

MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
May 7, 2003

The Academic Policies and Procedures Committee held its regular monthly meeting on Wednesday, May 7, 2003 in Room 224 of I.G. Greer Hall beginning at 3:00 p.m.
Committee members present: Mr. John Abbott, Ms. Marianne Adams, Dr. Jon Beebe, Dr. Michael Dotson, Dr. Ed Folts, Dr. Holly Hirst, Dr. Dan Hurley, Dr. Ron Marden, Dr. Margot Olson, Dr. Jim Young, Mr. Jeremy Engbretson, and Mr. Justin Moore.
Committee member excused: Dr. Keith Davis.
Committee members absent: Mr. Lucas Pasley and Ms. Rachel Johnson.

The April 2, 2003 minutes were approved as distributed.

VOTE 1 YES 12 NO 0 ABSTAIN 0

OTHER:

FOR INFORMATION ONLY - (EFF. FALL, 2003)

Listed below are the **core curriculum/special designator** course changes that have received final approval from the Core Curriculum Council at their March 28, 2003 and April 25, 2003 meetings:

1. Delete the **W (WRITING)** special designator from the following course:
FIN 4610. Commercial Bank Management/(3).F;S.
2. Delete the **S (SPEAKING)** special designator from the following courses:
FIN 4660. Financial Decision Making and Statement Analysis/(3).F;S.
IDS 3700. Seminar II/(3).F;S.
3. Add the **W (WRITING)** special designator to the following courses:
ANT 4402. Archeological Theory/(3).F.
IDS 3700. Seminar II/(3).F;S.
4. Add the **S (SPEAKING)** special designator to the following courses:
CIS 4610. Issues in Global/International Information Technology/(3).On Demand.
FIN 3890. Survey of Investments/(3).F;S.
5. Add the **MC (MULTI-CULTURAL)** special designator to the following course:
CIS 4610. Issues in Global/International Information Technology/(3).On Demand.

The following changes are distributed FOR INFORMATION ONLY. These changes were made for catalog clarification and will be included in the 2003-2005 Undergraduate Bulletin and Graduate Bulletin as appropriate (EFF. SPRING, 2003):

UNIVERSITY STUDIES

Course deletions:

Delete US 0100. Introduction to Communications I/(3).F.

Delete US 0115. Writing the Research Paper/(1).S.

COLLEGE OF ARTS & SCIENCES

ENG 4550 Change the prerequisite for ENG 4550 to read as follows:

“Prerequisite: ENG ~~3650~~ 3651 or 3652.”

COLLEGE OF EDUCATION

CI 4450 Change the grading system for this course to “Graded on S/U basis.”

When [CI 4450. Seminar in Middle Grades: Portfolio/Exhibition/(1).S.] was approved at the 4/7/99 AP&P meeting, that statement should have been included in the course description at that time. This will correct that error.

Course deletions: (LHE courses are only needed at the graduate level 5000 and above.)

Delete LHE 3500. Independent Study/(1-4).F;S.

Delete LHE 3520. Instructional Assistance/(1).On Demand.

Delete LHE 3530-3549. Selected Topics/(1-4).On Demand.

Delete LHE 4960. Government and Corporate Relations/(3).S.

(Note: The dual-listed course, LHE 5960, is not being deleted.)

Delete LHE 4970. Seminar on Community and Technical Colleges/(3).F.

(Note: The dual-listed course, LHE 5970, is not being deleted.)

SCHOOL OF MUSIC

Delete the concentration in Piano Pedagogy (554D) from the B.M. degree in Music Performance (554*/50.0903). (Note: This concentration was deleted many years ago, however, the major code was not deleted from ASU’s Academic Program Inventory.)

NEW BUSINESS:

Dr. Tim Burwell presented proposals from the College of Business for the Departments of Economics; Finance, Banking and Insurance; and Management.

Proposal 2001.01 from the Department of Economics was approved as follows:

(EFF. SPRING, 2004)

1. Change the course numbering and title of ECO 4740, Applications for Forecasting Techniques, to ECO 3740; and change the course description and prerequisites to read as follows: [DELETE ECO 4740, and ADD ECO 3740.] [Note: ECO 3740 has been approved for the W (WRITING); ND (NUMERICAL DATA); and C (COMPUTER) special designators.]

ECO 3740. Econometrics and Time Series Modeling/(3).F.

The study of the behavior of time series data in order to explain and understand past and forecast future events and conditions in business and economics. Major emphasis will be placed on understanding and application rather than the theoretical and computational aspects of the statistical methods. Statistical forecasting techniques, simple regression, and multiple regression will be used to build models of a variety of economic events and relationships such as demand, production, consumption, and cost with available computer

programs. Prerequisites: ECO 2030, ECO 2200. (WRITING; NUMERICAL DATA; COMPUTER) (ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

VOTE 2

YES 12

NO 0

ABSTAIN 0

Proposals FIN 2003-1 through FIN 2003-9 from the Department of Finance, Banking and Insurance were approved as amended as follows (**EFF. SPRING, 2004**):
(See Page 1 of these minutes for several FIN special designator changes presented FIO.)

1. Course additions:

FIN 3780. Estate Planning/(3).On Demand.

This course covers the basic concepts and constraints of estate and gift tax planning as the primary method of orderly and intentional wealth transfer. Students will be exposed to the major strategies employed by practitioners when developing estate plans. Topics covered include wills, trusts, estates, risk management, insurance, retirement planning, and taxation. Prerequisites: FIN 3071 and 3680.

FIN 3880. Retirement and Employee Benefit Planning/(3).On Demand.

This course covers the concepts involved in developing retirement and employee benefit plans from both the employer and employee perspectives. Participants will study the legislation that impacts plan design and the tax advantages and disadvantages of various qualified and non-qualified plans including IRAs and pension and profit sharing plans. Federal Social Security, Medicare, and business applications will also be addressed. Prerequisite: FIN 3071. Corequisite: FIN 3890.

FIN 4622. Investment Management II/(3).S.

FIN 5622. Investment Management II/(3).S.

A continuation of the study of security analysis and investment management. More advanced topics and techniques are covered, including portfolio theory, asset allocation, market efficiency, and portfolio risk/return measurement and evaluation. Additional stock analysis projects are completed and presented. An annual report for the Elbert V. Bowden Student Managed Investment Fund must be prepared and presented. Students receive hands-on investment experience through the management of the Student Managed Investment Fund. Prerequisite: FIN 4620/5620. [Dual-listed with FIN 5622/4622.]

2. Change the course descriptions, semester offerings, and the prerequisites for FIN 4580/5580 to read as follows:

FIN 4580. Financial Planning/(3).S.

FIN 5580. Financial Planning/(3).S.

This course provides a comprehensive examination of the financial planning process that is necessary to reach individuals' goals relating to retirement planning, college planning and estate planning. Students will be given an opportunity to explore how insurance products and investments are utilized to meet long-term goals. Prerequisites: FIN 3780 and 3880. [Dual-listed with FIN 5580/4580.]

3. Change the title, semester offering, course description, and prerequisites for FIN 4620/5620, Investment Management, and add a corequisite to read as follows:

FIN 4620. Investment Management I/(3).F.

FIN 5620. Investment Management I/(3).F.

An introduction to security analysis and investment management. Topics covered include using investment information resources, evaluation of overall economic and market conditions, and stock selection and evaluation methods. Particular emphasis is placed on the practical application of stock valuation techniques and other security analysis tools. Detailed stock analysis projects are completed and presented. Students receive hands-on investment experience through the management of the Elbert V. Bowden Student Managed Investment Fund. Students taking this course MUST also take FIN 4622/5622 (Investment Management II) and will not receive a grade in this course until FIN 4622/5622 is completed.

Prerequisite: Permission of the instructor. Corequisites: FIN 3690 and 3890. [Dual-listed with FIN 5620/4620.]

4. Change the prerequisites for FIN 4660/5660; and add a corequisite to FIN 4660/5660 to read as follows: "Prerequisite: FIN 3690. Corequisite: FIN 3890."
5. Revise the course requirements for the B.S.B.A degree in Finance and Banking (326A/52.0801) by updating the curriculum to allow students to have more flexibility within the major; and by creating a series of courses that will enable students to qualify to sit for the Certified Financial Planner exam. (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 Finance and Banking consists of 24 hours in addition to the College of Business core courses required for the BSBA degree. Nine semester hours come from the structured finance and banking core, six semester hours come from Elective Set 1, and nine semester hours come from Elective Set 2.

CORE - Required (9 s.h.)

FIN 3690	Financial Management	3 s.h.
FIN 3790	Banking and Financial Markets	3 s.h.
FIN 3890	Survey of Investments	3 s.h.

Elective Set 1 (6 s.h.)

FIN 4580	Financial Planning	3 s.h.
FIN 4610	Commercial Bank Management	3 s.h.
FIN 4620	Investment Management I	3 s.h.
FIN 4660	Financial Decision Making and Statement Analysis	3 s.h.
FIN 4750	International Business Finance	3 s.h.

Elective Set 2 (9 s.h.)

Courses in Elective Set 1 NOT taken as part of the 6-hour requirement may be used to meet the requirements in Elective Set 2.

FIN 3071	Principles of Risk Management and Insurance	3 s.h.
FIN 3780	Estate Planning	3 s.h.
FIN 3850	Real Estate Principles and Practices	3 s.h.
FIN 3880	Retirement and Employee Benefit Planning	3 s.h.
FIN 3900	Internship*	3 s.h.
FIN 4622	Investment Management II	3 s.h.
FIN 4710	Issues in Bank Management	3 s.h.
ACC 3100	Financial Accounting I	3 s.h.
ACC 3110	Financial Accounting II	3 s.h.
ACC 3200	Cost Accounting	3 s.h.
ACC 3580	Individual Income Taxation	3 s.h.
ECO 3020	Macroeconomic Analysis	3 s.h.

Total hours for BSBA with a major in finance and banking 24 s.h.

*FIN 3900 Internship is a 6 or 9 semester hour course, but only 3 of these semester hours may apply

to meeting the requirements for the major.

Finance and Banking majors are advised to use their elective hours in areas such as accounting, computer information systems, economics, insurance, law, and real estate.

VOTE 3 YES 11 NO 1 ABSTAIN 0

Proposals MGT 1 and MGT 2 from the Department of Management were approved as follows:
(EFF. SPRING, 2004)

1. Course addition:
 MGT 5620. Managing the Global Workforce/(3).F.
 Focuses on the impact of global competition and multinational status of an organization on the management of human assets. Topics include organizational context; global expansion and HR planning; international recruitment, selection, and repatriation; compensation of expatriates; performance management; and HR issues in international joint ventures and alliances.
2. Proposal MGT 2 was presented **FOR INFORMATION ONLY**: to add a Graduate Certificate Program in Human Resource Management (18 s.h.). It was noted that this graduate certificate program received final approval from the Graduate Council at their meeting on April 28, 2003. (NOTE: Copies of the course requirements for all graduate certificate programs are on file in the Graduate Studies and Research office.)

VOTE 4 YES 12 NO 0 ABSTAIN 0

Dr. Richard Henson presented proposals from the College of Arts and Sciences for the Departments of Geography and Planning; English; Biology; Anthropology; and Foreign Languages & Literatures.

Proposals GHY 2003 #1-5 and #7 from the Department of Geography and Planning were approved as amended as follows (EFF. SPRING 2004):

[Note: Proposal #6 was withdrawn from consideration.]

1. Change the course description of GHY 5000 to read as follows:
 GHY 5000. Research Themes and Methods/(3).F.
 Study of the historical, ongoing, and emerging research themes and methods in geography; the students will examine and practice the processes of organizing research, gathering and analyzing data, and presenting research results in written and oral formats. Required within the initial 12 hours of graduate study.
2. Change the title, semester offering and course description of GHY 5110, Special Topics in Regional Analysis, to read as follows:
 GHY 5110. Seminar in Spatial Analysis/(3).On Demand.
 An exploration of unique problems related to one component of spatial analysis: cartography, remote sensing, quantitative/qualitative research methods, geographic information systems, or regional analysis. Barring duplication of content, a student may repeat this course for credit.

3. Change the title, semester offering and course description of GHY 5130, Seminar in Cultural Geography, to read as follows:
GHY 5130. Seminar in Human Geography/(3).S.
An exploration of special problems related to human geography with emphasis placed on spatial patterns and processes. Barring duplication of content, a student may repeat this course for credit.
4. Change the course description and the prerequisite statement for GHY 5800 as follows to reflect the content and work requirements for the graduate level course.
(The dual-listed GHY/PLN 4800 course descriptions will not change.)
GHY 5800. Quantitative Methods/(3).F;S.
The study of the quantitative methodology relating to the analysis of relationships between people and their physical environment, their spatial consequences, and the resulting regional structures that have emerged on the earth's surface. Graduate students apply quantitative methods to a geographic topic and report results in a professional quality paper.
Prerequisite: STT 2810 or permission of the instructor. [Dual-listed with GHY/PLN 4800.]
5. Revise the course requirements for the M.A. degree in Geography (237A/45.0701) by: 1) updating the list of required courses; 2) deleting the required choice of a Liberal Arts emphasis or an Applied Geography emphasis, and replacing that choice by requiring a Thesis Option, or a Non-Thesis Option; and 3) adding the statement (noted below in italics) for students with deficiencies in a geographic background:

Prerequisite: A baccalaureate degree from an accredited college or university. (*NOTE: Students entering the graduate program without a baccalaureate degree in geography are required to make up deficiencies in the areas of physical geography, human geography, and geographic techniques in consultation with the graduate committee.*)

(The total number of hours required for this degree, 30 s.h. with the thesis option or 36 s.h. with the non-thesis option, did not change.) (NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.)

VOTE 5 YES 12 NO 0 ABSTAIN 0

Proposals ENG 2003-1 through ENG 2003-10 from the Department of English were approved as follows (EFF. SPRING, 2004):

1. Course additions:
[Note: ENG 2410 has been approved for the W (WRITING) special designator.]
ENG 2410. Literature and Law I/(3).F.
An examination of images of the law and lawyers in literature before the twentieth century.
(WRITING)

[Note: ENG 2420 has been approved for the W (WRITING) special designator.]
ENG 2420. Literature and Law II/(3).S.
An examination of images of the law and lawyers in literature from the twentieth century to the present. (WRITING)

[Note: ENG 3120 has been approved for the W (WRITING) special designator.]

ENG 3120. Writing and Law/(3).F.

A practice in the art of persuasive writing, using the law and legal methods to emphasize both the economy and clarity of reading and writing skills. (WRITING)

[Note: ENG 3160 has been approved for the W (WRITING) special designator.]

ENG 3160. Law and Justice in Film/(3).S.

An examination of films that convey powerful messages about the law, lawyers, and law-related media events. (WRITING)

2. Change the course description and the prerequisite for ENG 3661 to read as follows:
ENG 3661. Advanced Poetry/(3).F;S.
An advanced course in the writing of poetry, with emphasis on workshops of students' work and discussion of poems by contemporary poets. May be repeated for credit when content does not duplicate. Prerequisite: ENG 3651.
3. Change the course description and the prerequisite for ENG 3662 to read as follows:
ENG 3662. Advanced Fiction/(3).F;S.
An advanced course in writing fiction, with emphasis on experimentation and technique in the short story. May be repeated for credit when content does not duplicate. Prerequisite: ENG 3651, 3652, or ENG/THR 3670.
4. Change the course description and the prerequisite for ENG 3663 to read as follows:
ENG 3663. Advanced Creative Non-Fiction/(3).S.
An advanced course in the writing of creative non-fiction, with emphasis on workshops of students' essays and study of published works. May be repeated for credit when content does not duplicate. Prerequisite: ENG 3651, 3652, or ENG/THR 3670.
5. Change the semester offering and the course descriptions for ENG/THR 3670 as follows:
ENG/THR 3670. Playwriting/(3).F;S.
A study of the art and craft of writing for performance. Readings will include plays, performance theory, and performance reviews. The course will be run as a workshop in which every student must be an active participant in evaluating her or his own work and that of others. Assignments will include written work, oral presentations, workshop evaluations, and performances. May be repeated for credit when content does not duplicate. This course serves as a prerequisite for ENG 3662, 3663, and 4550. (Same as THR/ENG 3670.)
6. Change the course description and the prerequisite for ENG 4550 to read as follows:
ENG 4550. Senior Seminar in Creative Writing/(3).F;S.
Content to vary, but may include experimental fiction writing, dramatic writing, poetic forms, and advanced workshops in revision. May be repeated for credit when content does not duplicate. Prerequisite: ENG 3651, 3652, or ENG/THR 3670. (ENG 3661, 3662, or 3663 is a suggested prerequisite, but students may also enroll in the seminar with the permission of the instructor.)
7. As a result of the prerequisite changes noted above, change the last sentence in ENG 3651 to read as follows: "This course serves as a prerequisite for ENG 3661, 3662, 3663, and 4550."
8. As a result of the prerequisite changes noted above, change the last sentence in ENG 3652 to

read as follows: "This course serves as a prerequisite for ENG 3662, 3663, and 4550."

9. Revise the course requirements for the Creative Writing concentration (233B) under the B.A. degree in English (233*/23.0101) to reflect the curriculum changes noted above, and also remove the special entrance requirements for this concentration (delete the second paragraph of the current catalog description). (The total number of hours required for the degree, 122 s.h., did not change.) The revised catalog description will read as follows:
An optional concentration in Creative Writing (15-21 semester hours) within the B.A. degree in English (36 semester hours) offers intensive instruction in literature and creative writing. Students must take at least three and no more than five creative writing courses selected from ENG 3651, 3652, 3661, 3662, 3663, ENG/THR 3670, and ENG 4550; at least one of the following courses: ENG 3720, 3740, 3750; and THR 2610 (Theatre) (counted in the 15-21 hours of the concentration and in the 36 semester hours required for the B.A. degree in English).

VOTE 6

YES 12

NO 0

ABSTAIN 0

Proposals BIO 2003-1 through BIO 2003-10 from the Department of Biology were approved as amended as follows (EFF. SPRING, 2004):

1. Course additions:
BIO 4558. Taxonomy of the Fleshy Fungi/(3).F.On Demand.
BIO 5558. Taxonomy of the Fleshy Fungi/(3).F.On Demand.
An in-depth study of the fleshy fungi (mushrooms [agarics], chanterelles, hydnums, polypores, and corals) with an emphasis on morphology, systematics, and ecology. Methods of collection, macroscopic and microscopic dissection, identification, and preservation are covered. Field trips are required. Lecture two hours, and laboratory three hours. [Dual-listed with BIO 5558/4558.]

BIO 4567. Lichenology/(3).S.On Demand.
BIO 5567. Lichenology/(3).S.On Demand.
A study of the morphology, diversity, evolution, ecology, physiology, and chemistry of lichens as well as their significance as biological indicators. Field trips are required. Lecture two hours, and laboratory three hours. [Dual-listed with BIO 5567/4567.]

BIO 5569. Invertebrate Zoology/(4).F.
Students will be introduced to the 34 extant major and minor invertebrate phyla which make up 99% of the Earth's named animal species and virtually 100% of those animals yet undiscovered. The intriguing natural history, symmetry and development, mode of locomotion, nutrition, reproduction, and primary environments of the invertebrates will be discussed. Labs will emphasize invertebrate habitats, field collection, phylogenetic relationships as well as ecological and physiological adaptations and examination of major morphological characteristics. Lecture three hours, laboratory three hours with required field trips. [Dual-listed with BIO 4569.]
2. Change the title and course descriptions of BIO 1101-1102, and add a prerequisite to BIO 1102. The revised course descriptions will read as follows:
BIO 1101. Introduction to Life Sciences I/(4).F;S.
First course in a two semester sequence. An examination of the principles of life with a focus on the chemistry of living organisms, cell structure and function, genetics, and

evolutionary processes. Lecture three hours, laboratory two hours. (CORE: NATURAL SCIENCES) (NUMERICAL DATA) (ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

BIO 1102. Introduction to Life Sciences II/(4).F;S.

Second course in a two semester sequence. An examination of the origins of life, the diversity of living organisms, ecological principles, and plant and animal structure and function. Lecture three hours, laboratory two hours. Prerequisite: BIO 1101 or BIO 1110. (CORE: NATURAL SCIENCES) (NUMERICAL DATA) (ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

3. Revise the Biology Core statement, and the departmental policy statements regarding the use of BIO 1101 and 1102 as a substitute for BIO 1110 to read as follows:

(This statement is on Page 96 of the 2003-05 Undergraduate Catalog, 4th paragraph down.)

BIOLOGY CORE

The Biology core consists of BIO 1110, BIO 2000, and BIO 2001. Students who complete BIO 1101 and BIO 1102 with a grade of C or better in each course may substitute this series for BIO 1110. It is required that students complete the core prior to beginning the degree.

(This statement will go on Page 97, following the 1101 and 1102 course descriptions.)

STUDENTS WHO COMPLETE BIO 1101 AND BIO 1102 WITH A GRADE OF C OR BETTER IN EACH COURSE MAY SUBSTITUTE THIS SERIES FOR BIO 1110.

(This statement replaces the statement following BIO 1110 on Page 97.)

UNLESS NOTED, BIO 1110 IS PREREQUISITE FOR ALL COURSES NUMBERED 2000 AND ABOVE.

(This statement replaces the statement following BIO 2001 on Page 98.)

ALL BIOLOGY MAJORS MUST COMPLETE BIO 1110, BIO 2000, AND BIO 2001 BEFORE TAKING ANY OTHER BIOLOGY COURSE FOR THE MAJOR.

4. Change the course description and prerequisite statement for BIO 3308, and increase the laboratory time from 2 to 3 hours. The revised course description will read as follows:

BIO 3308. Bacteriology/(4).F;S.

Introduction to prokaryot biology, including phylogeny and diversity, growth, metabolism, and genetics. A main objective is to gain appreciation and understanding of diversity and ubiquity of prokaryots. The course also considers the role of prokaryots in humans' lives, from ways in which prokaryots have shaped our environment to direct prokaryot-human interactions. Laboratory introduces basic techniques of pure culture work, enrichments and isolation, and experimentation with microorganisms. Prerequisites: CHE 1102, 1120. Lecture three hours, laboratory three hours.

5. Increase the credit hours for BIO 3309 from (3 s.h.) to (4 s.h.), and change the course description to read as follows:

BIO 3309. Developmental Biology/(4).S.

A study of the fundamental patterns and principles of animal growth and development at the molecular, cellular, and organismal levels. The laboratory will examine the development of selected invertebrates and vertebrates and will include experimental manipulations of developing systems. Lecture three hours, laboratory three hours.

6. Change the course number of BIO 3456 to BIO 4569 [to be dual-listed with BIO 5569]; increase the credit hours from (3 s.h.) to (4 s.h.), and change the course description to read as follows: [DELETE BIO 3456 and ADD BIO 4569/5569.]

BIO 4569. Invertebrate Zoology/(4).F.

Students will be introduced to the 34 extant major and minor invertebrate phyla which make up 99% of the Earth's named animal species and virtually 100% of those animals yet undiscovered. The intriguing natural history, symmetry and development, mode of locomotion, nutrition, reproduction, and primary environments of the invertebrates will be discussed. Labs will emphasize invertebrate habitats, field collection, phylogenetic relationships as well as ecological and physiological adaptations and examination of major morphological characteristics. Lecture three hours, laboratory three hours with required field trips. [Dual-listed with BIO 5569.]

7. Change the title of BIO 4564/5564, Electron Microscopy; increase the credit hours from (3 s.h.) to (4 s.h.); and change the course descriptions to read as follows:

BIO 4564. Microscopy/(4).F.

BIO 5564. Microscopy/(4).F.

A study of the principles and techniques of biological microscopy. Lectures include discussions on preparative techniques for various types of bioimaging, the optical theories behind the imaging technologies, and the structure and function of cellular organelles. Laboratories examine practical techniques of tissue preparation for various kinds of microscopy, the effective use of various types of microscopes, and the interpretation of data obtained from various imaging systems. Lecture three hours, laboratory three hours. [Dual-listed with BIO 5564/4564.]

8. Revise the course requirements for the B.S. degree in Biology, Pre-Professional (203A/26.0101) to reflect the curriculum changes noted above. (The total number of hours required for the degree, 128 s.h., did not change.) The revised catalog description will read as follows:

BACHELOR OF SCIENCE IN BIOLOGY, PRE-PROFESSIONAL

In addition to the general objectives of the department, this degree is designed to prepare students for successful admission into professional schools or to continue their studies in graduate and health-care programs.

The Bachelor of Science in Biology, Pre-Professional requires 128 s.h. including the biology core (BIO 1110, 2000, and 2001); and completion of the following: BIO 3306, 3307, 3800, 3301 or 4555, 3302 or 3312 or 3436, 3309 or 3314 or 4569; any two from among BIO 3308, 4100, 4568, or 4570; and at least one field course; CHE 1101 & 1110; 1102 & 1120; 2201 & 2203; 2202 & 2204; 4580; PHY 1103 & 1104; MAT 1110; STT 2810; 6 s.h. of electives in the natural sciences; and 7 s.h. of electives outside of the sciences.

VOTE 7

YES 12

NO 0

ABSTAIN 0

Proposals ANT #1-5 and #9, 2002-03 from the Department of Anthropology were approved as follows (EFF. SPRING, 2004):

(See Page 1 of these minutes for the ANT special designator changes presented FIO.)

1. Course additions:

ANT 2220. Prehistory of the Southern Appalachians/(3).S.

An overview of what is currently known about the prehistory of the southern Appalachian region from its initial human occupation in the Late Pleistocene epoch to the time of Spanish contact in the 16th Century. The focus is on temporal variations in prehistoric Native American adaptations and interactions within the region as revealed through archaeological research.

[Note: ANT 2700 has been approved for the W (WRITING) and MC (MULTI-CULTURAL) special designators.]

ANT 2700. South Asia Through Ethnography/(3).S.

This course explores human life in South Asia (India, Pakistan, Bangladesh, Nepal, Sri Lanka) through ethnographic and culture-historical accounts by anthropologists and others. Attending to both similarities and differences among South Asian peoples, the course offers breadth through a survey of general topics (family, religion, caste, gender, colonialism, politics, etc.) as it also scrutinizes in depth a specific topic of contemporary concern, such as untouchability, ethnic strife, religious nationalism, postcolonialism, the South Asian diaspora, or globalization. (WRITING; MULTI-CULTURAL)

2. Change the title and course description of ANT 1230, Physical Anthropology, to read as follows:

ANT 1230. Biological Anthropology/(3).F;S.

Introduction to the study of humans as biological organisms including biological diversity, evolutionary relationships to other organisms, and origins. Students are provided with an understanding of biological evolution and its mechanisms (natural selection and heredity), the classification and behavior of the living and fossil primates, and an examination of the evolutionary history of *Homo sapiens*.

3. Change the title and course description of ANT 3410, Methods in Anthropology, to read as follows:

ANT 3410. Qualitative Methods in Anthropology/(3).S.

An introduction to standard ethnographic methods used by anthropologists, including participant observation and interviewing. Research design, proposal writing, and research ethics are given special attention. (WRITING)

4. Change the semester offering, and the course description for ANT 4310 to read as follows:

ANT 4310. Human Osteology/(3).Alternate Years.

Introduction to human skeletal and dental anatomy emphasizing the application of that knowledge to the analysis of human remains from archaeological contexts. Applications include determination of sex, age at death, stature, and population affiliation. Techniques for reconstructing populations, interpreting disease experience and examining microevolution will be covered. Lecture two hours, laboratory two hours. (NUMERICAL DATA) (ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

VOTE 8

YES 12

NO 0

ABSTAIN 0

Proposals FL #38 through FL #44 from the Department of Foreign Languages and Literatures were approved as amended as follows (EFF. SPRING, 2004):

1. Course additions:

CHN 2001. Advanced Chinese I/(3).F.

Focuses on acquiring additional proficiency in speaking, listening, reading and writing. Prerequisite: CHN 1050 or its equivalent. Laboratory work required.

CHN 2003. Advanced Chinese II/(3).S.

Focuses on acquiring proficiency in speaking, listening, reading and writing. Prerequisite: CHN 2001 or its equivalent. Laboratory work required.

CHN 2005. Intensive Grammar Review/(3).F.

Focus is on the practice of various aspects of basic Chinese grammar patterns and language structures. Prerequisite: CHN 2003 or its equivalent. Laboratory work required.

CHN 2010. Conversational Chinese I/(3).On Demand.

This course is designed for those with intermediate language proficiency who wish to focus on oral language skills. Prerequisite: CHN 2003 or its equivalent. Laboratory work required.

CHN 2020. Conversational Chinese II/(3).On Demand.

This course is designed for those with intermediate language proficiency who wish to focus on oral language skills. Prerequisite: CHN 2003 or CHN 2010 or permission of the instructor. Laboratory work required.

CHN 3090. Business Chinese/(3).On Demand.

Focuses on oral and written business expressions common in business communications. Prerequisite: CHN 2003 or its equivalent. Laboratory work required.

2. Add an undergraduate minor in Chinese. The catalog description will read as follows:
A minor in Chinese consists of 15 semester hours at the 2000 level or above including CHN 2001 and CHN 2003. International Business majors with a minor in Chinese are required to take CHN 3090, Business Chinese.

VOTE 9 YES 12 NO 0 ABSTAIN 0

OLD BUSINESS:

Dr. Parker introduced the next item on the agenda - to continue the discussion regarding the AP&P proposal process - looking for ideas and suggestions on how the proposal process for curriculum changes could be simplified (for back-up, please refer to Page 3 of the 3/05/03 AP&P Committee Minutes, and Page 3 of the 4/02/03 AP&P Committee Minutes).

The Deans reported with feedback from the academic departments that there is an overall positive reaction in support of the proposed electronic forms. Dr. Holly Hirst will work with Doug Brantz and others to fine tune the proposed new forms. It was decided that we will have a new form in place to test for the fall semester (allowing departments to use the old form OR the new forms) with the additional goal of being ready to hold training sessions by mid August for the departmental chairs, secretaries, and/or faculty who deal with curriculum proposals.

There being no further business, the AP&P Committee members voted to adjourn at 4:35 p.m.

VOTE 10 YES 12 NO 0 ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

May 7, 2003

Vote Record

VOTE SYMBOLS	y (YES)					N (NO)					A (ABSTAIN)
	1	2	3	4	5	6	7	8	9	10	
<hr/>											
<u>Committee Members</u>											
John Abbott	y	y	y	y	y	y	y	y	y	y	
Marianne Adams	y	y	y	y	y	y	y	y	y	y	
Jon Beebe	y	y	y	y	y	y	y	y	y	y	
Keith Davis	-	-	-	-	-	-	-	-	-	-	
Michael Dotson	y	y	y	y	y	y	y	y	y	y	
Ed Folts	y	y	y	y	y	y	y	y	y	y	
Holly Hirst	y	y	y	y	y	y	y	y	y	y	
Dan Hurley	y	y	y	y	y	y	y	y	y	y	
Ron Marden	y	y	y	y	y	y	y	y	y	y	
Margot Olson	y	y	y	y	y	y	y	y	y	y	
Jim Young	y	y	y	y	y	y	y	y	y	y	
Lucas Pasley	-	-	-	-	-	-	-	-	-	-	
Jeremy Engbretson	y	y	y	y	y	y	y	y	y	y	
Rachel Johnson	-	-	-	-	-	-	-	-	-	-	
Justin Moore	y	y	N	y	y	y	y	y	y	y	

The recommendations of the Academic Policies and Procedures Committee, at its May 7, 2003 meeting are approved.

Harvey R. Durham

Harvey R. Durham
Interim Chancellor

6/23/03

Date
