

MINUTES OF THE MEETING  
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE  
April 2, 2008

The Academic Policies & Procedures Committee met on Wednesday, April 2, 2008 in the William C. Strickland Conference Room of I.G. Greer Hall.

Committee members present: Dr. Jeff Butts (Chair), Dr. Jon Beebe, Dr. Allen Bryant, Dr. Dinesh Dave, Dr. Rodney Duke, Mr. Mark Malloy, Dr. Ron Marden, Dr. Kay Taylor, Dr. Gayle Weitz, Mr. Joe Smith, Mr. Thomas Brigman (Parliamentarian), Ms. Rachel Hicks, and Ms. Kendra Johnson. Committee members excused: Mr. John Boyd and Dr. Jon Saken.

At 3:05 p.m., Dr. Jeff Butts called the meeting to order.

MINUTES:

Dr. Butts noted that the February 6, 2008 and the March 5, 2008 AP&P Committee Minutes are ready, but they were not completed in time to be distributed for today's meeting. Dr. Butts met and discussed the minutes with the Provost on March 31. The minutes will be distributed and considered for approval at our next meeting on April 30, 2008.

ANNOUNCEMENTS:

There were no announcements for today's meeting.

NEW BUSINESS:

Dr. Holly Hirst presented one proposal from the Cratis D. Williams Graduate School. Proposal GradSchool 0708-1 was approved as follows (EFFECTIVE: FALL, 2008):

1. Refine the policies on requirements for students interested in double majors, double degrees, double concentrations, undergraduates enrolling as graduate students, and graduate minors. The revised and/or new graduate catalog descriptions will read as follows:

**Double Concentrations**

Students wishing to pursue two or more concentrations within the same major must seek permission from the program and submit a program of study clearly stating both concentration codes to the Registrar's Office for approval. Students with two or more concentrations must complete all required courses for all concentrations. Specifically, a required course from one concentration may not substitute for a different required course in another concentration.

**Double Major and Double Degree**

Students wishing to pursue a double major or double degree at the same level (master's or specialist) may either apply for both programs simultaneously or petition the Graduate School for consideration to add the second program after beginning the first. Both the Graduate School and the admission committee for the second program must approve the addition. The form to add a second major or degree is available on the Graduate School website.

Students approved to pursue two programs will be subject to the following requirements:

1. A committee composed of a minimum of one graduate faculty member from each program and one additional person appointed by the Graduate School will review and approve the two programs of study before submission to the Registrar's Office.
2. Both programs of study must be reviewed and approved simultaneously. Students who add a second program after submitting a program of study must resubmit.

3. The two programs of study must meet all requirements for both majors including all admission to candidacy, proficiency, exit (thesis, product of learning), and comprehensive requirements (and associated paperwork), with no more than 50% of the courses from one program of study counting on the other.
4. Students must complete both degree programs within 7 years of the initial admission term and must graduate from both programs in the same term.
5. Students completing a double degree will be responsible for submitting and paying for two applications to graduate (one for each diploma to be issued). Students completing a double major will receive one diploma listing both majors, and so must only apply once.

#### **Pursuing a Minor**

Students wishing to pursue a graduate minor must complete the required coursework and list it on their program of study. The program of study must include the signature of a representative from the department housing the minor (either the departmental chair or the graduate program director). There are no restrictions on double counting courses in the major and the minor, except that students may not receive both a major and a minor in the same discipline.

#### **Undergraduate Students Enrolled in Graduate Courses**

Students enrolled as undergraduates at Appalachian State University may request permission to take graduate courses if they are or will be seniors in the semester of enrollment and have at least a 3.0 GPA. The request form can be found on the Graduate School website, and it requires both department and Graduate School approval.

The enrollment may be for either undergraduate or graduate credit. Students wishing to receive graduate credit must also submit the application for graduate admission and ***may count up to 9 semester hours*** taken under this classification toward a later graduate degree program, provided the 7 year time limit for graduate courses is not exceeded.

**VOTE 1**                      **YES**   13                        **NO**   0                        **ABSTAIN**   0  

Dr. Rainer Goetz presented proposals from the College of Arts and Sciences for the Departments of Biology, English, Foreign Languages and Literatures, Political Science/Criminal Justice, Psychology, and Sociology; a proposal from the College of Arts and Sciences to delete the M.A. degree in Social Science, Education; and proposals to add a B.S. degree in Wine Production and Management.

Proposal BIO-11 from the Department of Biology was approved as follows:  
(EFFECTIVE: SPRING, 2009):

1. Change the title of BIO 3310. Marine Biology, increase the credit hours from (3 s.h.) to (4 s.h.), change the semester offering, and change the course description to read as follows:  
**BIO 3310. Marine Sciences (4).S.**  
A study of the diverse marine habitats throughout the world and the organisms found within these habitats. Various aspects of the cellular, molecular, and developmental biology of marine organisms will be studied. The laboratory will examine selected marine invertebrates and vertebrates and will include experimental manipulations. Lecture three hours, laboratory three hours. (WRITING)

**VOTE 2**                      **YES**   12                        **NO**   0                        **ABSTAIN**   1  

Dr. Butts noted that when we considered the proposal from the Graduate School (see VOTE 1

above, the first item under “New Business” on Pages 1 and 2 of these minutes), we did not consider their request for a Fall 2008 effective date. Following no objections, **a motion was approved to allow an Effective Date of Fall, 2008 for the proposal, GradSchool 0708-1, from the Graduate School.**

**VOTE 3**                      **YES 13**                      **NO 0**                      **ABSTAIN 0**

Proposals ENG 0708/01 through ENG 0708/03 from the Department of English were approved as follows (EFFECTIVE: SPRING, 2009):

1. Change the course description of ENG 3450, change the semester offering from F. to S., and delete the prerequisite statement. The revised course description will read as follows:  
**ENG 3450. Writing Center Theory and Practice (3).S.**  
This course explores current issues in writing center theory and practice. Students gain insight into the writing process and the practice of assisting writers in one-to-one conferencing. (WRITING)
2. Delete the prerequisite statement from ENG 4580. Studies in African-American Literature.
3. Delete the prerequisite statement from ENG 4710. Advanced Studies in Women and Literature.

**VOTE 4**                      **YES 13**                      **NO 0**                      **ABSTAIN 0**

Proposals FLL-07-11 through FLL-07-24 from the Department of Foreign Languages and Literatures were approved as amended as follows (EFFECTIVE: SPRING, 2009):

1. Course deletion:  
FRE 4063. French Life-Ways (3).F.On Demand.
2. Course additions:  
[Note: FL 2100 was approved for the **MC (MULTI-CULTURAL)** special designator and for **CORE: HUMANITIES** credit at the 2/29/08 Core Curriculum Committee meeting.]  
**FL 2100. Language and Culture: Selves and Others (3).F.**  
A required course for the Language and Culture Community, this course offers a study of select topics related to the world languages taught in the department. These cultures are explored through various media, including literary and non-literary texts (e.g., music and film), and guest speakers from various disciplines across campus. (MULTI-CULTURAL) (CORE: HUMANITIES)

[Note: FRE 2045 was approved for the **W (WRITING)** and **MC (MULTI-CULTURAL)** special designators at the 2/29/08 Core Curriculum Committee meeting.]

**FRE 2045. Children’s and Adolescent Literature (3).F.Alternate years.**

This course will focus on select literary texts from the French-speaking world, including francophone Europe, Africa, the Antilles, and the Americas that, while certainly enjoyed by adults, were intended for younger reading audiences. Continued development of students’ French language skills through readings, written assignments, and class discussions. This

course satisfies the 2000-level major requirement in French literature. The course content may vary, but FRE 2045 may count only once in fulfillment of major or minor program requirements in French. Prerequisite: FRE 2005. (WRITING; MULTI-CULTURAL)

[Note: FRE 2055 was approved for the **W (WRITING)** and **MC (MULTI-CULTURAL)** special designators at the 2/29/08 Core Curriculum Committee meeting.]

**FRE 2055. Women Writers of French Expression (3).S.Alternate years.**

This course will focus on select literary texts by women writers of the French-speaking world, including francophone Europe, Africa, the Antilles, and the Americas. Continued development of students' French language skills through readings, written assignments, and class discussions. This course satisfies the 2000-level major requirement in French literature. The course content may vary, but FRE 2055 may count only once in fulfillment of major or minor program requirements in French. Prerequisite: FRE 2005. (WRITING; MULTI-CULTURAL)

[Note: FRE 2065 was approved for the **W (WRITING)** and **MC (MULTI-CULTURAL)** special designators at the 2/29/08 Core Curriculum Committee meeting.]

**FRE 2065. Black Writers of French Expression (3).F.Alternate years.**

This course will focus on select literary texts by black writers of the French-speaking world, including francophone Europe, Africa, and the Antilles. Continued development of students' French language skills through readings, written assignments, and class discussions. This course satisfies the 2000-level major requirement in French literature. The course content may vary, but FRE 2065 may count only once in fulfillment of major or minor program requirements in French. Prerequisite: FRE 2005. (WRITING; MULTI-CULTURAL)

[Note: FRE 3035 was approved for the **W (WRITING)** and **MC (MULTI-CULTURAL)** special designators and for **CORE: HUMANITIES/LITERATURE** credit at the 2/29/08 Core Curriculum Committee meeting.]

**FRE 3035. Literature and Film (3).S.Alternate years.**

This course will focus on select literary texts of French expression and cinematographic adaptations of them. This course satisfies the 3000/4000-level major requirement in French literature. The course content may vary, but FRE 3035 may count only once in fulfillment of major or minor program requirements in French. Prerequisite: one 2000-level FRE literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065) or consent of the instructor. (WRITING; MULTI-CULTURAL) (CORE: HUMANITIES/LITERATURE)

[Note: FRE 3050 was approved for the **W (WRITING)** and **MC (MULTI-CULTURAL)** special designators and for **CORE: HUMANITIES/LITERATURE** credit at the 2/29/08 Core Curriculum Committee meeting.]

**FRE 3050. Masterworks of Francophone Literature (3).S.Alternate years.**

This course will focus on select literary texts by writers of the French-speaking world beyond France, with special emphasis on (post-)colonial literatures of francophone Africa and the Antilles. This course satisfies the 3000/4000-level major requirement in French literature. The course content may vary, but FRE 3050 may count only once in fulfillment of major or minor program requirements in French. Prerequisite: one 2000-level FRE literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065) or consent of the instructor. (WRITING; MULTI-CULTURAL) (CORE: HUMANITIES/LITERATURE)

3. Change the course description of FRE 2025 and change the semester offering from S. to

S.Alternate years. The revised course description will read as follows:

**FRE 2025. Introduction to Literature and Writing (3).S.Alternate years.**

This course will focus on the development of skills necessary for critical reading of and writing about literature (examination of genres, concepts of literary structure, language use, and critical theories) through examination of selected works. The course also aims at improving the student's ability to write in French with grammatical correctness. This course satisfies the 2000-level major requirement in French literature. Prerequisite: FRE 2005. (WRITING)

4. Change the prerequisite statement for FRE 3030 and change the semester offering from F. to F.Alternate years. The revised course description will read as follows:

**FRE 3030. Masterworks of French Literature (3).F.Alternate years.**

A study of selected works of French literature from the Medieval to the Modern period. Prerequisite: one 2000-level FRE literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065) or consent of the instructor. (WRITING; MULTI-CULTURAL) (CORE: HUMANITIES/LITERATURE)

5. Change the course description of FRE 3040 and change the semester offering from S. to S.Alternate years. The revised course description will read as follows:

**FRE 3040. French Culture and Civilization (3).S.Alternate years.**

A study of the culture of France and the francophone world from the Medieval to the Modern period as seen through social and political developments, cultural institutions, and the arts. This course satisfies the 3000/4000-level major requirement in French cultural studies. Prerequisites: FRE 2005 and FRE 2010 or consent of the instructor. (WRITING; MULTI-CULTURAL) (CORE: HUMANITIES)

6. Change the prerequisite statement for FRE 3045 to read as follows:

**FRE 3045. Translation Techniques (3).F.**

Introduction to practical translation techniques to prepare students of French to produce French-English and English-French translations. Required for majors. Prerequisites: FRE 2005 and one 2000-level FRE literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065). (WRITING)

7. Change the course description of FRE 3080 and change the semester offering from F. to S.Alternate years. The revised course description will read as follows:

**FRE 3080. Advanced Grammar and Composition (3).S.Alternate years.**

Intensive study of the various types of expository writing with emphasis on the morphology and idiomatic expressions of French. Prerequisites: FRE 2005 and FRE 2010 or consent of the instructor. (WRITING)

8. Change the prerequisite statement for FRE 4010 and change the semester offering from S. to S.Alternate years. The revised course description will read as follows:

**FRE 4010. Aspects of Francophone Culture (3).S.Alternate years.**

An in-depth study of French literature outside of France. Special consideration will be given to the themes and style of representative works from Africa, the Antilles, Madagascar, and Canada. Prerequisite: one 2000-level FRE literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065) or consent of the instructor. (WRITING)

9. Change the title of the Bachelor of Arts degree in French (238A/16.0901) to a Bachelor

**of Arts degree in French and Francophone Studies\* (xxxA/16.0901)** and revise the course requirements as follows: 1) Delete FRE 2025 and FRE 3080 from the list of major requirements; 2) Add FRE 3045 as a required course; and 3) change the number of required French electives from 12 s.h. to 15 s.h. (The total number of hours required for this degree, 122 s.h., did not change.)

[\*THIS DEGREE TITLE CHANGE IS CONTINGENT UPON APPROVAL FROM THE UNC GENERAL ADMINISTRATION.]

The revised catalog description will read as follows:

**The Bachelor of Arts degree in French and Francophone Studies (xxxA/16.0901)** consists of 30 semester hours at the 2000-level or above, including: FRE 2005, FRE 2010, FRE 2035, FRE 3045, and FRE 4075; plus 15 semester hours of French electives, including one 2000-level literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065), one 3000/4000-level literature course, and one 3000/4000-level culture/civilization course.

10. Change the title of the **Bachelor of Science degree in French, Education (236A/13.1325)[T] with K-12 teacher licensure** to a **Bachelor of Science degree in French and Francophone Studies, Education\* (xxxA/13.1325)[T] with K-12 teacher licensure** and revise the course requirements as follows: 1) Delete FRE 2025, FRE 3040, and FRE 3080 from the list of major requirements; 2) Add FRE 3045 as a required course; and 3) change the number of required French electives from 9 s.h. to 15 s.h. (The total number of hours required for this degree, 122 s.h., did not change.)

[\*THIS DEGREE TITLE CHANGE IS CONTINGENT UPON APPROVAL FROM THE UNC GENERAL ADMINISTRATION.]

The revised catalog description will read as follows:

**The Bachelor of Science degree in French and Francophone Studies, Education (xxxA/13.1325)[T] with K-12 teacher licensure** consists of 36 semester hours at the 2000-level or above, including: FRE 2005, FRE 2010, FRE 2035, FRE 3045, FRE 4075, and FL 3120/CI 3120 (6 s.h.); plus 15 semester hours of French electives, including one 2000-level literature course (FRE 2025, FRE 2045, FRE 2055, or FRE 2065), one 3000/4000-level literature course, and one 3000/4000-level culture/civilization course.

11. Change the title of the **undergraduate minor in French (238/16.0901)** to a **minor in French and Francophone Studies (xxx/16.0901)**.

The revised catalog description will read as follows:

**A minor in French and Francophone Studies (xxx/16.0901)** consists of 15 semester hours including: FRE 2005, FRE 2010, and FRE 2035; plus six semester hours of French electives at the 2000-level or above, but excluding FRE 3520 (Instructional Assistance). A minimum overall GPA of 2.0 is required for the courses included in the minor.

**VOTE 5**

**YES 13**

**NO 0**

**ABSTAIN 0**

Proposals PS/CJ-3 and PS/CJ-4 were presented from the Department of Political Science/Criminal Justice. **A motion was made and seconded to approve the request to change the name of the department to the “Department of Government and Justice Studies.”** Dr. Brian Ellison noted that members of the Department of Political Science/Criminal Justice voted unanimously in support of this name change. He also pointed out that the name change will not affect the department’s current degree programs, courses, or course prefixes (PS, CJ, and PA). Mr. Thomas Brigman read a

letter from the SGA President, Mr. Forrest Gilliam, which objected to the proposed name change because of the lack of student input in this decision. Dr. Ellison responded that he had not received any negative feedback about this name change from even one student until hearing the letter read today from the SGA President. He responded to questions about why the department is proposing the name change, explaining that "Government and Justice Studies" is a more inclusive description of what the department has become in its programs, teaching, and research. Following further discussions, Mr. Mark Malloy called for the question and moved to stop debate. **The motion was approved to close debate on this topic.**

VOTE 6                      YES   9                        NO   4                        ABSTAIN   0  

Proposals PS/CJ-3 and PS/CJ-4 from the Department of Political Science/Criminal Justice were approved as follows (EFFECTIVE: JULY 1, 2008):

1. Change the name of the **Department of Political Science/Criminal Justice** to the **Department of Government and Justice Studies**. [CONTINGENT UPON APPROVAL BY CHANCELLOR KENNETH E. PEACOCK.]

NOTE: Policy Regarding Department Name Changes:

*"Name changes may be presented to the AP&P Committee for discussion at the discretion of the Provost and Executive Vice Chancellor for Academic Affairs; however, this is not mandatory. Authority for name changes rests with the Chancellor." (Oct. 1988 AP&P Minutes)*

VOTE 7                      YES  13                       NO   0                       ABSTAIN   0 

Proposal PSY 12 from the Department of Psychology was removed from today's agenda because it had not been considered for approval by the Graduate Council. Discussion of PSY 12 (the permission to plan a Ph.D. program in Clinical Psychology) was tabled at the March 17, 2008 Graduate Council meeting due to the loss of a quorum at that meeting.

*[Note: Committee members were asked to keep their copies of that proposal for consideration at the next AP&P Committee meeting.]*

Proposals SOC 2008-13 through SOC 2008-16 from the Department of Sociology and Social Work were approved as follows (EFFECTIVE: SPRING, 2009):

1. Change the title of SOC 1110. Marriage and Family Relations to read as follows:  
**SOC 1110. Sociology of Intimate Relationships (3).F;S.**
2. Change the title of SOC 2850. Gender and Society to read as follows:  
**SOC 2850. Constructions of Gender (3).F;S.**
3. Revise the course requirements for the undergraduate minor in Sociology (290/45.1101) by adding the requirement that 9 of the 15 s.h. of electives must be taken at the 3000 or 4000-level. (The total number of hours required for this minor, 18 s.h., did not change.) The revised catalog description will read as follows:  
**A minor in Sociology (290/45.1101)** (18 s.h.) consists of SOC 1000 and 15 additional semester hours of SOC courses, 9 semester hours of which must be at the 3000 or 4000-level. SOC 4900 (Internship) cannot be counted toward the 18 semester hours required for the sociology minor.
4. Revise the course requirements for the concentration in Criminology and Social Control (284E) under the Bachelor of Science degree in Sociology (non-teaching) (284\*/45.1101)

by adding SOC 4150 to the list of optional concentration courses on the degree checksheet, and revise the course requirements for the concentrations in Legal Studies (284H) and Social Inequalities (284K) under the Bachelor of Science degree in Sociology (non-teaching) (284\*/45.1101) by adding SOC 4150 and SOC 4600 to the lists of optional concentration courses on each of the degree checksheets. . (The total number of hours required for this degree, 122 s.h., did not change.) *[NOTE: The catalog description for this degree will not change as a result of these revisions, however, the checksheets for these concentrations will be revised and will be available upon request from the Office of Student Services in the College of Arts and Sciences, and from the Department of Sociology and Social Work.]*

**VOTE 8**                      **YES** 13                      **NO** 0                      **ABSTAIN** 0

Proposal CAS-6 from the College of Arts and Sciences was approved as follows:  
(EFFECTIVE: FALL, 2009)

1. Delete the **Master of Arts degree in Social Science, Education (282\*/13.1317) with concentrations in Community College/Criminal Justice (282Y), Community College/Geography (282N), Community College/History (282O), Community College/Political Science (282P), Community College/Psychology (282X), and Community College/Sociology (282Q).** [CONTINGENT UPON APPROVAL FROM THE UNC GENERAL ADMINISTRATION.]

*[NOTE: The deletion of this degree from the catalog and from ASU's Academic Program Inventory will be effective Fall, 2009. This program has not accepted new students since Spring, 2007. By the time the deletion becomes effective, active students are expected to have graduated.]*

**VOTE 9**                      **YES** 13                      **NO** 0                      **ABSTAIN** 0

Proposals (CAS 200, etc.) were presented from the College of Arts and Sciences to add a Bachelor of Science degree in Wine Production and Management. A motion was made and seconded to approve the packet of 12 proposals, however, following a number of concerns and questions, **a motion was approved to postpone consideration of this packet until the next AP&P Committee meeting so that the following concerns could be addressed: 1) Lower the total number of required hours (the checksheet states 135 s.h. - 10 = 125 s.h., but the 10 s.h. of courses that are double counted must be clarified); 2) Provide a cost analysis; 3) Specify which faculty will teach each of the proposed new courses. (The same faculty are listed on every proposal, so there's no way to see who will teach each new course.); 4) Show how will this new degree embrace the new Gen Ed program; and 5) Provide draft copies of the Appendix C that is required for General Administration.**

**VOTE 10**                      **YES** 12                      **NO** 0                      **ABSTAIN** 0

**ADJOURNMENT:**

The AP&P Committee members voted to adjourn at 4:50 p.m.

**VOTE 11**                      **YES** 10                      **NO** 0                      **ABSTAIN** 0



ACADEMIC POLICIES AND PROCEDURES COMMITTEE

**April 2, 2008**

Vote Record

VOTE SYMBOLS	y (YES)					N (NO)					A (ABSTAIN)				
	1	2	3	4	5	6	7	8	9	10	11				
<hr/>															
<u>Committee Members</u>															
Jon Beebe	y	y	y	y	y	y	y	y	y	y	y	y			
John Boyd	-	-	-	-	-	-	-	-	-	-	-	-			
Allen Bryant	y	y	y	y	y	y	y	y	y	y	y	y			
Jeff Butts	y	y	y	y	y	y	y	y	y	y	y	y			
Dinesh Dave	y	y	y	y	y	y	y	y	y	y	y	y			
Rodney Duke	y	y	y	y	y	y	y	y	y	y	y	y			
Mark Malloy	y	y	y	y	y	y	y	y	y	y	y	-			
Ron Marden	y	y	y	y	y	y	y	y	y	y	y	y			
Jon Saken	-	-	-	-	-	-	-	-	-	-	-	-			
Kay Taylor	y	y	y	y	y	y	y	y	y	y	y	y			
Gayle Weitz	y	y	y	y	y	N	y	y	y	y	y	-			
Joe Smith	y	A	y	y	y	y	y	y	y	y	y	y			
Thomas Brigman	y	y	y	y	y	N	y	y	y	y	y	y			
Rachel Hicks	y	y	y	y	y	N	y	y	y	-	-				
Kendra Johnson	y	y	y	y	y	N	y	y	y	y	y	y			

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The recommendations of the Academic Policies and Procedures Committee, at its April 2, 2008 meeting are approved.

Stanley R. Aeschleman

Stanley R. Aeschleman

Provost and Executive Vice Chancellor

4/28/08

Date

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