**Clayton State University**

**Undergraduate Curriculum Committee (UCC)**

**Meeting Minutes**

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| **Date:** September 14, 2018**Presiding:** Carol White (chair)**Present:** Khamis Bilbeisi, Keith Driscoll, David Greenbaum, Joanna Harris-Worelds, Deborah Gritzmacher, Ron Fuqua, Bryan LeBrecque, Catherine Matos (Sen. Rep.), Mark May, CR Narayanaswamy, David Plaxco, Junfeng Qu, Chris Ritter, Joan Taylor, Rosario Vickery, Carol White, David Williams (Sen. Rep.), Rebecca Gmeiner, Jill Lane; Non-members: Dennis Attick, Charles Elfer, Chaogui Zhang**Not Present:** Shakil Akhtar, Emily Kilburg, Latrina Walden**Recorder:** Joanna Harris-Worelds  |

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| **TOPIC** | **DISCUSSION** | **ACTION** |
| **CALL TO ORDER** | C. White called meeting to order at 1:13p.m.* No motion to accept 4.13.18 minutes
 | * Tabled 4.13.18 minutes approval as locating a copy
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| **OLD BUSINESS**  | * C. White reminded members an item to finish from last year with work on the UCC Handbook, which concerned meeting attendance and criteria to receive P&T credit.
 | * C. White to bring discussion when agenda lighter with proposals.
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| **NEW BUSINESS** **CIMS** WebSBIT Program**New Course**MATH 2008 | * C. White requested presentation of WebSBIT.
* D. Williams explained program related to finances generated from no extra fees per BOR; announcement informational for UCC as was BOR directive.
* C. Zhang explained the new course is similar to other colleges providing Early Childhood Education (ECE) as CSU is deficient and would align with other ECE practices statewide. There is a similar course but focus toward different audience.
* Q: Is there a pre-req as BAF seemed unclear?
* R: Pre-req MATH 1111 or 1113.
* C: Banner populated from information at bottom of BAF
* Motion to approve MATH 2008.
 | * No action.
* Approved new course unanimously and required second readings waived.
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| **A&S** Early Childhood Education (ECE) Program**New Courses**EDUC 3025, 3029, 3403, 3404, 3405EDUC 3406, 3407, 3410, 4049, 4740, 4745 | * D. Attick explained CSU began teaching middle grades curricula due to area need. Since 2009, ECE or elementary/P-5 education advocated to be added at CSU; there is a favorable response from BOR; 21 other ECE programs in USG who have all levels except CSU.
* Q: Do you have the number of enrolled students to support program?
* R: 15 students, conservatively; There’s 65 unique responses from survey with half interested in ECE. Clayton Co Superintendent continues to ask for ECE.
* Q: What is the addition faculty needs?
* R: Will launch with 1 P/T faculty; anticipating future retire which will allow for ECE individual to fill, and if more interest in ECE then will address faculty need.
* C: For library, proposal does not address additional resources needing to be purchased to support program and current budget does not have funds.
* Q: BS in lower grades and program a BA?
* R: BA predates speaker; other programs are BS.
* Q: Certification, do middle grades crossover into P-5?
* R: Yes, into 4/5, but no issues with certification.
* C: Concern: students have no choices in courses.
* R: Normal for structure in other programs.
* Clarification: One-step document is for BOR; need to have UCC course approval but not program as need second reading.
* Motion to approve ECE program proposal.
* D. Attick explained EDUC 3025 is a music course and have instructor currently teaching similar course. EDUC 3029 is intro to ed/psych. EDUC 3403 and 3404 is teaching math in primary grades. Different math courses relate to grade. EDUC 3405 is social studies method.
* Correction for BAF #5 for EDUC 3405: “History Reference Center” vs. “Historical Reference Center” and “Lexis-Nevis” vs “NexisUni”.
* Motion to approve EDUC 3025, 3029, 3403, 3404.
* Motion to approve EDUC 3405 with amendment.
* D. Attick explained EDUC 3406 is English methods; EDUC 3407 is science methods; EDCU 3410 addresses responsive instruction.
* Q: Any program restrictions?
* R: There will be, however, cannot add as the program does not exist yet.
* D. Attick explained all 4000’s courses are new, but edits as already doing the work and internships; changed the language to apply to ECE. EDUC 4004 is a fall seminar course for students working in the field and 4005 is the spring seminar.
* Q: Does EDUC 4005 need co-req added?
* R: Yes, co-req of EDUC 4745.
* Q: Is it a pre-req taken concurrently or co-req?
* R: For 4004 taken with 4740 and 4005 taken with 4745.
* Motion to approve EDUC 4004 and 4005 with amendment to add co-req to 4005.
* D. Attick explained EDUC 4049 is an assessment and evaluation course. EDUC 4740 is the fall internship and 4745 is the spring internship.
* Q: For EDUC 4740, the co-req should be 4004, not 4003.
* R: Correct.
* Motion to approve 3406, 3407, 4049, 4740, 4745 with an amendment for 4740.
* Motion to waive the second readings for all of the EDUC courses.
 | * Approved program proposal unanimously.
* Tabled required second reading of program for next meeting.
* Approved new course unanimously.
* Approved new course unanimously with amendment.
* Approved new course unanimously with amendment.
* Approved new course unanimously with amendment.
* Approved waiving of required second readings for all courses.
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| **ADJOURN** | Meeting adjourned at 1:45p.m. |  |

**Next Meeting:** Friday, October 12, 2018 at 1:00p.m. Location UC260