

MINUTES OF THE MEETING  
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE  
February 7, 2007

The Academic Policies & Procedures Committee met on Wednesday, February 7, 2007 in the William C. Strickland Conference Room of I.G. Greer Hall.

Committee members present: Dr. Jeff Butts (Chair), Dr. Jon Beebe, Mr. John Boyd, Ms. Eleanor Cook, Dr. Dinesh Dave, Dr. Rodney Duke, Dr. Julie Horton (Parliamentarian), Dr. Dan Hurley, Mr. Mark Malloy, Dr. Ron Marden, and Dr. Kay Taylor.

Committee member(s) excused: Ms. Amanda Cardell, Mr. Greg Pittman, and Ms. Beth Todd.

Committee member(s) absent: Mr. Brad Allen.

Dr. Jeff Butts called the meeting to order at 3:00 p.m.

MINUTES:

The November 29, 2006 AP&P Committee Minutes were approved as distributed.

VOTE 1                      YES 10                      NO 0                      ABSTAIN 0

ANNOUNCEMENT(S):

1. DEPARTMENT OF MATHEMATICAL SCIENCES  
The request to add a **B.S. degree in Actuarial Sciences (CIP 52.1304)** was approved by the Board of Governors on January 11, 2007. (See Page 12 of the April 26, 2006 AP&P Committee meeting minutes.) (EFF. FALL, 2007)

NEW BUSINESS:

Dr. Rainer Goetz presented one proposal from the College of Arts and Sciences for the Department of Mathematical Sciences.

Proposal MAT-01 2006 from the Department of Mathematical Sciences was approved as amended as follows (EFF. FALL, 2007):

1. Change the title of STT 3850. Introduction to Probability and Statistics to STT 3850. Statistical Data Analysis, change the semester offering from S. to F;S., change the course description, and change the prerequisite statement to read as follows:  
**STT 3850. Statistical Data Analysis/(4).F;S.**  
This course provides an overview of modern statistical data analysis. Programming with data, including simulations and bootstrapping, will be an integral part of the course. Techniques for parsing univariate and multivariate data sets will be examined. Coverage of probability, random variables, standard probability distributions and statistical sampling distributions will be sufficient to prepare the student for statistical inference. Inferential topics will include parameter estimation, hypothesis testing for proportions, means and medians, goodness of fit tests, and tests for independence. Standard and computationally intensive regression techniques will also be covered. Prerequisite: MAT 1110.

(NUMERICAL DATA; COMPUTER) (ND Prerequisite: passing the math placement test or successful completion of MAT 0010.)

**VOTE 2**                      **YES** 10                      **NO** 0                      **ABSTAIN** 0

Dr. Heather Hulburt presented proposals from the Walker College of Business for the Department of Marketing.

Proposals MKT 2.0607 and MKT 3.0607 from the Department of Marketing were approved as amended as follows (EFF. FALL, 2007):

1. Change the course description for MKT 4500. Independent Study by deleting the “Dual-listed with MKT 5500.” statement.

Change the course description for MKT 4550. International Marketing by deleting the “Dual-listed with MKT 5550.” statement.

Change the course description for MKT 4610. Consumer Behavior by deleting the “Dual-listed with MKT 5610.” statement.

2. Change the course description for MKT 5500. Independent Study by deleting the “Dual-listed with MKT 4500.” statement.

Change the semester offering of MKT 5550. International Marketing from F;S. to On Demand., and change the course description by deleting the “Dual-listed with MKT 4550.” statement.

Change the semester offering of MKT 5610. Consumer Behavior from F;S. to On Demand., and change the course description by deleting the “Dual-listed with MKT 4610.” statement.

**VOTE 3**                      **YES** 10                      **NO** 0                      **ABSTAIN** 0

Dr. Charles Duke presented proposals from the Reich College of Education for the Department of Language, Reading and Exceptionalities.

Proposals LRE-1 through LRE-5 from the Department of Language, Reading and Exceptionalities were approved as amended as follows (EFF. FALL, 2007):

1. Course deletion:  
CD 5567. Clinical Practicum IV/(3).F;S.
2. Change the course description for CD 5564. Clinical Practicum I, change the prerequisite statement, and change the grading for CD 5564 from A-F letter grading to “Graded on an S/U basis.” The revised course description will read as follows:

**CD 5564. Clinical Practicum I/(3).F;S.**

Supervised entry level practicum in evaluation and therapy techniques in speech-language pathology. Specific clinical assignments will be appropriate to a common pre-practicum core. Assignments will be consistent with the workload formula in the *Communication Disorders Program Handbook*. Graded on an S/U basis. Prerequisites: completion of a common pre-practicum core which includes: CD 5661, CD 5669, CD 5675, CD 5676, and CD 5731; and completion of required observations. (Meets ASHA III-B)

3. Change the course description for CD 5565. Clinical Practicum II, change the prerequisite statement, and change the grading for CD 5565 from A-F letter grading to "Graded on an S/U basis." The revised course description will read as follows:

**CD 5565. Clinical Practicum II/(3).F;S.**

Supervised second level practicum in evaluation and therapy techniques in speech-language pathology. Specific clinical assignments will depend on prior and concurrent coursework in the disorders areas. Assignments will be consistent with the workload formula in the *Communication Disorders Program Handbook*. Students may have an off-campus placement. Graded on an S/U basis. Prerequisite: CD 5564. (Meets ASHA III-B)

4. Change the number of credit hours for CD 5566. Clinical Practicum III from (3 s.h.) to (3 s.h. or 6 s.h.), change the course description and the prerequisite statement, and change the grading for CD 5566 from A-F letter grading to "Graded on an S/U basis." The revised course description will read as follows:

**CD 5566. Clinical Practicum III/(3 or 6).F;S.**

Supervised third level practicum in evaluation and therapy techniques in speech-language pathology. Specific clinical assignments will depend on prior and concurrent coursework in the disorders areas. Assignments will be consistent with the workload formula in the *Communication Disorders Program Handbook*. Students may have an off-campus placement. CD 5566 may be taken for 6 s.h. alone, or for 3 s.h. credit concurrently with a 3 s.h. enrollment in CD 5569 (Clinical Practicum in the Schools). Graded on an S/U basis. Prerequisite: CD 5565. (Meets ASHA III-B)

5. Change the number of credit hours for CD 5569. Clinical Practicum in the Schools from (3 s.h.) to (3 s.h. or 6 s.h.), change the course description, add a prerequisite statement, and change the grading for CD 5569 from A-F letter grading to "Graded on an S/U basis." The revised course description will read as follows:

**CD 5569. Clinical Practicum in the Schools/(3 or 6).F;S.**

Supervised practicum involving evaluation and therapy techniques in speech-language pathology. Specific clinical assignments will depend on prior and concurrent coursework in the disorders areas. Assignments will be consistent with the workload formula in the *Communication Disorders Program Handbook*. CD 5569 may be taken for 6 s.h. alone, or concurrently with a 6 s.h. enrollment in CD 5900 (Internship), or for 3 s.h. concurrently with a 3 s.h. enrollment in CD 5566 (Clinical Practicum III) . Graded on an S/U basis. Prerequisite: CD 5565. (Meets ASHA III-B)

**VOTE 4                      YES 11                      NO 0                      ABSTAIN 0**

Dr. Nina-Jo Moore presented proposals from the College of Fine and Applied Arts for the Department of Health, Leisure and Exercise Science.

Proposals HLE-FAA-2006-ES1 through HLE-FAA-2006-ES12 from the Department of Health, Leisure and Exercise Science were approved as amended as follows (EFF. FALL, 2007):

1. Course additions:

**ES 4625. Concepts of Clinical Exercise Testing/(3).F.**

This course provides experience in clinical exercise testing and interpretation for various chronic disease populations. Students will be required to perform a variety of clinical exercise tests commonly used in the assessment of various chronic diseases. Emphasis will be placed on the development of clinical skills required to provide safe and effective testing and the ability to accurately interpret results. Prerequisites: ES 2010 and ES 3450 or similar coursework, and senior standing. [Dual-listed with ES 5625.]

**ES 5625. Concepts of Clinical Exercise Testing/(3).F.**

This course provides experience in clinical exercise testing and interpretation for various chronic disease populations. Students will be required to perform a variety of clinical exercise tests commonly used in the assessment of various chronic diseases. Emphasis will be placed on the development of clinical skills required to provide safe and effective testing and the ability to accurately interpret results. Students will also be required to obtain community-based clinical observation hours. Prerequisites: ES 2010 (Exercise Physiology) and ES 3450 (Advanced Exercise Physiology) or similar coursework. [Dual-listed with ES 4625.]

**ES 5670. Clinical Exercise Practicum I/(1-2).S.**

This course will provide practical experience within several community-based clinical exercise settings. Students will be required to complete 50 contact hours within an approved clinical setting for each hour of credit. Potential clinical settings include cardiac and pulmonary rehabilitation, cardiac testing, pulmonary testing, cancer rehabilitation and pediatric exercise programming. Graded on an S/U basis. Prerequisite: ES 5625.

**ES 5680. Clinical Exercise Practicum II/(1-2).F.**

This course will provide practical experiences within several community-based clinical exercise settings. Students will be required to complete 50 contact hours within an approved clinical setting for each hour of credit. Potential clinical settings include cardiac and pulmonary rehabilitation, cardiac testing, pulmonary testing, cancer rehabilitation and pediatric exercise programming. Graded on an S/U basis. Prerequisites: ES 5625 and ES 5670.

2. Change the course numbering and title of ES 3635. ECG/Exercise Test Interpretation to ES 4635. Electrocardiographic Interpretation, change the course description, and change the prerequisite statement to read as follows:  
[DELETE ES 3635 and ADD ES 4635.]

**ES 4635. Electrocardiographic Interpretation/(3).S.**

This course provides an analysis of electrocardiographic concepts of the normal and abnormal ECG. Topics will include rate, rhythm, hypertrophy, axis determination, atrial and ventricular arrhythmias, conduction defects, myocardial ischemia, and myocardial infarction. In addition, the use of ECG monitoring during diagnostic exercise testing will be discussed. This course will also introduce the student to competencies required by the

American College of Sports Medicine for certification as an Exercise Specialist or a Registered Clinical Exercise Physiologist. Prerequisites: ES 3450 or equivalent, and senior standing. [Dual-listed with ES 5635.]

3. Change the title of ES 5635. ECG/Exercise Test Interpretation to ES 5635. Electrocardiographic Interpretation, and change the course description to read as follows:  
**ES 5635. Electrocardiographic Interpretation/(3).S.**  
This course provides an analysis of electrocardiographic concepts of the normal and abnormal ECG. Topics will include rate, rhythm, hypertrophy, axis determination, atrial and ventricular arrhythmias, conduction defects, myocardial ischemia, and myocardial infarction. In addition, the use of ECG monitoring during diagnostic exercise testing will be discussed. This course will also introduce the student to competencies required by the American College of Sports Medicine for certification as an Exercise Specialist or a Registered Clinical Exercise Physiologist. Prerequisite: ES 3450 (Advanced Exercise Physiology) or equivalent. [Dual-listed with ES 4635.]
4. Change the course numbering of ES 3645. Cardiopulmonary Pathophysiology and Rehabilitation to ES 4645, and change the prerequisite statement to read as follows:  
[DELETE ES 3645 and ADD ES 4645.]  
**ES 4645. Cardiopulmonary Pathophysiology and Rehabilitation/(3).F.**  
This course details the functions of the cardiovascular and respiratory systems emphasizing pathophysiology and treatment. Special reference will be made to exercise as a mode of therapy. Prerequisites: ES 2005 and ES 3450 or equivalent, and senior standing. [Dual-listed with ES 5645.]
5. Change the prerequisite statement for ES 5645. Cardiopulmonary Pathophysiology and Rehabilitation to reflect the undergraduate course titles, and change the dual-listed statement to read as follows:  
**ES 5645. Cardiopulmonary Pathophysiology and Rehabilitation/(3).F.**  
This course details the functions of the cardiovascular and respiratory systems emphasizing pathophysiology and treatment. Special reference will be made to exercise as a mode of therapy. Prerequisites: ES 2005 (Concepts in Fitness and Performance Evaluation) and ES 3450 (Advanced Exercise Physiology) or equivalent. [Dual-listed with ES 4645.]
6. Change the course numbering of ES 3660. Exercise Prescription and Chronic Disease Management to ES 4660, change the course description, and change the prerequisite statement to read as follows:  
[DELETE ES 3660 and ADD ES 4660.]  
**ES 4660. Exercise Prescription and Chronic Disease Management/(3).S.**  
This course presents a comprehensive overview of the physical, physiological and metabolic responses of the human body to exercise testing and training in healthy individuals and in those with metabolic, cardiovascular and/or pulmonary disease. The successful student will gain an understanding of the processes involved in prescribing safe and effective therapeutic exercise in healthy individuals as well as patients with cardiovascular (hypertension, atherosclerosis), metabolic (diabetes, thyroid, obesity, osteoporosis), pulmonary (asthma, emphysema), and musculoskeletal diseases/disorders. An overview of environmental and legal considerations in the prescriptive process will also be discussed. Prerequisites: ES 2010 and ES 3450 or equivalent, and senior standing. [Dual-listed with ES 5660.]

7. Change the course description for ES 5660. Exercise Prescription and Chronic Disease Management, change the prerequisite statement to reflect the undergraduate course titles, and change the dual-listed statement to read as follows:

**ES 5660. Exercise Prescription and Chronic Disease Management/(3).S.**

This course presents a comprehensive overview of the physical, physiological and metabolic responses of the human body to exercise testing and training in healthy individuals and in those with metabolic, cardiovascular and/or pulmonary disease. The successful student will gain an understanding of the processes involved in prescribing safe and effective therapeutic exercise in healthy individuals as well as patients with cardiovascular (hypertension, atherosclerosis), metabolic (diabetes, thyroid, obesity, osteoporosis), pulmonary (asthma, emphysema), and musculoskeletal diseases/disorders. An overview of environmental and legal considerations in the prescriptive process will also be discussed. Prerequisites: ES 2010 (Exercise Physiology) and ES 3450 (Advanced Exercise Physiology) or equivalent. [Dual-listed with ES 4660.]

8. Revise the course requirements for the concentration in Wellness/Cardiac Rehabilitation (567C) under the B.S. degree in Exercise Science (567\*/31.0505) as follows: 1) Add ES 4625 (3 s.h.) to the list of required courses for this concentration; 2) Change the number of electives hours in the concentration from 7 s.h. to 4 s.h.; and 3) Reflect the appropriate course numbering changes as noted in numbers 2.-6. above. (The total number of hours required for this degree, 125 s.h., did not change.) The revised catalog description will read as follows:

III. Concentrations: select one.

**Pre-Professional (31 s.h.) . . . . .**

Or

**Wellness/Cardiac Rehabilitation (31 s.h.)**

Required courses: SOC 3100, FCS 2202, HP 3700, ES 4625, ES 4635, ES 4645, ES 4660 and ES 3900 (6 s.h. minimum internship required). If internship is done for 6 s.h., then 4 s.h. must be chosen from the following: AT 1600, FCS 4552, HP 2100, HP 2200, HP 3200, ES 3500, PHY 4820 or BIO 4563. Note: a health promotion minor may be obtained by taking HP 1105 from the core curriculum and by completing HP 2100, HP 2200, HP 3200, HP 3700 and FCS 2202. First aid certification is required and must be current at time of graduation.

Or

**Strength and Conditioning (31 s.h.) . . . . .**

9. Revise the course requirements for the concentration in Clinical/Cardiopulmonary Rehabilitation (562C) under the M.S. degree in Exercise Science (562\*/31.0505) by adding ES 5625 (3 s.h.), ES 5670 (1-2 s.h.), and ES 5680 (1-2 s.h.) to the list of required courses for this concentration. The total number of hours in the concentration will change from 15 s.h. to 20-22 s.h., but the total number of hours required for the M.S. degree in Exercise Science, 42 s.h., did not change. [NOTE: A copy of the revised graduate catalog description of the M.S. degree is on file in the Office of Academic Affairs, and in the Office of Graduate Studies and Research.] The revised concentration will read as follows:

**CLINICAL/CARDIOPULMONARY REHABILITATION CONCENTRATION (562C)**

**Required:**

ES 5625	Concepts of Clinical Exercise Testing	3
ES 5635	Electrocardiographic Interpretation	3

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ES 5645	Cardiopulmonary Pathophysiology and Rehabilitation	3	
ES 5660	Exercise Prescription and Chronic Disease Management	3	
ES 5670	Clinical Exercise Practicum I	1-2	
ES 5680	Clinical Exercise Practicum II	1-2	
ES 5900	Internship	6	
	SUBTOTAL HOURS		20-22

**VOTE 5**                      **YES**   11                        **NO**   0                        **ABSTAIN**   0  

OLD BUSINESS:

Dr. Jeff Butts introduced the next item on the agenda - to consider the Recommendations #1- 4 from the Student Achievement Team that were postponed from consideration at the January 10, 2007 AP&P Committee meeting in order to give the Student Government Association more time to review and respond to the recommendations for changes to the current Repeat, Forgiveness, and Academic Standing policies.

Ms. Martha Stephenson reported that only one concern had come forward from the Student Government Association. Mr. Forrest Gilliam, the SGA President, had asked about how the policy changes would effect currently enrolled students in regards to Recommendation #3 (changing the GPA requirements for academic standing) and Recommendation #4 (changing the number of course repeats to be excluded from GPA computation). Mrs. Stephenson explained that students who are tagged under the new policy who would not be tagged under the old policy will have the opportunity to appeal the decision, and the appeal will be automatically successful if the student would not have been tagged under the old policy. She noted that the academic advising staff and the registrar's staff will all be alerted to this as well. They will communicate the right to appeal to the affected students.

A motion was made and seconded to approve the following recommendations:

- Recommendations #1 and #2 - revisions to Page 38, "Forgiveness Policies"
- Recommendation #3 - revisions to Page 51, "Academic Standing (Probation and Suspension Policy)"
- Recommendation #4 - revisions to Page 47, "Grade-Point Average and Repeat Policy"

Dr. Rodney Duke reminded everyone of the discussion from the last AP&P Committee meeting regarding Recommendation #2. A suggestion was made at that meeting to clarify that grades earned at other institutions will be averaged with grades earned previously at Appalachian ONLY to determine eligibility for readmission.

A motion was then approved to amend the last sentence under number 1. of the two forgiveness policies to read as follows:

“To determine eligibility for readmission, the grades earned at the other collegiate institutions will be averaged with the grades earned previously at Appalachian and the combined average must be at least 2.0 (on a 4.0 scale).

**VOTE 6**                      **YES 11**                      **NO 0**                      **ABSTAIN 0**

Recommendations #1-4 were approved as amended as follows (EFF. FALL, 2007):

**Recommendations #1 and #2:**

The revised catalog description under “**Forgiveness Policies**” (Page 38 of the *Undergraduate Bulletin 2005-2007*) will read as follows:

Former undergraduate Appalachian students may re-enter by means of either one of two forgiveness policies. These policies will permit the student’s former cumulative grade-point average to be discounted, thereby allowing the student, upon returning, to begin a new cumulative grade-point average that will be used as the basis for graduation. The policies are:

1. If the student has not attended Appalachian for a minimum of one (1) year (including summer school), she or he will be eligible to apply for readmission to the University if she or he has earned a minimum of thirty (30) semester hours of transferable credit from other collegiate institutions since she or he last attended Appalachian. (“Transferable credit” is defined as coursework that can be used for graduation purposes at Appalachian, and does not repeat an Appalachian course for which credit has been earned.) To determine eligibility for readmission, the grades earned at the other collegiate institutions will be averaged with the grades earned previously at Appalachian and the combined average must be at least 2.0 (on a 4.0 scale).
2. If the student has not attended Appalachian for a minimum of two (2) years (including summer school), she or he will be eligible to apply for readmission if: a) coursework earned at other collegiate institutions during the period of absence from Appalachian has a minimum cumulative grade-point average of 2.0 (on a 4.0 scale); **OR**, b) the student has not taken coursework at any other collegiate institution during the period of absence.

**Recommendation #3:**

The revised catalog description under “**Academic Standing (Probation and Suspension Policy)**” (Page 51 of the *Undergraduate Bulletin 2005-2007*) will read as follows:

**ACADEMIC STANDING (PROBATION AND SUSPENSION POLICY)**

To continue at Appalachian in good academic standing, a student must earn, as a minimum, the following cumulative grade-point average (GPA) at the end of the period indicated:

	Cumulative GPA
After 0-15 Attempted Hours:	1.75
After 16-30 Attempted Hours:	1.90
After 31-45 Attempted Hours (and thereafter):	2.00



**Recommendation #4:**

The revised catalog description for item #2 under “**Grade-Point Average and Repeat Policy**” (Page 47 of the *Undergraduate Bulletin 2005-2007*) will read as follows:

2. When a course is repeated, the grade earned in the **initial attempt** can be excluded from computation in the student’s GPA for a maximum of four (4) courses. (Note: If a grade is excluded from GPA computation when repeated, it remains on the academic transcript.)

**VOTE 7**                      **YES**   11                        **NO**   0                        **ABSTAIN**   0  

Dr. Butts asked Mr. Don Rankins to report from the AP&P SUBCOMMITTEE FOR ANNUAL REVIEW OF POLICIES AND PROCEDURES.

Mr. Rankins thanked everyone who sent comments and suggestions for changes to the AP&P Proposal Form (Parts A and B) and the Instruction Sheet that were distributed at the last meeting. He distributed revised copies that incorporate some of the suggestions that he received. He also handed out a spreadsheet that detailed the suggested changes and the action taken by the subcommittee.

The AP&P Committee members discussed the modifications that had been made thus far, and made further suggestions for the subcommittee to consider. Dr. Butts noted that we are almost ready to adopt the new form, but he asked the subcommittee to take one more look at the form to consider including some of the suggestions that were made at today’s meeting.

The subcommittee will provide another revised draft of the AP&P Proposal Form (Parts A and B) to be considered for approval at the March 7, 2007 AP&P Committee meeting.

**OTHER:**

Dr. Rodney Duke asked for an update regarding the General Education Task Force in regards to how the proposed general education module will be presented to AP&P. What input will faculty have in the approval process?

Several other questions asked by AP&P Committee members included: What is the AP&P Committee’s role in the final decision process? What channels will the proposed general education modules go through to meet the approval of the Appalachian community? Should AP&P sponsor a survey to faculty regarding this matter? Do we want to ask the General Education Task Force representatives to talk to us again?

Dr. Butts noted that he will ask the Provost for clarification on those issues and report to the AP&P Committee at its next meeting.

**ADJOURNMENT:**

The AP&P Committee members voted to adjourn at 4:30 p.m.

**VOTE 8**                      **YES**   11                        **NO**   0                        **ABSTAIN**   0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

**February 7, 2007**

Vote Record

VOTE SYMBOLS                      y (YES)                      N (NO)                      A (ABSTAIN)

1   2   3   4   5   6   7   8

Committee Members

Jon Beebe	y	y	y	y	y	y	y	y
John Boyd	y	y	y	y	y	y	y	y
Jeff Butts	y	y	y	y	y	y	y	y
Eleanor Cook	y	y	y	y	y	y	y	y
Dinesh Dave	-	-	-	y	y	y	y	y
Rodney Duke	y	y	y	y	y	y	y	y
Julie Horton	y	y	y	y	y	y	y	y
Dan Hurley	y	y	y	y	y	y	y	y
Mark Malloy	y	y	y	y	y	y	y	-
Ron Marden	y	y	y	y	y	y	y	y
Kay Taylor	y	y	y	y	y	y	y	y
Brad Allen	-	-	-	-	-	-	-	-
Amanda Cardell	-	-	-	-	-	-	-	-
Greg Pittman	-	-	-	-	-	-	-	-
Beth Todd	-	-	-	-	-	-	-	-

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The recommendations of the Academic Policies and Procedures Committee, at its February 7, 2007 meeting are approved.

Stanley R. Aeschleman

Stanley R. Aeschleman  
Provost and Executive Vice Chancellor

2/26/07

Date

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