

MINUTES OF THE MEETING  
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE  
October 6, 2004

The Academic Policies and Procedures Committee held its regular monthly meeting on Wednesday, October 6, 2004 in Room 224 of I.G. Greer Hall beginning at 3:05 p.m.

Committee members present: Dr. Tim Burwell (non-voting Chair), Mr. John Abbott, Dr. Jon Beebe, Mr. John Boyd, Dr. Jeff Butts, Ms. Eleanor Cook, Dr. Mike Dotson, Dr. Ron Marden, Dr. Martha McCaughey, Dr. Diana Quealy-Berge, Ms. Sammye Sigmann, Dr. Gayle Weitz, Ms. Sarah Moncelle, and Mr. Thomas Shook.

Committee members absent: Ms. Arwen Carter, and Ms. Leah Bailey.

Dr. Burwell called the meeting to order and recognized the following new members of the AP&P Committee for the 2004-2005 academic year:

Faculty: Mr. John Boyd (Library); Dr. Jeff Butts (Biology); Ms. Eleanor Cook (Library); and Dr. Martha McCaughey (Interdisciplinary Studies). It was also noted that Dr. Jon Beebe (Music) was reappointed to serve another term as a member of this committee.

Graduate Student: Ms. Arwen Carter was reappointed to serve another term.

Undergraduate Students: Ms. Sarah Moncelle and Mr. Thomas Shook.

PARLIAMENTARIAN:

Dr. Burwell noted that Christina Tadlock served as the parliamentarian for the AP&P Committee during the 2003-2004 academic year. Since Christina is no longer a member of this committee, Dr. Burwell asked if there are any members who are willing to serve in that role. Thomas Shook volunteered. **A motion was approved which stated that Mr. Thomas Shook will serve as Parliamentarian for the AP&P Committee during the 2004-2005 academic year.**

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

MINUTES:

The April 28, 2004 minutes were approved as distributed.

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

ANNOUNCEMENTS:

**IMPORTANT NOTES REGARDING CATALOG DEADLINES:**

1. The January 12, 2005 AP&P Committee meeting will be the deadline for submitting proposals for catalog changes that are to be included in the 2005-2007 UNDERGRADUATE BULLETIN.
2. The February 2, 2005 AP&P Committee meeting will be the deadline for submitting proposals for catalog changes that are to be included in the 2005-2007 GRADUATE BULLETIN.

NEW BUSINESS:

Dr. Richard Henson presented proposals from the College of Arts and Sciences for the Departments of Interdisciplinary Studies; and Philosophy & Religion.

Proposals IDS 1 and IDS 2 from the Department of Interdisciplinary Studies were approved as follows (EFF. FALL, 2005):

1. Course additions:

**IDS 5100. Foundations of Sustainable Development/(3).F.**

This course presents a broad foundation in sustainable development. It demonstrates the transdisciplinary and polymethodic character of sustainable development, and provides an introduction to the relevance of a variety of disciplines, such as economics, bio-physical sciences, ethics, appropriate technology, cultural anthropology, and planning to this transdisciplinary nexus. Students will also be introduced to the significance of method in generating knowledge, and to the challenges involved in integrating information generated by means of differing methods. Students will explore the foundations of sustainable development historically, economically, scientifically, and cross-culturally. Students will be introduced to professional opportunities in sustainable development and begin research in internship opportunities.

**IDS 5300. Issues in Global Systems Science/(3).S.**

This course involves an examination of the nature of science in relation to sustainability, including scientific method and various methods of investigation, data collection, analysis, and presentation; basic principles of science including time, change, space, and energy; biological issues such as population growth and carrying capacity, deforestation, decreasing biodiversity, and changing ecosystems; geological issues such as coastal flooding associated with global warming, resource depletion, and chemical pollution of water and soils; and meteorological and climatological issues such as ozone depletion, and climate change, including global warming. Prerequisites: A one-year sequence of General Science, Biology, or Chemistry, plus one sophomore or higher level course in environmental science, or the equivalent of these.

VOTE 3

YES 13

NO 0

ABSTAIN 0

Proposal P&R 2004-4 from the Department of Philosophy and Religion was approved as amended as follows (EFF. FALL, 2005):

[NOTE: Dr. Ostwalt noted that proposal P&R 2004-05 is being withdrawn from consideration at this time. It will be re-submitted at a later date.]

1. Course addition:

**P&R 3720. Study Tour Abroad/(3-6).On Demand.**

An intensive, on-site study tour of a select country or region. Specific focus will be placed on the study of the country's religious history and examination of archaeological and material artifacts. Locations include, but are not limited to, Israel and Jordan, Italy, Greece, Turkey, and Egypt. Students will incur the cost of the trip and other related expenses. Spring Break trips will typically receive 3 s.h. credit; summer trips of at least 21 days duration will typically receive 6 s.h. credit.

**VOTE 4**                      **YES** 12                      **NO** 1                      **ABSTAIN** 0

Dr. Bill Harbinson presented proposals from the Hayes School of Music. [NOTE: Dr. Harbinson noted that proposal Music #14-0405 has been withdrawn from consideration.]

Proposals Music #1-0405 and Music #2-0405 were approved as amended as follows (EFF. FALL, 2005):

1. Approve MUS 1100 for **CORE: PHYSICAL ACTIVITY/WELLNESS** credit, and change the course description to read as follows:  
**MUS 1100. Marching Band/(0-1).F.**  
Marching Band is a performance-based course presenting musical artistry combined with complementary visual elements. The band performs at home football games, parades, pep rallies and represents the University at special ceremonies and events. Open to students with prior band experience. The band begins rehearsals one week prior to the opening of Fall semester. Rehearsal five hours, one dress rehearsal before each game. May be repeated for credit. (CORE: PHYSICAL ACTIVITY/WELLNESS)

**VOTE 5**                      **YES** 13                      **NO** 0                      **ABSTAIN** 0

Proposal Music #3-0405 was approved as follows (EFF. FALL, 2005):

1. Revise the course requirements for the Bachelor of Music degree in Performance (554\*/50.0903) with a concentration in Voice (554Y) by: (1) specifying "movement" courses, 2 s.h. selected from approved Core:Physical Activity/Wellness courses; (2) including 2 s.h. of MUS 3052, Alexander Technique (1 s.h. + 1 s.h.); and (3) reducing Free Electives from 10 s.h. to 8 s.h. (The total number of hours required for this degree, 122 s.h., did not change.) The revised catalog description will read as follows:

**The Bachelor of Music degree in Performance** is offered in the following concentrations:

**Voice.** A minimum of 64 semester hours of music in the following areas: music history and theory, 24 semester hours (MUS 1001-MUS 1002-MUS 1007-MUS 1008, MUS 2001-MUS 2002-MUS 2007-MUS 2008, MUS 3002, MUS 1611, MUS 2611, MUS 2612, MUS 3611); applied principal 16 semester hours; ensembles eight semester hours; MUS 1040-MUS 1041, MUS 1045-MUS 1046, MUS 2040-MUS 2041, MUS 3020, MUS 3052 (2 s.h.), MUS 3631, MUS 3632, and MUS 4035. Required courses from other departments (not included in the 64 hour major) are GER 1010-GER 1020; FRE 1010-FRE 1020; 2 semester hours of movement courses (DAN 1400, DAN 1410, DAN 1420, DAN 2400, DAN 2410, DAN 2420; or PE 1030 and one course selected from PE 1018-PE 1050. (MUS 1001-MUS 1002-MUS 1007-MUS 1008 and MUS 2001-MUS 2002- MUS 2007-MUS 2008 require a minimum grade of C-.)

**VOTE 6**                      **YES** 13                      **NO** 0                      **ABSTAIN** 0

Proposals Music #6-0405 through Music #13-0405 were approved as amended as follows (EFF. FALL, 2005):

1. Add a **Master of Music Therapy (MMT) degree (CIP 51.2305)**. [CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.] (The total number of hours required for the MMT degree will be 36 s.h.) (NOTE: Copies of the graduate catalog description are on file in the Office of Academic Affairs, and in the Graduate School office.)
2. Course additions:  
**MUS 5050. Supervision and Collegiate Teaching in Music Therapy/(2).On Demand.**  
Exploration of issues in undergraduate preparation of music therapists. Prerequisite: MUS 4900, Music Therapy Internship, or equivalent. Students must be enrolled concurrently in MUS 5200, Music Therapy Laboratory.  
  
**MUS 5051. Advanced Topics in Music Therapy/(3).On Demand.**  
Investigation and examination of current trends, especially those related to advanced clinical practice in music therapy, including client assessment through music experiences and innovative treatment methods. Prerequisite: MUS 4900, Music Therapy Internship, or equivalent. Students must be enrolled concurrently in MUS 5200, Music Therapy Laboratory.  
  
**MUS 5060. Guided Imagery and Music, Level I/(3).SS.**  
Through lectures, demonstrations, and supervised experiences as guide and traveler, this introductory level training will provide participants with a basic understanding of the components of The Bonny Method of Guided Imagery and Music (GIM) process. Prerequisite: A GIM personal session. (Note: MUS 5060 requires participation in a 5-day intensive workshop that is conducted off-campus between academic terms and requires payment of workshop fees in addition to tuition.)  
  
**MUS 5061. Advanced Clinical Improvisation/(3).On Demand.**  
Theory and practice of advanced techniques for clinical music improvisation. Prerequisite: MUS 4060, Clinical Piano Improvisation, or equivalent. Students must be enrolled concurrently in MUS 5200, Music Therapy Laboratory.  
  
**MUS 5200. Music Therapy Laboratory/(0).F;S.**  
Music improvisation-based laboratory designed to provide direct experiences as a participant in a music therapy group. Prerequisite: Bachelor's degree in music therapy, or 5 s.h. of MUS 3900, Music Therapy Practicum. Required of all music therapy graduate students. Graded on an S/U basis. Laboratory one hour.  
  
**MUS 5900. Advanced Music Therapy Practicum/(1-3).On Demand.**  
In-depth clinical experience designed to broaden clinical skills or provide opportunity for application of advanced music therapy methods. Prerequisite: MUS 4900, Music Therapy Internship, or equivalent. Students must be enrolled concurrently in MUS 5200, Music Therapy Laboratory.  
  
**MUS 5996. Creative Project in Music Therapy/(4).F;S.**  
Execution and scholarly documentation of research based clinical project. Graded on an S/U basis.

Dr. Lyle Schoenfeldt presented one item from the Walker College of Business for the Department of Information Technology and Operations Management.

1. A motion was approved to change the name of the Department of Information Technology and Operations Management (ITOM) to the **Department of Computer Information Systems (CIS)**. (EFF. SPRING, 2005) [CONTINGENT UPON APPROVAL BY CHANCELLOR KENNETH E. PEACOCK.]

NOTE: Policy Regarding Department Name Changes:

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

2. Note: The course prefixes, CIS and POM, will not change.  
The Department of Record will change from ITO to CIS for the following API codes:

336A - B.S.B.A degree in Information Systems  
336 - undergraduate minor in Information Systems  
336A - Graduate Certificate in Information Systems

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

OTHER:

Dr. Burwell asked the committee members to delete agenda item # 4.A (the FIO item from the Graduate School and the Department of History regarding HIS 5002 and HIS 5004). That item is not to be considered or noted at this time.

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Dr. Burwell noted that the next item on the agenda, # 4.B., is a matter that was requested by the following Faculty Senate motion at their meeting on March 17, 2003:

"Whereas the Faculty Senate believes that the current policy on course repeats and late drops is too liberal, the Faculty Senate requests AP&P to re-visit the current policy on course repeats and late drops."

At our next AP&P Committee meeting, Dr. Burwell will appoint a subcommittee to review the current policies on course repeats and late drops. He asked for members to volunteer to serve on that subcommittee. Please send him an email if you are interested. He stressed the need for both faculty and student involvement in this matter. Dr. Burwell noted that these policies were last reviewed in the early 90's as a mandate from the Office of the President for us to look at policies that delayed graduation.

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OLD BUSINESS:

For the benefit of our new members, Dr. Burwell also pointed out that, at this time, we have two other subcommittees that are working towards a goal of reporting back to this committee with their recommendations:

- 1) The AD HOC COMMITTEE TO REVIEW THE REVISED AP&P MANUAL: Dr. Jon Beebe, Dr. Mark Estepp, Dr. Dan Hurley, Dr. Ron Marden, Mr. Don Rankins, Dr. Gayle Weitz, and Ms. Joni Petschauer (serving as Chair of this committee).
- 2) The SUBCOMMITTEE TO REVIEW THE ELECTRONIC PROCESSING ISSUE OF AP&P PROPOSAL FORMS AND PROCEDURES: Mr. Don Rankins (serving as Chair of this subcommittee), Dr. Holly Hirst, Dr. Dan Hurley, Dr. Gayle Weitz, a computer consultant from each college/school; a representative from the Teacher Ed Council, the Graduate Council, the Core Curriculum Council; and a representative from each college/school (a dean or associate dean).

ADJOURNMENT:

At approximately 4:20 p.m., the AP&P Committee members voted to adjourn.

**VOTE 9**

**YES** 13

**NO** 0

**ABSTAIN** 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

**October 6, 2004**

Vote Record

VOTE SYMBOLS	y (YES)					N (NO)				A (ABSTAIN)
	1	2	3	4	5	6	7	8	9	
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<u>Committee Members</u>										
John Abbott	y	y	y	y	y	y	y	y	y	
Jon Beebe	y	y	y	y	y	y	y	y	y	
John Boyd	y	y	y	y	y	y	y	y	y	
Jeff Butts	y	A	y	y	y	y	y	y	y	
Eleanor Cook	y	y	y	y	y	y	y	y	y	
Mike Dotson	y	y	y	y	y	y	y	y	y	
Ron Marden	y	y	y	y	y	y	y	y	y	
Martha McCaughey	y	y	y	y	y	y	y	y	y	
Diana Quealy-Berge	y	y	y	y	y	y	y	y	y	
Sammye Sigmann	y	y	y	y	y	y	y	y	y	
Gayle Weitz	y	y	y	N	y	y	y	y	y	
Arwen Carter	-	-	-	-	-	-	-	-	-	
Leah Bailey	-	-	-	-	-	-	-	-	-	
Sarah Moncelle	y	y	y	y	y	y	y	y	y	
Thomas Shook	y	y	y	y	y	y	y	y	y	

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The recommendations of the Academic Policies and Procedures Committee, at its October 6, 2004 meeting are approved.

*Stanley R. Aeschleman*

Stanley R. Aeschleman  
Interim Provost and Vice Chancellor  
for Academic Affairs

*11/03/04*

Date

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