art Studio, BA Art History, and Graphic Design programs; add five ART courses; delete six ART courses; and revise ten ART courses. Unanimously approved*.***

*Foreign Languages and Literatures*

*German*

 Program

BA in German

Revision

The German program is in transition. The major will be terminated, but the minor will continue. A statement will be added to the catalog which notes that no new majors will be accepted. Next year, the program termination and stand alone minor will be proposed. D. Hill reminded the group that introductory German is needed for the School of Music. He was assured by Bratcher that it would be taught. Also, Weintraut reported to CLAS that he can get all the German majors through the program before he retires.

*Spanish*

 Courses

Revise (10)

 SPN 301, 302, 304, 306, 310, 313, 314, 320, 325, 326

 The course revisions include prerequisites and/or descriptions.

**Motioned by Blome, seconded by D. Hill to revise the BA in German and the 10 aforementioned Spanish courses. Unanimously approved*.***

*Journalism and Media Studies*

 Program

BA Journalism (major and minor)

Revise curriculum requirements

The major will add a new course, JMS 390, as a requirement, delete JMS 105 from the curriculum, reduce from 3 to 2 the hours required in JMS 290, make JMS 320 a requirement, and remove JMS 302 from the major. JMS 302 will also be removed from the list of electives for the minor.

 Courses

Add (1)

JMS 390, Advanced Practicum

Delete (1)

JMS 105, Journalistic Insight into the Community

Revise (5)

JMS 120, 260, 290, 320, 340

Course revisions include descriptions and/or pre-requisites.

McCommon asked if CLAS intended to make JMS 390 a variable credit course. Bratcher responded that it was not to be variable credit and that question was posed to the department.

**Motioned by Hayslett, seconded by Mathis to revise the BA and minor in Journalism; add JMS 390; delete JMS 105; and revise JMS 120, 260, 290, 320, and 340. Unanimously approved*.***

*Philosophy*

Programs

BA Philosophy, Politics and Economics

 Revise requirements: program completion, credit hours (47 to 43-45)

The PPE major is currently non-compliant with the CLAS guidelines for interdisciplinary majors/programs with additional depth. These revisions bring this major into compliance.

New subgroups of required and elective courses will be added, additional required elective course options in Politics and Economics will be added, a methods course requirement will be added, a change to the research option will be made, and a departmental honors option will be added.

Ethics, Leadership and Service - minor

 Revise requirements: curriculum

The electives will be sorted into three categories and students will be required to take an elective from each category: (1) social issues/topics, (2) service/leadership, and (3) ethics. Also,18 new courses will be added to the 3 groups.

Leadership and Service – credit-bearing certificate

 Delete program

This program was approved to begin in Fall 2016. In three years, no students have enrolled in this program.

 Courses

Revise (2)

 ELS 200, 400

For ELS 200, the course description and pre-reqs will be revised. The frequency will be revised for ELS 400.

**Motioned by Blome, seconded by Mason-Barber to revise the BA in Philosophy, Politics, and Economics; to revise the Ethics, Leadership and Service minor; to delete the Leadership and Service certificate program; and to revise ELS 200 and ELS 400. Unanimously approved*.***

*Computer Science*

 Programs

BS/BA Information Science and Technology

 Revise requirements: curriculum

IST 317 will be deleted from the BS/BA requirements. CYS 223 will become a required course for the BS and an option among the required electives for the BA. Departmental Honors will also be made available to students.

BS/BA/minor Cybersecurity

Add new BS/BA program and minor. The New Program Prospectus was reviewed. Mindingall noted that the pro forma was approved by the Provost, Executive VP for Finance, and VP for Enrollment Management. The proposed major uses and builds on existing courses within the IST and CSC curriculums. The IST program already has an emphasis in Cybersecurity and a new course in Cybersecurity (IST 223) is being taught this year. The Department’s Cyber Defense Team has competed in the regional Southeastern Collegiate Cyber Defense Competition for six years. This major will meet requirements of several agencies: (1) National Security Agency/Dept. of Homeland Security National Center of Academic Excellence in Cyber Defense Education (2) the National Initiative for Cybersecurity Education Workforce Framework, and (3) the Computing Accreditation Commission of ABET.

The BS major will consist of 56 credit hours. The BA will require 39 credit hours. The minor will require 18 hours. BS majors may choose to specialize in either Secure Software Development or Cybersecurity Operations.

 Courses

Add (14)

* CYS 223, Cybersecurity Principles and Foundations
* CYS 301, Service for Cybersecurity
* CYS 305, Security Experimentation
* CYS 321, Network Security and Protocols
* CYS 324, Secure Software Development
* CYS 374, Cybersecurity Operations and Analytics
* CYS 421, Cyber-Crime Investigation and Forensics
* CYS 422, loT, Cloud, and Mobile Security
* CYS 423, Security Laws, Ethics, and Policies
* CYS 425, Enterprise Cybersecurity Management
* CYS 485, Topics in Cybersecurity: (Subtitle) (1-3 hours)
* CYS 487, Senior Seminar
* CYS 488, Senior Project Design
* CYS 499, Research in Cybersecurity

Delete (1)

IST 317, Information Assurance and Security

Revise (5)

 IST 223, 221, 222, 311, 417

 The course revisions include prefix changes (to CYS), pre-requisites, frequency, and/or description.

**Motioned by D. Hill, seconded by Taylor to revise the BS/BA Information Science and Technology programs; add a BS/BA/minor in Cybersecurity; add 14 new courses, delete IST 317, and revise 5 courses. Unanimously approved*.***

*Sociology*

 Courses

Add (4)

* SOC 290, Research in Sociology
* SOC 324, Health Disparities
* SOC/WGS/AFR 386, Race, Gender, and Crime
* SOC 387, Communities and Crime

Delete (1)

* SOC/WGS 350, Women, Crime, and Justice

Revise (11)

* SOC 210, 313, 323, 334, 340, 367, 385, 405, 495
* SOC/AFR 295
* SOC/WGS 312

The course revisions include descriptions, titles, pre-requisites, and/or frequencies.

*Criminal Justice*

 Courses

Add (1)

* CRJ 290, Research in Criminal Justice

This course will be offered for 1-3 variable credits

Revise (3)

* CRJ 160, 362,495

The course revisions include descriptions and/or frequencies.

**Motioned by Mason-Barber, seconded by Hayslett to add five courses (SOC, SOC/WGS/AFR, and CRJ) to the CLAS curriculum, delete SOC/WGS 350 from the curriculum, and revise 14 courses (SOC, SOC/AFR, SOC/WGS, and CRJ). Unanimously approved*.***

 *UNV*

 Courses

 Add (3)

* UNV 111, Mercer Global: Foundation
* UNV 112, Mercer Global: Bridge
* UNV 113, Mercer Global: Learning Track

These three UNV courses are specifically sequenced for first-year international students who are entering the Macon undergraduate programs (liberal arts and sciences, business, and engineering) through Mercer Global, the Shorelight program. These courses will be offered every semester and each is one credit hour. S/U grading will be applied.

**Motioned by D. Hill, seconded by S. Hill to add three UNV courses (111,112, and 113) to the curriculum. Unanimously approved*.***

Adjourned: 4:50 p.m.

Submitted by: MPM

 04/15/2020