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## Academic Policy Advisory Committee meeting minutes, October 4, 1994

Moorhead State University

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**APAC Minutes**  
**October 4, 1994**

Members present: Danielson, Chair; Bakke, Beach, Bense, Boe, DuBord, Frederick, Girard, Mathiason, Moore, Olday, Pemble, Roy, Sibley, Wasson, Zarrett.

The committee requested clarification of the internship motion that was passed at the 9/27/94 APAC meeting. The 9/27/94 minutes were not completed for distribution and the committee did not agree that the motion included the need for a new course proposal for an internship over 12 credits. (The discussion was continued at the end of the meeting and the internship motion passed at the 9/27/94 meeting, was amended.)

The order of the agenda was changed and the committee agreed to begin discussion for approval of ED 517.

**1. Special Education and Counseling.**

ED 517: Introduction to Qualitative Research 3 credits)  
Roy moved. Wasson seconded to approve.  
Motion carried unanimously.

**2. Business Administration.**

MGMT 160: Introduction to Modern Business (4 credits)  
Bakke moved. Moore seconded to approve.  
Motion carried unanimously. (Correction made to the course proposal: Non-laboratory hours per week: 4)

Roy requested clarification regarding the difference between topics (X90) and special topics (x95) courses. Danielson explained that departments with a general topics course would generally use a x90 course. Special topics is a more defined topic within the general department rubric. She will present this to the Semester Conversion Committee for discussion and ask that definitions be clarified for those courses introduced as topics, special topics and problem courses.

**3. Semester Conversion: Department of Geography/Geology**

The dean's signature was not on the signature page, however the committee was given assurance that the dean was in support of this package. Liberal Studies, Teacher Preparation and Graduate Council Approvals were not necessary.

There are no major changes in Geography/Geology and the package was discussed as presented.

Roy moved, Bakke seconded to approve the package as presented.

The following changes were made in the Geography/Geology Semester Package:

Roy moved to amend the package with the following change:

Change title: Geography 497/597, Special Problems in  
Geography (1-3 Semester cr.)  
  
Geography 497/597, Individual Study in  
Geography (1-3 Semester cr.)

Bakke seconded the motion to amend.  
Motion to amend carried unanimously.

An "author" change was made:

Geology 115: Physical Geology (4 semester cr.)  
Geology 115L: Physical Geology (0 semester cr.)

Motion to approve amended package carried unanimously.

The committee was made aware of the procedure the Liberal Studies Committee is following. The Liberal Studies Committee reviewed all courses in divisions B, D & F two years ago and the courses approved at that time will continue to carry liberal studies credit in the conversion. Any new courses in those divisions will need to be reviewed for approval. All courses carrying the A, C & E designations will be reviewed for approval this year. Members were not sure how to expedite the approval process for the A, C & E designations. Departments that have not received approval from Liberal Studies will have to return to APAC after that has been done. Les Bakke will provide the committee with the liberal studies designations departments are proposing for future meetings. He will also provide this information for Economics and Geography/Geology.

The discussion returned to internship policy. Members requested a subcommittee be appointed to review the university's internship policy. The subcommittee should examine existing policies, actual departmental practices and procedures. They would then make a recommendation as university policy for internships to the APAC Committee. Danielson will confer with VP Midgarden regarding the appointing of a subcommittee for this purpose and discuss their charge.

Roy made a motion that departments proposing internships above 12 credits must submit a new course proposal in addition to justification.

Mathiason seconded.

Motion was denied with the majority opposing.

Departments proposing an internship above 12 credits must submit justification but not a new course proposal.

Meeting adjourned 5:25 p.m.

G. Anderson