

**CLAYTON STATE UNIVERSITY**  
**Undergraduate Curriculum Committee (UCC)**  
**MEETING MINUTES**

**Date:** November 6, 2015 **KEY: C = Comment; R = Response; Q = Question**  
**Presiding:** Jocelyn Steward, Chair Elect, Acting Chair for Richard Singiser  
**Present:** Andrea Allen, Larry Booth, Anthony Giovannotti, David Greenbaum, Rebecca Gmeiner, Byron Jeff, Kathryn Kemp, Jill Lane, Kara Mullen, Catherine Matos, Judy Ruvalcaba, Dina Swearngin, David Williams  
**Not Present:** Richard Singiser (Chair)  
**Recorder:** Deonna (Dee) Tanner (Secretary)  
**Guest(s):** Vangela Humphries, Mara Mooney, Susan Tusing

TOPIC	DISCUSSION	ACTION
<b>CALL TO ORDER</b>	J. Steward called meeting to order at 12:06 p.m.	<ul style="list-style-type: none"> <li>Jocelyn is acting chair for this meeting.</li> </ul>
<b>OLD BUSINESS</b>	<ul style="list-style-type: none"> <li>10/9 meeting minutes approved.</li> </ul>	<ul style="list-style-type: none"> <li>Minutes were approved without changes.</li> </ul>
<b>NEW BUSINESS</b> <i>Susan Tusing: Two New Courses proposed for the Associate of Arts Degree in Film Production</i>  <i>Vangela Humphries: Interdisciplinary Studies; Proposal to remove requirement of humanities and social science from Integrative Studies (IS) Degrees</i>	<ul style="list-style-type: none"> <li>Proposal to offer the AA degree in Film Production was approved and will be on the spring 2016 schedule. There are two Ga. Film Academy (GFA) courses for catalog that are being proposed. The options proposed are:               <ol style="list-style-type: none"> <li>Film 1250- 6 hour intro to film course</li> <li>Film 2520- this is the second in the two-course program and is internship type course.</li> </ol> </li> <li>Proposal to remove the requirements of humanities and social science from the Integrative Studies Degree from Area F. This will allow for more student flexibility and does not change the credit hours required to graduate.</li> </ul>	<ul style="list-style-type: none"> <li>These courses were introduced and discussed at the last meeting. C= GFA courses provide valuable technical skills, connections with industry professionals, and skills to enter the film industry.</li> <li>Motion for two new film courses was unanimously passed.</li> <li>Second reading waived unanimously.</li> </ul> <p>Discussion:            Q= Why not have an Associate Degree in Science and not require a science or math?            A= Allows for more student flexibility. This degree focuses on those who are doing engineering, pre-pharmacy or other science based degrees so it is unlikely that they will not take any science courses.</p> <ul style="list-style-type: none"> <li>Motion to remove the requirement for IS degrees was unanimously passed.</li> <li>Second reading waived unanimously.</li> </ul>

<p><b><i>Mara Mooney: Social Sciences; Proposal to Deactivate course- CITZ 1001</i></b></p>	<ul style="list-style-type: none"> <li>• Proposal to deactivate Citizenship 1001. This course no longer counts toward any degree and is a test prep course. Students need it if they have an outstanding legislative requirement. Very few students take this course and it is recommended that students who have financial aid will be better served using these monies on courses which count toward a degree.</li> </ul>	<p>Discussion: Q= What happens if a student is missing the legislative requirement and he/she does not test well? A= The students can take the test as many times as they like. This course has caused problems for students in the past because students are taking it that have already met their requirements. Deactivating the course will align us with all other USG schools re: the legislative requirement.</p> <ul style="list-style-type: none"> <li>• Motion to deactivate the course was unanimously passed.</li> <li>• Second reading waived unanimously.</li> </ul>
<p><b><i>CRJU New Course Proposals</i></b></p>	<ul style="list-style-type: none"> <li>• These courses are a carryover from the regularly scheduled October meeting in which there were issues with the Banner system and committee members could not access the courses in Banner. These courses will serve as upper division electives for the criminal justice curriculum. All of these courses have been taught before and count toward a degree in Criminal Justice. These are needed at CSU because many CJ Majors pursue a career law enforcement upon graduation.</li> <li>• The new course proposals are as follows: CRJU 3250 Police Accountability CRJU 3280 Death Investigations CRJU 3340 Correctional Counseling CRJU 3500 Typologies of Crime CRJU 4500 Sex Offenders</li> </ul>	<ul style="list-style-type: none"> <li>• Motion to approve the new CRJU courses in bulk was unanimously passed.</li> <li>• Second reading waived unanimously.</li> </ul>
<p><b><i>Revision of the Legal Studies Minor</i></b></p>	<p>The proposal is the change the “legal studies” minor to be more appropriately termed a “pre-law” minor. The legal studies minor would be phased out and the department would not admit any more for legal studies beginning fall 2016. They will have a plan to teach out those currently in the program. Will be working with the ENGL dept to add courses to assist in prep for law school. See below for additional pre-law minor changes.</p> <p>Additional Information:</p>	<ul style="list-style-type: none"> <li>• Motion to deactivate the legal studies minor and modify this to a pre-law minor was unanimously passed.</li> <li>• Second reading waived unanimously.</li> </ul>

***POLS Pre-req Modifications***

Lower division (required) = No change in hours  
 - Ad option to take CRJU 1150 or POLS 2101  
 Upper division (required) = 6 to 9 hours  
 - Replace PARA 4030 (legal research/writing) → LGST 4030 (legal research/writing);  
 - Replace CRJU 3420 (constitutional law) → POLS 4425 (constitutional law) or POL 4426 (constitutional law)  
 - Add ENGL 3210 (advanced grammar) or ENGL 3320 (argumentative writing)  
 Upper division (electives) = 6 to 3 hours  
 Remove  
 - CRJU/SOCI 3100 = Criminology  
 - CRJU 4200 = Criminal Justice Ethics  
 - POLS 4424 = Judicial process  
 - POLS 4426 = Civil Liberties  
 - POLS 4427 Equal rights in America  
 Replace  
 - CRJU 4420 (law and society) → SOCI 4420 (law and society)  
 Add  
 - CRJU 3410 = Survey of criminal law & procedures  
 - LGST 4800 = Selected topics in legal studies  
 - Any 3000/4000 level POLS course  
 ● TECH 3115 = Legal issues for Admin. Managers  
 ● The POLS program is undergoing major changes to address issues of courses that are not being offered (and have not been offered in many years), but are still listed in the catalog. As well as pre-requisite courses in this program. The proposal is to keep POLS 1101 as a pre-req course and other changes as below:

- Motion approved by majority vote. 3 Opposed votes, no abstentions.
- Second reading requested due to concerns (see below).
- Discussion: Concerns that the minimum grade for these pre-requisites is a D and not a C.

Item	Synopsis
POLS 3212 = State & Local government	POLS 1101 = Min grade of C → POLS 1101 Min grade of D
POLS 4490 = Internship	POLS 1101 = Min grade of D and approval of the government program coordinator, the office of experimental learning and the department head → POLS 1101 Min D & Approval of program coordinator
POLS 4500 = Senior Seminar	POLS 1101 min D → POLS 1101 Min grade of D and approval of program coordinator
POLS 4900 = Independent Study	POLS 1101 Min grade of D → POLS 1101 Min grade of D & Approval of program coordinator

***POLS- Removal of Standing Restriction***

- Proposal to remove the junior/senior standing restriction from the following courses: POLS 3212; 3320; 3323; 3325; 3327; 3328; 3343; 3360; 3380; 3385; 3390; 4300; 4310; 4421; 4425; 4426; 4470; 4490; 4500; 4900. This restriction makes it problematic for sophomores to register as they need a manual override. This creates a lot of work for faculty and confusion

Discussion:  
 Q= If the restriction is removed, then freshman will be able to sign up for courses that they are not eligible for – example, 3,000 and above courses.  
 A= Yes, that is true, but the advisors and faculty in

<p><i><b>POLS- Course Numbering Changes</b></i></p>	<p>for the students.</p> <ul style="list-style-type: none"> <li>In an effort to become more organized, POLS is in the process of assessing the courses and their corresponding course numbers that are currently on the books. This is also being done in an attempt to allow more transferability with the USG system, as well as have more order to these foundational courses. The following course number changes are being proposed:            POLS 3322 → 3329                      POLS 3350 → 3325            POLS 3382 → 4310                      POLS 3386 → 4300            POLS 3388 → 4320                      POLS 3391 → 4475            POLS 4424 → 3320                      POLS 4452 → 3327            POLS 4453 → 3328                      POLS 4471 → 3390</li> </ul>	<p>POLS will prevent this from happening. Most of the students are transfer students and therefore, that is not likely to happen.</p> <ul style="list-style-type: none"> <li>Motion to remove the standing restrictions to these courses was unanimously passed.</li> <li>Second reading waived unanimously.</li> <li>Motion to change the course numbers to these existing courses was unanimously passed in bulk.</li> <li>Second reading waived unanimously.</li> </ul>
<p><i><b>POLS- Course Title Changes</b></i></p>	<ul style="list-style-type: none"> <li>POLS is proposing title changes to several courses. This is being done in effort that by broadening the names, the courses will allow for more content. The following course title changes are proposed:            POLS 3360 – The U.S. Congress → The U.S. Congress and Presidency            POLS 4421 - American Political thought 1620 – Present → Political Thought            POLS 4425 – Constitutional law → Constitutional Law I: Institutional Powers and Constraints            POLS 4426 – Civil liberties → Constitutional Law II: Civil Liberties and Equal Rights            POLS 4471 – NGOs &amp; International Politics → International Organizations            POLS 4500 – Senior Seminar → Senior Capstone</li> </ul>	<p>Discussion:            C= Suggestion to shorten the course name of Constitutional Law I: Institutional Powers and Constraints and Constitutional Law II: Civil Liberties and Equal Rights to CON I and CON II. This is suggested due to the 30 character limitation. Move the descriptions in the proposal to the course description.            A= Suggestion accepted.</p>
<p><i><b>Recent course number &amp; Title Changes- proposal to</b></i></p>	<ul style="list-style-type: none"> <li>Proposal to remove the Jr/Sr standing restriction on the courses just approved after course number/title changes.</li> </ul>	<ul style="list-style-type: none"> <li>Motion to change the course titles to these existing courses was unanimously passed in bulk with the suggested shortened course names.</li> <li>Second reading requested.</li> <li>Motion to remove the Jr/Sr standing restriction on these courses was unanimously passed.</li> </ul>

<i>remove the Jr/Sr standing restriction</i>		<ul style="list-style-type: none"> <li>• Second reading requested.</li> </ul>
<i>Upcoming Meeting Reminder</i>	<ul style="list-style-type: none"> <li>• Next Meeting: Friday, December 11<sup>th</sup> at 12 noon</li> </ul>	<p>Regularly Scheduled Meeting.  Q= proposed to meet earlier in the semester due to finals week. Jocelyn will speak with Chair and get back with the committee re: the next meeting date.</p>
<b>ADJOURN</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 1:25 p.m.</li> </ul>	