

**MINUTES OF THE UNDERGRADUATE CURRICULUM MEETING**  
**September 3, 2003**

**PRESENT:** Choi (BIOL), Davis (ECE), Guzdial (COC), Hughes (ECE), Kingsley (PUBP), Kohl (ChE), Lynch (ME), McIver (REG), McMath (Provost), Parsons (MGT), Sankar (AE), Wills (ECE)

**VISITORS:** Bottomley (CHEM), Bottomly (U-Grad Studies), Carter (MSE), Johnson (ODOS-for DiSabatino), May (ECE/President), Williamson (REG)

1. A motion was made to approve the August 18, 2003 minutes. The motion was seconded and approved. Unanimous.
2. There was a discussion of the Fall meeting schedule and secondary assignments. This information had been circulated earlier by e-mail.
3. Joe Hughes submitted proposed changes to the minor and certificate requirements. (See attached.) After discussion, it was decided to remove the restriction that a student could only earn 2 minors. A motion was made to approve the proposal with the change to the limits on minors. The motion was seconded and approved. Unanimous.
4. The SCHOOL of MODERN LANGUAGES requested modifications to the list of courses used to satisfy the requirements for the existing certificate in Linguistics. A motion was made to approve the request. The motion was seconded and approved. Unanimous.
5. The SCHOOL of APPLIED PHYSIOLOGY requested that the certificate in Health Sciences be renamed to "Certificate in Applied Physiology" and the course requirements be modified. A motion was made to approve the requested changes. The motion was seconded and approved. Unanimous.
6. The SCHOOL of CHEMICAL and BIOMOLECULAR ENGINEERING and the SCHOOL of MECHANICAL ENGINEERING requested approval of a multidisciplinary certificate in Nuclear Chemical Engineering. After much discussion concerning the restriction of the certificate to certain degrees, the request was tabled. The schools will be requested to resubmit with revised language to open the program up to all majors.
7. The DEPARTMENT of BIOMEDICAL ENGINEERING and the SCHOOL of MATERIALS SCIENCE AND ENGINEERING requested a multidisciplinary certificate program in Biomaterials. A motion was made to approve the request. The motion was seconded and approved. Unanimous.
8. The SCHOOL of MATERIALS SCIENCE AND ENGINEERING requested a certificate program in Nanomaterials. A motion was made to approve the request. The motion was seconded and approved. Unanimous.
9. The SCHOOL of MECHANICAL ENGINEERING requested a certificate in Nuclear and Radiological Engineering and a minor in Nuclear and Radiological Engineering. A motion was made to approve the request. The motion was seconded and approved. Unanimous.

10. The SCHOOL OF AEROSPACE ENGINEERING requested a minor in Aerospace Engineering. This minor has six different tracks. A motion was made to approve the minor. The motion was seconded and approved. Unanimous.
11. The UNDERGRADUATE STUDIES OFFICE requested the approval of the following new courses that would reflect a student's participation in undergraduate research. These courses would be taken on a credit or non-credit basis, depending on whether a student was being paid. The courses would carry the designation of the department offering the credit. A motion was made to approve the request. The motion was seconded and approved. Unanimous.

#### **New Courses**

*desig* 2698 – Undergraduate Research Assistantship (variable credit, 1 - 12 hours)  
audit only

*desig* 2699 – Undergraduate Research (variable credit, 1 - 12 hours)

*desig* 4698 – Undergraduate Research Assistantship (variable credit, 1 – 12hours)  
audit only

*desig* 4699 – Undergraduate Research (variable credit, 1 - 12 hours)

where *desig* is each of the following designators: AE, APPH, BIOL, BMED, CEE, CHE, CHEM, CHIN, CS, EAS, ECE (2698 and 4698 only), ECON, FREN, GRMN, HTS, INTA, ISYE, LCC, LING, MATH, ME, MGT, MSE, NRE, PHYS, PST, PSYC, PUBP, RUSS, SPAN, TFE

12. The COLLEGE OF MANAGEMENT requested several new courses related to undergraduate independent study. After some discussion, a motion was made to table the request. The motion was seconded and approved. Unanimous.
13. The SCHOOL OF EARTH AND ATMOSPHERIC SCIENCES requested the following new courses and changes to the curriculum for the BS degree. A motion was made to approve the changes. The motion was seconded and approved.

#### a) **New courses:**

**EAS 1602 – Earth Processes (3-3-4)**, replacing EAS 2601

**Add EAS 1602 to the list of science courses satisfying Core Area D**

EAS 3603 – Thermodynamics of Earth Systems (3-0-3)

EAS 4630 – Physics of the Earth (3-0-3), replacing EAS 3630

EAS 4640 – Atmospheric Chemistry (3-0-3), replacing EAS 3640 and EAS 3641

EAS 4655 – Atmospheric Dynamics (3-0-3), replacing EAS 3650

#### b) **Deactivate** EAS 2601, EAS 3630, EAS 3640, EAS 3641, and EAS 3650

#### c) **Modify the degree requirements for the BS in Earth and Atmospheric Sciences:**

**Add** EAS 3603 (3-0-3)

**Delete** EAS 3620 (3-3-4)

**Delete** EAS 3630 (3-0-3)

**Delete** EAS 3640 (2-0-2)

**Delete** EAS 3641 (0-3-1)

**Delete** EAS 3650 (3-0-3)

**Delete** EAS 4602 (3-0-3)

**Increase** the number of “Technical Electives” from 12 credits to 25 credits, with the requirement that at least two of the following courses must be included: EAS 3620, EAS 4630, EAS 4640, and EAS 4655

No net change in credit hours required for the degree

14. There was a discussion concerning the substitution of CS 1371 for CS 1321 for engineering majors. A motion was made to approve the substitution for programs that had allowed the use of COE 1361. The motion was seconded and approved. Since there were issues raised with respect to modification of degree requirements, Ray Vito said that he would address those issues and come back to the Committee with a recommendation.
15. A request was made from the President’s Office and the Provost’s Office, that the Committee recommends adoption of a policy on Grade Substitution and to ask the Student Regulations Committee to modify the Student Rules and Regulations to implement this policy. A motion was made to approve the request. The motion was seconded and approved.

*Proposed Grade Substitution Policy*

1. Students who receive a grade of D or F in a 1000-level course, taken in Fall 2003 or later, may be eligible to repeat the course and have the original grade excluded from the computation of academic average. Grade substitution may be used only once per course, with a maximum of three courses total.
  2. The course must be repeated at Georgia Tech before the student has earned 61 or more resident credit hours. The application for grade substitution must be filed with the Registrar’s Office no later than the deadline for withdrawing from a course during the student’s next term in residence after the course is repeated.
  3. The original course and grade will continue to appear on the student’s transcript, with a notation that the course was repeated and that the original grade is not included in computation of the academic average. Credit for the course will be counted only once.
  4. If the revised academic average results in a change in academic standing for any term, then the revised standing will be reflected on the student’s transcript. If standing is changed from Dismissal to a higher standing, it will be recorded as “*standing* from Dismissal” and the dismissal will continue to be counted with respect to regulations and policies related to Withdrawal and Readmission.
  5. A course is not eligible for grade substitution if the student was found guilty of academic misconduct in that course.
  6. The grade substitution policy (including, but not limited to, course eligibility, number of courses, time limits, and deadlines) is not subject to exceptions and may not be petitioned to the Undergraduate Curriculum Committee.
16. Joe Hughes submitted proposed revisions to the Student Rules and Regulations to implement various policy items that had been discussed by the Committee during the past year. A motion was made to send these recommendations to the Student Regulations Committee. The motion was seconded and approved.

- a. Minimum C grade for acceptance of credit for cross-registered courses
- b. Allowing change of W grades to F based on academic misconduct
- c. Establishment of a “curriculum year” with common effective date for curriculum changes
- d. Minimum waiting time of one term, rather than one semester, following academic dismissal
- e. Revised procedures for calculation of academic standing for students with a term GPA of less than 1.00

Adjourned

M. Jo McIver  
Registrar

MJM:am