

Final 1.14.14 Correction 8.24.2020 pg. 11

MINUTES OF THE MEETING  
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE  
November 6, 2013

The AP&P Committee met on Wednesday, November 6, 2013 at 3:00 p.m. in the William C. Strickland Conference Room of I.G. Greer Hall.

Committee members present: Mr. Kern Maass (Chair), Dr. Bill Bauldry, Dr. Jon Beebe, Dr. Karen Caldwell, Dr. Dinesh Dave, Dr. Pamela Lundin, Mr. Edgar Peck, Dr. Ben Powell, Mrs. Betsy Williams, Dr. Chris Yang, Mr. Thurman Clark, Mr. Nick Smith, Mr. Chris Carpenter, Ms. Katherine Glassman

Committee members excused: Dr. Lisa Curtin Grizzard, Dr. Kim Hall, Dr. Ellie Hoffman  
Committee members absent: Dr. Joe Klein

At 3:05 p.m., Kern Maass noted that we have a quorum and he called the meeting to order.

**MINUTES:**

The AP&P Committee minutes from the October 2, 2013 meeting was approved with no corrections.

VOTE 1                                      YES 14                                      NO 0                                      ABSTAIN 0

**Announcements**

**FIO from the College of Arts and Sciences**

- i. The programs of study for the BA, Global Studies degree (Degree Code 601) were revised. These changes were made to correct the structure of each POS to align with university policy. The errors emerged in 2009 thus a corrected POS is included for each year since 2009-10. These changes were worked out this summer/fall with Dr. Jeni Wyatt and Dr. Alexandra Hellenbrand, the program director of Global Studies.
- ii. The programs of study for the BA, Appalachian Studies degree (Degree Code 600A) were revised. These changes were made to correct the structure of each POS to align with university policy. The errors emerged in 2009 thus a corrected POS is included for each year since 2009-10. These changes were worked out this summer/fall with Dr. Jeni Wyatt and Dr. Katherine Ledford, the program director of Appalachian Studies.
- iii. The Department of History is adding a statement after one of the courses on its BS/History/Social Studies Education POS (Degree Code 116A). Specifically, a parenthetical statement is being added after CI 3100 that reads "must be taken in the semester immediately prior to student teaching". The department has been enforcing this optimal sequence through advising for almost 10 years. This statement codifies and clarifies current practice without having to resort to pre-requisites which cause havoc with transfer students. The statement is already on their four-year plan.

**The General Education Council, at its meeting on October 25, 2013 approved the following items. These approvals are presented to the AP&P Committee FOR INFORMATION ONLY:**

(EFFECTIVE: FALL 2014)

GEN ED: Quantitative Literacy Designation

- MAT 1005 A Brief Introduction to Mathematics
- STT 1805 A Brief Introduction to Statistics

(EFFECTIVE: SPRING 2014 ONLY)

GEN ED: Quantitative Literacy Designation

- MAT 2500 A Brief Introduction to Mathematics
- STT 3500 A Brief Introduction to Statistics

(EFFECTIVE: FALL 2014)

GEN ED: Science Inquiry Perspective (Theme: “Global Environmental Change” and “Restless Planet”)

- GLY 1103 Environmental Change, Hazards, and Resources (new title see below)

### **New Business**

Order of presentation

College of Arts and Sciences

Walker College of Business

Dean’s Council

Graduate School

Dr. Jeni Wyatt presented the proposals from the College of Arts and Sciences for the Department of Geology, the Department of Government and Justice Studies, the Department of Mathematical Sciences, and the department of Psychology.

The proposals from the Department of Geology were approved as follows: (EFFECTIVE: FALL 2014)

CAS\_GLY\_2012\_08

Change the title for GLY 3800 from Introduction to Stratigraphy and Sedimentology to **GLY 3800. Sedimentology and Stratigraphy (3).S.**

- POS affected 121A, 244A, 259C, 259D, 259E, 119A

CAS\_GLY\_2012\_09

Change the course title for GLY 1103 from Introduction to Environmental and Applied Geology to **GLY 1103. Environmental Change. Hazards. and Resources (4).F:S.**

- POS affected 214G, 219A, 243A, 244A, 259C, 259D, 259E, 244, 119A

CAS\_GLY\_2012\_10

Change the credit hours for GLY 4501 Senior Research from (1) to (1-3).

- POS affected 259C, 259D, 259E

CAS\_GLY\_2012\_11

Revise the undergraduate bulletin to add the description for the Honors Program in Geology to read as follows:

**Honors Program in Geology**

The Department of Geology offers an honors program in geology. Admission to the honors program requires completion of GLY 2250 (Evolution of the Earth lecture and lab) and a minimum grade-point average, both overall and in the major, of 3.40. To graduate with “honors in geology,” a student must have a minimum grade point average of 3.45, overall and in geology, and must take a total of nine semester hours of geology with honors at the 2000 level or above with a grade of “B” or better in each course. The required honors thesis in geology is the three-credit course GLY 4510 (Senior Honors Thesis). The Geology Honors Thesis must be approved by two readers, with the thesis director from the Department of Geology, in order to graduate with honors in geology.

CAS\_GLY\_2012\_12

Revise the program of study for the Bachelor of Science degree in Geology (259\*/40.0601) with a concentration in Paleontology (259D) with the following changes:

- Under A change “Choose one introductory geology course” to “Choose one 1000 level geology course”.
- Under A update the new course titles of GLY 1103 and GLY 3800
- Change the title of Section B to read: Evolutionary Component (18 semester hours)
- Under B remove BIO 2000 and BIO 2001, remove the statement “Add 10 semester hours of BIO at or above the 2000 level...”
- Under B add the statement “And 14 semester hours of evolutionary science courses from the following list: BIO 1802; Any BIO course above the 2000 level (with the exception of BIO 2800, BIO 3520, BIO 4550, BIO 4563); ANT 2230, ANT 3200, ANT 3220, and ANT 3300
- Under B change the prerequisite for ANT 3200 to read “ANT 2221, or permission of instructor”

CAS\_GLY\_2012\_13

Revise the program of study for the Bachelor of Science degree in Geology (259\*/40.0601) with a concentration in Environmental Geology (259C) with the following changes:

- Under A change “Choose one introductory geology course” to “Choose one 1000 level geology course”.
- Under A update the new course titles of GLY 1103 and GLY 3800
- Under D delete ECO 2030 and the statement “ECO 2030 may be used in Gen Ed” and add ECO 2620

VOTE 2

YES 14

NO 0

ABSTAIN 0

The proposals from the Department of Government and Justice Studies were approved as follows: (EFFECTIVE: FALL 2014)

CAS\_GJS\_2012\_08

Revise the program of study for the Master of Public Administration (279\*/44.0401) to reflect the following changes:

- Delete the concentration in Emergency Management (279E)

CAS\_GJS\_2012\_09

Revise the program of study for the Master of Public Administration (279\*/44.0401) with a concentration in Not-for-profit Management (279F) to reflect the following changes:

- Delete the section “Choose two courses from:” and add a bullet “6 s.h. of graduate courses in consultation with the MPA Director, including 3 s.h. of graduate elective coursework from outside the department.

CAS\_GJS\_2012\_10

Revise the program of study for the Master of Public Administration (279\*/44.0401) with a concentration in Town, City and County Management (279C) to read as follows:

**Admission Requirements:** Baccalaureate degree from an accredited college or university; [complete application to the Graduate School](#); official general GRE exam scores.

To be considered for admission, applicants must meet the [criteria for admission to the Graduate School](#). In addition, the program faculty will give preference to applicants who meet or exceed the following: Undergraduate GPA > 3.00 and/or GRE Verbal > 25th percentile and GRE Quantitative > 25th percentile. Meeting this condition does not guarantee admission.

**Location:** On Campus and Off Campus; Off-Campus cohorts begin periodically, and follow a part-time extended format.

Course Requirements for the Master of Public Administration		
Semester Hours Required (minimum): 42		
<b>Required Courses</b>	<ul style="list-style-type: none"> <li>• PA 5000: Research Methods (3)</li> <li>• PA 5060: Seminar in Public Administration (3)</li> <li>• PA 5180: Public Policy Analysis and Program Evaluation (3)</li> <li>• PA 5260: Organization Theory and Behavior (3)</li> <li>• PA 5360: Public Personnel Administration (3)</li> <li>• PA 5460: Budgeting and Fiscal Administration (3)</li> <li>• PA 5558: Capstone Research (1)</li> <li>• PA 5559: Capstone in Public Administration (2)</li> </ul>	21

<p><b>Concentration (CHOOSE ONE)</b></p>	<p><b>Administration of Justice Concentration (Code: 279D)</b></p> <ul style="list-style-type: none"> <li>• 9 s.h. of graduate courses chosen from the following courses: <ul style="list-style-type: none"> <li>○ CJ/PS 5050: Seminar in Public Law &amp; Judicial Behavior (3)</li> <li>○ CJ 5060: Administration of Justice (3)</li> <li>○ CJ 5150: The American Justice System and Social Justice (3)</li> <li>○ CJ 5625: Seminar in Police and Society (3)</li> <li>○ CJ 5660: Crime, Theory and Policy (3)</li> </ul> </li> <li>• 3 s.h. of graduate elective coursework from outside the program</li> <li>• 3 s.h. chosen from the following electives: <ul style="list-style-type: none"> <li>○ CJ 5500: Independent Study (3)</li> <li>○ CJ/PS 5661: Court Administration (3)</li> <li>○ CJ 5670: Crime Analysis and Criminal Justice Planning (3)</li> <li>○ CJ 5680: Organized Crime (3)</li> <li>○ CJ 5805: Directed Research (3)</li> </ul> </li> </ul> <p><b>OR</b></p> <p><b>Not-for-profit Management Concentration (Code: 279F)</b></p> <ul style="list-style-type: none"> <li>• PA 5270: Not-for-Profit Organizations (3)</li> <li>• PA 5271: Grants Strategies and Preparation (3)</li> <li>• PA 5665: Public Management (3)</li> <li>• 6 s.h. of graduate courses in consultation with the MPA Director, including 3 s.h. of graduate coursework from outside the program</li> </ul> <p><b>OR</b></p> <p><b>Public Management Concentration (Code: 279B)</b></p>	<p>15</p>
	<ul style="list-style-type: none"> <li>• 15 s.h. of graduate courses in consultation with the MPA director, including 3 s.h. of graduate elective coursework from outside the program</li> </ul> <p><b>OR</b></p> <p><b>Town, City and County Management Concentration (Code: 279C)</b></p> <ul style="list-style-type: none"> <li>• 15 s.h. from the following courses <ul style="list-style-type: none"> <li>○ GHY/PLN 5400: Planning Theory and Process (3)</li> <li>○ PS 5330: Problems in State and Local Government (3)</li> <li>○ PA 5560: Local Government Administration (3)</li> <li>○ PA 5665: Public Management (3)</li> <li>○ PLN 5431: Planning Methods and Techniques (3)</li> <li>○ PLN 5730: Land Use Controls, Planning Law, and Ethics (3)</li> </ul> </li> </ul>	
<p><b>Fieldwork / Internship Option (CHOOSE ONE)</b></p>	<p><b>Internship for Pre-service Students</b></p> <ul style="list-style-type: none"> <li>• PA 5900: Internship in Public Administration (3+3 or 6)</li> </ul> <p><b>OR</b></p> <p><b>Field Research Option for In-service Students</b></p> <ul style="list-style-type: none"> <li>• PA 5010: Field-based Research (3)</li> <li>• One additional graduate course (3)</li> </ul>	<p>6</p>

**Other Requirements for the MPA:**

- **Thesis:** Not required
- **Proficiency:** Students must demonstrate a proficiency in reading a foreign language or quantitative analysis as a research tool. The department may determine the proficiency required.
- **Candidacy:** Not required
- **Comprehensive:** Successful completion of a capstone experience (PA 5558 plus PA 5559) fulfills the requirement for a comprehensive examination.
- **Product of Learning:** Not required

CAS\_GJS\_2012\_11

Revise the program of study for the Bachelor of Science in Political Science (272\*/45.1001) with a concentration in public administration (272K) to reflect the following changes:

- Under B Public Management, add “6 s.h. PS electives: \_\_\_\_\_”
- Under B Public Management, remove “Choose two from the following:”
- Under B Public Management, remove PS 3230, PS 3280, PS 4230, and PS 4670
- Under the Elective section, add ACC 1050, CIS 2050, COM 1200, FIN 3680, MGT 3630, and MKT 3050
- Under the Elective section, remove ECO 1010, ECO 3430, ECO 3550, ECO 3800, GHY 3200, PLN 4425, and PLN 4700

VOTE 3

YES 14

NO 0

ABSTAIN 0

The proposals from the Department of Mathematical Sciences were approved as follows: (EFFECTIVE: FALL 2014)

CAS\_MAT\_2012\_01

Course Addition:

**MAT 1005. A Brief Introduction to Mathematics (1).S.**

*GEN ED: Quantitative Literacy*

This course is an introduction to mathematical problem solving. Emphasis is on the development of conceptual understanding rather than on computational drill. Using appropriate computational tools, including computers, is fundamental to the course. All sections cover personal finance. MAT 1005 is not open to students with 4 hours of QL credit. Prerequisite: 3 hours of QL credit.

CAS\_MAT\_2012\_02

Course Addition:

**STT 1805. A Brief Introduction to Statistics (1).S.**

*GEN ED: Quantitative Literacy*

This course is an introduction to statistical thinking. Emphasis is on the development of conceptual understanding rather than on computational drill. Using appropriate computational tools, including computers, is fundamental to the course. The course will cover the statistical method, making and reading graphs, detecting bias, univariate statistics, categorical statistics, linear regression and some basic probability. STT 1805 is not open to students with 4 hours of QL credit. Prerequisite: 3 hours of QL credit.

CAS\_MAT\_2013\_01

Course Addition:

**MAT 3340. Actuarial Models (3).F.**

This course covers contingency models including life contingent models. Topics covered include but are not limited to survival distributions, life insurances, life annuities, premium and reserve calculations, multiple life and multiple decrement models. Prerequisites: MAT 3330 and STT 3850.

CAS\_MAT\_2013\_02

Revise the program of study for the Bachelor of Science in Actuarial Sciences (106A/52.1304) to reflect the following changes:

- Under A Mathematics, change 37 s.h. to 40 s.h. and add MAT 3340
- Under B Business, change 30 s.h. to 27 s.h. and delete FIN 3072

VOTE 4

YES 14

NO 0

ABSTAIN 0

The proposals from the Department of Psychology were approved as follows: (EFFECTIVE: FALL 2014)

CAS\_PSY\_2013\_01

Change the name of the Master of Arts in Psychology, General Experimental (226A/42.0101) to the Master of Arts in Psychology (145\*/42.0101) and add two concentrations: Experimental (145B) and Clinical (145C). Delete the Master of Arts in Clinical Health Psychology (115A/42.2801). Change the admission requirements section to reflect the two new concentrations. (CONTINGENT ON APPROVAL BY THE UNC-GENERAL ADMINISTRATION)

**Admission Requirements:** Baccalaureate degree from an accredited college or university; complete application to the Graduate School; official general GRE exam scores; completion of approved courses (or demonstrated competence in the subject matter) in General Psychology and Research Methods (including statistics) for both concentrations and in Abnormal Psychology for the Clinical concentration; statement not exceeding two pages describing the applicant’s academic and professional goals. Applicants should describe their research interests and identify a potential mentor from the Psychology faculty. Applicants to the Clinical concentration who make the first cut will be invited for an interview.

To be considered for admission, applicants must meet the criteria for admission to the Graduate School. Meeting these criteria does not guarantee admission.

For applicants seeking admission in the Clinical concentration, successful admission will be contingent upon completion of a Criminal Background Check that will be reviewed by the Clinical Admissions Committee and the Graduate School. The Criminal Background Check is required for licensure as a psychological associate and because psychology trainees are placed in professional agencies with policies regarding criminal histories. Applicants who are recommended for admission will be contacted with instructions.

**Location:** On campus

<b>Course Requirements for the Master of Arts in Psychology (Code: 145*)</b>		
<b>Total Semester Hours Required (minimum): 33 (Experimental Concentration); 57 (Clinical Concentration)</b>		
<b>Required Courses</b>	PSY 5020: Research Methods in Psychology (3) PSY 5150: Pro-Seminar I: Learning and Cognition (3) PSY 5250: Pro-Seminar III: Biopsychology and Developmental Psychology (3)	9

<p><b>Concentration (CHOOSE ONE)</b></p>	<p><b>Experimental Psychology Concentration (Code: 145B)</b>                  PSY 5010: Research Seminar (3)                  PSY 5030: Quantitative Methods in Psychology (3)                  PSY 5200: Pro-Seminar II: Social and Personality Psychology (3)                  PSY 5530-5549: Selected Topics (two courses) (6)                  PSY 5640: Seminar (3)                  PSY 5998: Thesis Proposal (3)                  PSY 5999: Thesis (3)</p> <p>OR</p> <p><b>Clinical Psychology Concentration (Code: 145C)</b>                  PSY 5552: Diagnosis and Psychopathology (3)                  PSY 5583: Health Psychology and Behavioral Medicine(3)                  PSY 5584: Community Psychology (3)                  PSY 5700: Cognitive Assessment (3)                  PSY 5701: Personality Assessment (3)                  PSY 5705: Psychotherapy: Foundations and Ethics (3)                  PSY 5713: Child Psychopathology (3)                  PSY 5714: Psychotherapy Interventions I (3)                  PSY 5715: Psychotherapy Interventions II (3)                  PSY 5904: Practicum I - Clinical Health Psychology (3)                  PSY 5905: Practicum II - Clinical Health Psychology (3)                  PSY 6900: Internship - Clinical Health Psychology (6)                  Thesis option (Choose one):                      <i>With Thesis</i></p> <ul style="list-style-type: none"> <li>• PSY 5030: Quantitative Methods in Psychology (3)</li> <li>• PSY 5998: Thesis Proposal (3)</li> <li>• PSY 5999: Thesis (3)</li> </ul> <p>OR</p> <p><i>Without Thesis</i>                  Select 6 s.h. of electives with approval of an advisor, and                  Choose one of the courses below:</p> <ul style="list-style-type: none"> <li>• PSY 5030: Quantitative Methods in Psychology (3)</li> <li>• PSY 5200: Pro-Seminar II: Social and Personality Psychology (3)</li> </ul>	<p>24 OR 48</p>
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**Other Requirements for the MA in Psychology:**

- **Thesis:** Required (Experimental concentration); Optional (Clinical concentration)
- **Proficiency:** Statistics proficiency met by completion of PSY 5020
- **Candidacy:** Required for both concentrations. For Experimental students, candidacy is granted upon approval of thesis committee and prospectus. For Clinical students, candidacy is granted upon approval of thesis committee and prospectus (thesis track only), successful completion of PSY 5904, and approval of program faculty.
- **Comprehensive:** Each candidate will satisfactorily complete a comprehensive examination by scoring at or above the 60th percentile of the GRE subject test or scoring at the 70th percentile on the Area Achievement Concentration Test (ACAT). In addition, Clinical students will have a concentration specific examination administered during the fourth semester in the program.
- **Product of Learning:** Not required

VOTE 5

YES 14

NO 0

ABSTAIN 0



Dr. Heather Norris presented the proposals from the Walker College of Business for the Department of Computer Information Systems, the Department of Economics, and the Master of Business Administration program.

The (undergraduate) proposals from the Department of Computer Information Systems were approved as follows: (EFFECTIVE: FALL 2014)

COB\_CIS\_2014\_1

Change the title for CIS 2050 from Foundations of Information Systems to CIS 2050. Information Technology in the Organization (3).F;S.

- POS affected with title change – 250, 250Q, 284D, 310, 324, 407, 577C, 840C

COB\_CIS\_2014\_2

Change the BSBA Minor policy to allow all College of Business majors (except CIS majors) to minor in CIS.

- Revise the undergraduate catalog, #11 to read as follows:

11. A minor is not required for the BSBA degree (except for the BSBA in International Business, which requires either a minor in an approved foreign language, or a minimum of 15 semester hours at the 2000 level or above in the selected language if no minor is available at ASU); however, a minor in International Business is available for all business majors (except International Business majors) and a minor in Computer Information Systems is available for all business majors (except Computer Information Systems majors). Also, a business major can complete a minor in Supply Chain Management or any minor outside the College of Business.

- Revise the undergraduate catalog to read as follows:

**Undergraduate Minor in Computer Information Systems (310/52.1201)  
(for all business and non-business majors, except CIS majors)**

A minor in Computer Information Systems (CIS) may be obtained by completing 15 semester hours.

The program of study is available at:

[www.programsofstudy.appstate.edu/computer- information-systems-minor-310-2013-2014](http://www.programsofstudy.appstate.edu/computer-information-systems-minor-310-2013-2014)

Students not admitted to the College of Business may take at most five business courses at the 3000 or 4000 level (unless more is required by a business minor or non-business major). Students must meet all eligibility requirements to take 3000-4000 level business courses. A minimum overall GPA of 2.5 is required in the 15 s.h. of CIS courses to obtain a minor in Computer Information Systems.

- POS affected: 310

VOTE 6

YES 14

NO 0

ABSTAIN 0

The proposals from the Department of Economics, the MBA Program, and the graduate proposals from the Department of Computer Information Systems were approved as follows: (EFFECTIVE: FALL 2014).

COB\_CIS\_2013\_02

Change the name of the graduate certificate in Computer Information Systems (310A/52.1201) to a graduate certificate in Business Analytics (340A/11.0802).

**Admission Requirements:** Baccalaureate degree from an accredited college or university; complete application to the Graduate School; evidence of knowledge in statistics, financial accounting, economics, corporate finance, marketing, and organizational behavior through course work, work experience or completion of the accelerated prerequisite program before taking graduate course work in those subjects.

**Location:** On Campus

<b>Course Requirements for the Graduate Certificate in Business Analytics (Code: 340A)</b>		
<b>Total Semester Hours Required (minimum): 15</b>		
<b>Required Courses</b>	MBA 5200: Problem Analysis and Quantitative Methods (3) MBA 5230: Fundamentals of Business Analytics (3) CIS 5850: Business Analytics Project (3) Choose 6 s.h. from the following list; electives outside of business require approval of the department offering the course; other course options require permission from the program director. <ul style="list-style-type: none"> <li>• CIS 5630: Data Management (3)</li> <li>• CIS 5830: Security Privacy and Ethical Issues in Analytics (3)</li> <li>• MBA 5870: Analytic Models for Supply Chain Management (3)</li> <li>• ECO 5740: Forecasting and Time Series Models (3)</li> <li>• CS 5710: Data Mining and Knowledge Discovery in Scientific Data (3)</li> <li>• BIO 5777: Biostatistics (4)</li> <li>• GHY 5812: Advanced GIS (3)</li> </ul>	15

COB\_CIS\_2013\_03

Change the course title and description of MBA 5230 Global Information Systems to read as follows:

**MBA 5230. Fundamentals of Business Analytics (3).On Demand.**

In this course students gain the skills required to succeed in today's highly analytical and data-driven economy. The course introduces the basics of data management, RFM Analysis, predictive modeling using decision trees and logistic regression techniques, design of experiments, customer segmentation and forecasting. This course includes lab work and a real data project to enhance competency of using analytics in real-world scenarios, and to engage in hands-on experience with SAS software to demonstrate capability of the concepts of data analysis. Prerequisite: admission to the MBA Program or Business Analytics Certificate or permission of the program director.

COB\_CIS\_2013\_04

Change the semester offering and prerequisite statement of MBA 5200 to read as follows:

**MBA 5200. Problem Analysis and Quantitative Methods (3).On Demand.**

Prerequisite: admission to the MBA Program or Business Analytics Certificate or permission of the program director.

COB\_CIS\_2013\_05

Change the course title and description and add prerequisite statement for CIS 5850 Information System Project to the following:

**CIS 5850. Business Analytics Project (3).On Demand.**

Students will work on a real world project taking raw data through the preparation, management and analysis phases to the presentation of results and recommendations from the analysis. Prerequisite: admission to the MBA Program or Business Analytics Certificate or permission of the program director.

COB\_CIS\_2013\_06

Change the course title and add prerequisite statement of CIS 5630 Advanced Data Management to read as follows:

**CIS 5630. Data Management (3).On Demand.**

Prerequisite: admission to the MBA Program or Business Analytics Certificate Program or permission of the program director.

COB\_CIS\_2013\_07

Change the course title, description, and add prerequisite statement for CIS 5830 Managing Security to read as follows:

**CIS 5830. Security, Privacy and Ethical Issues in Analytics (3).On Demand.**

This course is designed as a broad overview of important security, privacy, ethical and societal issues that are relevant to the field of Business Analytics. Prerequisite: admission to the MBA Program or Business Analytics Certificate Program or permission of the program director.

COB\_CIS\_2013\_08

Change the prerequisite statement for MBA 5870. Analytical Models for Supply Chain Management to read as follows:

Prerequisite: admission to the MBA Program or Business Analytics Certificate Program or permission of the program director.

COB\_CIS\_2013\_09

Add a new concentration to the Master of Business Administration (305\*/52.0201) titled Business Analytics(305F). Admission requirements and new program of study can be seen on pages 12-15 below:

COB\_CIS\_2013\_10 Delete the following CIS courses:

CIS 5010. Microcomputer Concepts and Applications (3).On Demand.

CIS 5120. Systems Development Methods (3).On Demand.

CIS 5130. Applications Development Using Visual BASIC (3).F;S.

COB\_ECO\_2013\_01

Change the course title of ECO 4621/ECO 5621 Advanced Environmental Economics and revise the prerequisite statement of ECO 5621 to read as follows:

**ECO 4621/ECO 5621 Environmental Economics and Policy (3).S.**

ECO 5621 – Prerequisite: ECO 2030 (Principles of Microeconomics) or ECO 2620 (Environmental and Resource Economics). [Dual-listed with ECO 4621.]

COB\_MBA\_2013\_01

Revise the catalog description for the MBA program to reflect a more concise list of elective choices. The new program of study can be seen on pages 12-15 below.

COB\_MBA\_2013\_02

Change the grading of MBA 5820. Executive Skills from S/U to A-F, change the semester offering, and change the prerequisite statement to read as follows:

**MBA 5820. Executive Skills (0).F;S;SS.**

This course is designed to help the student develop important business skills, such as resume-building, interviewing, networking and self-promotion. Material will be conveyed to the students through seminars, guest speakers and student projects. Students will also need to complete various assessment exercises. Prerequisite: admission to the MBA Program or permission of the program director. Full-time students must enroll each term; part-time students must enroll at least three times; dual degree students at least twice. All students must enroll in their last semester of coursework.

COB\_MBA\_2013\_03

Change the course title of MBA 5060. Executive Seminar in International Leadership and Ethics, revise the program of study for the Master of Business Administration (305\*) by moving MBA 5060 to the elective section, and add repeat statement as follows:

**MBA 5060. Executive Seminar (1-3).On Demand.**

This course is repeatable for up to 6 s.h. of credit.

COB\_MBA\_2013\_04

Delete the concentration in General Management (305B) and add a concentration in Leading and Managing Human Resources (305H) and revise the program of study for the Master of Business Administration (305\*/52.0201). **The new program of study can be seen on pages 12-15 below.**

COB\_MBA\_2013\_05

Add a new concentration in Supply Chain Management (305I) to the Master of Business Administration (305\*) and add the following SCM graduate courses:

Add SCM 5500. Independent Study (1-4).F;S. Add SCM 5530-5549. Selected Topics (1-4).F;S. Add SCM 5900. Internship (1-6).On Demand. Add SCM 5989. Graduate Research (1-9).F;S.

COB\_MBA\_2013\_06

Add a new concentration in Interdisciplinary Business (305G) to the Master of Business Administration (305\*). The new program of study can be seen on pages 12-15 below.

COB\_MBA\_2013\_08

Course Addition:

**MBA 5250 Strategic Sourcing and Logistics Management (3).On Demand.**

This course will focus on the integration of procurement and logistics management for the supply chain. Students are introduced to important supply chain concepts including supplier selection, supplier relationships, cost management, sourcing strategy, negotiation, incoterms, transportation planning and execution. The objective of the course is to develop procurement and logistics management skills that students can appreciate and use effectively in their careers. A case based approach will be used to reinforce and enrich course content. Prerequisite: admission to the MBA Program or permission of the program director.

COB\_MBA\_2013\_09

Revise the program of study for the Master of Business Administration (305\*) to add MBA 5020 to the list of required courses.

COB\_MBA\_2013\_10

Change semester offerings for the following MBA courses to On Demand: BUS 5001, BUS 5002, BUS 5003, BUS 5004, BUS 5005, BUS 5006, MBA 5320, MBA 5020, MBA 5220, MBA 5420, MBA 5750, MBA 5110, MBA 5200, MBA 5230, and MBA 5600.

COB\_MBA\_2013\_11

Revise the wording for the Admission Requirements to the Master of Business Administration (305\*) to read as follows:

Admission Requirements: Baccalaureate degree from an accredited college or university; complete application to the Graduate School; official general GMAT or GRE exam scores; evidence of knowledge in statistics, financial accounting, economics, corporate finance, marketing, and organizational behavior through course work, work experience or completion of our accelerated prerequisite program before taking higher level course work in those subjects.

**Admission Requirements:** Baccalaureate degree from an accredited college or university; complete application to the Graduate School; official general GMAT or GRE exam scores; evidence of knowledge in statistics, financial accounting, economics, corporate finance, marketing, and organizational behavior through course work, work experience or completion of the accelerated prerequisite program before taking graduate course work in those subjects.

**Location:** on and off campus

<b>Course Requirements for the Master of Business Administration (Code: 305*)</b>		
<b>Total Semester Hours Required (minimum): 36</b>		
<b>Required Coursework</b>	MBA 5020: International Experience (3) MBA 5110: Economics for Decision-Making (3) MBA 5200: Problem Analysis and Quantitative Methods (3) MBA 5220: Operations and Supply Chain Management (3) MBA 5230: Fundamentals of Business Analytics (3) MBA 5320: Managerial Accounting (3) MBA 5420: Marketing Strategy and Applications (3) MBA 5600: Managerial Finance (3) MBA 5750: Strategic Management (3) MBA 5820: Executive Skills (0) – <i>full-time students must enroll each term; part-time students must enroll at least three times; dual-degree students at least twice. All students must enroll in their last semester of coursework.</i>	<b>27</b>

<p><b>Concentration (CHOOSE 1)</b></p>	<p><b>Business Analytics (Code: 305F)</b>                  CIS 5850: Business Analytics Project (3) <b>AND</b>                  Choose 6 s.h. from the list below or from the additional elective options at the end of the program description; electives outside of business require approval of the department offering the course; other electives may be chosen with approval of the program director.                  CIS 5630: Data Management (3)                  CIS 5830: Security Privacy and Ethical Issues in Business Analytics (3).                  MBA 5870: Analytical Models for Supply Chain Management (3)                  ECO 5740: Forecasting and Time Series Models (3)                  CS 5710: Data Mining and Knowledge Discovery in Scientific Data (3)                  BIO 5777: Biostatistics (4)                  GHY 5812: Advanced GIS (3)</p> <p><b>OR</b>  <b>Economics Concentration (Code: 305E)</b>                  Choose 9 s.h. from the list below or from the additional elective options at the end of the program description; other electives may be chosen with approval of the program director.                  ECO 5621: Environmental Economics and Policy (3)                  ECO 5640: International Economic Policy (3)                  ECO 5660: Benefit-Cost Analysis (3)                  ECO 5740: Forecasting and Time Series Models (3)</p>	<p><b>9</b></p>
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**OR**

**Interdisciplinary Business (Code: 305G)**

*(For students concurrently enrolled in MBA and another master's program at Appalachian)*

9 s.h. chosen in consultation with the MBA program director; courses will typically be chosen from the other major. In addition, double majors may petition to substitute MBA 5020 International Experience with an additional course from the other major; see the program director for more information. The final programs of study for both majors may not overlap by more than 50%.

**OR**

**International Business Concentration (Code: 305C)**

Choose 9 s.h. from the list below or from the additional elective options at the end of the program description; other electives may be chosen with approval of the program director.

ACC 5230: International Accounting (3)

ECO 5640: International Economic Policy (3)

MBA 5020: International Experience (3)

MBA 5080: Sustainable Business for a Global Economy (3)

MBA 5720: International Seminar (3)

MKT 5550: International Marketing (3)

**OR**

**Leading and Managing Human Resources (Code: 305H)**

Choose 9 s.h. from the list below or from the additional elective options at the end of the program description; other electives may be chosen with approval of the program director.

COM/MBA 5311\*\*: Communication in Conflict Management (3)

MGT 5040: Employment Law (3)

MGT 5160: Strategic Human Resource Management (3)

MGT 5660: Staffing (3)

MGT 5661: Performance Management (3)

MGT 5671: Training and Development (3)

MGT 5672: Advanced Organizational Psychology (3)

MGT 5700: Contemporary Issues in Management and Leadership (3)

MGT 5770: Business Ethics (3)

PSY 5070: Organizational Behavior Management (3)

**OR**

**Supply Chain Management (Code: 305I)**

MBA 5250: Strategic Sourcing and Logistics Management (3) **AND**  
Choose 6 s.h. from the list below or from the additional elective options at the end of the program description; other electives may be chosen with approval of the program director.

MBA 5680: Six Sigma, Lean and Quality Management (3)

MBA 5870: Analytical Models for Supply Chain Management (3)

ECO 5740: Forecasting and Time Series Models (3)

**OR**

**Sustainable Business Concentration (Code: 305D)**

Choose 9 s.h. from the list below or from the additional elective options

	<p>at the end of the program description; other electives may be chosen with approval of the program director.</p> <p>ACC/MBA 5240**: Accounting for Sustainable Practice (3)          ECO 5621: Advanced Environmental Economics (3)          ECO 5660: Benefit-Cost Analysis (3)          MBA 5080: Sustainable Business for a Global Economy (3)          MGT 5770: Business Ethics (3)</p>	
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Note: \*\*MBA students should seek permission from the MBA director before registering for the non-MBA section of these courses.

**Other Requirements for the MBA:**

- **Thesis:** Optional
- **Proficiency:** Not required
- **Candidacy:** Required
  - Students must demonstrate knowledge and exposure to international business and culture before completion of the degree program, through approved activities such as short term study abroad, completion of a course with an international theme, international internship, practicum with an international theme, or other activities as approved by the program director.
  - Students must document valid work experience before the completion of the degree program, through approved activities such as business practicum, internship, documented previous work experience, or other activities approved by the program director.
- **Comprehensive:** Not required
- **Product of Learning:** Not required

**Additional Elective Options:** With approval of the program director, the following courses can count in any concentration provided that the course content fits with the concentration theme.

- MBA 5020: International Experience (3)
- MBA 5060: Executive Seminar (1-3)
- MBA 5500: Independent Study (1-3)
- MBA 5800: Business Practicum (1-6)
- MBA 5900: MBA Internship (1-6)
- MBA 5998: Thesis Preparation (1-3)
- MBA 5999: Thesis (1-6)

VOTE 7    YES 14    NO 0    ABSTAIN 0

Dr. Garner Dewey presented a proposal from the Dean’s Council.

A proposal from the Dean’s Council was approved as follows: (EFFECTIVE: FALL 2014)

DeansCouncil\_2013\_1

Establish the GLO Attribute which will serve to identify courses that offers global/international content and/or global learning opportunities to read as follows:

The Global Learning Opportunity (GLO) Attribute identifies a course that offers global/international content and/or global learning opportunities. In the effort to increase students’ global competency this attribute provides a clear understanding of existing and



emerging opportunities that helps advisors and students to select appropriate courses.

VOTE 8

YES 14

NO 0

ABSTAIN 0

Dr. Edelma Huntley presented the proposals from the Graduate School.

The proposals from the Graduate School were approved as follows: (EFFECTIVE: FALL 2014)

GradSchool\_2013\_1\_nonstd\_courses

Update “7. Undergraduate Enrollment” on page 44 of the undergraduate bulletin to read “7. Senior Enrollment.”

Update the information on non-standard course credit (transfer and prior to admission) in the Graduate Bulletin to read as follows:

### **Transfer Credits**

A degree- or certificate-seeking student may, with permission of the program director, request approval from the Graduate School to transfer graduate course work to Appalachian from another accredited graduate school. This coursework must be at the same or higher level than the student’s program at Appalachian and must be acceptable in a graduate degree program at the credit-granting institution. Permission to use transfer hours on a program of study must be granted by both the student's program and the Graduate School. Transfer credit should be reported to the Graduate School as soon as possible, but will not be posted to the student's official Appalachian transcript until official transcripts are received.

Students should arrange for official transcripts to be sent directly to the graduate records staff in the Graduate School as soon as grades are posted.

Graduate work included in an earned degree from another institution cannot be included on a program of study.

**Time limit:** Transfer credits are subject to the 7-year time limit requirement at the time of graduation.

**Number of hours:** The maximum number of hours of transfer allowed is 9 hours for degree-seeking students, and 25% of the number of hours required for certificate-seeking students.

**Minimum Acceptable Grades:** The grades earned must be at least “B” (3.0/4.0). A “B-” is not acceptable. Courses with grades of “P” meaning “Passing” or “Pass/Fail” option and grades of “S” meaning “Satisfactory” are not acceptable for transfer.

### **Senior Enrollment in Graduate Level Courses**

Students enrolled as undergraduates at Appalachian State University may request permission to take graduate courses if they will be seniors in the semester of enrollment and have at least a 3.0 GPA. The request form can be found on the Graduate School website, and it requires both department and Graduate School approval.

Students may count up to 12 semester hours taken under this classification toward a later graduate degree program, provided that the 7 year time limit for graduate

courses is not exceeded; that the course credits are not used to meet the requirements of the undergraduate degree; and that the graduate program approves their inclusion on the graduate program of study.

**Coursework Taken Prior to Admission**

**Degree- or certificate-seeking students wishing to count a course taken at Appalachian prior to enrollment into the program:**

A student may, with permission of the program director, request approval from the Graduate School to include on a program of study up to 9 hours of graduate coursework taken as a graduate student at Appalachian prior to the term of admission into the degree or certificate program at Appalachian. These requests are not automatic and will be reviewed on a case-by-case basis. These hours are subject to the seven (7) year time limit requirement at graduation

VOTE 9                                      YES 14                                      NO 0                                      ABSTAIN 0

GradSchool\_2013\_2\_studyabroad

Add new course prefix (GRD) for graduate coursework, add GRD 5800-5810 placeholder courses for Graduate Study Abroad and add a section referring to Study Abroad to the Graduate Bulletin to read as follows:

**GRD 5800-5810. Graduate Study Abroad (1-9).On Demand.**

Course for Appalachian degree or certificate-seeking graduate students studying abroad. Students will complete graduate level courses at an approved international institution and transfer back to Appalachian all graduate coursework receiving the equivalent grade of a 3.0 or greater. Course enrollment is restricted to students approved by the student's graduate program, the Graduate School, and International Education and Development.

**Study Abroad**

Students studying at the graduate level in an official exchange program, *i.e.*, one for which Appalachian has an agreement with the foreign institution, are expected to register and pay for graduate credit at Appalachian. In this situation, students should enroll in graduate placeholder courses (GRD 5800-5810) in a one-to-one correspondence to the courses that will ultimately be transferred back to Appalachian.

When the student returns to campus, an official transcript should be submitted to the Graduate School for review. If the course is documented as post-baccalaureate level and the grades are equivalent to a B or higher, then the courses will be transferred in to replace the placeholders.

Students who wish to take undergraduate coursework in an exchange program should use the undergraduate placeholder course (US 3800) for the relevant number of hours.

VOTE 10                                      YES 14                                      NO 0                                      ABSTAIN 0

**OLD BUSINESS**

**OTHER** – Susan Davies announced that the proposals on Fostering Undergraduate Student Success would be coming soon. She also announced a UNC-GA meeting on these new regulations would take place on Nov 13<sup>th</sup>.

**ADJOURNMENT**

The AP&P Committee members voted to adjourn at 3:38 p.m.

VOTE 11

YES 14

NO 0

ABSTAIN 0

ACADEMIC POLICIES AND PROCEDURES  
COMMITTEE  
**November 6, 2013**  
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
Bill Bauldry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Jon Beebe	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Karen Caldwell	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Dinesh Davé	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Kim Hall	-	-	-	-	-	-	-	-	-	-	-	-	-
Ellie Hoffman	-	-	-	-	-	-	-	-	-	-	-	-	-
Joe Klein	-	-	-	-	-	-	-	-	-	-	-	-	-
Pamela Lundin	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Kern Maass	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Edgar Peck	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Ben Powell	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Betsy Williams	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Chris Yang	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Thurman Clark	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Chris Carpenter	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Katherine Glassman	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Nick Smith	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-
Vacant	-	-	-	-	-	-	-	-	-	-	-	-	-

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The recommendations from the November 6, 2013 Academic Policies and Procedures Committee meeting are approved.

Lori Stewart Gonzalez 12/16/13  
Lori Stewart Gonzalez Date  
Provost and Executive Vice Chancellor

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