

CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

Date: October 9, 2015 **KEY: C = Comment; R = Response; Q = Question**
Presiding: Richard Singiser (Chair)
Present: Andrea Allen, Augustine, Ayuk, Larry Booth, Pearl Chang, Anthony Giovannotti, David Greenbaum, Byron Jeff, Jill Lane, Kara Mullen, Judy Ruvalcaba, Kathryn Kemp, Catherine Matos, Josh Meddaugh, George Nakos, Leon Prieto, Dina Swearngin, David Williams
Not Present: Ron Fuqua, Rebecca Gmeiner, Jocelyn Steward
Recorder: Deonna (Dee) Tanner (Secretary)
Guest(s): Mara Mooney, Lila Roberts

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	R. Singiser called meeting to order at 12:06 p.m. <ul style="list-style-type: none"> Minutes from September meeting presented 	<ul style="list-style-type: none"> Minutes from August meeting approved without changes.
OLD BUSINESS	<ul style="list-style-type: none"> No old business 	
NEW BUSINESS <i>CIMS- Criminal Justice</i> <i>Agenda Item A. 1</i> <i>Course Proposals- Criminal Justice Pre-requisite Modifications</i> <i>Agenda Item A. 2</i> <i>Removal of Standing Restrictions from Certain Courses</i> <i>Modification of Course Names (unintentionally left off of agenda)</i>	<ul style="list-style-type: none"> M. Mooney – Catalog clean up in the process for Criminal Justice so that the catalog matches Banner. There is a need to modify pre-requisites to avoid the need for manual overrides. Proposal for pre-req course modifications to consider and memo sent to committee prior to meeting. See attached documents. M. Mooney- Propose to remove the Jr/Sr standing restriction from CRJU 3120, 3140, 4601 as it results in a large number of manual overrides because it prevents students from self-registration. M. Mooney- In an effort to provide flexibility with the course content, changes in course name and or descriptions are proposed for CRJU 3105, 3230, 3240. These changes do not change any course content or outcome. 	<ul style="list-style-type: none"> All pre-req course modifications for CRJU courses pass unanimously and approved in mass. Second reading waived unanimously. The motion for removal of standing restrictions for three CRJU courses pass unanimously and approved in mass. Second reading waived unanimously. The motion for course name changes for three CRJU courses pass unanimously and approved in mass. Second reading waived unanimously.

<p><i>Agenda Item A. 3 Deactivation of Courses</i></p>	<ul style="list-style-type: none"> • M. Mooney-Many courses in the catalog have not been recently offered or have never been taught. Propose 8 courses to be deactivated. See attached. 	<ul style="list-style-type: none"> • Q= How will deactivation of programs will affect program staff? R= It will not affect staff as these courses are not currently being offered. • The deactivation of courses of standing restrictions for three CRJU courses pass unanimously and approved in mass. • Second reading waived unanimously.
<p><i>Agenda Item A. 4 Prefix Change/Removal of Restriction</i></p>	<ul style="list-style-type: none"> • M. Mooney- Proposal that CRJU 4420 be changed to a SOCI prefix (and to remove standing restriction) to reduce confusion and align with course content. No substantive changes to the course are proposed. Criminal Justice majors will still be able to take course with the proposed new prefix. 	<ul style="list-style-type: none"> • Motion to change the prefix for CRJU 4420 and remove standing restriction passes unanimously. Course will now be known as SOCI 4420. • Second reading waived unanimously.
<p><i>Agenda Item A. 5 New Course Proposals</i></p>	<ul style="list-style-type: none"> • M. Mooney- There are 5 new CRJU course proposals in the banner action system. However, members are not able to be seen in banner at this time. CRJU 3250, 3280, 3340, 3500, 4500. 	<ul style="list-style-type: none"> • Since courses are not available for review in banner. Motion to table these course proposals until the next meeting. Motion accepted unanimously.
<p><i>Agenda Item A. 6 Overall Catalog Changes</i></p>	<ul style="list-style-type: none"> • M. Mooney- List of 6 Catalog Change Proposals. See attached track changes document. 	<ul style="list-style-type: none"> • Discussion. Q= Jill Lane: Question regarding the “free” elective”. This question comes up many times and each time we are told the academic departments have stated MSL (Military Science Leadership) courses (these are ROTC courses) are not applicable to their majors. And because we no longer have ROTC, it would always be transfer credit. Social Sciences has excluded PHED courses, but not MSL course from free elective. R= Good point. Discussion re: the exclusion of the MSL as a free elective. • Motion to approve proposal with the following change:

***CIMS- Agenda Item
B. #1. Courses
Modification
Proposals***

B. #2

***Other Business-
Deactivation of
CNET 1 year
Certificate.***

- L. Roberts- Proposal that the following 5 courses be modified: CNET 2226, 3210, 3220, 4240, 4310. See attached Modifications needed for catalog clean up. Over the years as the courses have changed, updates have not been made to the banner catalog and many inconsistencies have been noted. For example, some of these courses had a syllabi posted instead of appropriate courses description in banner.
- L. Roberts- Proposal to deactivate 22 CNET courses and remove from the catalog. See attached. These courses were a part of the Associate in Applied Sciences, but are not a part of any program at the present time.
- L. Roberts- Proposal to deactivate the CNET 1 year Certificate (Major Code 403) effective immediately. The program will remain active for a period of two years to phase out those in the program now. Only 11 students in the past three fiscal years have completed the program.

- Typographical Error- CRJU and SOCI should be separated with a space under Upper Division Major Requirements.
- MSL will be excluded as a free elective.
- Motion to modify the 5 CNET courses were unanimously passed and in mass.
- Second reading waived unanimously.
- The motion to deactivate and remove 22 CNET courses was unanimously passed and in mass.
- Second reading waived unanimously.
- Q= What will the impact be if this program is deactivated?
- R= Very little impact. Students currently enrolled will have time to complete the program requirements during the 2 year teach out phase. Few students are enrolled and interested in this program, and there is little motivation to keep this program.
- The motion to deactivate the CNET 1 year certificate program was unanimously passed.
- Second reading waived unanimously.

<i>Informational Item-</i>	J. Lane for B. Gmeiner- There has been confusion between e-core and CSU courses as their numbers are not matching and students have been taking both courses- duplicating courses.	The course descriptions will be amended to avoid this in the future.
<i>Upcoming Meeting Reminder</i>	<ul style="list-style-type: none">• Next Meeting: Friday, November 13th at 12 noon	
ADJOURN	<ul style="list-style-type: none">• Meeting adjourned at 1:25 p.m.	