

CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

Date: January, 2016 **KEY: C = Comment; R = Response; Q = Question**
Presiding: Richard Singiser (Chair)
Present: Andrea Allen, Pearl Change, Rebecca Gmeiner, Byron Jeff, Kathryn Kemp, Jill Lane, Catherine Matos, George Nakos, Leon Pioto, Judy Ruvalcaba, Jocelyn Steward, David Williams
Not Present: Augustine Ayuls, Larry Booth, David Greenbaum, Ron Fuqua, Anthony Giovannotti, Lou Jourdan, Kara Mullen, Dina Swearngin
Recorder: Dee Tanner (Secretary)
Guest(s): Lisa Holland-Davis, Mara Mooney, Susan Tusing

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	Rich called meeting to order at 12:06 p.m.	Meeting started late due to locked conference room door.
OLD BUSINESS <i>College of Business</i>	<ul style="list-style-type: none"> • December 2015 meeting minutes approved. • <u>Changes of restrictions for Finance Minor.</u> Proposal is to allow allow non-business majors to minor in Finance. It appears to be a demand for the Finance minor from non-business majors. There is no reason for this minor to be open only for business majors. The finance minor will offer Clayton State University students the opportunity to focus on a specific area of business that offers excellent employment opportunity in the Atlanta area and beyond. • <u>Changes of prerequisites:</u> FINA 3101; BUSA 3101. The Finance faculty believes that the Math 1241 course is not required for success in Finance. The faculty that is teaching this course believes that MATH 1101 or MATH 1111 is sufficient for success. This change will make it easier for non-business majors to enroll in this course. 	<ul style="list-style-type: none"> • Minutes were approved without changes. • Jocelyn Steward will be the recorder at February's meeting for Dee Tanner. • Motion approved unanimously. • Second reading waived • Motion approved unanimously. • Second reading waived

- Removal of MATH 1241 from business requirements.
The Finance faculty believes that the Math 1241 course is not required for success in Finance. This change will make it easier for non-business majors to enroll in this course.
- ECON 2105 Requirement. Proposal to add this statement under Non-Business Courses: ECON 2105 must be taken as a non-business elective if not taken to satisfy the area E requirement.
- Proposal for New Minor in Economics. This is based on student demand. It takes six courses to complete this minor. Some of these courses already exist, some are new. All of the following 5 courses: Core and Required Courses

Core Courses for ECON Minor:

1) Principles of Macroeconomics - ECON 2105 (already exists)

2) Principles of Microeconomics - ECON 2106 (already exists)

Required Courses for ECON Minor:

3) Managerial Economics –ECON 6100 (already exists but will be cross listed as ECON 4644 which is undergraduate level Managerial economics)

4) International Economics –Econ 4501 (new course proposal attached)

5) Monetary Economics – ECON 4103 (new course proposal attached)

Plus one of the following electives:

Business Statistics - BUSA 3101 (already exists)

Entertainment & Sports Economics – ECON 4601 (new course proposal attached)

Economics of Innovation – Econ 4320 (new course proposal attached)

- Withdrawn

Discussion. Q= Is this a pre-req for other courses?
A= Yes, for some students it will be. This will clarify what is exactly needed for their degree. Will help spell it out for the student.

- Motion approved- 1 opposed.
- Second reading not waived.
- Motion passes unanimously.
- Second reading waived.

College of Arts and Sciences

Special topics in Economics - Econ 4800 (already exists, with rotating syllabus)
Any other 3000 level or higher ECON course offered by the College of Business

Other Catalog Changes (carryover from the December 2015 Meeting).

- Proposal to add PSYC 2105 to the Menu of Lower Division Core Requirements & as an option in the Lower Division Statistics Requirement section:
Adding PSYC 2105 to the menu of lower division core requirements will complement the changes to the lower division statistics requirement. In an effort to point students in a better direction for statistics preparation, we propose adding PSYC 2105 Statistics for Psychology as an option along with MATH 1231 Statistics. Either course with a grade of C or higher should provide sufficient background for students preparing for SOCI 3510 Social Statistics.
- Revisions of elective prefixes. Proposal is to move away from a comprehensive list of Major Related Electives toward a largely prefix model. This will allow students greater flexibility in course schedule planning and reduce the number of course substitutions that are needed is to use prefixes to describe the electives. This is for ease of faculty and students.
- Proposal to removal Span 3131. Proposed to remove SPAN 3131 from the International Language Electives list of courses because SPAN 3131 does not appear to exist in Banner. We will also reduce the hours span to “0 – 6 hours.”
- Removal of course sequence suggestion chart. This was discussed and voted on in the December 2015 meeting.

- Motion passes unanimously.
- Second reading waived.

- Motion passes unanimously.
- Second reading waived.

- Motion passes unanimously.
- Second reading waived.

- No new action. Motion passed unanimously at December meeting.

***SOCI Changes
Mara Mooney & Lisa
Holland- Davis***

- Revisions to Minor in Sociology. This will clarify how to handle SOCI in the lower division requirements and to replace the list of specific courses from upper division electives and replace it with language that allows students to choose 3 SOCI courses not being used to meet another minor.
- Revisions to Social and Community Justice: Due to the merger of cross-listed courses in our department and some re-numbering in the POLS program, the following changes should be made to the Upper Division Electives in the SCJ minor:

- Motion passes unanimously.
- Second reading waived.

- Motion passes unanimously.
- Second reading waived.

Item
CRJU 4420 should be SOCI 4420 CRJU 4425 should be POLS 4425 CRJU 4426 should be POLS 4426 POLS 3382 should be POLS 4310 POLS 3388 should be POLS 4370 POLS 4422 should be POLS 4421 POLS 4427 should be removed from the list because the course is being deactivated

- Pre-requisite changes with PARA 1101: PARA 2223; 2225. In an effort to make things more consistent throughout the program, proposal is to modify PARA 1101 as a pre-req for certain courses. A minimum grade of C in PARA 1101 Introduction to Law & Ethics is intended as a required prerequisite for all program courses. Two courses need to be fixed to bring them into alignment with the rest of the program. See below table.

- Discussion: Committee discusses concerns regarding the minimum grade of D and agree the standard should be raised to a minimum grade of C.
- Motion passes unanimously with recommendations made by the committee.
- Second reading waived.

Course	Current Prerequisite(s)	Proposed New Prerequisite(s)
PARA 2223 Wills, Trusts and Probate Law	PARA 1101 with a min grade of <u>D</u> , and PARA 2203, PARA 2205 and PARA 2209 with min grades of D	PARA 1101 with a min grade of <u>C</u> , and PARA 2203, PARA 2205 and PARA 2209 with min grades of D

PARA 4020 - Advanced Civil Litigation	<u>LGST</u> 4020 - Advanced Civil Litigation	
PARA 4030 - Advanced Legal Research	<u>LGST</u> 4030 - Advanced Legal Research & Writing	
PARA 4098 - Paralegal Practicum	<u>LGST</u> 4098 – <u>Legal Studies</u> Practicum	
PARA 4850 - Paralegal Capstone Course	<u>LGST</u> 4850 – <u>Legal Studies</u> Capstone	

Additional proposal for the prerequisite changes as follows:

<u>Course</u>	<u>Current Prerequisite(s)</u>	<u>Proposed New Prerequisite(s)</u>
PARA 4030 Advanced Legal Research (which will become <u>LGST 4030 Advanced Legal Research and Writing</u>)	PARA 1101 with a min grade of C, and PARA 2203, PARA 2205 and PARA 2209 with min grades of D, and ENGL 1101 and ENGL 1102 with min grades of <u>D</u>	PARA 2205 with a min grade of D, and (<u>PARA 1101 with min grade of C or POLS 2101 with a min grade of D or CRJU 1150 with a min grade of D</u>), and ENGL 1101 and ENGL 1102 with min grades of <u>C</u>
PARA 4098 Paralegal Practicum (which will become <u>LGST 4098 Legal Studies Practicum</u>)	PARA 4020 <u>and</u> PARA 4030 with min grades of D, and Approval of the Paralegal Studies program coordinator and the Office of Experiential Learning	PARA 4020 (<u>LGST 4020</u>) <u>or</u> PARA 4030 (<u>LGST 4030</u>) with min grade of D, and Approval <u>of Program Coordinator</u>
PARA 4850 Paralegal Capstone Course	PARA 4020 <u>and</u> PARA	PARA 4020 (<u>LGST 4020</u>) <u>or</u> PARA 4030 (<u>LGST 4030</u>) with min grade of D

(which will become LGST 4850 Legal Studies Capstone)

4030 with min grades of D

The prerequisite of 4020 **and** 4030 in 4098 and 4850 is problematic for students and faculty from a practical standpoint, since each 4000-level course is only offered once/year and the rotations don't always line up for students. Therefore, a student who has taken either 4020 or 4030 should be permitted to enroll in 4098 and 4850, and as a result, we currently have to perform manual overrides to register these students.

Modification of Course Descriptions. The course descriptions for the following courses should be revised accordingly to more accurately reflect content (a comparison of the original description with the proposed update is contained in the banner action form for each course):

LGST 4020 Advanced Civil Litigation

This course builds upon litigation skills acquired in other courses by allowing students to actively participate in the preparation necessary for trial with an emphasis on complex litigation.

LGST 4030 Advanced Legal Research & Writing

This hands-on course will allow students to use the skills acquired in lower division coursework to prepare and review more sophisticated and complex legal documents. Special emphasis will be placed on the process of analyzing legal documents. Students will gain additional expertise in electronic legal and factual research. The course culminates with the preparation of a research paper by the student on a topic chosen by the student and instructor. This course requires extensive out-of-class research time.

LGST 4098 Legal Studies Practicum

Constitutes an independent (individual or small group) internship which will allow students to simultaneously experience the "real-world" application of law and to apply legal methodology, research,

and analysis to actual law office or law-related applications. The student will prepare and submit a significant law-related paper and/or project. Requires approval of the Program Coordinator.

LGST 4850 Legal Studies Capstone

This course will provide an opportunity for students to review the major legal concepts taught in the Legal Studies program. It will allow students to see how these different legal practices and theories coalesce into a single legal system.

In addition, minor course description edits (in the BAFs) and the addition of an undergraduate classification code are proposed for the following courses to make the descriptions consistent with information contained in the academic catalog:

Minor course description edits:

PARA 1101	Introduction to Law and Ethics
PARA 2207	Criminal Litigation
PARA 2209	Business Organizations
PARA 2211	Computers in the Law
PARA 2213	Real Estate Law
PARA 2231	Administrative Law
PARA 2235	Law Office Skills

Other catalog changes:

- B.S. degree in Legal Studies – revisions to Upper Division Required Courses. The updated LGST prefixes revisions to other courses to account for changes in other programs. Also added ENGL 3210 and ENGL 3220.
- B.S. degree in Legal Studies - revisions to Upper Division Electives. Proposal is to move away from a comprehensive list of Upper Division Electives toward a prefix model. This will allow students greater flexibility in course schedule planning and reduce the number of course substitutions that are needed. We also added AFAM, FREN, HSEM, LGST, SOSC, SPAN, STAB, and WST to the list of allowable prefixes.
- Minor in Legal Studies (being changed to Minor in Pre-Law). Proposal is to revise the name and some content of the minor

- The proposals were voted on as a unit and the Motion was approved, 1 opposed.

to make it more accessible to students in other majors, such as ENGL, POLS, and CRJU.

- A.A.S. degree in Paralegal Studies. Proposal to re-order the list of courses under the Core Curriculum to be consistent with the order of the areas of the core. There are no substantive changes.
- Interdisciplinary Studies on the agenda- no representative here, these items tabled for a future meeting.

Chemistry & Physics:

- There have been noted inconsistencies with Chemistry and Physics pre-reqs and therefore, clean-up is needed. Example, Banner allows students to register for courses such as 1212 and 2412 (that should build on one another) at the same time. Proposal is to change the pre-reqs in CHEM 1212L and 2412L to include CHEM 1211L (for 1212L) and CHEM2411L (for 2412L) as pre-reqs. This will prevent students from enrolling in the second lab in the sequence before passing the first lab in the sequence. This mainly affects transfer students.

PHYS 2454:

- There is now a PHYS minor available to the student and this course should apply to the minor. As such, the proposal is the change the course number to PHYS 3254. The content does not change.

Due to time constraints, other agenda items from the College of Information and Mathematical Sciences tabled until next meeting.

- Second reading waived.

No action. Will table these agenda items.

- Discussion about how registration for similar courses are done at other institutions such as UGA. Noted that even with proposal, students will still be allowed to register for both courses simultaneously.
- Motion approved unanimously. Second reading waived.

- Q= Do most schools teach this course at the 3,000 level. A= Yes, most schools do.
- Motion approved, 1 opposed.
- 2nd reading not waived.

<i>Upcoming Meeting Reminder</i>	<ul style="list-style-type: none">• Next Meeting: February 12th at noon.	Regularly Scheduled Meeting. March's meeting will be late due to Spring Break, 3/18/16.
ADJOURN	<ul style="list-style-type: none">• Meeting adjourned at 1:26 p.m.	Last meeting of 2015.