

MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
November 2, 2005

The Academic Policies and Procedures Committee met on Wednesday, November 2, 2005 in Room 224 of I.G. Greer Hall beginning at 3:03 p.m.

Committee members present: Dr. Jeff Butts (Chair), Dr. Jon Beebe, Mr. John Boyd, Dr. Mike Dotson, Dr. Julie Horton, Dr. Dan Hurley, Mr. Mark Malloy, Dr. Ron Marden, Ms. Kristi Thomas, Mr. Joseph Henderson, Mr. Jason Radford, and Mr. Justin Viens (Parliamentarian).

Committee members excused: Ms. Eleanor Cook, Dr. Diana Quealy-Berge and Ms. Sammye Sigmann.

Dr. Jeff Butts called the meeting to order, and he recognized the following new members of the AP&P Committee for the 2005-2006 academic year:

Faculty: Mr. Mark Malloy (Technology); Dr. Julie Horton (Curriculum & Instruction); Dr. Dan Hurley (English); and Dr. Ron Marden (Accounting). Dr. Marden was reappointed to serve a second term as a member of this committee.

Graduate Student: Ms. Kristi Thomas.

Undergraduate Students: Mr. Jason Radford, Mr. Justin Viens, and Mr. Joseph Henderson.

MINUTES:

The April 27, 2005 minutes were approved as distributed.

VOTE 1 YES 12 NO 0 ABSTAIN 0

ANNOUNCEMENTS:

1. DEPARTMENT OF LEADERSHIP AND EDUCATIONAL STUDIES

The request to consolidate eight degrees (four M.A. degrees and four Ed.S. degrees in Higher Education) into two degrees: one M.A. degree in Higher Education, with four concentrations (454*/13.0406) and one Ed.S. degree in Higher Education, with four concentrations (455*/13.0406) was approved by the Board of Governors on August 12, 2005. (Refer to Pages 22 and 23 of the December 1, 2004 AP&P Committee Meeting minutes.) EFF. FALL, 2005

2. DEPARTMENT OF PSYCHOLOGY

The request to change the title of the M.A./C.A.S. (Certificate of Advanced Study) in School Psychology to an M.A./Specialist in School Psychology (S.S.P.) (125A/42.1701)[T] was approved by the Board of Governors on March 18, 2005. (Refer to Page 5 of the February 2, 2005 AP&P Committee Meeting minutes.) EFF. FALL, 2005

3. DEPARTMENT OF TECHNOLOGY

The request to delete the B.S. degree in Industrial Technology, Electronics (544A/15.0303) was approved by the Board of Governors on March 18, 2005. (Refer to Page 5 of the January 12, 2005 AP&P Committee Meeting minutes.) EFF. FALL, 2005

4. DEPARTMENT OF NURSING

The request to add a B.S. degree in Nursing (RN to BSN) (563A/51.1601) was approved by the Board of Governors on October 19, 2005. (Refer to Pages 2-7 of the April 27, 2005 AP&P Committee Meeting minutes.) EFF. FALL, 2006

ELECTION OF CHAIR FOR THE AP&P COMMITTEE:

Dr. Tim Burwell presided over the next agenda item - the election of a Chair for the AP&P Committee. For the benefit of new members, Dr. Burwell noted that the Faculty Senate passed a resolution in December of 2003 which recommended that the Chair of the AP&P Committee be occupied by a faculty member rather than a designee of the Provost. In November of 2004, the Chancellor approved the Senate's resolution, and therefore, at the AP&P Committee's first meeting last year, Dr. Jeff Butts was elected to serve as Chair for the 2004-2005 academic year.

Dr. Burwell asked for nominations from all members, including self-nominations for the position of Chair of the AP&P Committee. The faculty member who is elected to serve as Chair will continue to be a voting member. At this time the Chair will be elected for a one-year term, however, Dr. Burwell pointed out that this new process is still evolving and more details will be worked out.

Dr. Ron Marden nominated Dr. Jeff Butts, and Dr. Butts accepted the nomination. There being no further nominees, a motion was approved to close the nominations.

VOTE 2 **YES** 11 **NO** 0 **ABSTAIN** 1

Dr. Jeff Butts was elected by acclamation to serve as Chair of the AP&P Committee for the remainder of the 2005-2006 academic year.

VOTE 3 **YES** 11 **NO** 0 **ABSTAIN** 1

PARLIAMENTARIAN:

Dr. Butts noted that Mr. Thomas Shook served as the Parliamentarian for the AP&P Committee during the 2004-2005 academic year. Since Thomas is no longer a member of this committee, Dr. Butts asked if there are any members who are willing to serve in that role. Mr. Justin Viens volunteered. A motion was approved to confirm that Mr. Justin Viens will serve as Parliamentarian for the AP&P Committee during the 2005-2006 academic year.

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

NEW BUSINESS:

Dr. Heather Hulburt presented one proposal from the Walker College of Business for the Department of Marketing. Proposal MKT 1.0506 was approved as follows (EFF. FALL, 2006):

1. Change the title, semester offering and course description of MKT 3230, Industrial Marketing, to read as follows:
MKT 3230. Business-to-Business Marketing/(3).F;S.On Demand.

A study of the distinguishing features of the business marketing environment including the major types of customers, the nature of the procurement function, and forces that drive buying decisions in organizations. Other topics include customer relationship management strategies for business markets, E-commerce strategies for business markets, supply chain management and global business marketing strategies. In addition, techniques for assessing business market opportunities, market segmentation, demand analysis and sales forecasting will be reviewed. Also included will be the planning, implementation and control of the business marketing function. Prerequisite: MKT 3050 with a minimum grade of "C" (2.0).

VOTE 5

YES 12

NO 0

ABSTAIN 0

Dr. Mark Estepp presented proposals from the College of Fine and Applied Arts for the Departments of Health, Leisure and Exercise Science; and Technology.

The Athletic Training proposals HLE-FAA-2005 #1-10 from the Department of Health, Leisure and Exercise Science were approved as amended as follows (EFF. FALL, 2006):

1. Course additions:

AT 2300. Manual Evaluation Techniques of Joint Movement/(4).F.

The course covers the body's response to injury/illness, soft tissue and bony palpation, goniometry, manual muscle testing, posture evaluation, and gait analysis. It will provide a foundation for future courses in injury/illness evaluation and management. Hands-on practice with movement assessment techniques and cadaver dissection is provided. Prerequisites: AT 1600 and AT 2200. Lecture three hours, laboratory two hours.

AT 3625. Rehabilitation of Athletic Injuries II/(2).S.

The student will build on the knowledge acquired in AT 3620. In-depth investigation of rehabilitation techniques, criteria for return to activity, and basics of surgical procedures focused on the upper extremity and spine will be included. Hands-on practice with equipment is provided. Prerequisite: AT 3620. Corequisite: AT 3615. Lecture two hours, laboratory one hour.

AT 4030. Senior Seminar in Athletic Training/(2).F.

A course designed for senior athletic training students. Discussion topics include research and writing in athletic training and professional development. Additionally, opportunities to interact with medical professionals and opportunities to improve problem-solving skills related to injury/illness evaluation and management will be provided. Prerequisites: AT 3615, AT 3625, and AT 4025. Lecture two hours.

2. Change the semester offering of AT 2100 from a two-semester format to a one-semester format: (1,1).F;S. to (2).F.; change the course description and the prerequisite statement; and change the grading system for this course from "Graded on an S/U basis." to "A-F grading." The catalog description will read as follows:

AT 2100. Athletic Training Clinical Seminar/(2).F.

This seminar course should be taken by students in their second year of the athletic training program. Course content will focus on fabrication of protective equipment, spinal injuries and management, emergency planning, and will supplement the learning experience gained from clinical work. Prerequisite: AT 1600. Lecture two hours.

3. Change the title of AT 2400, Advanced Anatomy and Physiology, and change the prerequisite statement by adding AT 2300. The catalog description will read as follows:
AT 2400. Medical Conditions and Disabilities/(4).S.
A course designed to expand on the knowledge gained in ES 2000, Human Anatomy and Physiology. This course will also discuss application of anatomy and physiology to the pathogenesis of disease and disabilities as they relate to allied health professionals.
Prerequisites: AT 1600, AT 2300 and ES 2000. Lecture three hours, laboratory two hours.
4. Change the prerequisite statement for AT 3600, Athletic Injury Assessment I to read as follows: "Prerequisite: AT 2400."
5. Change the course description and the prerequisite statement for AT 3615 to read as follows:
AT 3615. Athletic Injury Assessment II/(2).S.
The student will have the opportunity to build on knowledge acquired in AT 3600. In-depth investigation of injury assessment of the upper extremity, abdomen and thorax, and head and face will be included. Hands-on practice with assessment procedures is provided.
Prerequisite: AT 3600. Lecture two hours, laboratory one hour.
6. Change the title and course description of AT 3620, Rehabilitation of Athletic Injuries, and change the prerequisite statement to read as follows:
AT 3620. Rehabilitation of Athletic Injuries I/(2).F.
The course covers the principles of rehabilitation and its physiological effects. Topics for discussion include current rehabilitation techniques, criteria for return to activity, and basics of surgical procedures focusing on the lower extremity. Hands-on practice with equipment is provided. Prerequisite: AT 2400. Lecture two hours, laboratory one hour.
7. Increase the credit hours for AT 4025 from (2 s.h.) to (3 s.h.), change the course description, and change the prerequisite statement to read as follows:
AT 4025. Advanced Athletic Training/(3).S.
The course covers nutritional aspects of injuries and illnesses, psychological intervention and referral, and pharmacology. Prerequisites: AT 3215, AT 3600, AT 3610 and AT 3620. Lecture three hours. (WRITING)
8. Revise the course requirements for the B.S. degree in Athletic Training (565A/51.0913) as follows: add AT 2300, AT 3625, and AT 4030 as required courses; delete ES 3550, PE 4002, and CS 1410 from the list of required courses; and include other appropriate course changes as noted in numbers 1.-7. above. (The total number of hours required for this degree, 122-128 s.h., did not change.) The revised catalog description will read as follows:
ATHLETIC TRAINING
The Bachelor of Science degree in Athletic Training will provide the undergraduate student with a blend of academic coursework and clinical experience in appropriate athletic training settings. It is the intention of this degree to prepare students to practice athletic training in a high school, college/university, professional, industrial, or clinical setting.

A Bachelor of Science degree in Athletic Training consists of 64 semester hours as follows: AT 1600, AT 2100, AT 2200, AT 2300, AT 2400, AT 3000, AT 3215, AT 3400, AT 3600, AT 3610, AT 3615, AT 3620, AT 3625, AT 4000, AT 4025, AT 4030; ES 2000, ES 2010; HP 1105, HP 3100/HED 3100; BIO 1101; STT 2810; CHE 1101, CHE 1110 and CHE 1102, CHE 1120; and

COM 2101 ("C" minimum required). In addition to the 64 semester hours, the following courses must be taken in the core curriculum: PHY 1103-PHY 1104; MAT 1025 or above; ANT 1215; PSY 1200; PE 1013 and PE 1014. Also, two semester hours minimum of free electives outside the major discipline are required. The athletic training student must meet proficiencies in speech, CPR, and two lifetime activities. In addition, the student must spend a minimum of four semesters (minimum 800 hours) in the training room, gaining clinical experience under the supervision of a NATABOC certified athletic trainer. A minor, to be approved by the academic advisor, is required.

The Athletic Training program requires the student to apply for admission to the curriculum. Criteria for admission include: submission of a program application, a 2.5 cumulative GPA from Appalachian State University, a minimum of 30 hours of active observation in Appalachian State University's athletic training rooms, three letters of recommendation, a journal, a goal statement, an insight statement, a signed Technical Standards document (available on the web site: http://www.appstate.edu/www_docs/depart/hles/index.html), a physical screen and a personal interview. Students must maintain a 2.5 GPA and must earn a grade of "C" or better in AT 1600, AT 2100, AT 2300, AT 2400, AT 3215, AT 3600, AT 3610, AT 3615, AT 3620, AT 3625, AT 4025, and AT 4030. The Athletic Training program is a CAAHEP accredited program that prepares the student for the NATABOC certification examination and North Carolina licensure. Contact the director of the Athletic Training curriculum in the Department of Health, Leisure and Exercise Science for further information.

VOTE 6 **YES** 12 **NO** 0 **ABSTAIN** 0

One Exercise Science proposal HLE-FAA-2005-1 from the Department of Health, Leisure and Exercise Science was approved as follows (EFF. FALL, 2006):

1. Revise the admissions criteria, and the deadline statement for the M.S. degree in Exercise Science (562*/31.0505) by deleting the following courses from the list of prerequisites for formal admission into the program: BIO 1101, ES 2020, CHE 1101, 1102, 1110, 1120, 2101 2203; and by replacing the statement under "Prerequisites:" with the following text. The revised "Prerequisites:" and "Deadline:" statements will read as follows in the *GRADUATE BULLETIN* catalog description:

Prerequisites:

Baccalaureate degree from an accredited college or university.
and

The following courses or equivalents must be completed prior to formal admission into the program and registration in Fall graduate courses. This list may not include prerequisites for all elective courses:

ES 2000	Human Anatomy and Physiology (5 s.h.)
ES 2010	Exercise Physiology (3 s.h.)
ES 3550	Introduction to Biomechanics (4 s.h.)

The applicant must also have two additional science courses. Prerequisites will be assessed at the discretion of the graduate program director.

Deadline:

February 1 is the deadline for early consideration for Fall semester, and March 1 is the deadline.

VOTE 7 **YES** 12 **NO** 0 **ABSTAIN** 0

Two Physical Education proposals HLE-FAA-2005 #1-2 from the Department of Health, Leisure and Exercise Science were approved as follows (EFF. FALL, 2006):

1. Course additions:

[Note: PE 1042 and PE 1043 have been approved for **CORE: PHYSICAL ACTIVITY/WELLNESS** credit (at the 11/18/05 Core Curriculum Council meeting).]

PE 1042. Beginning Snowboarding (Fee charged)/(1).S.

Graded on an S/U basis.

(CORE: Physical Activity/Wellness)

PE 1043. Intermediate Snowboarding (Fee charged)/(1).S.

Graded on an S/U basis.

(CORE: Physical Activity/Wellness)

VOTE 8

YES 12

NO 0

ABSTAIN 0

The Recreation Management proposals HLE-FAA-2005 #1-8 (and one memo FIO) from the Department of Health, Leisure and Exercise Science, were approved as follows (EFF. FALL, 2006):

For Information Only:

Change the semester offering for RM 4560 and RM 5560 from S. to On Demand.

1. Course additions:

RM 2400. Leisure and Lifespan/(3).On Demand.

Conceptual foundations for understanding the role of leisure in the quality of life. Social, historical, psychological, cultural, economic and political foundations of play, leisure and recreation are explored. Dominant concepts, theories, and research associated with the study of recreation and leisure across the lifespan.

RM 3155. Wilderness First Responder/(3).F;S.

This course provides outdoor leaders with the knowledge and skills to deal with emergencies in remote settings. The course includes personal/group safety and hygiene, backcountry survival, anatomy and physiology, pathophysiology, patient assessment, documentation, trauma, medical and environmental emergencies, long-term care, teamwork, organizing/improvising rescues, working with EMS and rescue squads in wilderness, decision-making, leadership, judgment, and prevention. Prerequisite: permission of the instructor.

2. Change the prerequisite statement for RM 3140, Camp Management/Conference Center Management to read as follows: "Prerequisite: RM 2310 or approval of the instructor."

3. Change the prerequisite statement for RM 3151, Climbing Site Facilitation to read as follows: "Prerequisite: RM 2220 or approval of the instructor." and change the semester offering for RM 3151 from On Demand. to F;S.

4. Add the following prerequisite statement to RM 3152, Ropes Course Facilitation: "Prerequisite: RM 2220 or approval of the instructor."

5. Change the title of RM 3154, Expeditioning, change the semester offering from On Demand to S., change the course description, and change the prerequisite statement to read as follows:

RM 3154. Outdoor Experiential Education Laboratory/(3).S.

This course focuses on the elements of planning and participating in an outdoor expedition. Trip planning, logistics, menu preparation, permits, equipment, risk management, navigation, expedition behavior and evaluation will be emphasized. Lecture and laboratories. Prerequisite: RM 2220 or approval of the instructor.

6. Change the prerequisite statement for RM 4140, Outdoor Leadership to read as follows: "Prerequisites: RM 2110, RM 2220, RM 3154, and approval of the instructor." and change the semester offering for RM 4140 from S. to F.

7. Revise the course requirements for the concentrations in Outdoor Experiential Education (574F) and Recreation and Park Management (574E) under the B.S. degree in Recreation Management (574*/31.0301). (The total number of hours required for this degree, 122 s.h., did not change; however, the major requirements changed from 53 s.h. to 53-54 s.h.) The revised catalog description will read as follows:

RECREATION MANAGEMENT

Students completing a Bachelor of Science degree in Recreation Management are prepared for careers in outdoor recreation, experiential education, travel and tourism, club management, recreation program management, and resort recreation.

Students must complete the required core and select a concentration in either: Commercial Recreation and Tourism Management; Outdoor Experiential Education; or Recreation and Park Management to total 53-54 semester hours.

Students are required to complete an internship and a minor in a supporting field. Also, 2 s.h. minimum of free electives outside the major discipline are required. Students desiring to major in Recreation Management are allowed to enroll in RM 2110 and up to two (2) additional courses. Upon completion of RM 2110, students are required to have a minimum cumulative GPA of 2.0 in order to enroll in further RM courses.

I. Required core courses: (38 s.h.) - RM 2110 ["C" minimum required], RM 2120, RM 2210, RM 2310, RM 2410, RM 3210, RM 3315, RM 3610, RM 4110, RM 4210 ["C" minimum], RM 4561, and RM 4900 (8 s.h. internship).

II. Select one of the following three concentrations.

Commercial Recreation and Tourism Management concentration: (15 s.h.)

Required: RM 2130, RM 3241, and RM 4450.

Select 6 s.h. of electives with approval of the advisor.

Outdoor Experiential Education concentration: (16 s.h.)

Required: RM 2220, RM 3154, and RM 4140.

Select 4 s.h. from the following courses: RM 3151, RM 3152, RE 3153; and, select 3 s.h. from: RM 3140, RM 3155, RM 3630, or another 3 s.h. course with approval of the advisor.

Recreation and Park Management concentration: (15 s.h.)

Required: RM 2400 and RM 3220.

Select 6 s.h. from the following courses: RM 3140, RM 3235, RM 3630, RM 4560; and select 3 s.h. of electives with approval of the advisor.

Internship information - RM 4900, Internship is required for the major in recreation management. RM 3900, Recreation Practicum is required for the minor in recreation management. RM 3900 may be taken as an elective course by majors.

The following rules apply to prospective interns: (1) Credit for the RM 4900 course may not exceed 12 semester hours. (2) Not more than 15 semester hours of internship and practicum credit may be applied toward graduation requirements. (3) On-the-job internship time is determined by the ratio of fifty (50) contact hours for one hour of credit. (4) All prospective interns must plan their placement under the supervision of a recreation management faculty member, and (5) All internships must be for ten continuous weeks.

VOTE 9 **YES** 12 **NO** 0 **ABSTAIN** 0

Proposals TEC-FAA-2005 #3-7 from the Department of Technology were approved as follows (EFF. FALL, 2006):

1. Change the lecture/lab hours statement for TEC 1001. Technical Drafting/(4).F;S. to read as follows: "Lecture two hours, laboratory four hours."
2. Add a lecture/lab hours statement to TEC 2201. Design Drawing/(3).F;S. to read as follows: "Lecture two hours, laboratory two hours."
3. Change the lecture/lab hours statement for TEC 4701. Junior Design Studio/(4).F;S. to read as follows: "Lecture two hours, laboratory four hours."
4. Change the lecture/lab hours statement for TEC 4801. Senior Design Studio I/(5).F. to read as follows: "Lecture two hours, laboratory six hours."
5. Change the lecture/lab hours statement for TEC 4802. Senior Design Studio II/(5).F. to read as follows: "Lecture two hours, laboratory six hours."

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

Dr. Richard Henson presented proposals from the College of Arts and Sciences for the Departments of English; Foreign Languages and Literatures; Mathematical Sciences; and Sociology and Social Work.

Proposals ENG 04-05 #5-12 from the Department of English were approved as amended as follows (EFF. FALL, 2006):

1. Course additions:
ENG 5120. Teaching in the Writing Center/(1).F.
Required of all graduate students working in the Writing Center. Students wishing to take this course but not serving as a GTA in the Writing Center must seek permission of the instructor. ENG 5120 counts toward the graduate certificate program in Rhetoric and Composition, but not for the Master of Arts degrees in English. Graded on an S/U basis.

ENG 5121. Teaching ENG 0900, Basic Writing/(1).F.

Theory and practice in teaching ENG 0900, Basic Writing. Students wishing to take this course but not serving as GTAs teaching ENG 0900 must seek permission of the instructor. ENG 5121 counts toward the graduate certificate program in Rhetoric and Composition, but not for the Master of Arts degrees in English. Graded on an S/U basis.

ENG 5122. Teaching ENG 1000, Expository Writing/(1).F.

Theory and practice in teaching ENG 1000, Expository Writing. Students wishing to take this course but not serving as GTAs teaching ENG 1000 must seek permission of the instructor. ENG 5122 counts toward the graduate certificate program in Rhetoric and Composition, but not for the Master of Arts degrees in English. Graded on an S/U basis.

ENG 5123. Teaching ENG 1100, Introduction to Literature/(1).S.

Theory and practice in teaching ENG 1100, Introduction to Literature. Students wishing to take this course but not serving as GTAs teaching ENG 1100 must seek permission of the instructor. ENG 5123 counts toward the graduate certificate program in Rhetoric and Composition, but not for the Master of Arts degrees in English. Graded on an S/U basis.

ENG 5300. Studies in Rhetoric and Composition/(3).S.Alternate years.

A critical study of issues in rhetoric and composition. Content to vary; may be repeated for credit when content does not duplicate. Prerequisite: ENG 5100 or ENG 3450 or permission of the instructor. Offered alternate years with ENG 5200.

NOTE FOR INFORMATION ONLY: As a result of adding the new course ENG 5300, change the semester offering of ENG 5200 from S. to S.Alternate years. and add the following statement to the course description for ENG 5200: "Offered alternate years with ENG 5300."

ENG 5510. Graduate Writing Workshop/(1).On Demand.

An introduction to writing formats in English graduate study. ENG 5510 does not count toward the graduate certificate program in Rhetoric and Composition, or the Master of Arts degrees in English. Graded on an S/U basis.

ENG 5990. Capstone Project/(3).F;S.

A substantial piece of writing addressing a specific concern in rhetoric and composition. Prerequisites: ENG 5100, ENG 5300 and permission of the instructor.

2. Add a Graduate Certificate program in Rhetoric and Composition (12 s.h.). It was noted that this graduate certificate program received final approval from the Graduate Council at their meeting on April 25, 2005. (NOTE: Copies of the course requirements for all Graduate Certificate Programs are on file in the Graduate Studies & Research Office.)

VOTE 11

YES 12

NO 0

ABSTAIN 0

Proposals FLL-1 and FLL-2 from the Department of Foreign Languages and Literatures were approved as follows (EFF. FALL, 2006):

1. Change the course description and prerequisite statement for FRE 1050 to read as follows:
FRE 1050. Intermediate French II/(3).S.
Focus on various aspects and perspectives of selected French-speaking cultures outside of France, including francophone peoples of Canada, the Caribbean, and/or the African continent. Continued development of communicative language skills through contact with authentic materials, readings, and films. Prerequisite: FRE 1040 or the equivalent. Laboratory work required. (MULTI-CULTURAL) (CORE: HUMANITIES)
2. Change the prerequisite statement for FRE 1060. Accelerated Intermediate French to read as follows: "Prerequisite: FRE 1020 or the equivalent."

VOTE 12 YES 12 NO 0 ABSTAIN 0

Proposals MSD 051-01 through 051-03 from the Department of Mathematical Sciences were approved as amended as follows (EFF. FALL, 2006):

1. Change the course description for MAT 1010 to read as follows; delete the **W (WRITING)** special designator; and add the **CD (CROSS-DISCIPLINARY)** special designator.
[Note: These designator changes were approved at the 3/25/05 Core Curriculum Council meeting.]
MAT 1010. Introduction to Mathematics/(4).F;S.
This course is an introduction to mathematical problem solving for the non-technical student. Emphasis is on the development of conceptual understanding rather than on computational drill. Using appropriate computational tools including computers is fundamental to the course. Problems are chosen from personal finance, consumer statistics, and other disciplines in which mathematics is applied. Lecture three hours, laboratory two hours. Not open to students with credit for MAT 1020, MAT 1025, MAT 1030, or MAT 1110. Prerequisite: must pass the placement test or MAT 0010. (CROSS-DISCIPLINARY; NUMERICAL DATA; COMPUTER) (CORE: MATHEMATICS)
2. Course addition:
MAT 5600. Directed Research in Mathematical Sciences/(3).On Demand.
A research project will be chosen, formulated and executed by the student under the guidance of a faculty member. The project may investigate a mathematical sciences or mathematics pedagogy topic. A final written report and presentation are required.
3. Revise the course requirements for the M.A. degree in Mathematics (264*/27.0101) with a concentration in College Teaching (264B) as follows: replace MAT 5525 with the new course, MAT 5600 under the "Capstone Component:" section of the catalog description of this degree, and add MAT 5210 to the list of optional courses under "Related Coursework:". (The total number of hours required for this M.A. degree, 36 s.h., did not change.)
[NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.]

VOTE 13 YES 12 NO 0 ABSTAIN 0

Proposal SOC 2005-02 from the Department of Sociology and Social Work was approved as amended as follows (EFF. FALL, 2006):

1. Add a concentration in Social Inequalities to the B.S. degree in Sociology (284*/45.1101). (The total number of hours required for this B.S. degree is 122 s.h.) Note: The specific course requirements for this new concentration will be reflected on the degree checksheet which will be available from the Office of Student Services in the College of Arts and Sciences.

VOTE 14 YES 12 NO 0 ABSTAIN 0

Dr. Bill Harbinson presented proposals from the Hayes School of Music.
Proposal Music #1-0506 was approved as follows (EFF. FALL, 2006):

1. Change the course description of MUS 4420 to read as follows; and add the C (**COMPUTER**) designator to the course.
[Note: MUS 4420 was approved for the C (COMPUTER) special designator at the 10/28/05 Core Curriculum Council meeting.]
MUS 4420. Seminar in Music Technology/(3).S.
A study of the applications of technology within music and the music industry. In addition to regular faculty, guest lecturers/clinicians will present materials in a seminar setting. Lectures will include a historical overview of technology in the music industry and a comprehensive discussion of contemporary trends in the preparation, presentation, and storage of music through technology. Music Industry Studies majors only. Seminar three hours. Prerequisite: MUS 1420. (COMPUTER)

VOTE 15 YES 12 NO 0 ABSTAIN 0

Proposals Music #2-0506, 3-0506 and 4-0506 were approved as follows (EFF. FALL, 2006):

1. Course addition:
MUS 4030. Band Literature/(1).F.
A survey of band literature suitable for public school ensembles with special emphasis upon historical context and stylistic considerations. Extensive listening, score study, analysis, and research are required of the student. Lecture one hour, laboratory one hour. Prerequisite: MUS 2034.
2. Reduce the credit hours for MUS 4610 from (2 s.h.) to (1 s.h.); change the semester offering from S.Alternate years. to F.; and change the course description to read as follows:
MUS 4610. Marching Band Techniques/(1).F.
A study of the fundamentals of marching, drill design, show planning, rehearsal techniques and the administration of a public school marching band program. Lecture one hour.
3. Revise the course requirements for the Instrumental Music Education (K-12) concentration (552C)[T] under the B.M. degree in Music Education (552*/13.1312)[T] by requiring MUS 4030 (1 s.h.) and MUS 4610 (1 s.h.) for selected instrumental music education majors (band

instrument principals). (The total number of hours required for this degree, 127-128 s.h., did not change.) The revised catalog description will read as follows:

The Bachelor of Music degree in Music Education with a concentration in General Music Education (K-12) and/or Instrumental Music Education (K-12) consists of a minimum of 63-66 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 14 semester hours; ensembles seven semester hours; MUS 2034, MUS 3020, MUS 3034/CI 3034, and specific requirements as follows (piano principals: MUS 1037-MUS 1038, MUS 2030, MUS 2037-MUS 2038, MUS 3022, MUS 3032, MUS 3040, MUS 4031) (voice principals: MUS 1040-MUS 1041, MUS 1045-MUS 1046, MUS 2030, MUS 2040-MUS 2041, MUS 3022, MUS 3032, MUS 4031) (string principals: MUS 1028, MUS 1030 or MUS 1031, MUS 1032, MUS 1035, MUS 1037, MUS 1040-MUS 1041, MUS 2040-MUS 2041, MUS 3021, MUS 3033) (other instrumental principals: MUS 1028, MUS 1029, MUS 1030 or MUS 1031, MUS 1032, MUS 1035-MUS 1036, MUS 1037, MUS 1041, MUS 2040-MUS 2041, MUS 3021, MUS 3031, MUS 4030, MUS 4610). (MUS 1001-MUS 1002-MUS 1007-MUS 1008 and MUS 2001-MUS 2002-MUS 2007-MUS 2008 require a minimum grade of "C-".) A minimum of two semester hours free electives.

VOTE 16

YES 12

NO 0

ABSTAIN 0

Proposals Music #5-0506, 6-0506 and 7-0506 were approved as follows (EFF. FALL, 2006):

1. Change the prerequisite statement for MUS 1053, Functional Guitar II to read as follows: "Prerequisite MUS 1052 with a minimum grade of "C" (2.0) or equivalent competence. Music Therapy majors only or permission of the instructor."
2. Change the prerequisite statement for MUS 4901, Internship in Music Therapy to read as follows: "Prerequisites: completion of all other course requirements for the Bachelor of Music degree in Music Therapy. MUS 1037, MUS 1053, MUS 3050, MUS 3051, MUS 3060, MUS 3061, MUS 4050, MUS 4051, MUS 4060, MUS 4061, and MUS 3900 (6 credit hours) must be completed with a minimum grade of "C" (2.0) in each."
3. Revise the course requirements for the B.M. degree in Music Therapy (553A/51.2305) by adding the core music skills courses for music therapy to the list of core courses in the music therapy curriculum, thereby indicating the minimum grade required for those courses. (The total number of hours required for this degree, 128 s.h., did not change.) The revised catalog description will read as follows:

The Bachelor of Music degree in Music Therapy consists of a minimum of 75 semester hours 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, 8 semester hours; ensembles, 4 semester hours; secondary applied, 1-5 semester hours from the following (MUS 1040-MUS 1041, MUS 2040-MUS 2041, MUS 3020); music therapy core, 22 semester hours (MUS 1037, MUS 1052-MUS 1053, MUS 2050, MUS 2051, MUS 3050, MUS 3051, MUS 3060, MUS 3061, MUS 4050, MUS 4051, MUS 4060, MUS 4061); music therapy practicum, 6 semester hours (MUS 3900). The satisfactory completion of a minimum of 1200 hours clinical training, including a minimum 1020-hour internship in an approved clinical training site (MUS 4901) is required prior to the granting of the degree. (MUS 1001-MUS 1002, MUS 1007-MUS 1008, MUS 2001-MUS 2002, MUS 2007-MUS 2008 require a minimum grade of "C-". Music therapy core courses and practicum require a minimum

grade of "C" (2.0) with the exception of MUS 2050 which requires a minimum grade of "B-".) A minimum of 25 semester hours of courses in clinical foundation areas including PSY 2301, PSY 2401, ES 2000, SPE 3100, and one course in statistics (FDN 4600, STT 2810, or ECO 2100) is required. This course of study complies with the standards set by the National Association of Schools of Music and the American Music Therapy Association for a Bachelor of Music degree in Music Therapy. Students who complete all requirements of this curriculum are eligible to sit for the examination administered by the Certification Board for Music Therapists. Applicants who pass the examination will receive the credential "Music Therapist - Board Certified" or "MT-BC."

VOTE 17 **YES** 12 **NO** 0 **ABSTAIN** 0

Proposal Music #8-0506 was approved as follows (EFF. FALL, 2006):

1. Change the course description for MUS 1109 to read as follows:
MUS 1109. Appalachian Chorale/(0-1).F;S.
A non-auditioned mixed chorus open to all students and members of the community. Major choral works are the typical repertory. Rehearsal two hours.

VOTE 18 **YES** 12 **NO** 0 **ABSTAIN** 0

Dr. Doris Jenkins presented proposals from the Reich College of Education for the Department of Language, Reading and Exceptionalities.

Proposals LRE-1 through LRE-7 were approved as amended as follows (EFF. SPRING, 2006):

1. Revise the course requirements for the B.S. degree in Special Education (478*/13.1011) [T] with concentrations in Adapted Curriculum K-12 (478C) [T] and General Curriculum K-12 (478B) [T] by changing the list of courses that "may be taken prior to admission to special education/teacher education, though students may be admitted before they take them." as follows: 1) delete the 3 s.h. requirement of "MAT xxxx, Math course determined in consultation with advisor" and 2) change the number of required electives from 3 s.h. to 6 s.h. (The total number of hours required for this degree, 127 s.h., did not change.) [NOTE: A copy of the revised catalog description is on file in the Office of Academic Affairs.]
2. Course additions:
SPE 5030. Research Informing Practice in Special Education/(3).F.
This course introduces areas of educational research and school improvement. The aim of this class is to develop educators' knowledge and skills in research techniques to use in classrooms. This course covers qualitative, quantitative, and single-subject design research methods, focusing on interpretation and application relating to special education classroom practice. In addition, this course gives students an understanding of how to interpret educational research and how to use it to develop evidence-based interventions in their classrooms. Students develop an action research project that will be implemented in their school/classroom during their internship.

SPE 5210. Psychoeducational Approaches to Emotional/Behavioral Disorders/(3).F.
This course covers theories of working with children and youth with behavioral disorders. Psychodynamic, humanistic, and behavioral strategies are examined and applied through

readings, small and large group discussions, and analysis of articles and media. A theoretical foundation is built through a review of contrasting perspectives.

SPE 5220. Characteristics, Assessment, and Identification of Individuals with Learning Disabilities/(3).F.

This course provides advanced knowledge about the causes, definitions and identification of students with learning disabilities. Students receive in-depth instruction in the administration of both standardized and informal assessments and their modifications.

SPE 5230. Assessment and Instruction of Individuals with Intellectual Disabilities/(3).F.

This course identifies, reviews, and analyzes current research and literature related to the study of intellectual disabilities/mental retardation. The course also provides in-depth study in ecological assessment and individualized curriculum development for individuals with intellectual disabilities/mental retardation, and it also provides in-depth study and examination of the social construction of mental retardation in society.

3. Change the title and course description of SPE 5584, Leadership and Professional Development to read as follows:

SPE 5584. Special Education Law and Leadership/(3).F.

This course introduces the student to educational leadership and examines various leadership and organizational styles. Students will articulate their personal leadership philosophy and vision. The course also examines current research and literature on leadership in schools, educational reform initiatives, and legal issues. The process of IEP writing from both a legal and leadership perspective will be included.

4. Change the title and course description of SPE 5626, Advanced Studies in Mental Retardation, and add a prerequisite statement to read as follows:

SPE 5626. Advanced Studies in Intellectual Disabilities/(3).S.

This course is designed to identify, review and analyze current research and literature related to the study of intellectual disabilities (mental retardation). The course also provides in-depth study in assessment, curriculum, and the planning, implementation, and evaluation of instruction for students with intellectual disabilities. Prerequisite: SPE 5230 or permission of the instructor.

5. Change the title and semester offering of SPE 5630, Collaboration and Curriculum, and change the course description to read as follows:

SPE 5630. Collaboration and Advocacy/(3).F.

This course is designed to examine issues and effective practices of collaboration, consultation, and advocacy among families, community service representatives, and professionals.

6. Change the semester offering for SPE 5636, Advanced Studies in Learning Disabilities from F. to S., and add the following prerequisite statement: "Prerequisite: SPE 5220 or permission of the instructor."

7. Change the title of SPE 5640, Longitudinal Planning: Transition to Adulthood and Secondary Special Education to read as follows:

SPE 5640. Individualized Planning at the Secondary Level/(3).F.

8. Add the following prerequisite statement to SPE 5646, Advanced Studies in Emotional and Behavioral Disorders: "Prerequisite SPE 5210 or permission of the instructor."
9. Change the title of the M.A. degree in Special Education: Cross Categorical (495A/13.1001) [T] to an M.A. degree in Special Education and change this degree from being a degree with no concentrations to being a degree with a required concentration by adding the following three concentrations: Emotional/Behavioral Disorders, Intellectual Disabilities (Mental Retardation), and Learning Disabilities.
[THIS DEGREE TITLE CHANGE IS CONTINGENT UPON APPROVAL FROM GENERAL ADMINISTRATION.] New requirements from the North Carolina Department of Public Instruction eliminated cross categorical as a licensure area in special education. The requested change will align our M.A. degree in Special Education with the state approved licensure areas of mentally handicapped, learning disabilities, and emotional/behavioral disorders.

Revise the course requirements for the M.A. degree in Special Education with concentrations in Emotional/Behavioral Disorders, Intellectual Disabilities (Mental Retardation), and Learning Disabilities as follows: add SPE 5030, SPE 5210, SPE 5220, and SPE 5230 as required courses; and include other appropriate course changes as noted in numbers 1.-8. above. (The total number of hours required for this M.A. degree, 39 s.h., did not change.) [NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.]

VOTE 19 YES 12 NO 0 ABSTAIN 0

OTHER:

Ms. Joni Petschauer presented the following status report from the AD HOC COMMITTEE TO REVIEW THE AP&P MANUAL:

STATUS REPORT: Ad Hoc subcommittee of Academic Policies and Procedures for the Academic Governance Handbook

At the April 6, 2005 meeting, the AP&P Committee discussed a revised Academic Governance Handbook which has been drafted by an ad hoc subcommittee. This group had met regularly through the 2004-2005 academic year to re-order, update, and revise the last approved handbook dated 1990.

In general, but not exclusively, the recommended changes were described and grouped as follows. Re-ordering entailed removing appendices and incorporating that material into the main text, and listing specific academic issues alphabetically. Updating entailed the incorporation of all approved or mandated additions, changes, and deletions to academic policies and procedures since 1990. Revising entailed expanding the list of those eligible to propose academic changes, and making changes to the membership and leadership of the AP&P Committee.

The draft was made available to the campus community on the Appalachian website (<http://www.registrar.appstate.edu/AppManual/AppManualIndex.html>), Academic Affairs, the Graduate School, each College dean's office, Student Government Association office, Graduate Student Association Senate office, and in the Library, with a request to each of those areas for feedback.

Since the April meeting, the subcommittee has met and corresponded about how to incorporate suggestions made at that meeting into the draft. The majority of recommendations were editorial. Important to note however are the following:

- Members on Committee: *The faculty membership of AP&P shall not exceed fifteen and shall include at least one faculty member from each college or school with additional members based on a proportional FTE faculty distribution.* The term appointment for faculty is three years. The student membership shall include one undergraduate student from the Student Government Association and one graduate student from the Graduate Student Association Senate. The ex officio non-voting membership of AP&P should include one person from each of the following areas: Library, Registrar, Instructional Technology Services, Provost's Office and General Studies.
- *Faculty membership is proportional to the distribution of faculty among the colleges and schools. The data on faculty distribution should be reviewed annually.*
- *The chair of AP&P shall be a tenure-track faculty member and elected from the membership. The chair is a non-voting member.*

Additionally, the subcommittee recommends that changes to policies for which faculty provided feedback (i.e., to have Health Services provide documentation for a student who misses class when visiting Health Services) be presented to a continuing committee responsible for reviewing the manual annually. This committee would be responsible for proposing such changes to AP&P. We agreed it was in the best interest of the campus for us not to submit changes to specific policies like this until we had identified and correctly noted existing policies and practices.

NEXT STEPS: The subcommittee will meet on November 11, 2005 to create a flowchart of the curriculum development process and to recommend changes to the current AP&P form. Specifically, the subcommittee will recommend items that should be considered either minor or major changes to the curriculum. Minor changes will be presented to AP&P as Information or Challenge items. This category allows minor changes to be announced and, unless challenged and seconded by a member of AP&P, will not require discussion or a vote by the whole of AP&P. Major changes to the curriculum will follow the normal process. These documents will be forwarded to you following that meeting. Since we believe we have completed our recommended draft of the Handbook, we are providing you with a copy so that you may have more time to become familiar with its contents. The entire document (forms and handbook) will be presented for consideration at the next meeting.

ADJOURNMENT:

The AP&P Committee members voted to adjourn at 4:55 p.m.

VOTE 20

YES 12

NO 0

ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE
November 2, 2005
 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	16	17	18	19	20
<hr/>																				
<u>Committee Members</u>																				
Jon Beebe	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
John Boyd	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jeff Butts	y	A	A	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Eleanor Cook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Mike Dotson	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Julie Horton	y	y	y	y	y	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	y	y	y	y	y
Mark Malloy	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Ron Marden	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Diana Quealy-Berge	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sammye Sigmann	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Kristi Thomas	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Joseph Henderson	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jason Radford	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Justin Viens	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y

The recommendations of the Academic Policies and Procedures Committee, at its November 2, 2005 meeting are approved.

Stanley R. Aeschleman

Stanley R. Aeschleman

Provost and Executive Vice Chancellor

1/24/06

Date
