

MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
April 5, 2000

The Academic Policies and Procedures Committee held its regular monthly meeting on Wednesday, April 5, 2000 in Room 224 of I.G. Greer Hall beginning at 3:00 p.m. Committee members present: Dr. Ed Folts, Dr. Holly Hirst, Dr. Dan Hurley, Dr. Kenneth Lurie, Dr. Steve Millsaps, Dr. Claire Olander, Dr. David Phoenix, Ms. Amy Weiss, Mr. Glenn Altemose, Jr., Ms. Kelly Cross, Mr. Jason Potter, and Mr. David Tilley. Committee members excused: Dr. Frank Mohler, Mr. Jeffrey Tiller, and Dr. Sara Zimmerman.

The March 1, 2000 minutes were approved as distributed.

VOTE 1 YES 12 NO 0 ABSTAIN 0

Dr. Art Unsworth presented proposals from the School of Music. Proposals MUS #1-4 were approved as amended as follows (EFF. SPRING, 2001):

1. Change the prerequisite for MUS 3050, Developmental Music Therapy, to read as follows:
"Prerequisites: MUS 2050 with a minimum grade of "B-" (2.7) and SPE 4595."
2. Change the prerequisite for MUS 3051, Music Therapy in Mental Health, to read as follows:
"Prerequisites: MUS 2050 with a minimum grade of "B-" (2.7) and PSY 2401 or permission of the instructor."
3. Change the prerequisite for MUS 3900, Music Therapy Practicum, to read as follows:
"Prerequisite: MUS 2050 with a minimum grade of "B-" (2.7)."
4. Change the prerequisite for MUS 4051, Music Therapy in Health Care, to read as follows:
"Prerequisite: MUS 2050 with a minimum grade of "B-" (2.7) or permission of the instructor."

VOTE 2 YES 8 NO 4 ABSTAIN 0

Dr. Charles Duke presented proposals from the College of Education for the Department of Curriculum and Instruction. Proposals CI #1-8 were approved as amended as follows (EFF. SPRING, 2001):

1. Course deletions:
CI 3170. Teaching Business Education/(2).S.
BE 3895. Administration and Supervision of Business Education/(3).SS.
BE 4610. Coordination Techniques and Job Analysis for Vocational Business and
Marketing Education/(3).SS. **"W"**
BE 4851. Organization and Administration of a Marketing Education for Teachers
Program/(3).F.
BE 4852. Methods in Marketing Education for Teachers/(3).S. **"S"**

2. Course additions:

BE 3750. Administration and Supervision in Business and Marketing Education/(3).S.

This course covers the history and philosophy of business and marketing education and their place in secondary school programs. Emphasis is given to recent legislation pertaining to vocational education, establishing the curriculum for an effective business and marketing education program, evaluating and selecting equipment, and evaluating and selecting instructional materials used in various business and marketing education courses.

BE 4660. Classroom Management and Assessment/(2-3).F.

This course provides opportunities for students to understand performance assessment and classroom management strategies needed to teach business and marketing education courses in public schools. Specifically, the course places emphasis in the following areas: multiple assessment strategies, making classroom management decisions and taking action, and documenting and communicating these actions.

Approve BE 4755 for the **S (SPEAKING)** special designator.

BE 4755. Methods and Materials in Business and Marketing Education/(3).F.

This course will provide students with the opportunities to acquire knowledge and skills needed to effectively teach business and marketing courses in school settings. It places emphasis in the following areas of study: lesson and unit plans, assessment, curriculum, teaching strategies, and delivery of lessons. The course requires observation and participation in public school classrooms in addition to scheduled classes. (SPEAKING)

3. Change the title and course description of BE 2110, Word Processing; and approve BE 2110 for the **C (COMPUTER)** special designator, as follows:

BE 2110. Word Processing Skills for Desktop Publishing/(3).F;S.

This course will provide opportunities for students to gain a basic understanding of advanced word processing and desktop publishing skills that enable students to produce a variety of products. Included are work with on-line systems, basic computer components and concepts, file management, word processing applications, desktop publishing applications, and integrated related technologies such as Internet applications and multimedia applications needed to produce a variety of sophisticated products. Prerequisite: BE 1030 or equivalent. (COMPUTER)

4. Change the title and course description of BE 4650, Applications in Information Processing for Business Educators, as follows:

BE 4650. Information Processing Applications for Business and Education Professionals/(3).F.

In this course, electronic office systems and equipment from an end-user perspective are explored. The course includes work in a variety of information processing applications such as word processing, spreadsheets, databases, presentation software, graphics, electronic mail, Internet applications, web page design, and integrated projects. Prerequisite: introductory data processing/computer course. (COMPUTER)

5. Delete the B.S. degree in Marketing Education (413A[T]/13.1310).
(CONTINGENT UPON APPROVAL FROM GENERAL ADMINISTRATION.)

6. Revise the course requirements, and change the B.S. degree in Business Education (407A[T]/13.1303) from being a major with no concentrations, to a major with one of two concentrations required. Add the following concentrations to the B.S. degree in Business Education: 1) Business Education; and 2) Business and Marketing Education. (The total number of hours required for the B.S. degree, 128 s.h., did not change.) The revised catalog description will read as follows:

A Bachelor of Science degree in Business Education with teacher licensure consists of the following: ECO 2030* (counts as a core curriculum requirement); ACC 1100*, ACC 2110*, FIN 2150*, and MKT 3050*, in business foundation requirements; CI/SPE 2800, CI/FDN/RE 3850+, CI 4900, FDN 3800+, and PSY 3000+ in professional education requirements; and a concentration in one of the following areas:

Business Education: 28 semester hours which consists of BE 3340+, BE 3380+, BE 3750+, BE 4510+, BE 4650+, BE 4660+, BE 4755+, RE 4630+, and 6 semester hours of approved electives. In addition, the business education concentration requires the Core Battery: Professional Knowledge and the PRAXIS II Specialty Area: Business Education tests.

OR

Business and Marketing Education: 28 semester hours which consists of BE 3340+, BE 3380+, BE 3750+, BE 4510+, BE 4650+, BE 4660+, BE 4755+, RE 4630+, MKT 3210 and MKT 3240. In addition, the business and marketing education concentration requires the Core Battery: Professional Knowledge, the PRAXIS II Specialty Area: Business Education, and the PRAXIS II Specialty Area: Marketing Education tests.

In addition to the above, all students must demonstrate proficiency in word processing or take BE 2110 as a prerequisite to the program. A second academic concentration is required of all business education majors. (Students should meet with their advisor for a list of appropriate second academic concentrations.) Also, a minimum of 2 semester hours of free electives outside the major discipline are required.

*These courses must be completed with an average grade of "C" (2.0) or better.

+Each course must be completed with a grade of "C" or better.

VOTE 3 YES 12 NO 0 ABSTAIN 0

Dr. Steve Millsaps and Dr. Delbert Goff presented proposals from the College of Business for the Departments of Economics; and Finance, Banking and Insurance. [Note: The agenda also included proposals from the Department of Information Technology and Operations Management; however these proposals were not considered for approval today. AP&P Committee members were asked to keep their copies of proposals ITOM-00-1 through ITOM-00-9 to be considered at the May 3 AP&P Committee meeting.]

Proposal ECO 2000.01 from the Department of Economics was approved as follows
(EFF. SPRING, 2001):

1. Change the prerequisite for ECO 2200, Business and Economics Statistics II, to read as follows: "Prerequisites: ECO 2030 and 2100."

VOTE 4 YES 12 NO 0 ABSTAIN 0

Proposals FIN #1-5 from the Department of Finance, Banking and Insurance were approved as amended as follows:

(#1.-2. EFF. FALL, 2000):

1. Delete the **S (SPEAKING)** special designator from FIN 4610, Commercial Bank Management.
2. Change the course description and prerequisites for FIN 4620 as follows:
FIN 4620. Investment Management/(3).F;S.
The course examines traditional and modern approaches to investment analysis and portfolio management. Topics covered include stock selection and evaluation methods, portfolio theory, asset allocation, market efficiency, and portfolio management techniques. Detailed stock analysis projects will be completed and presented. Students will receive hands-on investment experience through the management of the Student Managed Investment Fund. Prerequisites: FIN 3690 and 3890.

(#3.-5. EFF. SPRING, 2001):

3. Delete the **S (SPEAKING)** special designator from FIN 3071, Principles of Risk Management and Insurance.
4. Approve FIN 4570, Risk Management, for the **S (SPEAKING)** special designator; and change the semester offering for FIN 4570 from On Demand. to F;S.
5. Revise the course requirements for the B.S.B.A degree in Risk and Insurance (374A/52.0805) by moving FIN 4570 from the sub-area to the list of required core courses. (The total number of hours required for the degree did not change.) The revised catalog description will read as follows:

A Bachelor of Science in Business Administration (BSBA) with a major in risk and insurance consists of 24 hours in addition to the College of Business core courses required for the BSBA degree. The course requirements for the risk and insurance major are: twelve hours from the structured risk and insurance core, six hours from the sub-area, and six hours of electives from College of Business courses numbered 3000 or above.

Risk and Insurance Core:

FIN 3071	Principles of Risk Management and Insurance	3 s.h.
FIN 3690	Financial Management	3 s.h.
FIN 3790	Banking and Financial Markets	3 s.h.
FIN 4570	Risk Management	3 s.h.

Sub-area: Plus two of the following courses:

FIN 3072	Life and Health Insurance	3 s.h.
FIN 3073	Property and Liability Insurance	3 s.h.
FIN 3074	Financial Planning	3 s.h.
FIN 3960	Insurance Law	3 s.h.

Risk and Insurance majors are advised to use their elective hours in areas such as accounting, economics, finance, management, mathematical sciences, law, real estate, and additional risk and insurance courses. An internship may be elected to provide practical experience, with academic credit, in the field of specialization.

Dr. Faye Sawyer presented proposals from the College of Arts and Sciences for the Department of Sociology and Social Work; the Center for Appalachian Studies; and the Departments of Political Science/Criminal Justice; and History.

Several items FOR INFORMATION ONLY were presented from the Department of Sociology and Social Work as follows (EFF. FALL, 2000):

1. Change the semester offering of SOC 3100, Gerontology from S. to F;S.
Change the semester offering of SOC 4570, The Addictive Process from F. to F;S.
Change the semester offering of SOC 4900, Field Experience: Internship from F;S. to S;SS.
Change the semester offering of SOC 5110, Research Problems I from S. to F.

Proposal #AS 00-01-1 from the Center for Appalachian Studies was approved as follows (EFF. SPRING, 2001):

1. Course additions:
AS 2530-2549. Selected Topics/(1-4).On Demand.

AS 4530-4549. Selected Topics/(1-4).On Demand.

VOTE 6 YES 12 NO 0 ABSTAIN 0

Thirteen proposals from the Department of Political Science/Criminal Justice were approved as amended as follows (EFF. SPRING, 2001):

[Note: The agenda also included proposals PS 4665 and PS 4741; however, Dr. Dennis Grady asked that consideration of these two proposals be postponed until they have been approved by the Graduate Council. AP&P Committee members were asked to keep their copies of proposals PS 4665 and PS 4741 to be considered at the May 3 AP&P Committee meeting.]

1. Delete the **S (SPEAKING)** special designator from PS 1000, Introduction to Political Science.
2. Course deletions:
PS/ANT 4555. East-Central Europe: Political and Economic Change/(3).F. **“MC; CD”**
PS 4740. Politics of Industrial Democracy/(3).S. **“W; MC”**
PS 4746. Government and Politics of Asia/(3).F.Alternate years.
3. Course additions; and approve PS 3320 for the **MC (MULTI-CULTURAL)** special designator.
PS 3320. Global Conflict and Mediation: The UN/(3).F.
This course introduces students to the United Nations and its role in global conflict and mediation. Topics include basic facts about the United Nations institutions and functions, as well as the competing positions of various countries within the United Nations on specific issues. (MULTI-CULTURAL)

CJ 3110. Crime and Culture/(3).S.

This course examines the images of crime and the criminal justice system as depicted through film, music, and literature.

CJ 3405. Forensic Investigation/(3).S.

Principles and techniques involved in the investigation of crimes; interview of victims and witnesses; questioning of suspects; organization and procedure in the investigation of crime scenes; the use of scientific aids within investigations.

4. Change the semester offering of PS 4722, U.S. Foreign Policy from F. to F.Alternate years.
Change the semester offering of PS 4748, Latin American Politics from S. to S.Alternate years.
5. Change the course title of PS/ANT 4220, International Political Economy as follows:
PS/ANT 4220. Globalization/(3).S.Alternate years.
6. Add CJ 5000 as a cross-listing to the existing course PS 5000, Research Methods, as follows:
CJ/PS 5000. Research Methods/(3).F.
The goal of this course is the development of the analytical abilities of the student. The foundations of inquiry, the various approaches to the study of social phenomena, and several analytical techniques are presented, discussed, and practiced. (Same as PS/CJ 5000.)
7. Add CJ 5050 as a cross-listing to the existing course PS 5050, Seminar in Public Law and Judicial Behavior, as follows:
CJ/PS 5050. Seminar in Public Law and Judicial Behavior/(3).S.
An examination of the multiple roles of law and the judicial system in the formulation and execution of public policy, to include the role of the judiciary in politics and government with emphasis on variables affecting judicial decision making. (Same as PS/CJ 5050.)
8. Add CJ 5180 as a cross-listing to the existing course PS 5180, Public Policy Analysis and Program Evaluation, as follows:
CJ/PS 5180. Public Policy Analysis and Program Evaluation/(3).S.
An examination of the major forces that influence the formation, implementation and administration of public policy and methodological approaches to assess the impact of public policies. Prerequisite: PS/CJ 5000. (Same as PS/CJ 5180.)
9. Revise the course requirements, and change the M.A. degree in Political Science (267A/45.1001) from being a major with no concentrations, to a major with one of four concentrations required. Add the following concentrations to the M.A. degree in Political Science: 1) General/Theoretical; 2) American Government; 3) Justice Studies; and 4) International Relations/Comparative Politics. (The total number of hours required for the M.A. degree, 36 s.h. without a thesis; or 30 s.h. with a thesis, did not change.) (NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.)

VOTE 7

YES 12

NO 0

ABSTAIN 0

In the absence of Dr. Michael Wade, Dr. Sawyer presented proposals HIS #6-8 from the Department of History. Following questions regarding Core Curriculum Council and Graduate Council approval, a motion was approved to postpone consideration of these proposals until the next meeting. AP&P Committee members were asked to keep their copies of proposals HIS #6-8 to be considered at the May 3 AP&P Committee meeting.

VOTE 8 YES 11 NO 1 ABSTAIN 0

Dr. Sammie Garner, Dr. Vaughn Christian and Dr. Susan Cole presented the proposals from the College of Fine and Applied Arts for the Departments of Family and Consumer Sciences; Health, Leisure and Exercise Science; and Theatre and Dance.

Dr. Garner asked the committee to consider the proposals FCS-1 through FCS-3 from the Department of Family and Consumer Sciences (to change FCS 4100 to 4610; to add FCS 4611; and to revise the minor in Child Development). Dr. Parker noted that action on these proposals had been delayed at the March 1, 2000 AP&P Committee meeting. Following discussion, a motion was made and seconded to approve proposals FCS #1-3 as amended; however, the motion failed. (The motion failed because a majority of the AP&P Committee members did not have copies of those specific proposals since they were not included on the agenda for today's meeting.)

VOTE 9 YES 5 NO 3 ABSTAIN 4

A motion was then approved to delay action on proposals FCS #1-3 until the May 3, 2000 AP&P Committee meeting.

VOTE 10 YES 10 NO 2 ABSTAIN 0

NOTE: Please disregard this VOTE 11 for proposal FCS-1 from the Department of Family and Consumer Sciences. Proposal FCS-1 (to revise the course requirements for the B.S. degree in Family & Consumer Sciences, Secondary Education with a concentration in Consumer Education) was presented and approved at the December 1, 1999 AP&P Committee meeting. (See VOTE 5 on Page 2 of the 12/01/99 AP&P Committee Minutes.)

VOTE 11 YES 12 NO 0 ABSTAIN 0

Proposals HLES AT-1 and HLES ES-1 from the Department of Health, Leisure and Exercise Science were approved as follows:

(EFF. SPRING, 2001):

1. Change the course number of ES 4005 to ES 3005 as follows:
[DELETE ES 4005 "S", and ADD ES 3005, with **S (SPEAKING)** special designator.]
ES 3005. Physiological Assessment and Program Management/(3).F;S. (SPEAKING)

(EFF. FALL, 2000):

2. Delete the undergraduate minor in Athletic Training/NATA Certification (573/31.0503).
3. Change the grading method for ES 4050, Practicum: Pre-professional, from a letter grade to "Graded on S/U basis."

VOTE 12 YES 12 NO 0 ABSTAIN 0

Proposals TD #1-3 from the Department of Theatre and Dance were approved as follows:

(EFF. FALL, 2000):

1. Change the course description, and increase the credit hours for THR 4330 from (2 s.h.) to (3 s.h.) as follows:
THR 4330. Theatre Directing Techniques II/(3).F;S.
Advanced directing techniques including interpretation, composition and picturization.
Practical application of directing principles through the production of a one act play.
Production preparation will also include a budget and publicity for the play. Prerequisite: THR 3630.
2. Revise the course requirements for the B.S. degree in Teaching Theatre Arts (K-12) (589A/13.1324)[T] by adding THR 2210, 2615 and 4356 to the course requirements, and by deleting THR/MUS 2445, THR 3610 and 3615 as required courses. (The total number of hours required for the B.S. degree, 125 s.h., did not change.) The revised catalog description will read as follows:
The Bachelor of Science degree in Teaching Theatre Arts, K-12 consists of 61 semester hours above the 1000 level. This must include four hours selected from THR 2101, 2102, 2103, 2104, and 2105 and three of these must be in different production activities - THR 2101, 2102, 2103, or 2104. Also required are: THR 2210, 2216, 2220, 2225, 2230, 2240, 2600, 2605, 2615, 2620, 2712, 3620, 3630, 3720, 3730, 3735, 3856, 4230, 4320, 4330; CI 3070 (C minimum); and COM 1100. In addition, students must pass the SENIOR PRESENTATION. Two semester hours of free electives outside the major discipline are required. For the requirements in teacher education, see the Department of Curriculum and Instruction. An overall 2.0 is required in the major.

(EFF. SPRING, 2001):

3. Course addition:
DAN 3480. Pilates Conditioning/(2).F;S.
This course is an experiential course based on the principles and teachings of Joseph H. Pilates. The Pilates method combines both Eastern and Western approaches to physical and mental conditioning with an emphasis on moving with maximum efficiency and precise control.

VOTE 13 YES 12 NO 0 ABSTAIN 0

OTHER:

Dr. Holly Hirst distributed copies of pages 24-37 from "The 1998 Criteria for Accreditation (SACS Commission on Colleges)." She noted that sections 4.2.2, 4.2.3, 4.3.3 and 4.3.4 would be of particular interest to AP&P Committee members. Dr. Parker asked that the members please read section 4.3.4 on Graduate Curriculum before the next AP&P Committee meeting. This section will help to clarify the issue to come before this committee regarding senior/graduate level courses, and why we will need to dual list specific courses at the 4000 and 5000 levels when it is determined that those specific courses are available to both undergraduate and graduate students. Dr. Parker noted that he anticipates Dr. Domer will be ready to discuss this subject at our next AP&P Committee meeting on May 3, 2000.

Dr. Claire Olander noted that the **AP&P Subcommittee to Study Graduating With Honors** plans to make their report at the May 3 AP&P Committee meeting.

The AP&P Committee members voted to adjourn at 4:40 p.m.

VOTE 14 YES 12 NO 0 ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

April 5, 2000

Vote Record

VOTE SYMBOLS	y (YES)					N (NO)					A (ABSTAIN)			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
<u>Committee Members</u>														
Ed Folts	y	N	y	y	y	y	y	y	A	y	y	y	y	y
Holly Hirst	y	y	y	y	y	y	y	y	y	N	y	y	y	y
Dan Hurley	y	y	y	y	y	y	y	N	N	y	y	y	y	y
Kenneth Lurie	y	y	y	y	y	y	y	y	A	y	y	y	y	y
Steve Millsaps	y	N	y	y	y	y	y	y	N	y	y	y	y	y
Frank Mohler	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Claire Olander	y	N	y	y	y	y	y	y	N	y	y	y	y	y
David Phoenix	y	y	y	y	y	y	y	y	y	N	y	y	y	y
Jeffrey Tiller	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Amy Weiss	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Sara Zimmerman	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Glenn Altemose, Jr.	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Kelly Cross	y	y	y	y	y	y	y	y	A	y	y	y	y	y
Jason Potter	y	N	y	y	y	y	y	y	A	y	y	y	y	y
David Tilley	y	y	y	y	y	y	y	y	y	y	y	y	y	y

The recommendations of the Academic Policies and Procedures Committee, at its April 5, 2000 meeting are approved.

Harvey R. Durham
 Harvey R. Durham
 Provost and Executive Vice Chancellor

6/23/00
 Date
