

MINUTES OF THE MEETING
OF THE UNDERGRADUATE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
October 5, 2016

The Undergraduate AP&P Committee met on Wednesday, October 5, 2016 at 3:00 p.m. in the William C. Strickland Conference Room of I.G. Greer Hall.

Committee members present: Dr. Jon Beebe, Dr. Teresa Carnevale, Dr. Ellen Cowan, Dr. Jeff Hirst, Dr. René Horst, Dr. Joe Klein, Dr. Cameron Lippard, Mr. Jason Miller, Dr. Tanga Mohr, Dr. Janice Pope, Dr. Ben Powell, Mr. John Wiswell, Mr. Rice Neese, Mr. Travis O'Shell

Committee members excused: Dr. René Salinas

Committee members unexcused: Dr. Ellie Hoffman

At 3:05 p.m., Dr. Mike Mayfield noted that we had a quorum and he called the meeting to order. He then introduced new members and thanked those returning. Each member introduced themselves for the benefit of the new members present. Dr. Mayfield noted that the official vote was by voice according to Robert's Rules, the chair is elected from the voting members, and reminded members that members do not recuse themselves from voting on proposals from their own department.

Election of Chair

Dr. Mayfield opened the floor for nominations for the position of Chair of the Undergraduate Academic Policies and Procedures committee. A motion was made and seconded to nominate Dr. Ben Powell.

Vote 1 – To approve Ben Powell as chair - PASSED

Selection of a Parliamentarian

A motion was made and seconded to nominate Dr. Jon Beebe.

Vote 2 – To approve Jon Beebe as parliamentarian- FAILED

A motion was made and seconded to nominate Rice Neese.

Vote 3 – To approve Rice Neese as parliamentarian - PASSED

Subcommittees

Dr. Powell reported that Undergraduate AP&P will have only one standing subcommittee this year. That subcommittee will be a joint subcommittee for the Undergraduate and Graduate AP&P Committees. The subcommittee includes members of the former Academic Policies Subcommittee, which started over two years ago. Edgar Peck has agreed to be chair of the new Joint AP&P Subcommittee. The subcommittee meets later this month and will continue deleting duplicate policies and will begin making recommendations for the addition of new policies to the AP&P manual. Dr. Powell noted that all proposals made by the subcommittee will come as motions to one or both AP&P Committees.

Minutes

May 4, 2016

Vote 4 – To approve the May 4, 2016 minutes - PASSED

Announcements

1. "For Information Only" memo/list of items approved by the General Education Council on September 23, 2016.

Gen Ed FIOs (EFFECTIVE: FALL 2017)

- Change ILE theme name from "Critical Consciousness: Learning for Equity and Justice" to "So You Want to Change the World?"

Gen Ed FIOs (EFFECTIVE: FALL 2016)

- Delete Senior Capstone credit from IND 4900, Internship (new separate Capstone courses were approved last year for Furniture and Product Design concentrations)
 - CORRECTION- Gen Ed Council memo to AP&P for December 4, 2015 meeting listed R M 2100 as receiving the Social Science designation. The correct course number is R M 2100.
 - ADDITION of details to minutes from February 26, 2016 Gen Ed Council meeting (effective date is still Fall 2016): Updates to Banner for MOU between Watauga Residential College and Gen Ed:
 - WRC 2201, Hearing Voices: Inquiry in Literature, will count in Gen Ed 1.0 AES Creative Expressions of Culture.
 - WRC 2202, What If? Asking Historical Questions, will count in Gen Ed 1.0 H&S Understanding Culture Through Social Practice.
 - WRC 3000, Interrogating Popular Culture, will count in Gen Ed 1.0 H&S Understanding Culture Through Social Practice.
 - WRC 3203, Why Art? Ways of Responding to the World Around Us, will count in Gen Ed 1.0 AES Creative Expressions of Culture.
 - WRC 3210, Poverty: Theory and Practice, will count in Gen Ed 1.0 H&S Understanding Culture Through Social Practice.
 - WRC 2401, Disciplined Cultural Practice, will count in Gen Ed 1.0 AES Creative Expressions of Culture when the topic is "Gaia and the Garden" or "The Art of Capoeira."
 - WRC 2401, Disciplined Cultural Practice, will count in Gen Ed 1.0 H&S Understanding Culture Through Social Practice when the topic is "Buddhist Path of Mindfulness," "Contemplative Leadership," or "Horticulture and Health."
2. The Master of Science in Applied Data Analytics and the Bachelor of Science in Supply Chain Management were both approved by UNC-GA April 15, 2016 and SACSCOC July 15, 2016.
 3. Cathy Ziegler, IRAP submitted an FIO memo to UAP&P to correct CIP codes (see attached memo at end of minutes.)
 4. For the record (Registrar's Office)
 - a. Proposal U_HS_CSD_2015_02 from the January 2016 UAP&P meeting was approved to revise a GPA course requirement. The change was made on the program of study but the change to the Undergraduate Bulletin was inadvertently left off. Add the following statement was added to the 2016-2017 Undergraduate Bulletin on page 403 under the listing for the Bachelor of Science degree in Communication Sciences and Disorders: "GPA Requirements: A minimum grade of 2.0 is required for each course in the major."

- b. Proposal U_COE_DO_2015_1 from the February 3, 2016 UAP&P meeting was approved to revise the minimum GPA for formal application to enter a teacher education program and enrollment in student teaching courses from 2.5 to 2.7. It was later noticed that all changes needed to the Undergraduate Bulletin were not listed on the proposal.
 - The following statement was added to all programs of study that require teacher licensure: “A student must have at least a 2.70 grade-point average to be admitted to the teacher education program and must maintain a 2.70 grade-point average overall through student teaching. state the GPA requirement.
 - See attached revised document of all changes required in the Undergraduate Bulletin
5. Semester Offerings Changes will be an FIO in the AP&P minutes for record keeping purposes. Semester offering changes are emailed to semesterofferings@appstate.edu from each Dean’s Office.
 - CHE 2526 Changed from Fall to Spring Effective 201640
 - HIS 2320 Changed from On Demand to Fall Effective 201640
 - GLY 4210 Changed from Spring to F;S Effective 201740
 - MAT 4040 Changed from Fall to On Demand Effective 201740

New Business

ORDER OF PRESENTATION

College of Arts and Sciences

Proposals from the College of Arts and Sciences (2)

Dr. Dru Henson presented the proposals from the College of Arts and Sciences for the Department of Biology and the Department of Cultural, Gender, and Global Studies.

The proposal from the **Department of Biology** was approved as follows: (Effective: FALL 2017)

UG_CAS_BIO_2016_01

Course Addition:

BIO 4375. Bacterial Pathogenesis (3).F. and add dual-listing with BIO 5375 to read as follows:

BIO 4375 Bacterial Pathogenesis (3). F.

This course is designed to explore the ongoing battle between humans and pathogenic bacteria at a molecular level. We will study new approaches to understanding bacterial infections, generation and spread of antibiotic resistance, ways bacteria evade the immune system, genetic regulation of virulence factors, and molecular mechanisms of invasion of the human body. Lecture three hours. Prerequisites: BIO 2600 and BIO 3308. [Dual-listed with BIO 5375.]. Dual-listed courses require senior standing; juniors may enroll with permission of the instructor.

Revise the program of study for the Bachelor of Science in Biology (142*/26.0101) with a concentration in Cell/Molecular Biology (142B). The revised program of study is at the end of the minutes.

Vote 5 – To approve the proposal from the Department of Biology - PASSED

The proposal from the **Department of Cultural, Gender, and Global Studies** was approved as follows: (Effective: FALL 2017)

U_CAS_CGG_2016_01 Change the prerequisite statement for **IDS 3001. Interdisciplinary Connections II (2).F;S.** to read as follows:
Prerequisites: RC 2001 or its equivalent; IDS 2001 with a minimum grade of "C" (2.0 grade points) or permission of instructor.
Corequisite: ANT 3410, CJ/PS 3115, COM 3100, ENG 3000, HIS 2800, IDS 3210, GHY/PLN 3800, PLN 3432, SOC 3885, STT 2820
OR permission of instructor.

Vote 6 – To approve proposal from the Department of Cultural, Gender, and Global Studies - PASSED

Old Business

Other

Adjournment

Vote 6 – To approve the motion to adjourn- PASSED

UNDERGRADUATE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
October 5, 2016
 Unofficial Vote Record

Committee Members	1	2	3	4	5	6	7	8	9	10	11	12	13
Jon Beebe	Y	N	Y	Y	Y	Y	Y						
Teresa Carnevale	Y	N	Y	Y	Y	Y	Y						
Ellen Cowan	Y	N	Y	Y	Y	Y	Y						
Jeff Hirst	Y	N	Y	Y	Y	Y	Y						
Ellie Hoffman	-	-	-	-	-	-	-						
René Horst	Y	N	Y	Y	Y	Y	Y						
Joe Klein	Y	N	Y	Y	Y	Y	Y						
Cameron Lippard	Y	N	Y	Y	Y	Y	Y						
Jason Miller	Y	N	Y	Y	Y	Y	Y						
Tanga Mohr	Y	N	Y	Y	Y	Y	Y						
Janice Pope	Y	N	Y	Y									
Ben Powell	A	N	Y	Y	Y	Y	Y						
René Salinas	-	-	-	-	-	-	-						
John Wiswell	Y	N	Y	Y	Y	Y	Y						
Rice Neese	Y	N	Y	Y	Y	Y	Y						
Travis O'Shell	Y	N	Y	Y	Y	Y	Y						

The recommendations from the October 5, 2016 Undergraduate Academic Policies and Procedures Committee meeting are approved.

Darrell P. Kruger
 Darrell P. Kruger
 Provost and Executive Vice Chancellor

10/27/2016
 Date

MEMO

TO: Undergraduate Academic Policies & Procedures Committee

FROM: Cathy Ziegler, IRAP

DATE: June 7, 2016

SUBJECT: Change in CIP Code for Two Discontinued Programs

Programs 308A and 312A were discontinued effective Fall 1987 ('873' or in Banner terms, 198740). They were teaching certificates that earned BS degrees and are set up in Banner with a UGTC code (i.e. UGTC_308A). At the directive of Laura Bageant from Institutional Research at UNC General Administration, please adjust our campus records to reflect a "correct" CIP of 131303 for 308A and of 131310 for 312A. Summary is below. IRAP has edited the Banner form SWACIPC to reflect this change or correction.

CHANGE

API CODE	TITLE	NEW CIP CODE
308A	Business Education	131303
312A	Marketing Education for Teachers	131310

Proposed Catalog Language for 2016-2017 Undergraduate Bulletin
Teacher Education Licensure changes
Revised 7/19/2016

All references to the 2.50 GPA standard will change to a 2.70 GPA standard. This includes:

p. 75: (Under Bachelor of Science Degree with teacher licensure) 1. ...cumulative grade-point average of 2.7...

p. 78: (Under Grade-Point Average Requirements for Graduation) To graduate, a minimum cumulative grade-point average of 2.0 is required. A minimum grade-point average of 2.0 is also required in the major. Included in the calculation of the major grade-point average are all courses taken in the major department, all courses in the approved program of study/contract/concentration, and all cognate courses. Teacher licensure programs require a 2.7 GPA from admission into a teacher education program to program completion, and for admission to student teaching. A "C" is required in each professional education course; however, the professional education courses are not included in the calculation of the major grade-point average.

p.280: 1. Completion of at least 122 semester hours with a grade-point average of at least 2.70. A transfer student must have at least a 2.70 grade-point average on all work at Appalachian.

p.280: 4. ... A student must have at least a 2.70 grade-point average to be admitted to the teacher education program and must maintain a 2.70 grade-point average overall and a minimum 2.00 grade-point on all work in the major. Transfer students must have at least a 2.00 grade-point on all work at Appalachian in the major.

p. 282: 2. Earned a cumulative grade-point average of at least 2.70 (a grade-point average of at least 2.70 must be maintained thereafter). Transfer students, including those with 45 or more semester hours, must earn a 2.70 cumulative GPA on a minimum of 12 semester hours of courses completed at Appalachian.

p.282: 6. Reading proficiency: successful completion of PRAXIS I: Reading with minimum scores set by state and a cumulative grade-point average of at least 2.70 on a minimum of 45 s.h. Students transferring in 45 or more semester hours must earn a 2.70 cumulative GPA on a minimum of 12 s.h. at Appalachian. (SAT and ACT scores may be used in lieu of PRAXIS I scores.)

p.282: (Under course restrictions): Students must have taken and met minimum scores on PRAXIS I: Core Academic Skills (Reading, Writing and Mathematics) or, SAT or ACT (in lieu of testing); achieved a 2.70 GPA on 45 semester hours (transfer students must have achieved a 2.70 cumulative GPA on a minimum of 12 semester hours of courses completed at Appalachian); ...

p.283: (Under student teaching): ... Students must be admitted to teacher education at least one semester, excluding summer, prior to student teaching and must have a cumulative GPA of 2.70 or higher to student teach.

p.283: (Under Conditions Prerequisite to Student Teaching): 1. All proficiencies and professional education courses including reading and methods courses must have been completed satisfactorily with a grade of 2.00 or better. A cumulative GPA of 2.70 is required for student teaching.

p/283: (Under Conditions Prerequisite to Student Teaching): 2. A student who has completed all prerequisites for student teaching will be unconditionally placed. Others may be tentatively placed until all prerequisites have been satisfied. However, no student will be permitted to begin student teaching unless all prerequisites have been satisfied. Students must be fully admitted to teacher education at least one semester, excluding summer, prior to student teaching. Students will not be eligible for student teaching if cumulative GPA is less than 2.70.

p.284 (Under Steps in Application to Student Teaching): 1. Students ... must have a cumulative GPA of 2.70 or higher to student teach.

p.284 (Under Teacher Licensure): All Appalachian State University teacher education programs ... A person seeking such licensure must meet criteria for admission to teacher education (see note below regarding 2.70 GPA), the same ... have a minimum cumulative grade-point average (GPA) of at least 2.70 (on a 4.0 scale) must pass...

p.317 (Under Degrees Offered): A student who is a candidate for a teaching license must be admitted to the teacher education program through the Office of the Dean in the Reich College of Education.

p.318 (Under Bachelor of Arts Degree, add a number 10): 10. Teacher licensure programs require a minimum 2.7

cumulative GPA from admission into the teacher education program until graduation, including for admission to student teaching.

p.318 (Under Bachelor of Arts Degree): A candidate for the Bachelor of Arts degree may qualify for a teacher's license by admission to professional education courses through the Office of the Dean in the Reich College of Education.

p.318 (Under Bachelor of Fine Arts Degree, add a number 4): 4. Teacher licensure programs require a minimum 2.7 cumulative GPA from admission into the teacher education program until graduation, including for admission to student teaching.

p.318 (Under Bachelor of Fine Arts Degree): A candidate for the Bachelor of Fine Arts degree may qualify for a teacher's license by admission to professional education courses through the office of the dean in the Reich College of Education.

p. 378 (Under Admission and Requirements for the BA degrees in the Department of Theatre and Dance) 3. ...a cumulative GPA of 2.7 is required for teacher licensure.

p. 389 (Under Grade-Point Average Requirements for Graduation) To graduate, a minimum cumulative grade-point average of 2.0 is required (except for athletic training, social work, and nursing programs, which require 2.5; Health and Physical Education, K-12 requires a 2.7; Exercise Science, Pre-Professional requires a 3.3.). A minimum grade-point average of 2.0 is also required in the major (2.5 for nursing and social work). Included in the calculation of the major grade-point average are all courses taken in the major department, all courses in the approved program of study/contract/concentration, and all required general education courses. Additional course-level minimum requirements will be listed on programs of study. Teacher licensure programs require a minimum 2.7 cumulative GPA from admission into the teacher education program until graduation, including for admission to student teaching.

p. 433 (Under Admission Requirements): A student who is a candidate for a teaching license must be admitted to the teacher education program through the office of the dean in the Reich College of Education.

p. 434 (Under Bachelor of Music Degree): 1. Completion of at least 122 semester hours with a grade-point average of at least 2.00. A transfer student must have at least a 2.00 grade-point average on all work at Appalachian. Teacher licensure programs require a minimum 2.7 cumulative GPA from admission into the teacher education program until graduation, including for admission to student teaching.

p. 434 (Under Bachelor of Music Degree): 5 Completion of professional education courses (music education majors only). For the requirements in teacher education, refer to the Reich College of Education section in this catalog.

p. 435 (Under Degrees): All students enrolled in teacher education programs are required to meet licensure-criteria as set by the North Carolina State Department of Public Instruction prior to their graduation from Appalachian State University. For requirements in teacher education, see the Reich College of Education section in this catalog.

p.436 (Under Admission to the Bachelor of Music in Music Education program): In order to be admitted to the Music Education degree program, a student must earn a grade of "C" or better in MUS 2034 and complete all semesters with a satisfactory grade of "S" in MUS 1500. Teacher licensure programs require a minimum 2.7 cumulative GPA from admission into the teacher education program until graduation, including for admission to student teaching.

I. GENERAL EDUCATION CURRICULUM..... 44
Chemistry 1101/1110 & 1102/1120 fulfills Science Inquiry. Math 1110 fulfills Quantitative Literacy requirement.

II. MAJOR REQUIREMENTS (Not including 12 semester hours already counted in I, above)..... 66
2. 0 major GPA is required for graduation. Major GPA calculation will include all courses taken in the major department, plus any other courses under II. Minimum of 18 semester hours of courses taken to fulfill major requirements must be courses offered by Appalachian.

A. Biology Core Requirements: 8 semester hours (must be completed before taking any other biology courses)

BIO 1801 ____ (4) Biological Concepts I (Co: CHE 1101) **AND** BIO 1802 ____ (4) Biological Concepts II (Pre: BIO 1801 w/“C” or better)

B. Additional Required Biology Courses: 21 semester hours (Pre: BIO 1801 & 1802 required for all additional BIO courses)

BIO 2400 ____ (3) Genetics (Pre: CHE 1102, MAT 1025) **OR** BIO 2700 ____ (3) Human Genetics (Pre: CHE 1102, MAT 1025)
BIO 2600 ____ (3) Cell Biology (Pre: CHE 1102)
BIO 2012 ____ (3) Introduction to Evolutionary Biology
BIO 3800 ____ (4) Molecular Biology [**WID**] (Pre: CHE 2201 or 2101; RC 2001)

Choose one of the following: (Pre: Senior standing; WID)

Choose one of the following:

BIO 4501 ____ (3) Independent Research [**CAP**] BIO 3301 ____ (4) Human Sys Phys [**WID**] (Pre: CHE 2201/2101; RC 2001)
BIO 4700 ____ (3) Seminar in Biological Science [**CAP**] BIO 3314 ____ (4) Comparative Vertebrate Zoo [**WID**] (Pre: RC 2001)
BIO 4910 ____ (3) Capstone Internship in Biology [**CAP**] BIO 4555 ____ (4) Plant Physiology (Pre: CHE 1102 & 1120; Sr. standing)
BIO 4519 ____ (3) Biology Honors Thesis (Pre: BIO 4518 w/min B)

Choose one of the following:

BIO 2410 ____ (1) Genetics Lab (Pre/Co: BIO 2400/2700) **OR** BIO 2610 ____ (1) Cell Biology Lab (Pre: MAT 1025; Pre/Co: Bio 2600)

C. Biology Electives in the Areas (15 semester hours) –. Students may not count a course more than once.

1. Evolution/Ecology or Biodiversity Electives: Choose one (3-4 hours)

BIO 2000 ____ (4) Introduction to Botany	BIO 2001 ____ (4) Introduction to Zoology
BIO 3302 ____ (4) Ecology	BIO 3304 ____ (4) Systematic Botany (Pre: BIO 2000)
BIO 3312 ____ (3) Environmental Studies [WID] (Pre: RC 2001)	BIO 3313 ____ (4) Global Change Ecology [WID] (Pre: RC 2001)
BIO 3315 ____ (3) Conservation Biology [WID] (Pre: RC 2001)	BIO 3320 ____ (3) Air Pollution Eff on Plants & People (Pre: Jr stndg)
BIO 4240 ____ (4) Aquatic Biology (Pre: BIO 3302; Sr. standing)	BIO 4551 ____ (4) Ornithology (Pre: Sr. standing)
BIO 4552 ____ (4) Entomology (Pre: Sr. standing)	BIO 4556 ____ (4) Mycology (Pre: Sr. standing)
BIO 4557 ____ (4) Ichthyology (Pre: Sr. standing)	BIO 4558 ____ (3) Taxonomy of the Fleshy Fungi (Pre: Sr. standing)
BIO 4559 ____ (4) Mammalogy (Pre: Sr. standing)	BIO 4560 ____ (4) Herpetology (Pre: Sr. standing)
BIO 4569 ____ (4) Invertebrate Zoology (Pre: Sr. standing)	BIO 4571 ____ (4) Plant/Insect Interactions in Trstl Ecosys (Pre: Sr. stdg)
BIO 4575 ____ (4) Ecotoxicology [CAP] (Pre: CHE 2201/2101; WID; Sr stndg)	BIO 4601 ____ (4) Animal Behavior-Ethology (Pre: Sr. standing)

2. Cellular/Subcellular or Anatomy & Physiology Electives: Choose 11-12 s.h. not chosen above to bring total hours in AREA II-C to 15 s.h.

BIO 2410 ____ (1) Genetics Lab (Pre/Co: BIO 2400/2700)	BIO 2610 ____ (1) Cell Biology Lab (Pre: MAT 1025; Pre/Co: Bio 2600)
BIO 3301 ____ (4) Human Sys Phys [WID] (Pre: CHE2201/ 2101; RC 2001)	BIO 3308 ____ (4) Microbiology (Pre: CHE 1102 & 1120;BIO 2400/2600/2700)
BIO 3314 ____ (4) Comparative Vertebrate Zoo [WID] (Pre: RC 2001)	BIO 4001 ____ (3) Developmental Biology (Pre: BIO 2600; BIO 2400/2700)
BIO 4011 ____ (1) Developmental Biology Seminar (Honors) (Pre: BIO 2600; BIO 2400/2700; Co: BIO 4001)	
<u>BIO 4375 ____ (3) Bacterial Pathogenesis (Pre: BIO 2600, BIO 3308; Sr. stdg)</u>	
BIO 4513 ____ (4) Plant Molecular Biology (Pre: BIO 3800; Sr. standing)	BIO 4555 ____ (4) Plant Physiology (Pre: CHE 1102 & 1120; Sr standing)
BIO 4563 ____ (3) Biology of Aging (Pre: Sr. standing)	BIO 4564 ____ (4) Microscopy (Pre: Sr. standing)
BIO 4568 ____ (4) Immunology (Pre/Co: BIO 2400; Sr. standing)	BIO 4572 ____ (3) Virology (Pre: BIO 2600; Sr standing)

D. Required cognate courses: 34 semester hours

Chemistry

CHE 1101/1110 ____ (4) Intro. Chemistry I & lab
CHE 1102/1120 ____ (4) Intro. Chemistry II & lab (Pre: CHE 1101 & 1110)
CHE 2201/2203 ____ (4) Organic Chemistry I & lab (Pre: CHE 1102 & 1120)
CHE 2202/2204 ____ (4) Organic Chem II & lab (Pre: CHE 2201/2203 w/C-)
CHE 4580 ____ (3) Biochemistry I (Pre: CHE 2101/2202; Sr stndg)

Physics

PHY 1103 ____ (4) General Physics I (Co: MAT 1020 or 1025)
PHY 1104 ____ (4) General Physics II (Pre: PHY 1103)

Mathematics

MAT 1110 ____ (4) Calculus w/ Analytical Geom. I (Pre: MAT 1025 w/C-)
STT 2810 ____ (3) Introduction to Statistics (Pre: MAT 1010 or higher)

III. MINOR (optional)

IV. ELECTIVES (taken to total a minimum of 122 hours for the degree)..... 12
2 semester hours of free electives must be outside the major discipline. 122