

MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
November 3, 1999

The Academic Policies and Procedures Committee held its regular monthly meeting on Wednesday, November 3, 1999 in Room 224 of I.G. Greer Hall beginning at 3:04 p.m. Committee members present: Dr. Holly Hirst, Dr. Dan Hurley, Dr. Kenneth Lurie, Dr. Steve Millsaps, Dr. Frank Mohler, Dr. Claire Olander, Dr. David Phoenix, Mr. Jeffrey Tiller, Ms. Amy Weiss, Dr. Sara Zimmerman, Mr. Glenn Altemose, Jr., Ms. Kelly Cross, Ms. Deanna Gouge, and Mr. Jason Potter. Committee member excused: Dr. Ed Folts.

Dr. Parker noted that the October 6, 1999 minutes are not being considered for approval today. They will be distributed as soon as possible.

Dr. Brett Everhart presented proposals from the College of Fine and Applied Arts for the Department of Health, Leisure and Exercise Science. Proposals PE #1-4 were approved as amended as follows (EFF. FALL, 2000):

1. Course additions:

PE 3005. Theories and Concepts of Teaching Physical Education in the Elementary School/(3).F;S.

This course will focus on the teaching of skills to comply with the requirements established by the NC Standard Course of Study for grades K-8. Pedagogical concepts will be applied while teaching activities to peers, to public and private school students, and/or to home schooled students. Prior to the teaching experiences, students will be required to fulfill observation hours in the selected schools. The course will be conducted in a seminar fashion in order to relate theoretical concepts with practical experiences. Students will be video taped by peers in a lab setting, and required to utilize web sites to collect data for teaching portfolios.

PE 4553. Women and Sport/(3).F.

A study and analysis of sport from a feminist prospective and its impact on women's participation in sport.

2. Course deletion:

PE 3011. Games, Gymnastics and Dance for Children/(3).F;S.

3. Revise the course requirements for the B.S. degree in Physical Education, K-12 with teacher licensure (568A/13.1314)[T] by deleting PE 3011; and by adding PE 3005 as a required course. (The total number of hours required for the degree, 128 s.h., did not change.) (NOTE: A copy of the catalog description is on file in the Office of Academic Affairs.)

VOTE 1 YES 13 NO 0 ABSTAIN 0

(See VOTE 10, on Page 5 of these minutes for an additional item that was approved from the Department of Health, Leisure and Exercise Science regarding the course PE 2001.)

Dr. Tim Burwell presented proposals from the College of Business for the Departments of Finance, Insurance and Real Estate; Information Technology and Operations Management; Management; and one proposal for the Master of Business Administration.

Two items from the Department of Finance, Insurance and Real Estate were approved as follows:

(EFF. SPRING, 2000):

1. Change the name of the Department of Finance, Insurance and Real Estate (FIR) to the Department of Finance, Banking and Insurance (FIN). (CONTINGENT UPON APPROVAL OF CHANCELLOR FRANCIS T. BORKOWSKI.)

(EFF. FALL, 2000):

2. Change the prefix on all courses taught in the Department of Finance, Banking and Insurance from FIR to FIN. [FIN 1530-1549, 2150, 2500, 2530-2549, 2860, 3010, 3071, 3072, 3073, 3074, 3350, 3500, 3520, 3530-3549, 3680, 3690, 3790, 3850, 3860, 3890, 3900, 3910, 3920, 3930, 3940, 3950, 3960, 4500, 4510, 4530-4549, 4560, 4570, 4610, 4620, 4640, 4660, 4704, 4710, 4750, 4810, (FIN/HCM 4910), 5020, 5030, 5100, 5500, 5530-5549, and 5989.]

VOTE 2 YES 11 NO 1 ABSTAIN 1

Proposals ITOM #99-2 and #99-3 from the Department of Information Technology and Operations Management were approved as follows:

(EFF. SPRING, 2000):

1. Change the prerequisite for CIS 3370 as follows: "Prerequisite: CIS 1025 or equivalent."

(EFF. FALL, 2000):

2. Change the course description, and add a prerequisite to CIS 3010 as follows:
CIS 3010. Microcomputers in Business/(3).F;S.
An examination of the role of microcomputers in business firms and the managerial issues in end user computing. Emphasis will be placed on the design, implementation and definition of the role of the microcomputer in information systems, evaluation of hardware and software and the management of micro-information systems. Prerequisite: CIS 1025 or equivalent. (COMPUTER)

VOTE 3 YES 12 NO 0 ABSTAIN 1

Proposal MGT #1 from the Department of Management was approved as follows

(EFF. FALL, 2000):

1. Change the title and course description of MGT 4700, Organization Theory, as follows:
MGT 4700. Contemporary Issues in Management and Leadership/(3).F;S.
This course is designed to explore theories and practical applications of management and leadership in organizational settings. The major emphasis is on building the managerial and

leadership skills necessary to diagnose and provide remedies for organizational level problems. Subjects covered include: management, leadership, strategic vision, organizational culture and values, motivation and empowerment, teams, leading diversity, and leading organizational change. Prerequisite: MGT 3630 or 3010.

VOTE 4 YES 12 NO 0 ABSTAIN 1

One proposal, MBA #1, for the Master of Business Administration was approved as follows (EFF. SPRING, 2000):

1. Course additions:
BUS 5500. Independent Study/(1-4).F;S.

BUS 5530-5549. Selected Topics/(1-4).On Demand.

VOTE 5 YES 13 NO 0 ABSTAIN 0

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

One request from the Department of Chemistry was approved as follows (EFF. FALL, 2000):

1. Separate the listings for lecture and laboratory in CHE 2201 and 2202 as follows:
Change the credit hours from 4 s.h. to 3 s.h., change the course descriptions, and the prerequisites/corequisites for CHE 2201 and 2202, and ADD CHE 2203 and 2204.
CHE 2201. Organic Chemistry I/(3).F;S.
A study of the fundamental concepts and basic physical and chemical properties of the major classes of the compounds of carbon. Structure and reaction mechanisms will be introduced in relation to these properties and concepts. Prerequisites: CHE 1102 and 1120. Corequisite or prerequisite: CHE 2203. Lecture three hours.

CHE 2202. Organic Chemistry II/(3).F;S.
An in-depth study of the structure, stereochemistry, and reactions of the major classes of organic compounds. Reaction mechanisms and spectroscopy will be emphasized. Prerequisite: CHE 2201 with a grade of C- or higher and CHE 2203. Corequisite or prerequisite: CHE 2204. Lecture three hours.
2. Approve CHE 2204 for the **W (WRITING)** special designator; and delete the **W (WRITING)** special designator from CHE 2202.
3. Course additions:
CHE 2203. Organic Chemistry Laboratory I/(1).F;S.
Laboratory practice in techniques and class reactions. Laboratory three hours. Corequisite or prerequisite: CHE 2201.

CHE 2204. Organic Chemistry Laboratory II/(1).F;S.

Laboratory practice in synthesis, modern separations, practical spectroscopy, and determination of unknowns. Prerequisite: CHE 2201 with a grade of C- or higher and CHE 2203. Corequisite or prerequisite: CHE 2202. Laboratory three hours. (WRITING)

VOTE 6 YES 13 NO 0 ABSTAIN 0

Proposals HIS #1 and HIS #3 from the Department of History were approved as follows
(EFF. FALL, 2000): (Note: Proposal HIS #2 was withdrawn from consideration.)

1. Change the course descriptions for HIS 1101 and 1102 as follows:

HIS 1101. World Civilization I/(3).F;S.

An introduction to the development of world civilizations from ancient times to 1500. The unique patterns of political, intellectual, economic, and social development of Europe, Asia, and Africa are examined. (MULTI-CULTURAL) (CORE: SOCIAL SCIENCES)

HIS 1102. World Civilization II/(3).F;S.

An introduction to the development of world civilizations from 1500 to the present. The development of an increasingly interdependent political, intellectual, economic, and social world is examined. (MULTI-CULTURAL) (CORE: SOCIAL SCIENCES)

2. Course deletion:
HIS 3724. History of the American West/(3).F. "W"

VOTE 7 YES 13 NO 0 ABSTAIN 0

Proposal #CJ99-1 from the Department of Political Science/Criminal Justice was presented
FOR INFORMATION ONLY:

1. Add a Graduate Certificate Program in Criminal Justice comprised of 18 semester hours of graduate level criminal justice course work. (NOTE: A copy of the "Guidelines for Graduate Certificate Programs at ASU" which were approved at the April 19, 1999 Graduate Council meeting are on file in the Office of Academic Affairs.)

[Dr. Dennis Grady explained that the Criminal Justice Graduate Certificate Program has been developed specifically to meet the needs of community college instructors who are required to have 18 hours of course work in their field of study in order to teach at the community college level. The certificate program utilizes existing CJ courses which are offered primarily through the NC Information Highway distance education, video-conferencing technology. Dr. Grady noted that the certificate program will not be listed in the Graduate Bulletin because once it has served its purpose, then it will no longer be necessary to offer the program. Dr. Parker noted that this is not a degree program - it is a certificate program created for a very specific purpose. Students will receive a certificate of completion by the department offering the GCP, and the student's transcript will reflect the 18 s.h. of graduate level course work, and the transcript will note that the certificate has been earned.]

Proposals SOC/SW-991 and 992 were presented from the Department of Sociology and Social Work. Following the discussion and questions regarding proposal SOC/SW-992, a motion was approved to table this proposal until the next meeting. The committee members asked that Dr. Allie Funk attend the next meeting to address concerns regarding the proposed new course, SOC 3320, Sociology of Conflict Resolution.

VOTE 8 YES 13 NO 0 ABSTAIN 1

Proposal SOC/SW-991 from the Department of Sociology and Social Work was approved as follows (EFF. SPRING, 2000):

1. Course deletion:
SOC 2010. Sociology of Eastern Europe, Russia, and Central Asia/(3).S. "MC"

VOTE 9 YES 12 NO 1 ABSTAIN 1

Dr. Ming Land presented an additional item from the Department of Health, Leisure and Exercise Science that was overlooked earlier in today's meeting. The request to change a course prefix was approved as follows (EFF. FALL, 2000):

1. Change the course prefix of PE 2001 to ES 2001 as follows:
(DELETE PE 2001, and ADD ES 2001)
ES 2001. Physiological Kinesiology/(3).F;S.
Anatomy, physiology and kinesiology relevant to teaching and evaluation of skill performance. Three hours lecture; two hours laboratory.

VOTE 10 YES 14 NO 0 ABSTAIN 0

Dr. Holly Hirst voiced her concerns regarding AP&P proposals being distributed without a cover memo. Dr. Hirst and other AP&P members serve on numerous committees that work with AP&P proposals (for example, college curriculum committees). All deans and departmental offices are asked to always attach a cover memo to their proposals before they are distributed to the various committees on campus.

The committee voted to adjourn at 4:03 p.m.

VOTE 11 YES 14 NO 0 ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES COMMITTEE

November 3, 1999

Vote Record

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

The recommendations of the Academic Policies and Procedures Committee, at its November 3, 1999 meeting are approved.

Harvey R. Durham

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Provost and Executive Vice Chancellor

11/15/99

Date
