

**Institute Undergraduate Curriculum Committee  
Academic Matters and Appeals (Full Committee)  
Tuesday, June 16, 2015**

**Present:** Mayor (ME), Pikowsky (Registrar), Hollengreen (ARCH), Goodisman (BIOL), Zhou (ISyE), Parsons (CoB), Scott (CEE), Senf (LMC), Berry (PUBP), Millard-Stafford (APPH), Singh (MSE)

**Visitors:** Laros (Registrar), Hodges (Registrar), Dobranski (CAS/OUE), Clark (MUSI), Heil (MATH), Tucker (ARCH), Pearsall (ARCH)

**Note:** All action items in these minutes require approval by the Academic Senate. In some instances, items may require further approval by the Board of Regents or the University System of Georgia. If the Regents' approval is required, the change is not official until notification is received from the Board to that effect. Academic units should take no action on these items until USG and/or BOR approval is secured. In addition, units should take no action on any of the items below until these minutes have been approved by the Academic Senate or the Executive Board. For some items, approval by the Southern Association of Colleges and Schools (SACS-CoC) may also be required.

**Note:** All votes are unanimous unless specifically noted otherwise.

**Academic Matters**

1. A motion was made to acknowledge a request the College of Computing for a prerequisite modification. The motion was tabled per the college's request. It will be added to a future agenda when a representative can be present.

**Prerequisite Modification – Tabled**

CS 4400 - Intro to Database Systems

Change prereq for CS 4400 from 1301/1315/1371 to CS 1331, or CS 2316, or ECE 2035, or ECE 2036 with a grade of C or higher.

2. A motion was made to acknowledge a request the School of Industrial and Systems Engineering for prerequisite modifications. The motion was acknowledged without concern.

**Prerequisite Modifications – Acknowledged without Concern**

ISYE 2028: Basic Statistical Methods

ISYE 3103: Supply Chain Mod: Logistics

This proposal is to update the prerequisite for 2 courses: ISyE 2028 and ISyE 3103.

### ISYE 2028 BASIC STATISTICAL METHODS

ISyE 2028 has prerequisite of CS 1322 Introduction to Programming before 2004. The CS course requirement was changed to 1371 and then in 2011 to CS 1301. The prerequisite should also be updated.

#### The new prerequisite should be

Prerequisite: ISYE 2027 PROBABILITY WITH APPLICATIONS and, CS 1301 INTRO TO COMPUTING with concurrency or CS 1371 COMPUTER FOR ENGINEERS, with concurrency.

### ISYE 3103 SPLY CHAIN MOD: LOGISTICS

Before 2004, ISYE 3103 has prerequisite of ISYE 2030 MODELING IN INDUSTRIAL ENGINEERING. ISYE 2030 has not been offered since 2008, and was approved to be deactivated in 2015. In practice, ISYE 3133 ENGINEERING OPTIMIZATION has always been a prerequisite.

#### The new prerequisite should be

Prerequisite: ISYE 2028 BASIC STATISTICAL METHODS and ISYE 3133 ENGINEERING OPTIMIZATION.

3. A motion was made to *approve* a request from the School of Mathematics for a new course. The motion was seconded and approved.

### **New Courses – Approved**

MATH 0399: Support for Precalculus

0-2-0

In 2013-14, the University System of Georgia reconsidered and revamped its Learning Support guidelines and requirements for USG schools. In a report called "Transforming Remediation: Charting the Course," the USG outlined new requirements for students who need remedial interventions to be successful in "gateway" math and English composition classes. This report stipulated that Learning Support requirements should be satisfied, in most cases, with co-requisite courses offered in tandem with gateway classes—MATH 1113 and ENGL 1101 at Georgia Tech. This "just-in-time" co-requisite instruction will provide hands-on guidance for students who need additional support to meet the learning outcomes for introductory Math and English classes. For Mathematics, this will be the course: MATH 0399 (2 hours)—Support for Precalculus. This course will provide additional instruction to help underprepared students to catch up and succeed in the gateway Precalculus class. It will follow a supplemental instruction model, in which course concepts and effective study habits are reinforced through facilitated group learning. This course has already been approved by the USG.

The committee felt obligated to approve the course, by USG mandate; nevertheless, several members wished to go on record expressing their discomfort with the approval of zero-credit academic classes.

Note: The model used to set up the support class for English will be used in Banner to ensure that these LS-related classes are constructed the same way.

The English support course was approved at a prior meeting.

4. A motion was made to approve the Minutes of the General Education Subcommittee for April 9, 2015. The motion was seconded and approved.

The details of those minutes are posted on ICC website as proposal 4806.

5. A motion was made to *approve* a request from the College of Architecture for a studio placement requirement. The motion was seconded and approved.

Note: There was one vote of “deny or no” on this proposal.

### **Studio Placement Requirement – Approved**

First-time freshmen must enroll in COA1011 to begin their design studies.

Students with previous college-level coursework may request a portfolio/transcript review to determine whether advanced studio placement is appropriate. See the College website for guidance on portfolio preparation and deadlines.

If a student is granted advanced studio placement, he/she must still earn the minimum credits required to graduate. The academic unit may require specific courses to replace any lower level studios not taken at Georgia Tech.

6. A motion was made to *approve* a request from the School of Music for new courses. The motion was seconded and approved.

**NOTE:** The School of Music was informed that all syllabi must include learning outcomes. They were also informed that including too many learning outcomes is not advisable since assessment has to occur for each one. A reasonable number of clear learning outcomes or course objectives will have to be included on each syllabus for approved courses. Revised syllabi must either be sent to the Registrar or brought back when the tabled courses are back on the agenda.

**NOTE:** Several of these courses included syllabi that need clarification or correction. If the course is a lecture-based course, for example, the syllabus, cannot contain references to “lab hours” or “additional required hours or time.” Most classes require some out-of-class work. The fact that these classes might require students to spend time out of class in the Couch building or accessing some specific kind of resource doesn’t mean there is a “lab” component.

For those courses where the syllabus referred to “lab hours” or possible “additional lab time,” the Committee asked that the following edit be done on all:

Date  
Fall 2016

Course Number and Title:  
MUSI 2525, Introduction to Audio Technology I

Credits and Hours  
3 credit hours: ~~lecture 2 hours; lab 3 hours~~  
Lecture: Tuesday and Thursday from 1:35 – 2:55 pm in Couch 102

Procedures:  
Class will meet two times weekly from 1:35 – 2:55 pm for lecture and activities. Attendance for all lectures is strongly urged. The instructors are under no obligation to make up material presented in class unless the student can provide a reasonable and, if appropriate, documented excuse. ~~Some assignments and projects may require additional lab time. Additional or alternate lab times may be arranged with the instructor.~~

The School was also asked to look carefully at things such as prerequisites to make sure that their presence or absence makes sense, especially for the upper-division courses. If there are no prerequisites for upper division courses, there would be nothing to stop a freshman from taking them; if there are prerequisites, they should make sense.

### **New Courses – Approved**

MUSI 2525: Introduction to Audio Technology I	3-0-3
Note: See notation above for syllabus correction.	
MUSI 2526: Introduction to Audio Technology II	3-0-3
Note: See notation above for syllabus correction.	
MUSI 4457: Computational Music Analysis	3-0-3
MUSI 4458: Computer Music Composition	3-0-3
Note: Learning outcomes must be added to syllabus.	
MUSI 1001: Laptop Orchestra	2-3-3
Note: Approved with the condition that it be assigned a new 2000-level number.	

### **New Courses – Tabled**

MUSI 3770: Project Studio: Technology	3-3-4
MUSI 3771: Project Studio: Analysis	3-3-4
MUSI 4459: Digital Signal Processing for Music	3-0-3
MUSI 4677: Music Perception and Cognition	3-0-3
MUSI 4705: Music Technology Capstone	0-9-3
MUSI 2012: Fundamentals of Musicianship III	3-0-3
MUSI 2013: Fundamentals of Musicianship IV	3-0-3
MUSI 3411: Chamber Ensemble	0-3-1
Note: When this course comes back, the syllabus needs to explain things such as how absences will be handled, attendance <i>versus</i> participation, and how grades are determined (e.g., is an “A” earned just for showing up)	
MUSI 3541: Electronic Percussion Ensemble	0-3-1

### **New Courses – Denied**

MUSI 3016: Ensemble Participation 0-0-0

**Note:** The Committee suggested that forming a student club for Ensemble Participation might be a way to handle this administrative issue without trying to rely on the existence of a course. The request was denied because there is no academic need or purpose for this course. The administrative need could possibly be resolved by creating a student organization which the affected students can join.

7. A motion was made to *approve* a request from the School of Architecture for a new course. The motion was seconded and approved.

### **New Courses – Approved**

ARCH 3115: Modern Architecture & Art Workshop 3-0-3

**Note:** It item 8 of the NCP, the Committee asked that reference to ARCH 2115 be removed. This information about the history and evolution of the course was good for the Committee, but will be confusing in the future if left on the form.

8. The meeting ran beyond its scheduled time and members were not able to stay on to complete the agenda items. The remainder of the items were therefore tabled and will be taken up on the next available agenda.

### **New Courses – Tabled**

ARCH 4515: Collaborative Design 3-0-3

### **New Minor – Tabled**

Minor in Architecture

### **New Courses – Tabled**

ARCH 4503: BIM Applications 3-0-3

ARCH 4505: Geometric Constructs 3-0-3

ARCH 4507: Parametric Design 3-0-3

ARCH 4508: Shape Grammars 3-0-3

ARCH 4701: Analog-Digital Design Computation 3-0-3

ARCH 4702: Design Scripting 3-0-3

### **New Certificate – Tabled**

Certificate in Computational Design

### **New Courses – Tabled**

ARCH 4232: On Growth and Form 3-0-3

ARCH 4310: How Do We Dwell 3-0-3

ARCH 4630: Architecture Space and Culture 3-0-3

**New Certificate – Tabled**

Certificate in Architecture and Society

**New Courses – Tabled**

ARCH 4226: Green Construction 3-0-3

ARCH 4240: Building Simulation 3-0-3

ARCH 4320: Retrofitting Suburbia 3-0-3

ARCH 4447: Urban Ecological Design 3-0-3

**New Certificate – Tabled**

Certificate in Sustainable Architecture

9. During the lengthy discussion of the MUSI course proposals, a question arose about whether a syllabus may be changed throughout the term. Several of the proposals specifically allowed that in the syllabus. This prompted the members to question whether the Student-Faculty Expectations section of the Catalog (Regulation XXII) should be reviewed again to make clear what can and cannot be done as the term progresses in regard to changes to the syllabus.

“...to receive a syllabus which should include an outline of the course objectives, evaluation criteria, and any other requirements for successful completion of each course during the first week of class meetings and to be clearly informed of any changes made to the syllabus during the semester with reasonable time to adjust to these changes; ...”

10. During the lengthy discussion of the MUSI course proposals, Committee members also voiced support for the idea of a syllabus template available for faculty use, so that everyone will know the components that must be included for the IUCC to consider a new course proposal. This would also benefit all of those who review proposals prior to them coming to the IUCC. The Committee feels it is struggling with incomplete or unclear course proposals. A template with some guidance is needed. A group will be formed to follow up on this issue.

Adjourned,

Reta Pikowsky  
Registrar