

MINUTES OF THE MEETING  
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE  
May 3, 2000

The Academic Policies and Procedures Committee held its regular monthly meeting on Wednesday, May 3, 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. Frank Mohler, Dr. Claire Olander, Dr. David Phoenix, Mr. Jeffrey Tiller, Ms. Amy Weiss, Dr. Sara Zimmerman, and Ms. Kelly Cross.

Committee member excused: Mr. Glenn Altemose, Jr.

Committee members absent: Mr. Jason Potter and Mr. David Tilley.

Dr. Parker noted that the April 5, 2000 minutes are not being considered for approval today. They will be distributed as soon as possible, and will be considered for approval at the next meeting which will be held on September 6, 2000.

Dr. Parker expressed his appreciation to Dr. Ed Folts, Dr. Steve Millsaps, Mr. Jeffrey Tiller, Dr. Sara Zimmerman, Mr. Glenn Altemose, Jr., Ms. Kelly Cross, Mr. Jason Potter, and Mr. David Tilley for their support and service on the AP&P Committee.

Dr. Ken Peacock presented proposals from the College of Business for the Department of Information Technology and Operations Management; and proposals for the College of Business, and for the Department of Management.

Proposals ITOM-00-1 through ITOM-00-9 from the Department of Information Technology and Operations Management were approved as amended as follows (EFF. SPRING, 2001):

1. Course additions:

**CIS 4610. Issues in Global/International Information Technology/(3).On Demand.**

In this course, the concepts and issues inherent in global/international information technology will be studied. This class will look at the types of global/international systems, the issues associated with using global/international technology, how systems are developed and strategies formed for global/international technology use, and the issues facing European, Far East, and Third World countries. Prerequisites: Senior status or graduate status in the University.

**CIS 5100. Management Information System/(3).On Demand.**

A study of the methods and procedures of computerized information systems and how they should be used to create viable management information systems. Includes administrative uses and limitations of information systems in a company. Measures of information system effectiveness, documentation procedures, data security, legal implications and personnel requirements as well as system configurations and software are included. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

**CIS 5120. Systems Development Methods/(3).On Demand.**

This course examines the concepts, issues and methodologies used to develop systems that will meet the information needs of contemporary organizations operating in the information age. A CASE tool is used to familiarize students with computer supported design techniques used to develop and implement the complex information systems required by successful organizations. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

**CIS 5130. Applications Development Using Visual BASIC/(3).F;S.**

In this course, the student will learn to develop business applications in the event-driven, GUI-oriented Windows environment using Visual BASIC. Emphasis is placed on data handling, interface design, and proper development and programming techniques. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

**CIS 5250. Issues in E-Business/(3).On Demand.**

This course examines the concepts and issues associated with using the technologies and processes of electronic commerce to facilitate the operational success of a contemporary organization. Through extensive use of the Internet, students will gain direct experience with the promise, problems and potential of using information technology and electronic commerce in individual and organizational endeavors. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

2. Change the course number of CIS 5180 to CIS 5280; and change the prerequisite to read as follows (DELETE CIS 5180, and ADD CIS 5280):

**CIS 5280. Systems Management/(3).On Demand.**

Introduction to General Systems Theory and its application to the analysis, design, and operation of information systems. Emphasis will be placed on the design and management of information technology, cybernetics, real-time systems, models and simulations, and man-machine systems. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

3. Change the course number of CIS 5181 to CIS 5210; and change the prerequisite to read as follows (DELETE CIS 5181, and ADD CIS 5210):

**CIS 5210. Decision Support and Expert Systems/(3).On Demand.**

An analysis of the highest level of information support systems which serve the manager/users, the information structure levels needed to implement such systems, and methods of designing, developing, and implementing support systems. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

4. Change the course title and prerequisite for CIS 5300, Information Resource Management, to read as follows:

**CIS 5300. Managing Information Technology/(3).On Demand.**

A seminar course providing a broad overview of the information systems management function. Emphasis on information systems management, with particular attention on planning, organizing, and controlling user services and managing the computer information systems development process. Prerequisite: Admission to the MBA Program, Graduate IS Certificate Program or other graduate programs or by permission of the Chairperson of the ITOM Department.

VOTE 1                      YES 11                      NO 0                      ABSTAIN 1

Proposals MGT 1, COB 2000.1 and COB 2000.2 from the Department of Management and from the College of Business were approved as amended as follows (EFF. SPRING, 2001):

1. Course addition:

**MGT 4760. International Business Policy/(3).F;S.**

A study of the corporation as an integrated system within a global context through the use of a text, readings, and cases to develop integrative global decision skills. Prerequisites: All College of Business core courses along with a major or minor in International Business, having completed at least three (3) International Business courses.

2. Revise the course requirements for the undergraduate minor in International Business (337/52.1101) to read as follows (The total number of hours required for the minor did not change.):

**INTERNATIONAL BUSINESS MINOR**

**The International Business minor** is available to all majors, except International Business, provided course prerequisites have been completed. Admission to the College of Business is required for business majors prior to enrollment in the specified business courses. The minor provides multidisciplinary business training designed to complement the student's functional major. This allows students the opportunity to develop their functional skills while utilizing their elective hours to study the international aspects of business. **In addition, students must demonstrate language proficiency in one foreign language or participate in at least one study abroad program. At most, 6 s.h. of study abroad courses may count toward the requirements of the minor.** A minimum overall GPA of 2.0 is required for the courses included in the minor.

**Students may demonstrate language proficiency by taking or testing out of the equivalent of 12 s.h. of one foreign language. Students who demonstrate foreign language proficiency without taking language courses are required to complete 15 s.h. according to the format below. Students who take one or more courses to demonstrate language proficiency must only complete the 6 s.h. of required courses and 6 s.h. of business electives in international business.**

**Required (6 s.h.)**

FIN 3350	International Business Transactions	3 s.h.
ECO 3410	International Economics	3 s.h.

**Business Electives in International Business (select 6-9 s.h.)**

ACC 4730	Accounting & International Business	3 s.h.
CIS 4610	Issues in Global/International Information Technology	3 s.h.
ECO 4640	International Economic Policy	3 s.h.
FIN 4750	International Business Finance	3 s.h.
MGT 3800	International Management	3 s.h.
MGT 4760	International Business Policy	3 s.h.
MKT 4550	International Marketing	3 s.h.
Study Abroad courses		
Other approved selected topics		

**Non-Business Electives - 3 s.h. may be selected**

A student may select 3 s.h. of non-business electives with the approval of the College in support of the student's international business training. Typically, the courses which will meet the approval of the College are in the following categories:

- 1) Foreign Language classes at the 3000/4000 level
- 2) Courses taken while on Study Abroad
- 3) Selected classes in the areas of anthropology, geography, history, or political science. A list of approved classes in these areas may be obtained in the Undergraduate Advising Office of the College of Business.
- 4) Other approved selected topics

3. Add a B.S.B.A. degree in International Business (CIP 52.1101) (**CONTINGENT UPON APPROVAL FROM GENERAL ADMINISTRATION**). (The total number of hours required for this new B.S.B.A degree will be 128 s.h.)

(**NOTE:** Several AP&P Committee members voiced their concerns about the estimated costs of this proposed B.S.B.A. degree and their concerns that it will require an additional faculty member. This proposal was approved **as amended** to change Part B of the AP&P Form:

"c. Faculty ~~requirements~~ requests of new program, track or course:"

Upon approval, the proposed catalog description will read as follows:

**INTERNATIONAL BUSINESS MAJOR**

**The BSBA degree in International Business** is available to students interested in pursuing a more intensive, internationally focused curriculum which includes developing foreign language competency with the completion of a language minor, heightened cultural awareness and multi-disciplinary business training with an international focus. In addition to completing the requirements of the BSBA degree and 128 semester hours, the major may be obtained by fulfilling the following requirements:

- 1) A student must complete at least 15 s.h. of course work in foreign language at or above the 2000 level including 2005, 2010, one business language course, and one culture/civilization course in one of the following languages: French, German, or Spanish. A student must complete all language course work at or above the 2000 level with an average GPA of at least 2.0. All students enrolling in courses on the 2000 level or above must pass proficiency tests or complete course work through the intermediate level of the chosen language (1050). Please note that this can require as much as 12 s.h. of 1000 level course work.

- 2) A student must participate in an international experience approved by the College in a country whose native language is the same as the language chosen by the student to fulfill the language requirement above. The experience must have a duration of at least 10 weeks. Generally, this will be satisfied through an international internship or semester abroad.
- 3) A student must complete 24 s.h. according to the following format:

**Required (9 s.h.)**

FIN 3350	International Business Transactions	3 s.h.
ECO 3410	International Economics	3 s.h.
MGT 4760	International Business Policy	3 s.h.

(Note: MGT 4760 will satisfy the MGT 4750 requirement of the BSBA degree.)

**Business Electives in International Business (select 9 s.h.)**

ACC 4730	Accounting & International Business	3 s.h.
CIS 4610	Issues in Global/International Information Technology	3 s.h.
ECO 4640	International Economic Policy	3 s.h.
FIN 4750	International Business Finance	3 s.h.
MGT 3800	International Management	3 s.h.
MKT 4550	International Marketing	3 s.h.
Other approved selected topics		

**Approved Electives (select 6 s.h.)**

A student will select 6 s.h. of electives with the approval of the College in support of the student's international business training. Typically, the courses which will meet the approval of the College are in the following categories:

- 1) Additional 3000/4000 level business classes
- 2) Additional foreign language classes at the 3000/4000 level
- 3) Internship
- 4) Selected non-business electives in the areas of anthropology, geography, history, or political science

VOTE 2                      YES 10                      NO 1                      ABSTAIN 1

Dr. Faye Sawyer presented proposals from the College of Arts and Sciences for the Departments of Chemistry; History; Interdisciplinary Studies; Philosophy and Religion; and Political Science/Criminal Justice.

Proposals PS 4665 and PS 4741 from the Department of Political Science/Criminal Justice were approved as follows (EFF. SPRING, 2001):

1. Approve PS 4665, Public Management, for the S (SPEAKING) special designator.
2. Course addition; and approve PS 4741 for the MC (MULTI-CULTURAL) special designator.

**PS 4741. European Democracies/(3).S.**

An examination of patterns of governmental organization and socioeconomic policy

outcomes in the democracies of Europe as a basis for comparative analysis. Major issues confronting the democracies will be studies for possible options and comparisons of policy.  
(MULTI-CULTURAL)

VOTE 3                      YES 12                      NO 0                      ABSTAIN 0

Dr. Sawyer noted that proposals HIS #6-8 from the Department of History will not be considered for approval at this time. Dr. Michael Wade, Chairperson of the Department of History was not available for today's meeting.

(AP&P Committee members were asked to keep their copies of proposals HIS #6-8 to be considered at the September 6, 2000 AP&P Committee meeting.)

Proposal CHE 00-001 from the Department of Chemistry was approved as follows:  
(EFF. FALL, 2001)

1. Change the title of the concentration in Criminal Justice (214C) to Forensic Science under the B.S. degree in Chemistry (214\*/40.0501), and revise the course requirements to read as follows (The total number of hours required for the degree, 122 s.h., did not change.):  
**Forensic Science concentration.** The required courses are CHE 2202, 2204, 4560, 4580, 4581; CJ 1100, 2150, 3400, 3405; CJ/ANT 3305; BIO 1110, 3800; and STT 2810.

VOTE 4                      YES 12                      NO 0                      ABSTAIN 0

Proposal IDS 1 from the Department of Interdisciplinary Studies was approved as follows:  
(EFF. SPRING, 2001):

1. Course addition:  
**IDS 4530-4549. Selected Topics/(1-4).F;S. On Demand.**

VOTE 5                      YES 12                      NO 0                      ABSTAIN 0

Proposals P&R 99-02 and 99-03 from the Department of Philosophy and Religion were approved as amended as follows (EFF. SPRING, 2001):

1. Revise the course requirements for the B.A. degree Philosophy and Religion (268A/38.9999). (The total number of hours required for the degree, 122 s.h., did not change.). The revised catalog description will read as follows:  
**A major in philosophy and religion leading to the Bachelor of Arts degree** consists of 36 semester hours, 18 of which must be at the 3000-level or above. A candidate for the Bachelor of Arts degree may count NOT more than 40 hours above core curriculum requirements in philosophy and religion. Students must successfully complete the following core:

P&R 1000, Introduction to Philosophy (3 s.h.)

P&R 1020, Religions of the World (3 s.h.)

Either P&R 1040, Critical Thinking Skills (3 s.h.) OR P&R 1100, Logic I (3 s.h.)

P&R 2700\*, Introduction to Methodologies in Philosophy and Religion (3 s.h.)

(\*Majors must complete P&R 2700 prior to enrolling in a seminar or the colloquium.)

Twelve semester hours on the 3000-level or above, excluding one seminar and the colloquium. At least one course must be in philosophy, and at least one course must be in religion.

P&R 4549, Seminar (3 s.h.)

P&R 4700, Seminar: Colloquium (3 s.h.)

Plus six semester hours of philosophy and religion electives above the 1000-level.

2. Revise the course requirements for the undergraduate minor in Philosophy and Religion (268/38.9999) to read as follows (The total number of hours required for the minor, 18 s.h., did not change.):  
**A minor in Philosophy and Religion** consists of 18 semester hours. Students must take either: P&R 2700, Introduction to Methodologies in Philosophy and Religion and P&R 1020, Religions of the World; OR P&R 1000, Introduction to Philosophy and P&R 1020, Religions of the World. A minimum of two three-hour courses must be at the 3000-level or above, at least one of which must be P&R 4000, Nature of Knowledge; P&R 4015, Biblical Interpretation; P&R 4300, Ethical Theory; or P&R 4549, Seminar. A student minoring in philosophy and religion must also have a literature outside the department. A student taking this minor must take at least six hours of courses in philosophy and six hours of courses in religion.
3. Revise the course requirements for the undergraduate minor in Philosophy (266/38.0101) to read as follows (The total number of hours required for the minor, 18 s.h., did not change.):  
**A minor in Philosophy** consists of 18 semester hours. Students must take P&R 1000, Introduction to Philosophy. A minimum of two three-hour courses must be at the 3000-level or above, at least one of which must be: P&R 4000, Nature of Knowledge; P&R 4300, Ethical Theory; or P&R 4549, Seminar. A student minoring in philosophy must also have a literature outside the department.
4. Revise the course requirements for the undergraduate minor in Religion (267/38.0201) to read as follows (The total number of hours required for the minor, 18 s.h., did not change.):  
**A minor in Religion** consists of 18 semester hours. Students must take P&R 1020, Religions of the World. A minimum of two three-hour courses must be at the 3000-level or above, at least one of which must be P&R 4015, Biblical Interpretation; or P&R 4549, Seminar. A student minoring in religion must also have a literature outside the department.

VOTE 6                      YES 12                      NO 0                      ABSTAIN 0

Dr. Art Unsworth presented one proposal from the School of Music. Proposal MUS #1 was approved as follows (EFF. SPRING, 2001):

1. Increase the credit hours for MUS 2021 from (2 s.h.) to (3 s.h.); and change the course description as follows:  
**MUS 2021. Music Methods for the Classroom Teacher/(3).F;S.**

The music elements learned in MUS 2020 will be used in studying materials and methods in the elementary classroom. A variety of musical activities will be presented which are suitable for all ages of elementary children. Observation and participation in pre-school and public school settings are required. Prerequisite: MUS 2020. Lecture three hours.

VOTE 7                      YES 12                      NO 0                      ABSTAIN 0

Dr. Ming Land presented proposals from the College of Fine and Applied Arts for the Departments of Family and Consumer Sciences; and Technology.

Proposals FCS-1 through FCS-3 from the Department of Family and Consumer Sciences were approved as follows (EFF. SPRING, 2001):

1. Change the course number, title and description of FCS 4100, Administration of Preschool Programs, to FCS 4610 to read as follows; and approve FCS 4610 for the **C (COMPUTER)** special designator: (DELETE FCS 4100 "W"; and ADD FCS 4610 "W;C")  
**FCS 4610. Administration of Early Childhood Programs/(3).S.**  
A study of the role of the program administrator in a variety of early childhood settings, both public, private and non-profit. This study will involve program planning, staff administration, assessment of facility and equipment needs, appropriate program and financial management using computer management software and studying the state regulations that govern programs for young children. Lecture three hours. Prerequisite: FCS 3101 or permission of instructor. (WRITING; COMPUTER)
2. Course addition; and approve FCS 4611 for the **CD (CROSS-DISCIPLINARY)** special designator.  
**FCS 4611. The Hospitalized Child/(3).On Demand.**  
This course is designed to help students understand the procedures, illnesses, and stress that are experienced by children and families during hospitalization. This course will stress both theory and practice in working with children and families for professionals in non-medical areas. (CROSS-DISCIPLINARY)
3. Revise the course requirements for the undergraduate minor in Child Development (510/19.0706) to read as follows (The total number of hours required for the minor, 17-18 s.h., did not change.):  
**Minor in Child Development**  
Required (12 s.h.):

FCS 1100	Development and Relationships: Conception Through Middle Years	3 s.h.
FCS 2102	Child Study and Guidance	3 s.h.
FCS 2103	Family Development Over the Life Cycle	3 s.h.
FCS 3101	Enriching Experiences for Young Children	3 s.h.

  
Plus at least two from the following (5-6 s.h.):

FCS 2101	Child Development: Birth-2 Years	3 s.h.
FCS 2201	Foods and Nutrition for Children	2 s.h.
FCS 3102	Family, Child & Professional Interactions: A Focus on Young Children	3 s.h.



FCS 3106	Adolescent Development	3 s.h.
FCS 3901	Practicum	3 s.h.
FCS 4102	Critical Issues: Stressors in Child and Family Development	3 s.h.
FCS 4450	Contemporary Issues in Family & Consumer Sciences	2 s.h.
FCS 4610	Administration of Early Childhood Programs	3 s.h.
FCS 4611	The Hospitalized Child	3 s.h.
Total of 17-18 s.h.		

VOTE 8                      YES 12                      NO 0                      ABSTAIN 0

Proposals TEC-1 through TEC-5 from the Department of Technology were approved as follows:  
(EFF. FALL, 2000)

1. Change the course number, title, semester offering, and description of TEC 3408, Alternative Energy Systems, to read as follows (DELETE TEC 3408, and ADD TEC 4608):  
**TEC 4608. Renewable Electricity Technology/(3).F;S.**  
This course will introduce students to the basic concepts, tools, techniques and materials needed to design and construct systems that convert solar, wind and hydro resources into electricity. Students will learn how to measure these renewable resources and estimate the power that could be produced from them. They will learn how to design and construct complete renewable electricity systems and become familiar with many contemporary products used in renewable electricity systems. The course will include classroom and “hands on” design, construction and possibly some field trip experiences outside of class. Lecture two hours, laboratory two hours.
2. Change the course number, title, semester offering, and description of TEC 3418, Solar Design, to read as follows (DELETE TEC 3418, and ADD TEC 4618):  
**TEC 4618. Sustainable Building Design and Construction/(3).F;S.**  
This course will introduce students to sustainability issues related to building technology and will explore a variety of solutions. Students will learn how to design energy and material efficient buildings that get the majority of their power from the sun. The course will explore a variety of alternative building materials and techniques such as straw bale, adobe, log post and beam, stress skin panel and geodesics. Other topics to be discussed will include site selection, sustainable community design, water conservation, composting and recycling systems, waste reduction and indoor air quality problems and solutions.
3. Delete the following prerequisites from TEC 4407, Production Planning and Control:  
“Prerequisites: TEC 2011 and 3607, or permission of the instructor.”
4. Change the course title, semester offering, and description of TEC 4628, Solar Energy Technology, as follows; and delete the course prerequisite: “Prerequisite: TEC 3418 or permission of the instructor.”:  
**TEC 4628. Solar Thermal Energy Technology/(3).F;S.**  
This course will introduce students to the basic concepts, tools, materials and techniques needed to convert solar energy into heat. Specific technologies to be studied include solar

cookers, solar dryers, solar water heaters, solar water pasteurization/distillation, solar greenhouses/coldframes, and some house heating systems. Students will develop skills in the use of tools, materials, and processes which effectively and efficiently capture and convert the sun's energy into thermal energy. The course will include traditional classroom and "hands on" design, construction and testing activities. Lecture two hours, laboratory two hours.

5. Revise the course requirements for the B.S. degree in Industrial Technology, Construction (542A/15.9999). (The total number of hours required for the degree, 122-124 s.h., did not change.) The revised catalog description will read as follows:

**A Bachelor of Science degree in Industrial Technology, Construction** consists of a minimum of 58-59 s.h. from the following: introductory courses include TEC 1001, 2004, 2005, 2708, 2718, 2803 (General Business minors should take CIS 1025 and TEC 3001 in lieu of 2803) and TEC 3039; advanced courses include TEC 3021, 3708, 3718, 4021 and 4708; 15-16 s.h. must be selected from the following technology electives/internship - TEC 1023, 2011, 3001, 4608, 4618, 4628 (if not used elsewhere in the major), 3004, 3025, 3807, 4900 (3-6 s.h.). Interdisciplinary courses include: COM 2101 (C minimum) and ENG 4700. A minor outside the Department of Technology is required. Suggested minors include General Business, Geography, Community and Regional Planning, Interior Design, or Sustainable Development. Three semester hours of free elective hours outside the major discipline are required.

VOTE 9

YES 12

NO 0

ABSTAIN 0

Dr. Charles Duke presented proposals from the College of Education for the Doctoral Program in Educational Leadership; and proposals for the Departments of Language, Reading and Exceptionalities; Curriculum and Instruction/Language, Reading and Exceptionalities; Curriculum and Instruction; and Human Development and Psychological Counseling.

Proposals EDL #1 and EDL #3 from the Doctoral Program in Educational Leadership were approved as follows (EFF. SPRING, 2001):

[**NOTE:** Following discussions and a request for the course syllabi for EDL 7070 and 7170, Dr. Duke withdrew proposal EDL #2 and noted that this proposal will be re-submitted in the fall with the current and proposed syllabi.]

1. Course deletion:  
EDL 7080. Strategic Planning and Policy Development/(3).On Demand.
2. Change the course number, title, semester offering, and description of EDL 7199, Research Seminar, to read as follows (DELETE EDL 7199, and ADD EDL 7099):  
**EDL 7099. Professional Seminar/(1).F;S.**  
The purpose of this seminar is to provide doctoral students an opportunity to discuss topics arising from course work; to report on internships and research assistantships; and to explore possible dissertation topics. Philosophical and theoretical issues related to education may be raised. Individual faculty and faculty panels will, from time to time, join the seminar to discuss their research. Seminar students will develop a portfolio reflecting the development

of dissertation topics. The portfolio will provide students a means by which they can present their efforts for consideration by advisors and other faculty. Students should expect to maintain the portfolio throughout their course work. (Students cannot accumulate more than six credits from the seminar.)

VOTE 10                      YES   11                        NO   0                        ABSTAIN   1  

Proposals LRE #2-4 from the Department of Language, Reading and Exceptionalities were approved as follows (EFF. SPRING, 2001):

1.     Approve the courses ENG/RE 3240, World Literature for Children, for the **MC (MULTI-CULTURAL)** special designator.
  
2.     Course additions:  
      **RE 3030. Foundations of Literacy/(3).F;S.**  
      This course focuses on early reading and writing development (K-3). Students will explore critical issues of literacy acquisition, assessment, instruction, and intervention. Special attention will be given to effective methods for reading, writing, and word knowledge instruction, including materials, strategies, and organization to meet the needs of all learners. Selected assessment and instructional activities will be designed for implementation with elementary students during field placement experiences.  
  
      **RE 4030. Development of Literacy for Learning/(3).F;S.**  
      This course further develops issues covered in RE 3030, Foundations of Literacy, with special attention to upper elementary grades (3-6). Topics explored in this course include reading comprehension and vocabulary development, instructional strategies to promote development in all language arts (reading, writing, listening, speaking, visually representing), and effective methods to integrate language arts across the curriculum. Several projects will be developed for implementation during the field experience to put into practice concepts and strategies learned in the course. Prerequisite: RE 3030, Foundations of Literacy.

VOTE 11                      YES   12                        NO   0                        ABSTAIN   0  

Proposals LRE #5-6 from the Department of Language, Reading and Exceptionalities were approved as amended as follows (EFF. SPRING, 2001):

1.     Course addition:  
      **SPE 4903. Internship in Habilitative Science/(12).F;S.**  
      Field practice in non-school settings of techniques and practices used with persons with disabilities. Graded on S/U basis only.
  
2.     Revise the course requirements for the B.S. degree Habilitative Science (448A/13.1001).

(The total number of hours required for the degree did not change.) The revised catalog description will read as follows:

**HABILITATIVE SCIENCE**

**A B.S. degree in Habilitative Science** consists of an individualized program of study that meets a student's particular career objective in the area of special education with the approval of the special education faculty. Students may elect to apply for the Habilitative Science program in consultation with a special education advisor and with the approval of the departmental chairperson. The student will take a minimum of 35 semester hours including SPE 3370, 4571, 4576, 4902, 4903, and SPE/CI 2800. This degree does not carry teacher licensure. Students must be in the program for one semester prior to registering for SPE 4902.

VOTE 12                      YES 12                      NO 0                      ABSTAIN 0

Proposals CI/LRE #1-2 from the Departments of Curriculum and Instruction; and Language, Reading and Exceptionalities were approved as follows (EFF. SPRING, 2001):

1. Course addition:  
**CI/SPE 3000. Learner Diversity/(3).F;S.**  
An examination of current literature and practices related to issues in learner development, exceptionalities, and cultural diversity. Emphasis is placed on applications of knowledge, strategies, and interventions that will be observed, modeled, and discussed. Coursework is integrated with K-6 field experiences to provide contexts for classroom instruction. (Same as SPE/CI 3000.)
2. Revise the B.S. degree in Elementary Education (441A/13.1202)[T] by adding CI/SPE 3000, Learner Diversity, as a degree requirement; and by deleting RE/CI 3142, Language and Literature in the Elementary School, as a degree requirement.  
[**NOTE:** See number 4., on Page 13 of these minutes for the revised catalog description of the B.S. degree in Elementary Education.]

VOTE 13                      YES 12                      NO 0                      ABSTAIN 0

Proposals CI #1-13 from the Department of Curriculum and Instruction were approved as amended as follows (EFF. SPRING, 2001):

1. Course additions; and approve MAT 2030 for the **ND (NUMERICAL DATA)** special designator.  
**MAT 2030. Mathematics for the Elementary School Teacher/(3).F;S.**  
This course is an introduction to mathematical concepts, processes, and reasoning for the prospective elementary school teacher. Topics include patterns, relationships, functions, data, probability, and statistics. Not open to mathematics majors or minors. Prerequisite: MAT 1010 or permission of instructor. (NUMERICAL DATA)  
(ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

**CI/MAT 3030. Investigating Mathematics and Learning/(2).F;S.**

A study of mathematics and learning related to K-6 students and prospective teachers. Topics include assessment, number sense, numeration, and numerical operations. Selected assessment and instructional activities will be designed for implementation with elementary students during field placement experiences (CI/SPE 3000). Prerequisite: MAT 2030. (Same as MAT/CI 3030.)

2. Change the course description for CI 4000 to read as follows:

**CI 4000. Elementary School Curriculum and Instruction/(3).F;S.**

An examination of the basic principles of curriculum and instruction in relation to children in grades K-6. Emphasis is placed on selecting, planning, and utilizing materials, strategies, and experiences based on the developmental needs of children and young adolescents. Coursework is integrated with K-6 field experiences throughout the semester. (WRITING; SPEAKING)

3. Change the course title and description of CI 4030, Mathematics in the Elementary School; and add the following prerequisites:

**CI 4030. Teaching Mathematics in the Elementary School/(2).F;S.**

A study of mathematics and pedagogy for prospective K-6 teachers. Mathematical topics include measurement and geometry. Prerequisites: MAT 2030 and CI/MAT 3030.

4. Revise the course requirements for the B.S. degree in Elementary Education (441A/13.1202)[T] by 1) deleting RE/CI 3142, PSY 2301 and RE 3900 as degree requirements; 2) adding the following courses as degree requirements: CI/SPE 3000, MAT 2030, CI/MAT 3030, CI 4030, ENG/RE 3240, RE 3030, and RE 4030; and 3) providing the option of taking HIS 3728 OR GHY 3013; and 4) providing the option of taking MUS 2021 OR ART/CI 2020 OR THR 3856. (The total number of hours required for the degree changed from 122-128 s.h. to 128 s.h.) The revised catalog description will read as follows:

**BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION  
(Grades K-6 licensure)**

Students in the degree are expected to demonstrate:

- mastery of basic content in several disciplines, including communication skills, mathematics, the sciences, the social sciences, health education, and the arts.
- knowledge of the principles of curriculum and learning theories and understanding of their relationship to instructional programs for children.
- successful teaching in a variety of learning environments and in the various subject matter areas included in their preparation program.
- effective instructional practices, including planning, implementing, evaluating, and reflecting.
- knowledge of contemporary issues and trends in education within a historical, philosophical, and sociological framework.
- an understanding of human growth and development with emphasis on the elementary years.
- competence with technology as required for licensure.

Students preparing to teach in the elementary grades (K-6) must be proficient in math and complete the following courses: GHY 1020\*#; HIS 2201\*# or 2204\*#; HIS 3728\*# or GHY 3013\*#; ART 2011\*#; MUS 2020\*#; ART/CI 2020+@ or MUS 2021+@ or THR 3856+@; PS 1100\*#; FDN 3800+#, CI/SPE 2800+, CI/SPE 3000+#, CI 3110+@, CI 3750+@, CI 4000+@, CI 4030+@, CI

4900; MAT 2030\*+, MAT/CI 3030+#; ENG/RE 3240+#, RE 3030+#, RE 4030+@; CI/FDN/RE 3850+#; PE 3556+@; HED 3645+@; PSY 3000+#; GS 4401+@. A second academic concentration is required of all elementary education majors. Majors preparing for grades K-6 are required to take PRAXIS II Principles of Learning and Teaching and the PRAXIS II Elementary Education: Curriculum, Instruction, and Assessment; and Content Area Exercises for licensure. Majors are required to demonstrate curriculum and instruction, and technology competencies in a performance-based format and document 40 hours of community service.

+Must be completed with a grade of "C" (2.00) or better.

\*May not be taken on pass-fail option.

#Must be completed before Block II.

@Must be completed before student teaching.

VOTE 14                      YES 12                      NO 0                      ABSTAIN 0

Dr. Michael Jacobson distributed copies of a joint proposal presented from the Departments of Curriculum and Instruction; and Art: proposal #ART/CI 2020. This proposal was referenced in the Department of Curriculum and Instruction's package of 13 proposals as noted in number 4. above to revise the B.S. degree in Elementary Education. A motion was made and seconded to approve proposal #ART/CI 2020 (to change the course number, title, credit hours, prerequisite, and description of the cross-listed courses: ART/CI 2020 to ART 3020). Since the proposal did not include a course syllabus, the AP&P Committee members decided to delay action until the fall. **[NOTE:** Dr. Jacobson and Dr. Duke noted that this proposal will be re-submitted in the fall with the current and proposed course syllabi.]

Proposal HPC #1 from the Department of Human Development and Psychological Counseling was presented **FOR INFORMATION ONLY:** to add a Graduate Certificate Program in Addiction Counseling (12 s.h.). It was noted that this graduate certificate program received final approval from the Graduate Council at their meeting on April 17, 2000.

#### OLD BUSINESS:

Dr. Judith Domer, Dean of Graduate Studies and Research led the discussion regarding **senior/graduate level courses**. This summer, Dr. Domer will be asking each department to look at all of their courses currently numbered between 4500-4999 to determine which of those courses are available to graduate students. Appalachian State University now receives its funding based on: 1) the number of student credit hours being taken at the undergraduate level in a specific discipline; and 2) the number of student credit hours being taken at the graduate level. (ASU will receive between \$208-\$366 for each hour taken at the undergraduate level; and between \$535-\$830 for each hour taken at the master's level, depending upon the discipline.) As of August, 2001, courses numbered between 4500-4999 will only be available for undergraduate credit; and courses numbered 5000 and above will be available for graduate credit; therefore, ASU will then be reimbursed at the appropriate level for each type of student (undergraduate and graduate). Dr. Domer noted that she will be working with each departmental chair to determine what course number changes will need to be recommended to the AP&P Committee. If a current undergraduate

level course (for example, 4610) needs to be available for graduate students, then a new graduate level course at the 5000 level (for example, 5610) will be added as a dual listing. Two syllabi must be available for every course in which undergraduate and graduate students are taught together: 1) one syllabus will describe the course as it is offered to undergraduates; and 2) one syllabus will describe the course as it is offered to graduate students. The latter syllabus must be different from the undergraduate syllabus and the additional requirements placed upon graduate students who will be receiving graduate credit must be described therein. One copy of each syllabus should be forwarded to the Graduate School for its files. Dr. Parker asked Dr. Domer to report back to the AP&P Committee this fall with a compiled list of proposed course number changes and/or additions.

Dr. Claire Olander reported that the **AP&P Subcommittee to Study Graduating With Honors** has looked at the data compiled from selected UNC system schools. (Dr. Olander distributed copies of that data which was provided by Mr. Brooks McLeod, Dean Barbara Daye, and the Office of Institutional Research and Planning.) The subcommittee would like for all AP&P committee members to study this information and to consider this question: "How distinctive do we want to keep graduation with honors?" The subcommittee made the following two recommendations to the AP&P Committee members:

- (1) We recommend that the award of Latin honors (*cum laude*, *magna cum laude*, and *summa cum laude*) be changed to a system based on class rank rather than GPA. For instance, the top X percent of the graduating class would receive *summa cum laude* honors, the next X percent would receive *magna cum laude* honors etc. The value of X would be determined by the AP&P. The change would maintain the award of honors at a constant percentage of the graduating class and confer greater distinction on students who achieve at a high level.
- (2) We recommend that the Spring Honors Convocation described on pp.80-81 of the *1999-2001 General Bulletin* be discontinued. The number of students qualifying for this convocation has grown so rapidly that the event is no longer, in fact, a convocation, but rather a reception. In addition, the number of honors recognition ceremonies has multiplied to the point that this event has lost meaning. The discontinuation would start after spring of 2003 so that it would not affect students entering under the current *General Bulletin*.

Dr. Parker asked the committee members to think about these recommendations. We will consider this in the fall so that any necessary changes can be approved before the next catalog is ready to be published.

Dr. Parker thanked all of the AP&P Committee members for their service on this committee.

The AP&P Committee members voted to adjourn at 5:05 p.m.

VOTE 15

YES 12

NO 0

ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

**May 3, 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	15
<u>Committee Members</u>															
Ed Folts	y	A	y	y	y	y	y	y	y	y	y	y	y	y	y
Holly Hirst	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Dan Hurley	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Kenneth Lurie	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Steve Millsaps	y	y	y	y	y	y	y	y	y	A	y	y	y	y	y
Frank Mohler	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Claire Olander	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
David Phoenix	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jeffrey Tiller	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Amy Weiss	A	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Sara Zimmerman	y	N	y	y	y	y	y	y	y	y	y	y	y	y	y
Glenn Altemose, Jr.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Kelly Cross	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jason Potter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
David Tilley	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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The recommendations of the Academic Policies and Procedures Committee, at its May 3, 2000 meeting are approved.

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

6/23/00  
Date

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