

CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

Date: January 12, 2018
Presiding: Anthony Giovannitti (chair)
Present: Shakil Akhtar, Andrea Allen, Keith Driscoll, David Greenbaum, Deborah Gritzmacher, Byron Jeff, Catherine Matos, Josh Meddaugh, George Nakos, Adel Novin, Chris Ritter, Joan Taylor, Carol White, and David Williams (Sen Rep)
Not Present: Pearl Chang (on leave), Ron Fuqua (proxy given to D. Gritzmacher), Joanna Harris-Worelds (on leave), and Latrina Walden (no email)
Recorder: Carol White

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	A. Giovannitti called meeting to order at 12:33p.m.	
OLD BUSINESS Temp Secretary	<ul style="list-style-type: none"> • Approval of November minutes – Approved • Approval of December minutes – Approved 	
NEW BUSINESS	<ul style="list-style-type: none"> • CMS 4560 – No representative from VPA department was present, so the minutes from December meeting read to offer explanation of proposed change. Motion made to accept; vote was not unanimous. A second reading is required. • Recorder – There was a call for a volunteer to be the meeting recorder while J. Harris-Worelds on leave. Recorder needed for February, March and possibly April. Deborah Gritzmacher volunteered. • Handbook – There was again a call for volunteers to work on the subcommittee for the handbook project requested by the Faculty Senate. Subcommittee formed outside the official meeting time. <p>(C. White will chair the subcommittee. A. Giovannitti and C. Ritter will serve. D. Williams has volunteered to offer comments on rough draft.)</p>	<ul style="list-style-type: none"> • Second reading required. • C. White will contact members of subcommittee to begin work.
ADJOURN	Meeting adjourned at 12:42p.m.	

Next Meeting: Friday, February 9, 2018 at 12:30p.m. Location UC260