

MINUTES OF THE MEETING
OF THE UNDERGRADUATE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
October 4, 2023

The Undergraduate AP&P Committee met on Wednesday, October 4, 2023 at 3:00 pm via Zoom.

Committee members present: Dr. Whitney Bevill, Dr. Shannon Cline, Dr. Ed Hassler, Dr. Jeff Hirst, Dr. Susan Lappan, Dr. Jamie Levine, Dr. Stephen McCreery, Mr. Jason Miller, Dr. Tanga Mohr, Dr. Brad Nash, Ms. Hannah Rhoades, Dr. Manan Roy, Dr. Katy Strand, Dr. Teressa Sumrall, (Dr. Chris Cook, pending Faculty Senate approval)

Committee members excused:

Committee members not excused:

At 3:03 p.m. Dr. Mark Ginn called the meeting to order and welcomed the returning members.

Election of Chair

Dr. Ginn opened the floor for nominations of the committee chair. Dr. Mohr nominated Dr. Jeff Hirst

Vote 1 – To approve the nomination of Dr. Hirst as chair - PASSED

Appoint a Parliamentarian

Dr. Mohr was appointed by Dr. Hirst as parliamentarian.

Approval of Minutes

- May 3, 2023

Vote 2 – To approve the May 3, 2023 minutes - PASSED

Subcommittees

- AP&P Joint Subcommittee

Announcements/FIOs

- FIO - The General Education Council met on September 29, 2023. The memo is at the end of the minutes.
- FIO – Correction to the January 15, 2020 minutes. MUS 4054 Prerequisite should read:

MUS 4054 – Advanced Alexander Technique for Musicians (1)
Prerequisite: **MUS 3054** with a minimum grade of B- (2.7). [Dual-listed with MUS 5054.]
Dual-listed courses require senior standing; juniors may enroll with permission of the instructor.

MUS 3052 course number had to change to MUS 3054 due to the credit hours changing from 1-2 to 1 credit hour. Effective Fall 2020.

- FIO - Semester Offerings Changes

PHL 3020 changed from Fall, Alternate Years to Fall, Odd-numbered years
PHL 3050 changed from Fall, Alternate Years to Fall, Odd-numbered years
PHL 3500 changed from Fall; Spring to On Demand

PHL 3520 changed from Fall; Spring to On Demand
PHL 4549 / PHL 5649 changed from Fall; Spring to On Demand
REL 2150 changed from Spring to Fall; Spring
REL 2180 changed from Fall, Alternate Years to Fall, Even-numbered Years
REL 2500 changed from Fall; Spring to On Demand
REL 3170 changed from Spring, Alternate Years to Spring, Even-numbered years
REL 3500 changed from Fall; Spring to On Demand
REL 3520 changed from Fall; Spring to On Demand
REL 3600 changed from Spring, Summer Session; On Demand to On Demand
REL 3760 changed from Spring, Alternate Years to Spring, Odd-numbered years
REL 3770 changed from Spring, Alternate Years to Spring, Even-numbered years

New Business (Total 3)

Beaver College of Health Sciences (3)

Proposals from the Beaver College of Health Sciences (3) were approved as follows:

- U_HS_NHM_2023_1 Add a new degree program, Bachelor of Science in Health Sciences (846A). The new program of study is at the end of the minutes.
- Add a new course prefix HS (Health Sciences).
- Change the Beaver College of Health Sciences Undergraduate Bulletin pages. The Bulletin pages are at the end of the minutes.
- U_HS_NHM_2023_2 Course Additions:
 HS 3530-3549 - Selected Topics (1-4)
 When Offered: On Demand
 Subject matter may vary from term to term depending on student interest and need. May be repeated for credit when content does not duplicate.
- Schedule Type: Lecture
- HS 4530-4549 - Selected Topics (1-4)
 When Offered: On Demand
 Subject matter may vary from term to term depending on student interest and need. May be repeated for credit when content does not duplicate.
- Schedule Type: Lecture
- U_HS_NHM_2023_3 Course Additions:
 HS 3500 - Independent Study (1-4)
 When Offered: On Demand
- Schedule Type: Lecture
- HS 4500 - Independent Study (1-4)
 When Offered: On Demand
- Schedule Type: Lecture

Vote 3 – Dr Levy answered questions about the new BS in Health Sciences. To approve the proposals from the Beaver College of Health Sciences - PASSED

Old Business

Other

Adjournment

Vote by acclamation to adjourn – PASSED



The recommendations from the October 4, 2023 Undergraduate Academic Policies and Procedures Committee meeting are approved.

Heather Norris

11/10/2023

Heather Hulburt Norris
Provost and Executive Vice Chancellor

Date

TO: AP&P
FROM: Dr. Ted Zerucha, Assistant Vice Provost, General and Experiential Education
RE: Actions taken at the General Education Council meeting – September 29, 2023
DATE: June 2, 2023

The General Education Council met for their regularly scheduled meeting on Friday, September 29, 2023 at 3:00 pm via Zoom. The following actions were taken:

VOTE 1:

Minutes from April 28, 2023 meeting

Yes = 12 No = 0 Abstain = 5 *Motion carried – minutes approved as written.*

VOTE 2:

Assessment Report from Summer 2023 Gen Ed Assessment Summit:

Yes = 20 No = 0 Abstain = 0 *Report approved and accepted.*

VOTE 3:

UCO 1200, First Year Seminar Course Proposal

Yes = 18 No = 0 Abstain = 1 *Course approved with friendly amendment*

Health Sciences, BS

Program Code: ###

CIP Code: 51.0000

Non-Teaching

Department Chair: Dr. Margaret Barth

828-262-2661 barthmm@appstate.edu

Program Director: TBD

General Education Requirements (44 Hours)

- **General Education Requirements**

The following major requirements may also count in General Education:

- CHE 1101 - Introductory Chemistry I (3)
- CHE 1102 - Introductory Chemistry II (3)
- CHE 1110 - Introductory Chemistry Laboratory I (1)
- CHE 1120 - Introductory Chemistry Laboratory II (1)
- NUT 2202 - Nutrition and Health (3)
- NUT 2351 - Global Nutrition: Emerging Health Challenges (3)
- PH 2000 - Introduction to Public Health (3)
- PSY 1200 - Psychological Foundations (3)
- SOC 2050 - Social Diversity and Inequalities (3)
- SOC 3100 - Gerontology (3)
- STT 2810 - Intro to Statistics (3)
- STT 2820 - Reasoning with Statistics (4)
- SW 2615 - Foundations for Social Justice Practice (3)

Major Requirements (51 Hours)

This major is only available to transfer students who have completed an associate in applied science (AAS) degree in allied health from a regionally accredited North Carolina Community College.

HS GPA requirements: 2.0 cumulative GPA required for declaration, and 2.0 cumulative and 2.0 major GPA required for graduation. There are no GPA retention requirements.

Note: 18 hours in the major must be earned at Appalachian State. At least 15 hours of courses in the major must be at the 3000-level or above.

Allied Health Core (30 Hours)

The Allied Health Core includes 30 hours of allied health courses with a grade of “C” (2.0) or better from an Associate in Applied Science (AAS) degree in allied health from a regionally accredited North Carolina Community College.

Any hours transferred in above the 30 credits will count as free electives as needed.

Health Sciences Required Core (12 Hours)

Note: As part of the required 15 hours of courses in the major at the 3000-level or above, students must complete 6-9 hours of 3000-level or above in this section.

Select two courses from the following (6 credits):

- HCM 2110 - Introduction to Health System Organizations (3)
- HCM 2130 - Managing Health Care Organizations (3)
- PH 2000 - Introduction to Public Health (3)
- PH 3250 - Community Health (3)

Select one Writing in the Discipline course (3 credits):

- COM 3312 - Crisis Communication (3)
- CTE 3340 - Business Communications (3)
- PH 3800 - Public Health Interventions I (3)

Select one Capstone course (3 credits):

- HCM 4950 - Seminar in Health Care Management (3)
- PH 4900 - Internship (3-12) at 3 credits

Other Related Areas (9 Hours)

Note: As part of the required 15 hours of courses in the major at the 3000-level or above, students must complete 6-9 hours of 3000-level or above in this section.

Choose from the following courses in consultation with your advisor:

- BIO 1801 - Biological Concepts I (4)
- BIO 2200 - Human Microbiology (4)
- CHE 1101 - Introductory Chemistry I (3)
- CHE 1102 - Introductory Chemistry II (3)

- CHE 1110 - Introductory Chemistry Laboratory I (1)
- CHE 1120 - Introductory Chemistry Laboratory II (1)
- ES 2002 - Introduction to Exercise Science (3)
- ES 2005 - Introduction to Physiological Assessment (3)
- ES 2040 - Human Anatomy (4)
- ES 2050 - Human Physiology (4)
- HCM 3570 - Principles of Financial Management for Health Care (3)
- HCM 3590 - Quality Management and Process Improvement in Health Care (3)
- HCM 3680 - Human Resource Management in Health Service Organizations (3)
- HCM 4630 - Principles of Leadership for Health Service Organizations (3)
- HCM 4910 - Health Law and Policy (3)
- HCM 4930 - Ethics in Health Care (3)
- NUT 2202 - Nutrition and Health (3)
- NUT 2351 - Global Nutrition: Emerging Health Challenges (3)
- NUT 4552 - Medical Terminology / Records (2)
- NUT 4553 - Medical Language for Health Professionals (3)
- PH 2200 - Chronic and Infectious Disease (3)
- PH 2300 - Communication in Public Health (3)
- PH 3600 - Global Public Health (3)
- PH 3700 - Foundations in Health Behavior (3)
- PH 4650 - Seminar in Rural Public Health (3)
- PSY 1200 - Psychological Foundations (3)
- PSY 3207 - Organizational Psychology (3)
- PSY 3653 - Health Psychology (3)
- SOC 2050 - Social Diversity and Inequalities (3)
- SOC 2600 - Medical Sociology (3)
- SOC 3100 - Gerontology (3)
- SOC 3550 - Sociology of Work and Organizations (3)
- SOC 4055 - Health Inequalities (3)
- STT 2810 - Intro to Statistics (3) or STT 2820 - Reasoning with Statistics (4)
- SW 2615 - Foundations for Social Justice Practice (3)
- SW 2630 - Human Behavior and the Social Environment (3)
- SW 4630 - Programs and Services for Older Adults (3)

Elective Hours (25-34 Hours)

Any Allied Health Core hours transferred in above the 30 credits will count in this section as needed. Required elective hours will vary depending on the number of General Education courses that count in the major, and any additional courses required in the major in order to earn 18 hours at Appalachian State and 15 hours at the 3000-level or above in the major.

General Education Courses Taken for the Major (-up to 9 Hours)

Total Required (120 Hours)

Note: 30 hours of coursework (25% of hours) must be earned at Appalachian State.

College Bulletin

Beaver College of Health Sciences

Bachelor of Science (without teacher licensure)

To earn the Bachelor of Science degree in the Beaver College of Health Sciences, a student must meet the following requirements:

1. Completion of at least 120 semester hours with a minimum cumulative GPA of 2.0 and a major GPA of 2.0. (Public Health, Nutrition and Wellness, and Nutrition Dietetics require a cumulative GPA of 2.5; and Communication Sciences and Disorders requires a 3.2.)
2. Completion of the general education requirements
3. Completion of the major requirements from one of the following majors:
Communication Sciences and Disorders (See the **Department of Rehabilitation Sciences**.)
Exercise Science (See the **Department of Public Health and Exercise Science**.)
Health Care Management (See the **Department of Nutrition and Health Care Management**.)
[Health Sciences](#) (See the [Department of Nutrition and Health Care Management](#))
Nutrition and Foods (See the **Department of Nutrition and Health Care Management**.)
Public Health (See the **Department of Public Health and Exercise Science**.)
Recreation Management (See the **Department of Recreation Management and Physical Education**.)
4. Electives to complete at least 120 semester hours.
5. Compliance with regulations concerning the settlement of all expense accounts

Meeting graduation requirements is the responsibility of the student.

Department Bulletin

Department of Nutrition and Health Care Management

M. Margaret Barth, Chair

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Health Care Management (HCM)

Bachelor of Science in Health Care Management (845A/51.0701)

Health Care Management prepares students for entry level administrative or management jobs in health delivery organizations (such as hospitals, physician's offices, long-term care facilities or outpatient centers), health-related government agencies or other businesses that support health care delivery (insurers, medical suppliers, pharmaceutical companies, etc.) As a component of the degree requirements, students will complete an internship of 300 hours in a health care or health-related organization where the student can apply principles and knowledge gained in the classroom setting. The Health Care Management degree is certified nationally by the Association of University Programs in Health Administration.

Academic Policies and Standards for Retention

HCM students must maintain the academic standards for retention set forth by Appalachian State University, the Beaver College of Health Sciences, and the HCM Program. HCM students are expected to abide by Appalachian's Code of Student Conduct and Academic Integrity Code. HCM students also must comply with the American College of Healthcare Executive's Code of Ethics, and the following HCM standards:

1. Scholastic Performance;
2. Professionalism;
3. Ethical Behavior;
4. Interpersonal Relationships; and
5. Commitment to Diversity and Inclusion.

Failure to meet the standards may result in dismissal from the program. The standards are fully described in the **HCM Student Handbook** linked on this page.

HCM GPA requirements: 2.0 cumulative GPA required for declaration, and 2.0 cumulative and 2.0 major GPA required for graduation. There are no GPA retention requirements.

Bachelor of Science in Health Sciences (###/51.0000)

The health sciences degree is only designed for transfer students who have completed an associate of applied science (AAS) degree in an allied health field from a North Carolina Community College. This degree program prepares students for leadership roles within their discipline, for teaching within their discipline at a community college, or for pursuing a post-graduate degree at a later date.

Academic Policies and Standards for Retention

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[HS students must maintain the academic standards for retention set forth by Appalachian State University, the Beaver College of Health Sciences, and the HS Program. HS students are expected to abide by Appalachian's Code of Student Conduct and Academic Integrity Code. HS students also must comply with the following standards:](#)

- [1. Scholastic Performance;](#)
- [2. Professionalism;](#)
- [3. Ethical Behavior;](#)
- [4. Interpersonal Relationships; and](#)
- [5. Commitment to Diversity and Inclusion.](#)

[Failure to meet the standards may result in dismissal from the program. The standards are fully described in the \[HS Student Handbook\]\(#\) linked on this page.](#)

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[HS GPA requirements: 2.0 cumulative GPA required for declaration, and 2.0 cumulative and 2.0 major GPA required for graduation. There are no GPA retention requirements.](#)

[Note: 18 hours in the major must be earned at Appalachian State. At least 15 hours of courses in the major must be at the 3000-level or above.](#)

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Programs

Bachelor of Science

- **FYG - Health Care Management, BS**
- **FYG - Nutrition and Foods, Dietetics, BS**
- **FYG - Nutrition and Foods, Foodsystems Management, BS**
- **FYG - Nutrition and Foods, Nutrition and Wellness, BS**
- **Health Care Management, BS**
- **[Health Sciences, BS](#)**
- **Nutrition and Foods - Dietetics Concentration, BS (840B)**
- **Nutrition and Foods - Foodsystems Management Concentration, BS (840C)**
- **Nutrition and Foods - Nutrition and Wellness Concentration, BS (840D)**

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Minor

- **Health Care Management Minor**
- **Nutrition and Foods Minor**