Undergraduate Council Meeting Minutes
March 24, 2022 - 2:00 PM
Zoom
https://mercer.zoom.us/j/91683625530
Meeting ID: 916 8362 5530

Business:	Jeremy Bennett, Tammy Crutchfield	**Athletics:**	Jenny Mazurkiewicz
Education:	Loleta Sartin, Susan Morrissey, Shelia Thompson, Michelle Vaughn	**Bursar:**	Kandy Cook
Engineering:	Stephen Hill, Robert Gill	**Institutional Effectiveness:**	Susan Malone, Danielle Buehrer, Kelly McMichael, Sarah May
Health Professions:	Mary Mathis	**International Programs:**	
Liberal Arts & Sciences:	Achim Kopp, Amy Nichols-Belo	**Program Configuration Team:**	Paul McCord
Music:		**Financial Planning:**	Maria Hammett, Emmilee Mitchell
Nursing:	Paula Gordon, Maura Schlairet	**Libraries:**	Gretchen Smith
Pharmacy:	Candace Barnett, Renee Hayslett	**Registrar:**	Diana Hill, Sarah McCommon, LaShunda Walker, Alba Rodriguez
Professional Advancement:	Gail Johnson, Tyler Wilkinson	**Distance Learning:**	Susan Codone
Academic & Advising Services:	Grace Day	**Provost Office:**	Kelly Reffitt, Lisa Snow

Approval of Minutes

Undergraduate Council Meeting Minutes, Feb 17, 2022	Folder: Mar 24 >Meeting Documents No corrections noted from Feb 17, 2022 minutes. Motioned: Mary Mathis Seconded: Renee Hayslett	**Approved**

Update on Financial Aid for Certificates – Kelly Reffitt

Degree-seeking students who desire to complete an embedded certificate program as a part of their degree program may be eligible for federal Title IV aid provided they meet the eligibility requirements for their degree program. Non-degree seeking certificate students are not eligible for Title IV financial aid **unless the certificate program is identified by the University as preparing the student for gainful employment in a recognized occupation and meets Title IV federal guidelines.** This applies to all levels, including postsecondary, postbaccalaureate, and post-master's.

Discussed and revised policy above**.**

Motioned: Amy Nichols-Belo
Seconded: Mary Mathis
Action: Approved

Undergraduate Council Curriculum Proposals
March 24, 2022
Summary and Action Items

Unit	Submitted by	Degree	Type of Change	Catalog Impacted	Description of Change	Action
EGR	R. Gill	4+1 BSE (Electrical Specialization)/MS in Cybersecurity 4+1 BSE (Computer Specialization)/MS in Cybersecurity	Program Changes	MCN	**1. PROGRAM CHANGE** Add a new combined degree program, BSE Electrical Specialization/Master of Science in Cybersecurity. Sharing 9 credit hours. **2. PROGRAM CHANGE** Add a new combined degree program, BSE Computer Specialization/Master of Science in Cybersecurity. Sharing 9 credit hours. Adding additional options for students. Motioned: Gail Johnson Seconded: Loleta Sartin	**Approved**
EGR	R. Gill	BSE Electrical & Computer Engineering	Course Changes	MCN	**1. COURSE CHANGE** Add new course ECE 474 Secure Hardware and Cyber-physical Systems. Co-located with proposed CYS 574 and ECE 574. **2. COURSE CHANGE** Revise ECE 429 Mobile Application Development to reflect apps that are developed for both Android and iOS platforms. Motioned: Achim Kopp Seconded: Mary Mathis	**Approved**
CLAS	A. Nichols-Belo	BA French	Program Change	MCN	**PROGRAM CHANGE** Use a portfolio instead of an exit exam as the final evaluation for French majors' language proficiency. Like the current exit exam, it will carry 0 credits. There is no course number for the exit exam, but it appears as FRE EXM in course scheduling. CLAS suggests that the portfolio appear as FRE PTF. Plan to transition: Students who began at Mercer under the previous catalog will continue to complete the exit exam (FRE EXM) instead of the portfolio, although they will complete portfolio tasks as part of the advanced French courses. Majors in French who begin at Mercer during the 2022-2023 academic year or after will not take the exit exam and must complete the portfolio as part of the major requirement. **COURSE CHANGE**	**Approved**

			Course Change		Revise course offering frequency for FRE 285 Intermediate Conversational Practice from "Every year" to "Occasionally." Motioned: Mary Mathis Seconded: Tyler Wilkinson	
CLAS	A. Nichols-Belo	BS Biochemistry and Molecular Biology BA and BS Chemical Commerce with Accounting Emphasis BS and BS Chemical Commerce with Business Management Emphasis BA and BS Chemical Commerce with Economics Emphasis BS Chemistry Minors in Chemistry and Environ. Biology BS and BA Mathematics Minor in Mathematics	Program Change	MCN	**PROGRAM CHANGE** Revise the programs to standardize how the math competency/MAT 133 (Precalculus) requirement is listed and counted. This requirement will not be counted in the minimum hours for a major (as it can be met through a math placement score). Current catalog statement, **MAT 133. Precalculus (May be exempted by achieving a specific score on the Math Index or Math Placement Test.)**, is in the list of required courses. The MAT 133 statement is included in some programs but not others. This results in some confusion about the true number of hours required for each major. In consultation with the Office of Institutional Effectiveness, it has been determined that since MAT 133 is not a true "required" course for these majors, the MAT 133 statement is not required. Most programs would therefore like to remove this language from the catalog; Biology will keep the current statement. This change does not affect the prerequisite requirement for the affected courses (e.g., MAT 191 and CHM 111). Motioned: Loleta Sartin Seconded: Stephen Hill	**Approved**
CLAS	A. Nichols-Belo	BA English	Program Change Course Change	MCN	**PROGRAM CHANGE** Add ENG 391. Public Writing and the Digital Humanities as an option for the major under the Language Study or Writing block. The addition of ENG 391 will strengthen course offerings in the Language or Study of Writing block of the English major, while also serving as an option for the required course in Public Writing for students completing the proposed Public Writing Certificate. **COURSE CHANGE**	**Approved**

					Add new course ENG 391 Public Writing and Digital Humanities. Revise ENG 390 course offering frequency. Motioned: Gail Johnson Seconded: Tammy Crutchfield	
CLAS	A. Nichols-Belo	English Credit-Bearing Certificate	Program Change	MCN	**<u>PROGRAM CHANGE</u>** The Public Writing Certificate will prepare students to write effectively for a range of audiences and purposes, with particular emphasis on public writing. It includes 12 semester credit hours (4 courses), including two courses from English and two courses from up to two additional disciplines. Students will satisfy the experiential component through 50 hours of documented service-learning, internship, and/or volunteer activity including the opportunity to participate in the Mercer Writer's Project. Applied experiences will be curated and presented in an ePortfolio that will also include sample course work. The ePortfolio is required for completion of the certificate. CIP Code: 23.1301 General Writing Motioned: Mary Mathis Seconded: Jeremy Bennett	**Approved**
CLAS	A. Nichols-Belo	BA and BS Computer Science	Program Changes Course Changes	MCN	**<u>PROGRAM CHANGES</u>** Changes are in response to revised evaluation criteria from the accrediting agency. MAT 131 and MAT 133 are being removed from the course lists for both the BA and BS. These courses were not counted in previous credit hour counts; students are placed into MAT 191 based on math index or take Precalculus as a pre-requisite for MAT 191. BS Degree: Reduce minimum credit hours for the major from 72 to 68. Increase credit hours of computer science from 42 to 45. **<u>1. COURSE CHANGES: ADDITIONS</u>** Add the following: CSC 295. Introduction to Research CSC 325. Application Development and Deployment CSC 481. Software Engineering II **<u>2. COURSE CHANGES: DELETIONS</u>** Delete the following: CSC 206. Visual Programming CSC 290. Theory and Application of Multimedia CSC 324. Digital System Design CSC 450. Compiler Construction	**Approved**

					3. COURSE CHANGES: REVISIONS Revise the course descriptions for the following: CSC 204. Programming I CSC 205. Programming II CSC 245. Data Structures and Algorithm Analysis Revise the prerequisite for the following: CSC 330. Organization of Programming Languages Revise the course name for the following: CSC 480. Software Engineering Motioned: Robert Gill Seconded: Paula Gordon	
CLAS	A. Nichols-Belo	BS Biology	Course Changes		**COURSE CHANGES** List prerequisites for upper-level biology courses: • BIO 250: Add a prerequisite of a C or better in CHM 111 or CHM 115. • BIO 300: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 301: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 302: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 303: Add a prerequisite of a C or better in CHM 112 or CHM 115. Change "organic chemistry" recommendation to "CHM 222" recommendation. • BIO 310: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 315: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 322: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 325: Add a prerequisite of a C or better in CHM 112 or CHM 115, and add "a C or better" to BIO 205. Change "organic chemistry" recommendation to "CHM 222" recommendation. • BIO 330: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 340: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 370: Add a prerequisite of a C or better in CHM 112 or CHM 115, or a C or better in CHM 111. • BIO 375: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 381: Add a prerequisite of a C or better in CHM 112 or CHM 115, or a C or better in CHM 111. • BIO 382: Add a prerequisite of a C or better ANT 101 or BIO 203. ○ Same for cross-listed course ANT 382. • BIO 435: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 440: Add a prerequisite of a C or better in CHM 112 or CHM 115, or a C or better in CHM 111.	**Approved**

					• BIO 460: Add a prerequisite of a C or better in CHM 112 or CHM 115. Change "organic chemistry" recommendation to "CHM 222" recommendation. • BIO 475: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 480: Add a prerequisite of a C or better in CHM 112 or CHM 115, or a C or better in CHM 111. • BIO 482: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 490: Add a prerequisite of a C or better in CHM 112 or CHM 115. • BIO 491: Add a prerequisite of a C or better in CHM 112 or CHM 115. The proposed changes would make explicit the prerequisites for students who transfer credit for Introduction to Biology but have not yet completed the General Chemistry courses. This would reduce difficulty in the Registrar's Office about how to award transfer credit if the student does not yet have the General Chemistry prerequisites. Motioned: Stephen Hill Seconded: Mary Mathis	
EDU	S. Morrissey	BSED Secondary Education (Math)	Program Change	MCN	**1. Program Change** Delete MAT 260 Introduction to Abstract Mathematics from the program plan. **2. Program Change** Replace MAT 320 Introduction to Probability and Mathematical Statistics with STA 126 Introduction to Statistics. We are changing the requirement for one additional math course to read "Additional 200-400 level course in MAT or STA (*MAT 260 does not count for this area)" rather than "Additional 300 or 400 level course", to include statistics courses as an option and make sure students do not choose MAT 260 as their additional math course. **3. Program Change** Due to the deletion of MAT 260 from the program plan, the number of hours of required math content courses for secondary math teacher candidates is changed from 30 to 27. This is still above the state requirements of 21 hours. The number of hours required for the program does not change. Motioned: Gail Johnson Seconded: Mary Mathis	**Approved**
EDU	S. Morrissey	BSED Secondary Education	Course Change	MCN	**COURSE CHANGE**	**Approved**

					Revise the course description for EDUC 374. When the new course was added a few years ago, the previous course description remained in the catalog. The course includes verbiage about field placement, which we want to delete. Motioned: Jeremy Bennett Seconded: Gail Johnson	
EDU	S. Morrissey	BSED Holistic Child Embedded Reading Endorsement	Program Changes Course Changes	MCN	**1.Program Change** A. Replace EDUC 101 and EDUC 102 with equivalent, existing courses EDUC 283 and EDUC 220, respectively. B. Change the course frequency offerings for EDUC 220 and 283. C. Update the prerequisites for EDUC 201, 202, 201A, 202B, 311, 313, 3112A, and 313B to include EDUC 220 and EDUC 283. **2. Program Change** Add the embedded Reading Endorsement by revising EDUC 332, 334, and 402 to meet certification requirements. See course changes below. **1. Course Changes** Revise course descriptions, course numbers, and course names for the following: EDUC 332 to EDUC 380 Teaching Effective Reading and Writing Methods EDUC 334 to EDUC 335 Language Arts and Literature **2. Course Change** Revise the course number of EDUC 402 to EDUC 463. Motioned: Maura Schlairet Seconded: Achim Kopp	**Approved**
EDU	S. Morrissey	BSED Elementary/ Special Education - Embedded Reading Endorsement	Program Change Course Changes	ATL and RAC	**Program Change** Add the embedded Reading Endorsement by revising EDUC 376, 377, and 452 to meet certification requirements. See course changes below. **1. Course Changes** Revise course descriptions, course numbers, and course names for the following: EDUC 376 to EDUC 375 Content and Learning through the Language Arts EDUC 377 to EDUC 380 Teaching Effective Reading and Writing Methods **2. Course Change** Revise the course number of EDUC 452 to EDUC 463. Motioned: Amy Nichols-Belo Seconded: Tyler Wilkinson	**Approved**

EDU	S. Morrissey	BSED Professional Education Core	Course Changes	MCN and RAC	**1.COURSE CHANGE** Revise the course description and course offering frequency for EDUC 220 in the RAC and Macon catalogs. **2.COURSE CHANGE** Revise the course offering frequency for EDUC 283 in the RAC and Macon catalogs. Motioned: Stephen Hill Seconded: Gail Johnson	**Approved**
EDU	S. Morrissey	BSED Early Learning and Development Includes Embedded Special Education Endorsement	Program Changes Course Changes	ATL and RAC	**1. PROGRAM CHANGES: ADDITIONS** A. Add the embedded Special Education Endorsement with courses ELAD 210, 400, and 401. The endorsement has its own learning outcomes and meets the state requirements for endorsement certification. B. Add new course ELAD 401 Assessment and Instruction for Exceptional Learners (Age Bands: 3-5 years) to implement an additional Special Education Assessment and Observation course to help meet Georgia's growing demand for highly trained early learning and development educators. C. Add new course ELAD 402 Classroom Management with Positive Guidance that is a combination of ELAD 360 and ELAD 405. The new course is 3 credit hours. D. Add the new course ELAD 460 Characteristics and Methods for Young Children with Autism (3 credit hours). **2. PROGRAM CHANGES: REVISIONS** A. In ELAD 487, revise the age/grade bands from 3-4 yrs old to **Birth – 5 years**. B. In ELAD 489, revise the grade band for certification from K to **Pre-K or Kindergarten**. C. Revise the name of ELAD 400 from "Classroom Strategies and Interventions for Young Children" to "Curriculum and Intervention for Exceptional Young Children." **1. COURSE CHANGES: ADDITIONS** Add the following courses: (3 credit hours each) ELAD 401 – Assessment and Instruction for Exceptional Young Children (3-5) ELAD 402 – Classroom Management with Positive Guidance ELAD 460 - Characteristics and Methods for Young Children with Autism **2. COURSE CHANGES: DELETIONS** Delete the following courses: ELAD 360 – Positive Guidance for Young Children	**Approved**

					ELAD 405 – Classroom Management for Early Learning and Development **3. COURSE CHANGES: REVISIONS** A. In ELAD 487, revise the age/grade bands from 3-4 yrs old to **Birth – 5 years**. B. In ELAD 489, revise the grade band for certification from K to **Pre-K or Kindergarten**. C. Change the name of ELAD 400 from "Classroom Strategies and Interventions for Young Children" to "Curriculum and Intervention for Exceptional Young Children." D. Change the course offering frequencies to spring semester for ELAD 403 and 420. Motioned: Tammy Crutchfield Seconded: Tyler Wilkinson	
CPV	T. Wilkinson	BA Liberal Studies	Program Change	ATL and RAC	**Program Change** Revise the student learning outcomes. Proposed changes follow an external review. Worked with OIE on revisions Motioned: Tammy Crutchfield Seconded: Amy Nichols-Belo	**Approved**
CPV	T. Wilkinson	BA Communication	Program Change	ATL and RAC	**Program Change** Replace COMM 260 Interpersonal Communication with **COMM 255 Virtual Working Group Communication** as a required course in the Organizational Communication Concentration. COMM 255 is an existing course in the Communication curriculum. Motioned: Maura Schlairet Seconded: Stephen Hill	**Approved**
CPV	T. Wilkinson	BS Health Informatics	Course Changes	ATL and RAC	**1. COURSE CHANGE** Revise INFM 316 Data Analytics by removing MATH 225 as a prerequisite. **2. COURSE CHANGE** Revise INFM 335 Basic Biostatistics, Health Data Processing, and Literature Evaluation by removing SCIE 230 as a prerequisite. Motioned: Amy Nichols-Belo Seconded: Mary Mathis	**Approved**
CPV	T. Wilkinson	BS IT and Informatics	Course Changes	ATL and RAC	**1. COURSE CHANGE** Revise INFM 325. Management of Computer and Information Systems by adding "or consent of advisor" in the prerequisite requirements.	**Approved**

					Proposed new prerequisites: INFMF 110, INFM 312, **or consent of advisor.** **2. COURSE CHANGE** Revise INFM 340 IT Innovation and Informatics by removing INFM 325 as a prerequisite. Motioned: Achim Kopp Seconded: Renee Hayslsett	
BUS	T. Crutchfield	BBA Entrepreneurship	Program Changes

					2. COURSE CHANGES Change practicum courses BUS 275 and BUS 276 to 3 credit hours each. Motioned: Stephen Hill Seconded: Amy Nichols-Belo	
BUS	T. Crutchfield	BBA Supply Chain Management (SCM) BBA SCM Minors	Program Changes Course Changes	Macon, ATL, and RAC	Folder: MARCH>BUS>Supply Chain Management The new major/minor in supply chain management is a collaborative effort between the business and engineering schools. Will be offered in Henry (blended), Macon, and online. **1. PROGRAM CHANGE** Add a new major in supply chain management major that includes four existing courses in the industrial engineering specialization program (two required and two electives). It also includes three required business courses, two of which are new courses (MGT 415 and 425). 120 credit hours; CIP Code 52.0203 Logistics, Materials, and Supply Chain Management. **2. PROGRAM CHANGE** Add a new minor for business majors. Consists of a total of 15 credit hours. **3. PROGRAM CHANGE** Add a new minor for non-business majors**.** Consists of a total of 21 credit hours. **COURSE CHANGES** Add new courses MGT 415 Global Operations Management and MGT 425 Logistics Management for the major and minors. Discussion followed. All agreed on the Macon traditional supply chain program section. The distance learning committee needs more information to understand the blended and online versions of the proposal. The Business School will collaborate and submit revised documents for the Atlanta and Henry sections of the supply chain program this month. **Macon traditional section** of the Business Supply Chain proposal. Motioned: Renee Hayslett Seconded: Gail Johnson **Tabled Atlanta and Henry** sections of the Business Supply Chain online and blended proposal.	**Approved: Macon Section of Proposal** ************** **Tabled: Atlanta & RAC Blended and Online Versions**

Adjourned: 4:06 PM