

Undergraduate Council Meeting Minutes

2:00 PM, 27 October 2022 | Zoom

Welcome and Attendance:

Business:	Tammy Crutchfield, Jeremy Bennett	Athletics:	Delaney Ryan
Education:	Jeffrey Keese, Loleta Sartin	Bursar:	Jessica Ellison
Engineering:	Stephen Hill, Arash Afshar	Institutional Effectiveness:	Danielle Buehrer, Sarah May
Health Professions:	Nannette Turner	International Programs:	Felix Jelen
Liberal Arts & Sciences:	Achim Kopp, Amy Nichols-Belo	Program Configuration Team:	Paul McCord
Music:	Nathan Myrick	Financial Planning:	Maria Hammett, Emmilee Mitchell
Nursing:	Maura Schlairet, Tabatha Anderson	Libraries:	Gretchen Smith
Pharmacy:	Candace Barnett	Registrar:	Diana Hill, Sarah McCommon, Holly Arnold, Alba Rodriguez
Professional Advancement:	Gail Johnson, Tyler Wilkinson	Distance Learning:	
Academic & Advising Services:	Grace Day	Provost Office:	Kelly Reffitt, Lisa Snow

Approval of Minutes

Undergraduate Council meeting minutes from Spring 2022: March 24 and April 5	No corrections noted. Motioned by Myrick and seconded by Nichols-Belo.	Action – Approved
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AY 2022-23 update from Danielle Buehrer, Institutional Effectiveness

The Substantive Change Policy on the Mercer website is outdated and will be removed from the site. SACS overhauled policies in 2019 and Buehrer is working to modify Mercer documents. She asked the council to contact her with questions and clarification about the policy.

The Prior Learning Assessment Policy at the University level will be updated. Reffitt will forward the assessment policy and proposed changes to group so they can share with their individual units and gather feedback. As feedback is collected, return to Reffitt via email @ reffitt_ke@mercer.edu prior to 6 February 2023.

**Summary
October 2022**

Unit	Submitted by	Degree	Type of Change	Catalog Impacted	Description of Change	Action
CLAS	Amy Nichols-Belo	N/A Degree program and minor were previously terminated.	Course Changes - German	MCN	Folder: October 27>CLAS <u>COURSE CHANGES:</u> Delete GER 111-112, 153S-253S-353S, and 251-252. Also, delete the catalog entry for German including the masthead and references to German throughout the catalog. The CLAS submitted previous Program Termination addenda in 2020 and 2021 removing first the German major and then minor from the catalog. Due to low enrollments and staffing, these courses will no longer be offered. Impacts Engineering, Music, and University General Education listings.	Motioned: Loleta Sartin Seconded: Gail Johnson Action: Approved
CLAS	Amy Nichols-Belo	N/A – elective course only	Course Change - Italian	MCN	Folder: October 27>CLAS <u>COURSE CHANGE:</u> Delete ITA 101 that had been offered as an occasional elective. Did not count on any major, minor, or certificate program. CLAS does not plan to offer this course in the future.	
CLAS	Amy Nichols-Belo	New Minor – Great Books	Program Change	MCN	Folder: October 27>CLAS <u>PROGRAM CHANGE:</u> Add the Great Books minor (18 credit hours) with these six courses: GBK 101, 202, 203, 304, either 305 or 306, and either 407 or 495. Cost-neutral proposal; SLOs and assessment plan have been approved by OIE. Students may still choose to pursue the Great Books track to satisfy their general education requirements, but they may not count Great Books for Gen Ed and as their minor. Students who pursue a GBK minor must follow the INT track for General Education requirements.	Motioned: Nannette Turner Seconded: Jeremy Bennett Action: Approved

CLAS	Amy Nichols-Belo	CLAS Gen Ed – Great Books	Course Change	MCN	Folder: October 27>CLAS <u>COURSE CHANGE:</u> Revise the course description for GBK 101 since it may be taken by students other than those in their first year.	Action: Motioned and Approved
CLAS	Amy Nichols-Belo	BS Chemistry	Program Change	MCN	Folder: October 27>CLAS <u>PROGRAM CHANGE:</u> Add a statement in the catalog that clarifies the additional requirement for a student who is seeking an American Chemical Society certification to the BS degree. The change does not affect program requirements.	Action: Motioned and Approved
CLAS	Amy Nichols-Belo	Gen Ed for CLAS	Program Change	MCN	Folder: October 27>CLAS <u>PROGRAM CHANGE:</u> Change the CLAS-only general education block known as “Western Heritage” to “Historical Perspectives.” Change catalog description and apply new learning objectives to the literacy block for general education assessment.	Motioned: Loleta Sartin Seconded: Stephen Hill Action: Approved
CLAS	Amy Nichols-Belo	BA Art, BFA Art	Course Changes	MCN	Folder: October 27>CLAS>Art <u>COURSE CHANGES:</u> 1. Add ART 117 as a prerequisite in ART 224 course 2. Change prerequisite to ART 116C in ART 340 course. 3. Add the prerequisite “and permission of the instructor” to ART 381, 382, 383, 384, 481, 482, 483, and 484. 4. Add new course ART 420 Art/Design Preceptorship. 5. Change the prerequisite in ART 475 to “Any 300-level art history course (list) and senior standing.”	Motioned: Nathan Myrick Seconded: Nannette Turner Action: Approved
CLAS	Amy Nichols-Belo	BA Graphic Design	Course Changes	MCN	Folder: October 27>CLAS <u>COURSE CHANGES:</u> 1. Add GRA 210 as prerequisite for GRA 330 course.	Motioned: Nannette Turner Seconded: Loleta Sartin Action: Approved

					2. Change prerequisites in GRA 420 course to ART 117 and GRA 210.	
CHP	Nannette Turner	BS Public Health	Course Changes	MCN	Folder: October 27>CHP>Public Health 1. Add new course PBH 408 US Health Systems and Policy. 2. Delete PBH 303 since content is covered in new course PBH 408.	Motioned: Amy Nichols-Belo Seconded: Nathan Myrick Action: Approved
CHP	Nannette Turner	BS Kinesiology	Course Changes	MCN	Folder: October 27>CHP>Kinesiology <u>COURSE CHANGES:</u> 1. Add a new course KIN 495 Directed Independent Study. 2. Add prerequisite for KIN 301 -- a grade of C or better in BIO 202 and 203. 3. Change prerequisite courses in KIN 420 to KIN 301 and 302. 4. Change title of KIN 420 Exercise for Special Populations TO Exercise for Clinical Populations. 5. Change prerequisite courses in KIN 421 to KIN 301 and 302. 6. Revise the course description for KIN 201.	Motioned: Stephen Hill Seconded: Gail Johnson Action: Approved
BUS	Jeremy Bennett	BBA	Course Changes	MCN, ATL, RAC	Folder: October 27>BUS <u>COURSE CHANGES:</u> Changes in 50 courses: course number, course description (bold print), and/or prerequisites. See chart in addendum for list of courses. Business will remove 425 and change management 457 to a 300 level course number, 357. Bennett will notify colleges affected by course changes as he reviews catalog. Buehrer reviewed the transfer articulation agreements and noticed a few colleges at Mercer were equating technical college 100 level courses equivalent to 300 level courses within the equivalency tables. A new statement in the catalog was added to only allow transfer credit up to one level above to align with the University policy.	Motioned: Achim Kopp Seconded: Nathan Myrick Action: Approved:

MUS	Nathan Myrick	N/A Point of Information	Transcript addition and catalog clarification	MCN for #3	Folder: October 27 <u>Points of Information:</u> 1. Adding the designation MUS MUS PIA, Piano Competency Met or Satisfied to degree audits/transcripts to denote that students have satisfied the piano/keyboarding requirements of our bachelor's degrees. This designation will apply to MUS 109, 10, 209, and 210 (Class Piano I-IV) 2. Adding the designation to degree audits and transcripts MUS MUS JRR to indicate the completion of a Junior Recital for BM and BMESoF students. 3. Changing the wording on pages 26 (pdf p. 28), 500 (pdf p. 502), & 711 (pdf p. 713) of the 2022-2023 University Catalog (https://registrar.mercer.edu/macon/catalogs.cfm) to reflect that Mercer University, not TSM, is accredited by NASM.	POI
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The next Undergraduate Council meeting will be held in February 2023. Proposal submissions are due Feb 6. Also provide learning assessment feedback by Feb 6.

UC Meeting Dates: Feb 16 and Mar 23.

If your college/school plans to present new program proposals in the spring, please contact Reffitt and Buehrer to offer assistance as you prepare.

Meeting Adjourned at 3:03 p.m.