The meeting began at 8:00 a.m.

The Chair welcomed the members of the Committee. He asked to postpone the customary round of introductions until the next meeting due to the length of the agenda, though he noted that the Department of Biomedical Engineering had been formed since the last UGCC meeting, and that the Committee welcomed Dr. Kaya as its representative.

Consent Agenda:

The following items remained on the Consent Agenda and passed unanimously.

1. College of Business
   c. CRC – BUS 4701 – International Business
   e. CRC – BUS 4786 – Major Field Practicum
   f. CRC – BUS 4801 – International Trade
   g. CGR – B.S. Business Administration – Accounting (Form 1)*
   h. CGR – B.S. Information Systems’
      i. Form 1
      ii. Form 2
   i. CGR – B.S. Business and Environmental Studies

2. Department of Computer Sciences
   b. CRC – CSE 1400 – Applied Discrete Mathematics
   c. CRC – CSE 1001 – Fundamentals of Software Development

4. Department of Mechanical and Aerospace Engineering
   a. CRC – MAE 3064 – Fluid Mechanics Laboratory
   c. CRC – MAE 3241 – Aerodynamics and Flight Mechanics
   d. CRC – MAE 3260 – Experimental Aerodynamics
   e. CRC – MAE 3162 – Compressible Flow
   f. CRC – MAE 4242 – Aircraft Stability and Control
   g. CRC – MAE 4261 – Air-Breathing Engines
   h. CRC – MAE 4262 – Rockets & Mission Analysis

5. School of Psychology
   a. CRC – BEH 3550 – Fieldwork in Applied Behavior Analysis
   f. CRC – PSY 3522 – Human Cognition: Theory and Application
   g. CRC – PSY 3524 – Sensation and Perception
   h. CRC – PSY 4413 – Undergraduate Research
   i. CRC – PSY 4515 – Psychology Honors Thesis
   j. CRC – PSY 4541 – Culture and Psychology

* There are multiple CGR forms for this program in the package.
k. CRC – CRM 3104 – Law Enforcement Systems
l. CRC – CRM 3407 – White Collar Crime
m. CRC – CRM 4406 – Homeland Security and Terrorism
n. CRC – CRM 4712 – Criminal Justice Ethics
o. CRC – CRM 4820 – Violent Crime
p. CRC – CRM 4830 – Organized Crime
q. ANC – CRM 3150 – Applied Research Methods...Homeland Security
r. ANC – CRM 3610 – Criminal Justice and the Media
s. ANC – CRM 3701 – Introduction to Cybersecurity
t. ANC – CRM 4990 – Problem Solving in Criminal Justice
u. ANC – HSC 2011 – Introduction to Terrorism
x. ANC – HSC 3122 – Transportation and Border Security
y. ANC – HSC 4104 – Risk Assessment, Response and Recovery for HSC
z. ANC – HSC 4230 – Domestic Terrorism
c. ANC – HSC 4510 – Intelligence Analysis
dd. ANC – PSY 3101 – Psychology of Disasters

college of Science
6. Department of Education and Interdisciplinary Studies
   a. CGR – Sustainability (Minor)
   b. CRC – ISC 3999 – Sustainability Project Design
   c. CRC – ISC 4000 – Applied Sustainability

Agenda Discussion Items

The following item was discussed and passed unanimously.
1. College of Business
   a. ANM – Minor in Entrepreneurship

The question was raised whether the proposed list of elective courses was supposed to be all-inclusive. Specifically, there are several project/design courses listed, but the Chemical Engineering design courses were not. Dr. Vamosi (College of Business) was in attendance, and responded that no, the list was not all-inclusive and that other courses would be allowed, including those from Chemical Engineering.

The following item was withdrawn from the agenda.
1. College of Business
   b. CRC – BUS 2304 – Microeconomics

The following item was discussed and passed unanimously, as amended.
1. College of Business
   d. CRC – BUS 4702 – Business Strategy and Policy

It was requested that “Senior Standing in Business” be added as a prerequisite since removal of BUS 4000 and BUS 4504 would leave no prerequisites on this 4000-level course. Dr. Vamosi agreed to this change.
The following item was discussed and tabled until the next meeting.

1. **College of Business**  
j. CGR – Management Information Systems (Minor)  
BUS 1601 (Computer Applications for Business) is a hidden prerequisite for BUS 3504 (Management Information Systems) and the Committee agreed that there could be no hidden prerequisites of this nature. Dr. Vamosi indicated that BUS 1601 was going to be eliminated in the near future. This in turn would require a CRC approval for BUS 3504. Dr. Vamosi agreed to table this item until the issue could be resolved. A motion was made to table which passed unanimously.

The following item was discussed and passed unanimously, as amended.

1. **College of Business**  
m. ANC – BUS 4787 – Student Business Incubator Practicum  
It was requested that “Senior Standing in Business” be added as a prerequisite due to it being a 4000-level course with no restrictions other than instructor approval. Dr. Vamosi agreed to this change.

The following items were discussed and passed unanimously, as amended.

1. **College of Business**  
k. ANC – BUS 1501 – Foundations in Creativity … Entrepreneurship 1  
l. ANC – BUS 1502 – Foundations in Creativity … Entrepreneurship 2  
n. CGR – B.S. Business Administration  
o. CGR – B.S. Business Administration – Accounting (Form 2)*  
p. CGR – B.S. Business Administration – Marketing  
q. CGR – B.S. Business Administration – Sports Management  
r. CGR – B.S. Business Administration – Global Mgmt. and Finance  
s. CGR – B.S. Business Administration – Info. Technology Mgmt.  
t. CGR – B.S. Business Administration – Leadership and Social Resp.  
u. ANM – Option for B.S. Business Administration – Entrepreneurship  
With the removal of BUS 1601, there remained no course within the B.S. Business Administration programs with the computer literacy (CL) designation, which is part of the University core requirements. It was asked whether either the new BUS 1501 or BUS 1502 courses could have this designation. In response from the College of Business, it was suggested that BUS 3504 (Management Information Systems), a required course in each program, receive this designation since students taking this course receive significant direct computer instruction. Thus, a motion was made to add the (CL) designation to BUS 3504, which passed unanimously. The College of Business agreed to work the Registrar’s office to update the course description to add the designation in the University Catalog. With the preceding motion having passed, all objections were removed from these Consent Agenda items with two exceptions. It was noted that the proposed new courses BUS 1501 and BUS 1502 were designated as three-credit courses yet only had 15 lecture/class hours written on the form. Dr. Vamosi indicated this was a typographical error, and it should be amended to 45 lecture/class hours, which was done. A similar comment was made in the context of BUS 4787, but it was noted that on the course syllabus students would be required to work 150 hours on a project, and this was deemed sufficient for three credits.
The following item was discussed and unanimously passed, as amended.

**College of Engineering**

2. **Department of Computer Sciences**
   a. CRC – CSE 2120 – Computer Organization and Machine Programming

It was pointed out that the UGCC does not generally approve course restrictions requiring minimum grades in previous courses except to the extent that they only affect students in majors within the offering department. Minimum grade restrictions cannot be placed on students University-wide. It was suggested that the restriction be amended to reflect it affects only students within the Computer Science majors or that the course grading rigor be increased so that a grade of a D is acceptable. The Department of Computer Sciences agreed to the major restriction, but asked if this could also be placed upon students in Computer Science minors, to which the response was “no” since that would affect students throughout the campus. However, the point on minors was moot for this course since this course is not required for the Minor in Computer Science. A discussion ensued as to whether other departments had similar grade restrictions, and it was noted that the Departments of Chemistry and Physics (and perhaps others) have similar restrictions, but only to the extent that they affect their own students in their own majors. The Registrar’s office pointed out that BANNER cannot be programmed to add such a restriction at the major level—either all University students would be affected, or none would. The Department of Computer Science agreed to amend the restriction to “A grade of C or better in CSE 1001 for Computer Science majors only” and that this would be enforced at the advisor level since BANNER cannot be programmed to enforce this.

At this point in the meeting, Dr. Baloga (Assoc. VP for Institutional Compliance) and Dr. Marcinkowski (Dept. of Education and Interdisciplinary Studies, Quality Enhancement Plan Implementation Committee) joined the meeting to briefly discuss the plan to transition the endorsement and approval processes for QEP courses from the QEPIC to the UGCC. Dr. Marcinkowski gave a short summary of the three-page transition plan and noted that there were additional documents available to help the UGCC with the transition. He also indicated that the UGCC will be given wide latitude on how it will implement the approval process. A question arose about how frequently the QEPIC had previously met in connection with these duties, and Dr. Marcinkowski indicated that the QEPIC generally met only electronically, discussing issues and voting by email, though he had personally contacted departments or other persons as necessary to conduct the committee’s business. It was also asked if Drs. Baloga and Marcinkowski would still play an active role in the QEP approval process, to which the answer was “generally, no.” Dr. Baloga would still be the SACS liaison, but that UGCC would be expected to operate mostly independently provided the institutional mandate was still being met. Dr. Marcinkowski indicated that he would be available for assistance as needed. One final comment was that since the approval and attendant assessment (to be conducted outside of UGCC) was an institutional mandate from the administration, the administration should be expanding the resources of the QEPIC rather than shifting the burden to other already-heavily-burdened committees. It was expected that this issue would be raised again at the next meeting when a more in-depth discussion about the QEP transition would be scheduled. The Committee thanked Drs. Baloga and Marcinkowski for their attendance and presentation, and the Committee returned to discussion of Consent Agenda items.
The following items were discussed and passed unanimously.

College of Engineering
3. Department of Electrical and Computer Engineering
   a. CRC – ECE 3240 – Junior Design
   b. CRC – ECE 4332 – Electrooptic Devices and Systems

It was noted that no rationale was provided to the Committee for these changes, and that the Committee should not simply be a “rubber stamp” for changes without understanding a justification for the changes. The representative for the Department of Electrical and Computer Engineering was not in attendance, however it was suggested that if a department wishes to make changes to its own courses, and such changes do not impact other programs or departments, the Committee should give broad deference to the requesting department. The Chair asked that the departmental representatives provide at least a brief cover memo to the Committee when making future requests of the Committee for approval of any kind.

The following item was discussed and unanimously passed.

College of Engineering
4. Department of Mechanical and Aerospace Engineering
   b. CRC – MAE 3161 – Fluid Mechanics

It was requested that the department modify the MAE 2082 (Applied Mechanics: Dynamics) co-requisite to MAE 2082 or PHY 3011 (Physical Mechanics) since PHY 3011 is substantially similar to MAE 2082 and a sufficient number of Physics students take MAE 3161 to justify the added restriction and eliminate the need to sign waiver forms. The Department of Mechanical and Aerospace Engineering could not agree to make this change without first discussing it with its faculty and seeking department head approval, but agreed to bring the request before its faculty with the goal of receiving faculty approval and submitting the request to the Committee at the next meeting.

The following item was discussed and passed unanimously.

College of Psychology and Liberal Arts
5. School of Psychology
   c. CRC – PSY 3423 – Physiological Psychology

It was noted that Biological Sciences students frequently take this course, and thus it was requested if BIO 2801 (Biometry) could be added as an alternative prerequisite. In response, it was learned that BIO 2801 is currently accepted as an alternative prerequisite and students with it are permitted to take the course. However, the School of Psychology agreed to discuss adding BIO 2801 explicitly to the course restrictions as an alternative with the goal of presenting a request for approval at the next meeting.

The following items were inadvertently removed from the Consent Agenda. Since there were no issues to discuss in connection to them, they were passed unanimously.

College of Psychology and Liberal Arts
5. School of Psychology
   b. CRC – PSY 3421 – Psychology of Learning and Motivation
   d. CRC – PSY 3441 – Social Psychology
   e. CRC – PSY 3543 – Psychology of the Workplace
The following items were discussed and unanimously passed on the condition that the Assoc. VP for Institutional Compliance signed the forms.

College of Psychology and Liberal Arts
5. School of Psychology
   w. ANC – HSC 3230 – Planning for Homeland Security
   aa. ANC – HSC 4410 – Critical Infrastructure Protection
   bb. ANC – HSC 4450 – The Intelligence Process

It was observed that the forms indicated these courses would be used for assessment purposes, but had not been signed by the Assoc. VP for Institutional Compliance. In response, the School of Psychology said that the new courses had in fact been approved, but were just lacking signatures. The Committee agreed to vote for approval for these items subject to the signatures being attached.

Note: After the meeting, Dr. Jones (CoPLA Online Learning) discovered that the form for HSC 4450 was incorrect to the extent that the assessment box should not be checked, and stated that this course will not be used for assessment. Without objection, the Chair will amend the form accordingly.

College of Psychology and Liberal Arts
5. School of Psychology
   ee. CGR – A.A. Criminal Justice
   ff. CGR – B.A. Criminal Justice
   gg. ANM – B.A. Criminal Justice – Homeland Security

It was asked if PSY 2510 (Research and Computer Literacy) was a new course since it did not appear in the University Catalog, to which the response was “yes.” The course had been approved by the UGCC in March 2013. It was then asked if PSY 2510 had the (CL) designation since no other courses in the above programs did, and again the response was “yes.”

One final comment was made in connection with the School of Psychology agenda items. It was noted that CRM 4810 was referenced in the cover memo, but no paperwork had been submitted for a change in course restrictions. The School of Psychology acknowledged the oversight and said it expected to make the request at the next meeting. Since changes to CRM 4810 would not impact anything presently before the Committee, the Committee proceeded without it.

The following item was discussed and unanimously tabled.

College of Science
6. Department of Education and Interdisciplinary Studies (DEIS)
   d. ANM – B.S. STEM Education

Several issues arose. First, it was pointed out that several EDS courses that would be used as substitutes for humanities or social science electives in the partnering programs had not been designated as HUM or SS. Dr. Hamed (Dept. of Education and Interdisciplinary Studies) was in attendance to answer questions about the program, and he responded that Dr. Taylor (Dept. of Humanities and Communication, not in attendance) had sent an email approving the courses for the HUM/SS designations. However, while Dr. Taylor can approve a HUM designation, he cannot unilaterally approve the SS designation since that could tread upon the areas of other academic units, notably the College of Business and the School of Psychology. It was decided that DEIS would submit the relevant courses to the relevant departments for approval, final approval of which would then be voted on by the UGCC via email within the next 10 days.
The Registrar’s office noted that this is a dual program, and students cannot enroll in it in isolation – there must be a partnering degree program (General Chemistry, for instance). Thus, it needs to be listed in the University Catalog as such. The Registrar’s office also expressed concern as to how the new program would be built in BANNER since the required courses would depend on the partnered program, and there was not a set number of credit hours required for graduation. It was decided that the program could likely be built based upon the model used for the B.S Interdisciplinary Science program since that program has some commonalities with the proposed new program. Also, DEIS agreed to fix the number of credit hours required for graduation by accounting for the partnering program that requires the least credits.

Third, it was asked if the partnering programs would need to create new programs with new major codes to accommodate the dual nature of the STEM Education program. In response, it was suggested that the partnering programs could get by for the time being by using course substitution forms, but that they might want to consider program options in the future, each with their own major codes. During the discussions, it was revealed that while there were multiple programs in the College of Science willing to partner with this new program, there were several details that needed to be ironed out, and because of the time, this could not be accomplished in the meeting. Because of the nature of the new program, at least one partnering program had to agree to move forward with DEIS so that approval for the new program could be granted since the STEM Education program cannot be a stand-alone program. The Department of Chemistry agreed that it was ready to partner with DEIS presently, removing this barrier to approval. The Department of Chemistry indicated it would work with DEIS to resolve some details of how the new program would be incorporated into the General Chemistry program.

Next, a concern arose as to what happens if a student begins the STEM Education program in conjunction with a partnering program, takes a number of EDS courses to satisfy elective requirements in the partnering program (which would not normally be permitted), then decides to drop the STEM Education program down the road. The response was that the student would then have to retake credits to replace the EDS elective courses, subject to the discretion of the partnering program’s department. Dr. Hamed noted that this was the intention all along while the new program was being developed.

It was pointed out that the ANM form indicated a classroom delivery mode, but that there were field-work courses in the program, and plans to offer some future courses online. It was agreed to amend the forms to include these additional delivery modes.

Finally, a question arose as to the QEP requirement for the new program, and in response Dr. Hamed indicated that the partnering program’s QEP program, which would be required for the STEM Education program, would suffice to satisfy this requirement.

Due to the time (the meeting having run over its scheduled ending by 45 minutes), a motion was made to table discussion on this item until an electronic vote could be held on the HUM/SS designations for certain EDS courses, and some of the details of implementing the new program with the General Chemistry program could be worked out. In the meantime, the Registrar’s office would investigate the best way in which to build the program in BANNER. It is anticipated that electronic votes will be held within the next 10 days on not only the HUM/SS designations, but also final approval of the STEM Education program.
Amendment

After the meeting, DEIS forwarded syllabi and course descriptions for multiple courses to the Dept. of Humanities and Communications and the School of Psychology for review as to the appropriateness to give those courses either an HU or SS designation, or both. The Dept. of Humanities and Communications recommended the following: EDS 3131 (HU/SS), EDS 4060 (SS), EDS 4081 (SS). The School of Psychology recommended the following: EDS 3131 (SS), EDS 4060 (SS). A motion was made to approve EDS 3131 to have the HU/SS designation and EDS 4060 to have the SS designation. An electronic vote was held, and on Sept. 11, the motion passed 15-0-4.

In addition, discussion continued about the STEM Education program. Concerns arose that the program did not state the actual number of credits required to earn the STEM Education degree and that the curriculum was not clearly written out for purposes of including it in the University Catalog. It was also suggested that the program be structured into options or concentrations, one for each partnering program, but this idea did not receive support. Working with the Dept. of Chemistry, DEIS amended the Catalog program description to resolve any outstanding concerns. A motion was made to approve the program* as described in the modified program description. On Sept. 19, the motion passed 14-0-5.

Discussion:

1. QEP Transition Plan (Drs. Baloga and Marcinkowski)

See notes earlier in the minutes above.

Our next meeting is Friday, September 27 at 8:00 a.m. in the Physical Sciences conference room. Agenda items are due Friday, September 20.

The meeting adjourned at 9:45 a.m.

Respectfully submitted,

Mark Archambault – Chair

* The motion was amended after the program description was again amended. The final program description has been added to the August 2013 documentation archive on the UGCC website.