MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
December 1, 2004

The Academic Policies and Procedures Committee held its regular monthly meeting on
Wednesday, December 1, 2004 in Room 224 of I.G. Greer Hall beginning at 4:00 p.m.
The start of today's meeting was delayed until 4 p.m. in order to allow faculty and staff the
opportunity to attend Chancellor Peacock's called General Faculty meeting at 3:15 p.m.
Committee members present: Mr. John Abbott, 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. Arwen Carter, Mr. Karl Lutterloh, and Ms. Sarah Moncelle.
Committee members excused: Dr. Jon Beebe and Mr. Thomas Shook (Parliamentarian).

Dr. Tim Burwell called the meeting to order, and he noted his appreciation to the members for their
flexibility in changing our meeting time.

Mr. Karl Lutterloh was introduced as a new undergraduate student member for the remainder of the
2004-2005 academic year. He was appointed by the SGA to replace Ms. Leah Bailey.

ELECTION OF CHAIR FOR THE AP&P COMMITTEE:
Dr. Burwell noted that the first item on the agenda was to elect a CHAIR for the AP&P Committee.
For background purposes, he reminded the members that the Faculty Senate passed a resolution at
their December 8, 2003 meeting recommending the chair of the AP&P Committee be occupied by a
faculty member rather than a designee of the Provost. At the November 8, 2004 meeting of the
Faculty Senate, Dr. Stan Aeschleman indicated that this recommendation had been approved by
Chancellor Peacock. Therefore, our first order of business at today's meeting is to elect a Chair.

Dr. Burwell solicited nominations from all members, including self-nominations for the position of
Chair of the AP&P Committee. He pointed out that the Chair must be a faculty member, and that
the new Chair will be a voting member and will serve for the remainder of the 2004-2005 academic
year. More details will be worked out as this new process evolves.

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

VOTE 1   YES 12   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 2004-2005 academic year.

VOTE 2   YES 12   NO   1   ABSTAIN   0

Dr. Butts moved forward to begin his duties as Chair, noting that the next item on the agenda was to
consider the minutes from the previous two meetings.

MINUTES:
The October 6, 2004 minutes were approved as distributed.

VOTE 3   **YES   13**   **NO   0**   **ABSTAIN   0**

The November 3, 2004 minutes were approved as distributed.

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

NEW BUSINESS:
Dr. Bill Harbinson presented proposals from the Hayes School of Music.
Proposals Music #4-0405 and Music #5-0405 were approved as follows (EFF. FALL, 2005):

1.   Separate the music internship course (MUS 4900) into two separate courses as follows:

Course addition:
MUS 4901. Internship in Music Therapy/(0).F;S.
A minimum of 1020 hours of supervised clinical experience in music therapy at an approved clinical training site. Prerequisites: completion of all other course requirements for the Bachelor of Music degree in Music Therapy. MUS 3050, MUS 3051, MUS 4050, MUS 4051, and MUS 3900 (6 credit hours) must be completed with a minimum grade of "C" (2.0) in each. Graded on S/U basis.

Change the title of MUS 4900, Internship; change the credit hours from (0-12) to (12); and change the course description to read as follows:
MUS 4900. Internship in Music Industry Studies/(12).F;S.
The internship will be completed under the sponsorship of a music business that focuses on one of the following: music products, music recording, or music management and promotion. The prospective intern and the internship director will select the internship site. The intern will be in weekly contact with the director during the internship. Graded on S/U basis.

2.   Revise the course requirements for the B.M. degree in Music Therapy (553A/51.2305) to include MUS 4901, Internship in Music Therapy. (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, and functional skills, 8-12 semester hours from the following (MUS 1037, MUS 1040-MUS 1041, MUS 1052-MUS 1053, MUS 2040-MUS 2041, MUS 3020, MUS 3060, MUS 3061, MUS 4060, MUS 4061); music therapy core, 15 semester hours (MUS 2050, MUS 2051, MUS 3050, MUS 3051, MUS 4050, MUS 4051); 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 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 2401, PSY 2301, 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 5   **YES__13__**   **NO__0__**   **ABSTAIN__0__**

Dr. Don Cox presented proposals from the Walker College of Business for the Departments of Computer Information Systems; Management; and Marketing.

Proposals CIS 1.0405 through CIS 19.0405 from the Department of Computer Information Systems were approved as amended as follows (<u>EFF. FALL, 2005</u>):

1.   <u>Course deletions</u>:
CIS 3010. Microcomputers in Business/(3).F;S. **(COMPUTER)**
CIS 3130. Web Development for Business/(3).F;S.
CIS 3390. COBOL for Business/(3).F;S. **(COMPUTER)**
CIS 4410. Visual C++ for Business/(3).F;S.
CIS 4590. CICS/COBOL Applications Programming/(3).On Demand. **(COMPUTER)**
CIS 4820. Introduction to CASE Tools/(3).F;S.

2.   <u>Course additions</u>:
[Note: CIS 3610 has been approved for the **C (COMPUTER)** special designator.]
CIS 3610. Project Management/(3).F;S.
The course is introductory in that it will prepare the student for the practice of professional project management. Students will plan and manage projects through the use of case studies and computer-based project management tools. Throughout the projects, student teams will address many important issues such as: estimation, scheduling, budgeting, version control, progress tracking, change, risk and crisis management, resource management, motivation, and leadership. (COMPUTER)

CIS 3710. Emerging Technologies/(3).F;S.
This class is designed for students with an interest in technology and its various applications not only in the business realm, but also in society at large. Topics of study will range from technologies that are highly specialized to certain industries or segments of the population to those that are highly mainstream. Students will evaluate the validity of new technologies, the "shelf-life" of these technologies and impacts on industry and society. Additionally, study will include ethical considerations of emerging technologies. The range of study will be decidedly dynamic, as new technologies materialize every day.

CIS 3820. Ethics and Privacy/(3).F;S.
This course will examine how information systems impact both individuals and organizations. Cultural, ethical, moral, human interaction, privacy, security, and relationship issues will be analyzed and discussed through the use of case studies and papers. The focus of this course will be on the ethical and privacy issues related to security enhancement and the growing use of the Internet.

CIS 3870. Using Internet Technologies/(3).F;S.
This course focuses on the technology that every leading organization needs to build effective Internet sites, promote Internet presence, secure sites and data, interface with other corporate applications, perform online business transactions, and compete in e-commerce. Current and emerging Internet technologies will be covered. Students will create Web sites and link them to other applications (databases), and will learn how to protect sites and transactional data from theft or privacy intrusions. Students will also understand the basic principles of e-commerce and how technology can promote online competitive advantage. Prerequisites: CIS 3580 and CIS 3750.

CIS 4630. Advanced Data Management/(3).F;S.
Data mining is a broad area dealing with the analysis of a large volume of data that integrates techniques from several fields including machine learning, statistics, pattern recognition, artificial intelligence, and database systems. Data mining is a rapidly growing field that supports decision making by detecting patterns, devising rules, identifying new decision alternatives and making predictions about the future. The course objective is to present the leading data mining methods and their application to real-world problems. The course is organized around a number of well-defined data mining tasks such as description, classifications, estimation, predictions, and affinity grouping and clustering. The topics covered include: introduction to knowledge discovery in the databases (KDD), statistical methods, emerging modeling techniques such as neural networks, and others. Prerequisite: CIS 3750. [Dual-listed with CIS 5630.]
CIS 5630. Advanced Data Management/(3).F;S.
Data mining is a broad area dealing with the analysis of a large volume of data that integrates techniques from several fields including machine learning, statistics, pattern recognition, artificial intelligence, and database systems. Data mining is a rapidly growing field that supports decision making by detecting patterns, devising rules, identifying new decision alternatives and making predictions about the future. The course objective is to present the leading data mining methods and their application to real-world problems. The course is organized around a number of well-defined data mining tasks such as description, classifications, estimation, predictions, and affinity grouping and clustering. The topics covered include: introduction to knowledge discovery in the databases (KDD), statistical methods, emerging modeling techniques such as neural networks, and others. [Dual-listed with CIS 4630.]

CIS 4710. e-Business Systems/(3).F;S.
This seminar course discusses e-business issues that are current, applicable, relevant, and interesting. Students are expected to develop and execute a team project throughout the course. Relevant areas of e-business studied will include: electronic commerce, personalization management systems, content management systems, customer relations management systems, and community systems. This course ties together concepts from different areas of management and the economic, behavioral, functional and technical aspects of information systems. Prerequisite: CIS 3050. [Dual-listed with CIS 5710.]
CIS 5710. e-Business Systems/(3).F;S.
This seminar course discusses e-business issues that are current, applicable, relevant, and interesting. Students are expected to develop and execute a team project throughout the course. Relevant areas of e-business studied will include: electronic commerce, personalization management systems, content management systems, customer relations

management systems, and community systems. This course ties together concepts from different areas of management and the economic, behavioral, functional and technical aspects of information systems. [Dual-listed with CIS 4710.]

CIS 4720. Advanced Internet Technologies/(3).F;S.
In this course, students will have the opportunity to learn the technologies that are commonly used to develop e-business. These enabling technologies include ASP.NET, VB Script, Java2EE, XML, Web Service, XHTML, DHTML, Java Script, JSP, among others. The technologies that this course incorporates may change based upon current industry trends. This course concentrates on the skills to use these technologies and the business processes that drive Internet development, so that students are able to develop a robust, reliable, functional, and secure industry-level e-business web site. Prerequisite: CIS 3870 or CIS 4710. [Dual-listed with CIS 5720.]

CIS 5720. Advanced Internet Technologies/(3).F;S.
In this course, students will have the opportunity to learn the technologies that are commonly used to develop e-business. These enabling technologies include ASP.NET, VB Script, Java2EE, XML, Web Service, XHTML, DHTML, Java Script, JSP, among others. The technologies that this course incorporates may change based upon current industry trends. This course concentrates on the skills to use these technologies and the business processes that drive Internet development, so that students are able to develop a robust, reliable, functional, and secure industry-level e-business web site. Prerequisite: CIS 5710. [Dual-listed with CIS 4720.]

CIS 4830. Managing Security/(3).F;S.
This course is designed as a broad overview of important security topics that are relevant to people and businesses. Relevant areas of security that will be studied include: the need for security on a personal and business level, the management practices surrounding security issues, network security strategies, human factors, access, firewalls, disaster recovery plans, personal security issues, personal and business forensics issues. Prerequisite: CIS 3050. [Dual-listed with CIS 5830.]

CIS 5830. Managing Security/(3).F;S.
This course is designed as a broad overview of important security topics that are relevant to people and businesses. Relevant areas of security that will be studied include: the need for security on a personal and business level, the management practices surrounding security issues, network security strategies, human factors, access, firewalls, disaster recovery plans, personal security issues, personal and business forensics issues. [Dual-listed with CIS 4830.]

CIS 4840. Advanced Security/(3).F;S.
This course is designed to cover the main common body of knowledge topics identified by the Certified Information Systems Security Professional (CISSP) certification program. Topics include security management practices, access control, security models and architecture, physical security, telecommunications and networking security, cryptography, disaster recovery and business continuity, law, investigation, ethics, applications and systems development, computer forensics and, operations security. Prerequisite: CIS 4830. [Dual-listed with CIS 5840.]

CIS 5840. Advanced Security/(3).F;S.
This course is designed to cover the main common body of knowledge topics identified by the Certified Information Systems Security Professional (CISSP) certification program. Topics include security management practices, access control, security models and

architecture, physical security, telecommunications and networking security, cryptography, disaster recovery and business continuity, law, investigation, ethics, applications and systems development, computer forensics and, operations security. Prerequisite: CIS 5830. [Dual-listed with CIS 4840.]

3. Change the title of CIS 3250, Systems Analysis and Design; change the course description; delete the prerequisites; and add a corequisite to read as follows:
    CIS 3250. Building Information Systems/(3).F;S.
    This course provides a comprehensive introduction to the strategies and technologies for building information systems in organizations. Course includes planning and discovery, fact finding analysis using techniques such as joint application development (JAD), information systems modeling, use of CASE technologies and current development methods including prototyping, rapid application development and agile development. Project management tools will be used to create work plans and coordinate activities to achieve desired results for the design of a system. Corequisite: CIS 3050. (WRITING; COMPUTER)

4. Change the title of CIS 3580, Data Communications and Networking; change the course description; delete the prerequisite; and add a corequisite to read as follows:
    CIS 3580. Managing IT Infrastructures/(3).F;S.
    This course introduces students to the processes of selecting, modeling, configuring, and maintaining the components of a company's IT infrastructure. The newest hardware components, networking devices, and security issues will be examined through both individual and group projects. Corequisite: CIS 3050. (COMPUTER)

5. Change the title of CIS 3750, Database Processing; change the course description; delete the prerequisite; and add a corequisite to read as follows:
    CIS 3750. Managing Corporate Data/(3).F;S.
    This course focuses on using data to stay competitive in a changing business environment. Topics include building, modeling and administering a database, data warehousing, data mining, XML and data integration, data security, as well as ethical and legal issues surrounding the use of data in our modern society. Corequisite: CIS 3050. (NUMERICAL DATA; COMPUTER) (ND Prerequisite: Passing the math placement test or successful completion of MAT 0010.)

6. Change the course numbering of CIS 4370 to CIS 4680/5680; change the title of CIS 4370, Advanced Visual Basic; change the course description; change the course prerequisites; and add the dual-listing of CIS 5680. [DELETE CIS 4370; and ADD CIS 4680 and CIS 5680.] The course descriptions will read as follows:
    CIS 4680. Developing Software Solutions/(3).F;S.
    This course focuses on the building of software systems including programming, logic, managing operating systems, and configuring large information systems, such as enterprise resource planning (ERP) systems. In this course, students will use a popular software package to build a working programming interface to solve business problems. Prerequisites: CIS 3250 and CIS 3750. [Dual-listed with CIS 5680.]

    Course addition:
    CIS 5680. Developing Software Solutions/(3).F;S.
    This course focuses on the building of software systems including programming, logic, managing operating systems, and configuring large information systems, such as enterprise

resource planning (ERP) systems. In this course, students will use a popular software package to build a working programming interface to solve business problems. [Dual-listed with CIS 4680.]

7. Change the titles of CIS 4610/5610, Issues in Global/International Information Technology; change the semester offerings from On Demand. to F;S.; change the course descriptions; and change the prerequisites to read as follows:
CIS 4610. Global Information Technologies/(3).F;S.
This course presents students with the concepts and issues inherent in global information technology. The course examines the issues associated with using technology in a global environment, how global systems are developed, how culture, language, etc. impact systems and their development, outsourcing, strategies for global systems development and use, and issues facing Far East, European, Latin America, and Third World countries. Prerequisite: Senior status. (SPEAKING; MULTI-CULTURAL) [Dual-listed with CIS 5610.]
CIS 5610. Global Information Technologies/(3).F;S.
This course presents students with the concepts and issues inherent in global information technology. The course examines the issues associated with using technology in a global environment, how global systems are developed, how culture, language, etc. impact systems and their development, outsourcing, strategies for global systems development and use, and issues facing Far East, European, Latin America, and Third World countries. Prerequisite: Graduate status. [Dual-listed with CIS 4610.]

8. Change the title of CIS 4620, Managing Information Technology; change the course description; change the course prerequisites; and add the dual-listing of CIS 5620. The course descriptions will read as follows:
CIS 4620. IS Strategy, Policy, and Governance/(3).On Demand.
This course examines how to effectively lead an information systems organization. Chief Information Officers are tasked to take part in determining corporate strategy based on information technology and its potential role in corporate objectives - while determining the IS (Information System) strategy to most effectively implement the corporate strategy in terms of information technology, IS personnel, data, and telecommunications. That IS strategy will also be implemented in terms of an IS policy, and then executed as IS governance. IS governance will include personnel issues, legal and financial obligations, data privacy and security, vendor relations, and business unit liaison. Prerequisites: CIS 3870 and CIS 4680. [Dual-listed with CIS 5620.]

Course addition:
CIS 5620. IS Strategy, Policy, and Governance/(3).On Demand.
This course examines how to effectively lead an information systems organization. Chief Information Officers are tasked to take part in determining corporate strategy based on information technology and its potential role in corporate objectives - while determining the IS (Information System) strategy to most effectively implement the corporate strategy in terms of information technology, IS personnel, data, and telecommunications. That IS strategy will also be implemented in terms of an IS policy, and then executed as IS governance. IS governance will include personnel issues, legal and financial obligations, data privacy and security, vendor relations, and business unit liaison. [Dual-listed with CIS 4620.]

9. Change the titles of CIS 4850/5850, Advanced Systems Design; change the course

descriptions; and change the prerequisites to read as follows:
CIS 4850. Information System Project/(3).F;S.
Using a team concept, students will analyze, design, create, and implement a working information system for a public or private organization. Emphasis will be placed on project management, rapid application development, and the development of quality systems for clients. Prerequisites: CIS 3870 and CIS 4680. (SPEAKING; COMPUTER) [Dual-listed with CIS 5850.]
CIS 5850. Information System Project/(3).F;S.
Using a team concept, students will analyze, design, create, and implement a working information system for a public or private organization. Emphasis will be placed on project management, rapid application development, and the development of quality systems for clients. [Dual-listed with CIS 4850.]

10.   Change the title of the undergraduate minor in <u>Information Systems</u> (336/52.1201) to <u>Computer Information Systems</u>; and revise the course requirements for the minor to be consistent with the updated curriculum, the redesigned core, and the new elective courses. (The total number of hours required for the minor changed from 16 s.h. to 15 s.h.) The revised catalog description will read as follows:

UNDERGRADUATE MINOR IN COMPUTER INFORMATION SYSTEMS
(for non-business majors only)

A minor in Computer Information Systems (CIS) may be obtained by completing 15 semester hours taken as follows:
Computer Information Systems Core Requirements (12 s.h.):

CIS 3050	Fundamentals of Management Information Systems	3 s.h.
CIS 3250	Building Information Systems	3 s.h.
CIS 3750	Managing Corporate Data	3 s.h.
CIS 4680	Developing Software Solutions	3 s.h.

Electives (3 s.h. required):
Three semester hours of CIS courses at the 3000 level or above will constitute an elective class in the minor (cannot include CIS 3520).

A minimum overall GPA of 2.5 is required in the 15 s.h. of CIS courses to obtain an undergraduate minor in Computer Information Systems.

11.   Change the title of the **B.S.B.A degree in Information Systems (336A/52.1201)** to a **B.S.B.A. degree in COMPUTER INFORMATION SYSTEMS**; and revise the degree requirements to reflect the redesigned core, and the course changes as noted in numbers 1.- 9. above. (The total number of hours required in the major increased from 27 s.h. to 30 s.h.) [THIS DEGREE TITLE CHANGE IS CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.] The revised catalog description will read as follows:

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION
(with a major in Computer Information Systems)
A Bachelor of Science in Business Administration (BSBA) with a major in computer information systems (CIS) may be obtained by completing 30 semester hours, with a GPA of 2.5 in the 27 semester hours of required and elective CIS courses, in addition to the College of Business core courses required for the BSBA degree. The course requirements for the computer information

systems major are: eighteen semester hours in the required computer information systems core; six semester hours of CIS courses at the 4000 level and an additional three semester hours of CIS courses at the 3000/4000 level (cannot include CIS 3520); and three elective hours from College of Business courses numbered 3000 or above.

Computer Information Systems Core Requirements (18 s.h.):
CIS 3250	Building Information Systems	3 s.h.
CIS 3580	Managing IT Infrastructures	3 s.h.
CIS 3750	Managing Corporate Data	3 s.h.
CIS 3870	Using Internet Technologies	3 s.h.
CIS 4680	Developing Software Solutions	3 s.h.
CIS 4850	Information System Project	3 s.h.

Electives (9 s.h. required):
Six semester hours of CIS courses at the 4000 level and an additional three semester hours of CIS courses at the 3000/4000 level (cannot include CIS 3520).

The College of Business elective hours (3 s.h. required) may be in any area of business. An internship may be elected to provide practical experience, with academic credit, in the computer information systems field. Students are encouraged to take their free electives in accounting, communication (oral and written), computer science, quantitative methods, or statistics.

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

Proposals MGT 1.0405 through MGT 3.0405 were presented from the Department of Management, however, it was noted that proposals 1 and 2 (to add the CD special designator to MGT 3630 and to MGT 4750) received final approval from the Core Curriculum Council on November 19, 2004. Those two proposals did not need approval from the AP&P Committee since those were the only changes being made to those courses. The most recent special designator changes that have received final approval by the CCC are listed "For Information Only" on Page 16-17 of these minutes.

Proposal MGT 3.0405 from the Department of Management was approved as follows:
(EFF. FALL, 2005)

1.   Change the prerequisite statement for MGT 4760; and add a note to the course description regarding the term offering for this course. The revised course description will read as follows:
[Note: MGT 4760 has been approved for the **CD (CROSS-DISCIPLINARY)** special designator.]
MGT 4760. International Strategic Management/(3).F;S.*
A study of the corporation as an integrated system within a global context through the use of a text, readings, and cases to develop integrative global decision skills. Prerequisites: All College of Business core courses along with a major or minor in International Business, final semester senior status, and completion of at least two (2) International Business courses. (WRITING; SPEAKING; CROSS-DISCIPLINARY) (*Note: This course is NOT offered in the Summer terms. Students who will complete all requirements for graduation in the Summer need to take this course in the preceding Spring term.)

VOTE 7   **YES   13**   **NO   0**   **ABSTAIN   0**

Proposal MKT 1.0405 from the Department of Marketing was approved as follows:
(<u>EFF. FALL, 2005</u>)

1. Change the title and course description of <u>MKT 3260, Transportation and Logistics Management</u>, to read as follows:
    MKT 3260. Managing Distribution Channels/(3).F;S.
    The study of distribution as a strategic tool in the marketing mix. The course focuses on the relationship dimensions of channel structure, evaluation and selection of channel participants, behavioral processes, design challenges, functions of leadership, formulation of channel roles, marketing logistics and electronic channels. Prerequisite: MKT 3050 with a minimum grade of "C" (2.0). (WRITING)

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

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

Proposals ANT #1 2004-05, ANT #3 2003-04, and ANT #5 2003-04 from the Department of Anthropology were approved as amended as follows (<u>EFF. FALL, 2005</u>):

1. Change the prerequisite statement for <u>ANT 4402, Archeological Theory</u>, to read as follows:
    "Prerequisites: ANT 1220; and ANT 2220 or ANT 2235 or ANT 2335."
    and, revise the checksheet for the B.A.degree in Anthropology with a concentration in Archeology (202*,202D/45.0201) to reflect this prerequisite change.

2. Change the title of <u>ANT 4565*, Political Economy, Globalization and Rural Development</u>, to read as follows:
    *[*Note: The title for the dual-listed <u>ANT 5565</u> course is not being changed at this time. That request will be submitted to the AP&P Committee following approval by the Graduate Council.]*
    ANT 4565. Agrarian Studies and Rural Development/(3).On Demand.

3. Revise the course requirements for the <u>B.A. degree in Anthropology (202*/45.0201) with a concentration in Archeology (202D)</u> to include ANT 2220 as one of the optional "Archeology area courses" under section III.B. of the major requirements on the degree checksheet. (The total number of hours required for this degree, 122 s.h., did not change.) The revised catalog description will read as follows:

    A major in anthropology leading to the Bachelor of Arts degree with a concentration in archeology consists of 36 semester hours including ANT 1215, ANT 1220, ANT 1230, ANT 3120, ANT 4402, ANT 4550; a choice of ANT 2220, ANT 2235, ANT 2335, ANT 4110, or an approved selected topics 3530; a choice of ANT 3250, ANT 3200, or an approved selected topics 3530; and the remaining semester hours in electives. In addition, STT 2810 and ANT 3405 are strongly recommended. A minor, preferably in biology, chemistry, geography, geology, history, or physics, is required. A candidate for the Bachelor of Arts degree may count **NOT** more than a total of 40 hours above core curriculum requirements in anthropology.

VOTE 9   **YES 13**   **NO   0**   **ABSTAIN   0**

Proposals ENG 04-05-01, ENG 04-05-02, and ENG 03-04-12 from the Department of English were approved as amended as follows (EFF. FALL, 2005):

1.   Revise the course requirements for the B.A. degree in English (233*/23.0101) with a concentration in Professional Writing (233C) by adding ENG 3120 to the list of optional "Professional Writing courses" (section III.A. on the degree checksheet); and by deleting COM 2106 and COM 3155 from the list of "Other" optional courses (section III.B. on the checksheet). (The total number of hours required for this degree, 122 s.h., did not change.) The revised catalog description will read as follows:

        An optional concentration in Professional Writing (18-21 semester hours) within the B.A. degree in English (36 semester hours) offers intensive instruction in professional writing. Students must take ENG 3090; at least two of the following courses: ENG 3100, ENG 3120, ENG 3700, ENG 4100, ENG 4200; at least one of the following courses: COM 2101, COM 3110, COM 3124, COM 3152; and both of the following: ENG 4300, ENG 4900 (counted in the 18-21 semester hours of the concentration and in the 36 semester hours required for the B.A. degree in English).

2.   Revise the course requirements for the B.S. degree in English, Secondary Education (234A/13.1305)[T] (with teacher licensure) by deleting ENG 3400 as a required course (revise Section Two: "Language, Writing and Pedagogy" of the degree checksheet). [The total number of hours required for this degree, 122 s.h., did not change; however the major requirements decreased from 46 s.h. to 43 s.h. of English courses.]

3.   Change the course description for ENG 3400 by deleting the statement: "This course is a prerequisite to ENG 3520." The revised catalog description will read as follows:
        ENG 3400. Advanced Expository Writing/(3).F;S.
        Practice in expository writing, with emphasis on effective style, sound structure, and correct mechanics. It is recommended that ENG 3300 be taken prior to this course. (WRITING)

4.   Change the prerequisite statement for ENG 3520, Instructional Assistance, by removing ENG 3400. The revised prerequisite will read as follows: "Prerequisite: junior or senior standing."

5.   Change the prerequisite statement for ENG 3580, Teaching Composition: Theory, Practice, and Pedagogy, by removing ENG 3400. The revised prerequisite will read as follows: "Prerequisite: ENG 3300."

VOTE 10   YES__13__   NO__0__   ABSTAIN__0__

Proposals P&R 2004-01, P&R 2004-02, and P&R 2004-03 from the Department of Philosophy and Religion were approved as amended as follows (EFF. FALL, 2005):

1.   Course deletions:
        P&R 2012/ART 2012/MUS 2012/THR 2012. Humanities: Arts and Ideas I/(3).F.
          (MULTI-CULTURAL; CROSS-DISCIPLINARY) (CORE: HUMANITIES)
        THR 2013. Humanities: Arts and Ideas II/(3).S.
          (WRITING; MULTI-CULTURAL; CROSS-DISCIPLINARY) (CORE: HUMANITIES)

2.   Change the title of <u>P&R 2013/ART 2013/MUS 2013, Humanities: Arts and Ideas II</u>; change the semester offering from <u>S.</u> to <u>F.</u>; delete the cross-listing of THR 2013 (as noted in number 1. above); and change the course description to read as follows:
P&R 2013/ART 2013/MUS 2013. Humanities: Arts & Ideas/(3).F.
A course which concentrates on the interplay of art and philosophy in the ancient through contemporary cultures. Lecture three hours. (Same as ART 2013/MUS 2013/P&R 2013.) (WRITING; MULTI-CULTURAL; CROSS-DISCIPLINARY) (CORE: HUMANITIES)

3.   Change the course numbering of <u>P&R 2200 to P&R 3013</u>; change the semester offering from <u>F.</u> to <u>S.</u>; and add a prerequisite statement. The revised course description will read as follows: [DELETE P&R 2200, and ADD P&R 3013.]
P&R 3013. Philosophy of Art and Beauty/(3).S.
A study of the nature and value of beauty, uniqueness, and creativity in art, nature and human affairs. Prerequisite: one course in philosophy or art or consent of instructor. (WRITING; CROSS-DISCIPLINARY) (CORE: HUMANITIES)

VOTE 11   YES__13__   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 Theatre and Dance.

Proposal HLES PE 1 from the Department of Health, Leisure and Exercise Science was approved as follows (<u>EFF. FALL, 2005</u>):

1.   <u>Course deletions</u>:
PE 1011. Lifestyles/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1026. Recreation Dance/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1028. Modern Dance/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1032. Gymnastics/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1038. Archery/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1047. Cross Country Skiing and Snowshoeing/(1).S.**(Core:Physical Activity/Wellness)**
PE 1050. Bowling/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1055. Horsemanship/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1058. Marksmanship/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1059. Ice Skating/(1).F;S. **(Core: Physical Activity/Wellness)**
PE 1082. European Team Handball/(1).F;S. **(Core: Physical Activity/Wellness)**

VOTE 12   YES__11__   NO__1__   ABSTAIN__0__

Proposals HLES PE 2 and HLES PE 3 from the Department of Health, Leisure and Exercise Science were approved as follows (<u>EFF. FALL, 2005</u>):

1.   Delete the following three undergraduate minors:
        <u>Adapted Physical Activity</u> (501/13.1314);
        <u>Sport Coaching</u> (525/13.1314);
        <u>Physical Education</u> (566/13.1314).

2. Change the title of the **B.S. degree in Physical Education, K-12 (with teacher licensure) (568A/13.1314)[T]** to a **B.S. degree in Physical Education Teacher Education, K-12 (with teacher licensure)**; revise the catalog description of the degree, which includes updating the list of second academic concentrations that are available for this degree, and reducing the number of hours required in the second academic concentration from 24 to 18 s.h. (The total number of hours required for the degree changed from 128 s.h. to 122 s.h.) [THIS DEGREE TITLE CHANGE IS CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.] The revised catalog description of the degree will read as follows, but please note that additional changes to the narrative parts of the catalog which pertain to PHYSICAL EDUCATION are on file in the Office of Academic Affairs:
    PHYSICAL EDUCATION TEACHER EDUCATION, K-12 (with teacher licensure)
    Graduates earning a B.S. degree in Physical Education Teacher Education, K-12 should possess the knowledge, skills, and dispositions for systematically planning, implementing instruction and assessing student learning based on the NASPE Content Standard.

    A Bachelor of Science degree in Physical Education Teacher Education, K-12 (with teacher licensure) consists of 40 semester hours in addition to the core curriculum requirements, the professional education requirements, and the second academic concentration requirements. As part of the core curriculum requirements, the student must select eight semester hours of biology, chemistry or physics; take SOC 2700 and PE 3008 which also meets the two semester hour physical activity/wellness requirement. Courses in the major requirements include PE 1550, PE 2002, PE 2015, PE 2115, PE 3002, PE 3003, PE 3009, PE 3015, PE 3031, PE 4000, PE 4002, PE 4014, ES 2001, ES 2010, and CI 4020. [A "C" (2.0) is required in each major course.] Proficiency is required in Emergency Care/CPR and must be current at the time of graduation. Not included in the 40 semester hour major requirement is the two semester hours of free electives outside the major. No minor is required, but the student must select **a second academic concentration** from one of the following: Biology, ESL, Human Studies, Psychology, Natural Science, or Sociology.

    For the requirements in professional education, see the Department of Curriculum and Instruction.

VOTE 13   **YES 12**   **NO   0**   **ABSTAIN   0**

Dr. Butts made a note of the time (5:05 p.m.) and asked the committee members to decide if they would like to: 1) extend this meeting today; 2) recess and reconvene on Reading Day; 3) defer the remaining proposals to the January 12 scheduled meeting; or 4) continue meeting long enough to finish with the Fine & Applied Arts proposals. To determine if we would have a quorum of the voting membership present, Dr. Butts then asked for a show of hands from the members who were available to stay and continue this meeting for at least 30 minutes. Ten members responded "yes." **A motion was then approved that we extend the meeting.**

VOTE 14   **YES 11**   **NO   1**   **ABSTAIN   0**

Proposals HLES-ES Grad 1, ES Grad 2 and ES Grad 3 from the Department of Health, Leisure and Exercise Science were approved as follows (EFF. FALL, 2005):

1. Course additions:
    ES 5060. Practicum: Strength and Conditioning/(3).F.

Practical application of scientific principles and concepts to physical conditioning programs. Students will participate in relevant practical activities involving or related to exercise science or sports medicine. Graded on an S/U basis.

ES 5200. Exercise Science Seminar/(1).S.
This course will be open to first and second year graduate students in Exercise Science. Topics to be discussed will be in the field of exercise science and exercise physiology, and in other areas of interest to participating graduate students. Evaluation will be on participation, attendance and presentation quality. May be repeated one time for credit. Prerequisite: Graduate student status.

2.   Revise the course requirements for the <u>M.S. degree in Exercise Science (562*/31.0505) with concentrations in: Research (562B); Clinical/Cardiopulmonary Rehabilitation (562C); and Strength & Conditioning (562D)</u>. Please refer to Page 1 of the ES Grad #3 proposal for the complete listing of course additions and deletions from the required core and the individual concentrations. (The total number of hours required for this degree, 42 s.h. minimum, did not change.) [NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.]

VOTE 15   YES 11   NO   0   ABSTAIN   0

Proposal HLES-SM GRAD from the Department of Health, Leisure and Exercise Science was approved as follows (<u>EFF. FALL, 2005</u>):

1.   Delete the <u>M.A. degree in Sports Management (547A/31.0504)</u>.
      [CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.]
      (PLEASE NOTE: The deletion of this degree from the catalog and from ASU's Academic Program Inventory will be effective Fall, 2005. No new students will be admitted to this discontinued program, but those currently enrolled may complete their course of study.)

VOTE 16   YES 11   NO   0   ABSTAIN   0

Proposals THR 1-12 and DAN 1 from the Department of Theatre and Dance were approved as amended as follows (<u>EFF. FALL, 2005</u>):

1.   Course deletion:
      THR 2630. Theatrical Swordplay/(1).F.

2.   Course additions:
      THR 2635. Stage Combat/(2).F.Odd-numbered years.
      An introduction to the use of combat in theatrical productions. Course work will include safe approaches to weapon and hand-to-hand combat, appropriate weapon choices, text and fight analysis, rehearsal discipline, and basic fight choreography.

      THR 3623. Acting in Musical Theatre/(3).S,Odd-numbered years.

This course will explore the skills and techniques necessary to perform in musical theatre productions. Acting through lyrics and choreography will be explored. Techniques for analyzing scenes in a musical will be emphasized. Prerequisite: THR 2620 or THR 2303.

THR 3626. Acting in Shakespeare/(3).S.Even-numbered years.
The purpose of this course is to explore the variety of vocal, physical, and craft demands necessary to create a fully realized character in a Shakespearean play. The use of imaginative preparation work and scene analysis will be emphasized. Text analysis skills are covered for the purpose of bringing "life" to the text. Prerequisite: THR 2620 or THR 2303.

THR 3629. Acting for the Camera/(3).S.
The purpose of this course is to provide the opportunity to develop a "natural" on-camera acting style which suits the character and personality of each student. Emphasis in this course will be on finding the place where students may bring life to a specific character with as much authenticity, and with as little effort, as possible. Prerequisite: THR 2620 or THR 2303.

THR 3650. Alexander Technique for Stage/(2).F.Even-numbered years.
A course that explores the awareness of self, ease and improved coordination in movement, and stage presence through the principles of the Alexander Technique.

THR 3679/ENG 3679. Screenwriting/(3).S.
The purpose of this course is to provide the opportunity to establish a solid foundation in screenplay writing. Strong emphasis will be placed on structure, style and naturalized dialogue, as well as the fundamental importance of thinking and writing visually and simply. Focus will be on the motion picture medium, though other forms such as sitcoms, industrial A/V and soaps will be covered briefly. (Same as ENG 3679/THR 3679.)

THR 3956. Play Production in the School/(2).F.Odd-numbered years.
A course in the production of theatre with children in a public school environment. This class explores student motivation and discipline, and offers practice in play directing and creative problem solving. Aspects of simple play production, including material selection, publicity, budgeting, design, and scheduling will be covered. Prerequisites: CI 2800/SPE 2800 and THR 3856 or consent of the instructor.

3. Course addition:
   Add THR 3070 as a cross-listing to the existing course, CI 3070, Teaching Theatre Arts; change the course title; and change the course description to read as follows:
   ### THR 3070/CI 3070. Teaching Theatre, 9-12/(2).S.
   Methods for teaching theatre in the 9-12 classroom. This course includes strategies, organization and administration for classroom and production activities in theatre arts. Experiences include developing lesson plans and actual high school teaching experience. It is strongly advised that all requirements for licensure (except student teaching) be completed prior to taking this methods course. (Same as CI 3070/THR 3070.)

4. Change the title of THR 3856, Creative Drama; change the course description; and change the prerequisite statement to read as follows:
   ### THR 3856. Teaching Theatre, K-5/(3).F;S.
   Introductory methods for using creative drama in the K-5 classroom and other settings. This

course aids the potential K-5 teacher in using drama as a teaching tool, and it includes practical experience in the classroom. Prerequisite: CI 2800/SPE 2800.

5. Change the title of THR 4356, Advanced Creative Drama; and change the course description to read as follows:
THR 4356. Teaching Theatre, 6-8/(3).S.
Advanced methods for using creative drama in the 6-8 classroom and other settings. Research and exploration of current approaches in the creative drama field. Emphasis is placed on the transition from process to product. This course includes practical experience in the classroom. Prerequisite: THR 3856.

6. Revise the course requirements for the **Performance (591C) concentration** under the B.A. degree in Theatre Arts (591*/50.0501) by adding THR 4101 (Senior Project) to the required courses; and revise the list of elective courses by deleting THR 2630, and adding THR 2635, THR 3623, THR 3626, THR 3629, and THR 3650. (The total number of hours required for the degree, 122 s.h., did not change.) The revised catalog description will read as follows:

   The Bachelor of Arts degree in Theatre Arts
   CONCENTRATION:
   Performance: THR 2214, THR 2600*, THR 2605*, THR 2617*, THR 2620*, THR 2680*, THR 3620*, THR 4101*, THR 4320*; and a minimum of 7-10 semester hours selected from the following: THR 2250*, THR 2635*, THR 3600*, THR 3623*, THR 3626*, THR 3629*, THR 3630*, THR 3640*, THR 3650*, THR 3656*, THR 3670*/ENG 3670*, THR 4330*. DAN 1400 or DAN 1410 is required as a core curriculum requirement.
   *(Courses require a minimum grade of "B-.")

7. Revise the course requirements for the undergraduate minor in Dance (515/50.0301) by adding the option of taking two sections of DAN 2107 (Production Activity: Dance), instead of DAN 2106 (Performance) and DAN 2107 (Production). (The total number of hours required for the minor, 17-19 s.h., did not change.) The revised catalog description will read as follows:
   A minor in Dance consists of 17-19 semester hours including 0-2 semester hours of either: DAN 2106 and DAN 2107, or two sections of DAN 2107. Also required are: DAN 1400 or DAN 2400, DAN 1410 or DAN 2410, DAN 1420 or DAN 2420, DAN 3420, DAN 3430, DAN 3450, and DAN 4460.

VOTE 17   YES__11__   NO__0__   ABSTAIN__0__

FOR INFORMATION ONLY - **(EFF. SPRING, 2005)**
Listed below are the **SPECIAL DESIGNATOR** course changes that received final approval from the Core Curriculum Council at their October 29, 2004 and November 19, 2004 meetings:

1. Add the **W (WRITING)** special designator to the following course:
       IDS 3650. Marx's *Capital*/(3).S.

2. Add the **CD (CROSS-DISCIPLINARY)** special designator to the following courses:
       IDS 2440. Introduction to Sustainable Development/(3).F;S.
       IDS 3650. Marx's *Capital*/(3).S.
       MGT 3630. Introduction to Organizational Behavior/(3).F;S.

MGT 4750. Strategic Management/(3).F;S.
MGT 4760. International Strategic Management/(3).F;S.

3.   Add the **ND (NUMERICAL DATA)** special designator to the following course:
ANT 3120. Field Archeology/(3-6).SS.

4.   Add the **C (COMPUTER)** special designator to the following course:
ANT 3200. Zooarcheology/(3).S.

FOR INFORMATION ONLY - **(EFF. SPRING, 2005)**:
The following SPE (Special Education) course title and description changes were presented "For Information Only" from the Reich College of Education. *[NOTE: Changes in the undergraduate special education program were approved at the April 28, 2004 AP&P Committee meeting with a Fall, 2004 effective date (See Pages 2-8 of the 4/28/04 minutes). Those changes were sent to the North Carolina Department of Public Instruction and received temporary authorization, pending course title and description changes for SPE 3350, SPE 3360, and SPE 3370. The following course changes must be made for DPI approval, and to meet the new state standards.]*

1.   Change the title of SPE 3350, Introduction to Learning Disabilities; and change the course description to read as follows:
SPE 3350. Characteristics, Theories, and Diagnosis of Students with Learning Differences: General and Adapted Curriculum/(3).F;S.
This is a course in the education of students with learning differences. This course studies the definition, identification, characteristics, and etiology of persons with learning differences. This course also includes current educational planning, programs, and theories related to the field.

2.   Change the title of SPE 3360, Introduction to Emotional and Behavioral Disorders; and change the course description to read as follows:
SPE 3360. Psychoeducational Strategies with Special Needs Learners: General and Adapted Curriculum/(3).F;S.
A survey of the psychoeducational management of children with disabilities in both the general and adapted curriculum. Emphasis is placed upon affective considerations, models of interventions, instructional planning, and classroom practices. (WRITING)

3.   Change the title of SPE 3370, Introduction to Mental Retardation; and change the course description to read as follows:
SPE 3370. Characteristics, Theories, and Diagnosis of Students with Cognitive Differences: General and Adapted Curriculum/(3).F;S.
An introductory course in the education of students with cognitive differences. Emphasis will be placed on definition, etiology, prevalence, and characteristics. This course also includes service delivery, roles of various professionals, current trends, and philosophies related to persons with mental retardation.

Dr. Charles Duke presented proposals from the Reich College of Education for the Departments of Language, Reading and Exceptionalities; and Leadership and Educational Studies.

Proposals LRE 1-7 from the Department of Language, Reading and Exceptionalities were approved as amended as follows (<u>EFF. FALL, 2005</u>):

1.   <u>Course additions</u>:
<u>RE 6120. Psychological Processes in Reading/(3).S.</u>
This course examines current theories of reading processes, supporting research, and implications for teaching reading. The course is approached from a cognitive psychological perspective, where the nature of mature reading is considered first, followed by consideration of developmental issues in reading. Course topics will include research on eye movements, comprehension, phonemic awareness and decoding, beginning reading, and fluency, as well as other current theoretical issues.

<u>RE 6568. Language and Linguistics in Reading/(3).S.</u>
This course examines language acquisition and language structure from both theoretical and practical perspectives. Students will have the opportunity to learn about cognitive, social, and cultural aspects of language. Emphasis will be placed on understanding psycholinguistic and sociolinguistic perspectives; language acquisition; and components of language, including pragmatics, semantics, syntax, morphology, and phonology. Concepts of oral and written language will be explored within the context of community and classroom discourse and literacy practice.

<u>RE 6575. Technology and Literacy/(3).F.</u>
This course provides students an opportunity to critically examine the central issues and theoretical perspectives in research on technology and literacy, with an emphasis on critically examining the educational function of communication technology, assisted technology, digital and multimedia text, and educational software. Students will study the nature of technology and literacy, related classroom implementation issues, and specialized use of technology for students with disabilities.

<u>RE 6700. Historical Trends in Reading Theory and Research/(3).F.</u>
This course examines significant trends and developments in reading theory and research from the early 1900s up to the present. Emphasis will be placed on three time periods: 1910-1930 which featured behavioral psychology, the development of basal readers and the first university-based reading clinics; 1955-1965 which featured the "Great Debate" between advocates of phonics and whole-word reading methodologies; and 1975-1995 which ushered in cognitive theories of reading and two competing psycholinguistic explanations of the reading process. Throughout the course, connections will be drawn between predominant reading theories and their effects on classroom reading materials and instructional methods.

<u>RE 6731. Advanced Issues in Literacy and Learning/(3).S.</u>
This course provides opportunities for students to investigate current theory and research related to specific literacy topics. The course also engages students in analyzing current literacy programs and practices to identify the theoretical orientation, research base, historical context, and political agendas that inform them. Representative topics include: comprehension, composition, classroom discourse, vocabulary, English language learners, and evolving representations of literacy and text.

RE 6735. Severe Reading Disability/(3).F.
This course takes an in-depth look at the topic of severe reading disability as it is currently understood. To this end, relevant research, discussion, and practices are surveyed and studied.

2.   Add a Post-Masters Graduate Certificate Program in **Reading Education (non-licensure) (18 s.h.).** This graduate certificate program was amended, and received final approval from the Graduate Council at their meeting on November 15, 2004. (NOTE: Copies of the course requirements for all Graduate Certificate Programs are on file in the Graduate Studies & Research Office.)

VOTE 18   **YES__11__**   **NO__0__**   **ABSTAIN__0__**

Proposal LRE 8 from the Department of Language, Reading and Exceptionalities was approved as amended as follows (EFF. FALL, 2005):

1.   Revise the ADMISSIONS POLICY for the Classroom/Clinical (477E)[T] concentration under the M.A. degree in Reading Education, General (477*/13.1315) to include a Letter of Intent, by changing the application deadlines, and by adding a statement noting that admission is on a competitive basis for this concentration. The revised graduate catalog description will read as follows:

MASTER OF ARTS IN READING EDUCATION, GENERAL
Major Code: 477*
Concentration: Classroom/Clinical (Code: 477E)
CRITERIA FOR CONSIDERATION TO THE READING PROGRAM:
Admission to the Cratis Williams Graduate School (first step):
Baccalaureate degree from an accredited college or university.
Applicant must complete the necessary application process as required by the Graduate School and the Reading program.
In addition to the above, the criteria include:
The Classroom/Clinical concentration requires applicants to hold, or be eligible to hold, a North Carolina "A" teaching license or the equivalent from another state.

Submission of a Letter of Intent to the reading faculty, specifying current teaching position, if applicable, and teaching goals, as well as reasons for seeking admission to the reading program.

GPA of 3.0 or higher cumulative or in the last 60 hours of undergraduate work and official GRE scores from ETS or official MAT scores from The Psychological Corporation.
OR:
GPA below 3.0 but above 2.69 in the last 60 hours of undergraduate work and official MAT score of 33 or higher, or at least two of the following minimum GRE scores: GREV=400, GREQ=400, GREW=3.5
(Note: Admission is on a competitive basis.)
Deadline:
All application materials, including test scores, recommendations, and Letter of Intent must be received by 15 March for FALL admission; 15 September for SPRING or SUMMER admission.

VOTE 19   **YES__11__**   **NO__0__**   **ABSTAIN__0__**

Proposals LES 1-13 from the Department of Leadership and Educational Studies were approved as amended as follows (<u>EFF. FALL, 2005</u>):

1. Add a new course prefix, **HE (Higher Education)** to the Department of Leadership and Educational Studies (LES).

    a) Change the course prefix of <u>LHE to HE</u> for the following courses.
    ADD these new HE (Higher Education) courses to the course inventory:

    HE 5050. Designing Adult Learning Experiences/(3).S.
    HE 5080. Introduction to Adult Education/(3).F.
    HE 5250. Conflict Management in Educational Administration/(3).S. *(Same as LHE 5250.)*
    HE 5420. The Community College/(3).F;S.
    HE 5430. Organization and Administration of Postsecondary Education/(3).F.
    HE 5440. Instruction in Postsecondary Institutions/(3).F.
    HE 5451. Teaching Practicum in Higher Education/(1-3).On Demand.
    HE 5500. Independent Study/(1-4).On Demand.
    HE 5530-5549. Selected Topics/(1-4).On Demand.
    HE 5630. The Adult Learner/(3).F;S.
    HE 5700. Educational Leadership/(2-3).F. *(Same as LHE 5700.)*
    HE 5780. Grantsmanship in Education/(3).On Demand.
    HE 5810. Planning Educational Programs/(3).F. *(Same as LHE 5810.)*
    HE 5840. College Finance/(3).F.
    HE 5900. Higher Education Internship/Field Study/(1-9).F;S.
    HE 5960. Government and Corporate Relations/(3).S.
    HE 5970. Seminar on Community and Technical Colleges/(3).F.
    HE 5989. Graduate Research/(1-9).F;S.
    HE 5990. The Law of Higher Education/(3).F.
    HE 5999. Thesis/(2-4).F;S.
    HE 6040. Readings in Postsecondary Education/(3).S.
    HE 6090 (was LHE 5890). Seminar in Developmental Education/(3).F.
    HE 6500. Independent Study/(1-4).On Demand.
    HE 6530-6549. Selected Topics/(1-4).On Demand.
    HE 6550. Seminar in Comparative Education/(2-3).On Demand.
    HE 6600. Seminar in Legal Problems/(3).S. *(Same as LHE 6600.)*
    HE 6631. Teaching and Learning in Postsecondary Education/(3).S.
    HE 6650. Seminar in Postsecondary Education/(3).S.
    HE 6840 (new course - as noted below). College Personnel Administration/(3).S.
    HE 6850. General Education and the Liberal Arts in Higher Education/(3).On Demand.
    HE 6861 (new course - as noted below). American Higher Education/(3).F;S.
    HE 6900. Higher Education Internship/Field Study/(2-8).On Demand.
    HE 6999. Educational Specialist Thesis/(2-4).F;S.

    b) DELETE the following LHE course numbers from the course inventory: LHE 5050, LHE 5080, LHE 5420, LHE 5430, LHE 5440, LHE 5451, LHE 5630, LHE 5780, LHE 5840, LHE 5890, LHE 5960, LHE 5970, LHE 5990, LHE 6040, LHE 6550, LHE 6631, LHE 6650, and LHE 6850.

c) The LHE courses that remain (unchanged) in the course inventory are listed as follows: LHE 5010, LHE 5030, LHE 5070, LHE 5180, LHE/HE 5250, LHE 5300, LHE 5400, LHE 5500, LHE 5530-5549, LHE 5585/CI 5585, LHE 5600, LHE/HE 5700, LHE 5800, LHE/HE 5810, LHE 5820, LHE 5850, LHE 5870, LHE 5900, LHE 5989, LHE 5999, LHE 6050, LHE 6180, LHE 6300, LHE 6400, LHE 6491, LHE 6500, LHE 6530-6549, LHE 6600, LHE 6700, LHE 6900, and LHE 6999.

2. Course additions:
    HE 6840. College Personnel Administration/(3).S.
    A historical and contemporary analysis of personnel administration of institutions of higher education in the United States will be analyzed. Specific topics such as tenure, grievances, evaluation, and recruitment, will be discussed as well as significant human resource legislation.

    HE 6861. American Higher Education/(3).F;S.
    This course will explore dynamics of American higher education through an examination of governance agencies, regulatory institutions, intergovernmental processes, public policies and socioeconomic issues that impact American higher education. The primary focus is on contemporary higher education in the United States and the culture of Western higher education.

3. Change the title and course description of HE 5050 (was LHE 5050) to read as follows:
    HE 5050. Designing Adult Learning Experiences/(3).F.
    This course provides guided study and practice in the design of the instructional component of educational planning for adults. It includes the basic principles and theories of instructional design and adult learning with application to a variety of delivery formats within the following categories: individual, small-group, distance learning and community learning. Emphasis is placed on the integration of goals, teaching and learning activities, and assessment.

4. Change the title and course description of HE 5420 (was LHE 5420) to read as follows:
    HE 5420. The Community College/(3).S.
    An analysis of two-year colleges in the United States. Emphases include historical development, mission, student characteristics, teaching and learning, curriculum planning, governance, finance, and current trends. Attention is also given to the role of the community college in serving its community and the values that guide this endeavor.

5. Change the title and course description of HE 5840 (was LHE 5840) to read as follows:
    HE 5840. College Finance/(3).F.
    A study of financial management principles relating to higher education. Consideration is given to sources of funds, budgeting, purchasing, and financial accountability in higher education.

6. Change the course number of LHE 5890 to HE 6090; and change the title and course description to read as follows: [DELETE LHE 5890, and ADD HE 6090.]
    HE 6090. Seminar in Developmental Education/(3).F.
    This course explores developmental education as a professional field within the broader field of higher education. It contributes to the preparation of higher education professionals serving as teachers, advisors, or administrators in learning centers and developmental

education programs. For those who are not planning a career in developmental education, the course provides a background in the field enabling them to understand the role of developmental education within the context of U.S. colleges and universities. The course explores major issues, problems, methods, and best practices in the design and delivery of developmental education and learning assistance.

7. Change the course description of HE 6650 (was LHE 6650) to read as follows:
    HE 6650. Seminar in Postsecondary Education/(3).F.
    To help students integrate their personal and professional development. Particular attention is given to supporting them in developing the capacity to engage in reflective practice and to understand the connections between individual development and organizational development.

8. Change the titles and reflect the course descriptions for HE 5900, LHE 5900 and HE 6900, LHE 6900 to read as follows:
    HE 5900. Higher Education Internship/Field Study/(1-9).F;S.
    Supervised experiences of teaching and/or administration under the direction of competent personnel, or study of problems in postsecondary educational institutions or other appropriate agencies. Offered on an S/U basis for MA degree students.
    LHE 5900. School Administration and Supervision Internship/Field Study/(1-9).F;S.
    Supervised experiences of leadership and management under the direction of competent personnel, or study of problems in public schools, public school systems, or other appropriate agencies. Offered on an S/U basis for MA/MSA degree students.

    HE 6900. Higher Education Internship/Field Study/(2-8).On Demand.
    Supervised experiences of teaching and/or administration under the direction of competent personnel, or study of problems in postsecondary educational institutions or other appropriate agencies. Offered on an S/U basis for Ed.S. degree students.
    LHE 6900. School Administration and Supervision Internship/Field Study/(2-8).F;S.
    Supervised experiences of leadership and management under the direction of competent personnel, or study of problems in public schools, public school systems, or other appropriate agencies. Offered on an S/U basis for Ed.S. degree students.

9. Consolidate the four existing M.A. degrees in Higher Education into one M.A. degree (with four concentrations) and revise the course requirements for the new degree program.
    a) DELETE the following degrees:
        M.A. degree in Higher Education, Administration (450A/13.0406)
        M.A. degree in Higher Education, Adult Education (451A/13.0403)
        M.A. degree in Higher Education, Developmental Studies (452A/13.0406)
        M.A. degree in Higher Education, Teaching (453A/13.0406)
    b) ADD an **M.A. degree in Higher Education (454*/13.0406) with concentrations in Administration (454B), Adult Education (454C), Developmental Education (454D), and Teaching (454E).** (The total number of hours required for the M.A. degree will change from 30 or 36 s.h. to 36 s.h.) NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.
    [THESE DEGREE CHANGES ARE CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.]

10. Consolidate the four existing Ed.S. degrees in Higher Education into one Ed.S. degree (with

four concentrations) and revise the course requirements for the new degree program.
a) DELETE the following degrees:

      Ed.S. degree in Higher Education, Administration (450A/13.0406)
      Ed.S. degree in Higher Education, Adult Education (451A/13.0403)
      Ed.S. degree in Higher Education, Developmental Studies (452A/13.0406)
      Ed.S. degree in Higher Education, Teaching (453A/13.0406)

b) ADD an **Ed.S. degree in Higher Education (455*/13.0406) with concentrations in Administration (455B), Adult Education (455C), Developmental Education (455D), and Teaching (455E).** (The total number of hours required for the Ed.S. degree, 30 s.h., did not change.) NOTE: A copy of the revised graduate catalog description is on file in the Office of Academic Affairs.
[THESE DEGREE CHANGES ARE CONTINGENT UPON APPROVAL FROM THE UNIVERSITY OF NORTH CAROLINA'S OFFICE OF THE PRESIDENT.]

11.   Delete the following five graduate minors:
      Higher Education, Administration (450/13.0406)
      Higher Education, Adult Education (451/13.0403)
      Higher Education, Developmental Studies (452/13.0406)
      Higher Education, Teaching (453/13.0406)
      Community, Junior and Technical College Teaching (498/13.0406)

12.   Change Community, Junior and Technical College Teaching to Community College Teaching in all the appropriate places in the *Graduate Bulletin* (including narrative sections, and concentration titles).

a) The revised catalog description (p.189 of the *Graduate Bulletin*) will read as follows:
COMMUNITY COLLEGE TEACHING (NON-LICENSURE) PROFESSIONAL EDUCATION REQUIREMENTS:
Majors available to students are: English, French, History, *Social Science, Spanish, and Technology. [The following degrees offer concentrations in Community College Teaching: M.A. degree in English, Education; M.A. degree in Romance Languages, French (Teaching); M.A. degree in Romance Languages, Spanish (Teaching); M.A. degree in History, Education; M.A. degree in Technology Education; and the M.A. degree in Social Science, Education.] For required courses in the academic field, see the appropriate department.
*See the Social Science section of the catalog and/or department in which the area of concentration is offered.
Prerequisite: A baccalaureate degree from an accredited college or university is required.
Professional Education Courses (6-12 semester hours): Should be chosen with the advice and approval of the graduate advisor. Refer to specific information in the major department or contact the Department of Leadership and Educational Studies.)
Electives/Other Courses: Should be chosen with the advice and approval of the graduate advisor.

b) Change the title of the concentration in Comm, Jr & Tech Coll Teaching/French (223C) to a concentration in Community College Teaching/French under the M.A. degree in Romance Languages, French (Teaching) (223*/16.0999).

c) Change the title of the concentration in Comm, Jr & Tech Coll Teaching/Spanish (229C) to a concentration in Community College Teaching/Spanish under the M.A. degree in Romance Languages, Spanish (Teaching) (229*/16.0999).

d) Change the title of the concentration in <u>Community, Jr & Tech Coll Teaching (235J)</u> to a concentration in <u>Community College Teaching</u> under the M.A. degree in English, Education (235*/13.1305).

e) Change the title of the concentration in <u>Community, Jr & Tech Coll Teaching (248J)</u> to a concentration in <u>Community College Teaching</u> under the M.A. degree in History, Education (248*/13.1328).

f) Change the title of the concentration in <u>Community, Jr & Tech Coll Teaching (546J)</u> to a concentration in <u>Community College Teaching</u> under the M.A. degree in Technology Education (546*/13.1309).

g) Revise the graduate catalog descriptions for each of the concentrations in Community College Teaching to reflect the appropriate LHE and HE course prefix and title changes. (See Pages 104, 117, 120, 140, 235, and 240 of the *Graduate Bulletin*.)

VOTE 20   **YES 11**   **NO   0**   **ABSTAIN   0**

<u>ADJOURNMENT</u>:
At approximately 5:45 p.m., the AP&P Committee members voted to adjourn.

VOTE 21   **YES 11**   **NO   0**   **ABSTAIN   0**

ACADEMIC POLICIES AND PROCEDURES COMMITTEE
December 1, 2004
Vote Record

VOTE SYMBOLS   y (YES)   N (NO)   A (ABSTAIN)

Committee Members	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
John Abbott	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jon Beebe	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
John Boyd	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Jeff Butts	A	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Eleanor Cook	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Mike Dotson	y	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	y
Martha McCaughey	y	y	y	y	y	y	y	y	y	y	y	-	-	-	-	-	-	-	-	-	-
Diana Quealy-Berge	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Sammye Sigmann	y	N	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Gayle Weitz	y	y	y	A	y	y	y	y	y	y	y	N	y	N	-	-	-	-	-	-	-
Arwen Carter	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Karl Lutterloh	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Sarah Moncelle	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
Thomas Shook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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The recommendations of the Academic Policies and Procedures Committee, at its December 1, 2004 meeting are approved.

Stanley R. Aeschleman   *1/19/05*
Stanley R. Aeschleman   Date
Provost and Executive Vice Chancellor
for Academic Affairs
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