



10-15-1996

## Academic Policy Advisory Committee meeting minutes, October 15, 1996

Moorhead State University

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**APAC Minutes**  
**October 15, 1996**

Members present: Midgarden, chair; Bolton, Brown, Brunton, Conteh, Dobitz, Enz Finken, Fasick, Hart, Klenk, Krause, Pemble, Pietruszewski, Reed, Roberts, Roy, Shaker, Smedman, Strong.

Midgarden updated the committee on the following pending items:

**MnSCU Policy: Baccalaureate Graduates:**

This policy states 1/3 of degree program credits must be from 300- and 400-level courses. This would mean 43-44 upper-level credits for MSU students. John Tandberg reviewed a small sample of student transcripts and most were under the 43 credit minimum. Les Bakke will generate a printout of the number of graduates the requirement would have affected last year. Midgarden spoke with Manuel Lopez, MnSCU Associate Vice Chancellor for Academic Affairs, who stated MSU can decide how to implement this requirement, for example, new entering students beginning Fall 1997.

**Internship Agreements:**

VP David Crockett met with J.P. Barone with our internship questions and he will put those answers in writing for us. The MnSCU office has assigned Mary Jo Murray, Minnesota Assistant Attorney General, to review contracts and agreements. Hopefully this will expedite their response time.

**Background Study Requirement for Students and Faculty in Clinical Programs:**

The MnSCU office was notified of our questions regarding Background Checks for students. Mike Lopez, MnSCU Associate Vice Chancellor for Student Affairs, informed us that we were not given complete instructions regarding the procedures and he will send them to us soon. When received, VP Midgarden will revise MSU's proposed procedures appropriately and bring the issue back to the APAC.

**1. Legal Assistant Program**

**Minor Change:**

Change the course name of LegA 405: Methods and Materials in Estate and Tax to "Methods and Materials in Estate Planning and Probate"

The committee had no objection to the name change

The other changes requested are considered major changes and will be acted on at the next meeting.

- b. Grade policy and raise minimum GPA
- c. Prerequisites
- d. Name change

2. Health Services Degree - Action

Approval of New Courses:

Pemble moved. Smedman seconded to approve:  
HLTH 414: Health Services Planning and Evaluation (3 cr.)  
Motion carried unanimously.

Conteh moved. Fasick seconded to approve:  
HLTH 416: Health Services Management (3 cr.)  
Motion carried unanimously.

Bolton moved. Fasick seconded to approve:  
HLTH 418: Medical and Health Care Law (3 cr.)  
Motion carried unanimously.

Smedman moved. Hart seconded to approve:  
HLTH 419: Financial Management of Health Care Organizations  
(3 cr.)  
Motion carried unanimously.

Approval of the Health Services Degree:  
Fasick moved. Pemble seconded to approve

Conteh inquired if this degree could be used as an entrance to graduate programs. Bynum stated interested graduates of this program would be qualified applicants for several MSU graduate programs. But, the Health Services degree would allow students to find employment in entry-level management positions.

Motion to approve the degree carried unanimously

3. Management Information System (MIS) Degree - Hearing

Rhonda Ficek, Dick Peschke, John Gaffrey were present to answer questions. Ficek distributed an additional letter of support from Molly Moore, Business Administration Chairperson. She asked that the information stated on page 3 and Appendix J listing computer lab costs of \$115,476 be stricken from the proposal.

The MIS committee began meeting last fall to develop this degree. They met twice with David Bouchard, Chair of the MIS/Decision Sciences Department at Metropolitan State University (Mn), to develop the MSU proposal. Bouchard assisted in the development of the MIS degree at Metro State which was approved through the MSUS Board.

The MIS committee also held a spring luncheon for area business leaders, including personnel from Great Plains Software, Blue Cross & Blue Shield, and Crystal Sugar. These area businesses were sent a list of questions asking what their needs in this area are. The response was favorable and the MIS committee found a very strong need for MIS majors in area businesses and world-wide. Gaffrey stated the employment positions projected in the U.S. between the years 1994-2005 are 501,000 and Minnesota alone is projected to provide 14,100 positions.

Ficek stated there is concern that business courses exceed the 25% allowed which would not meet AACSB accreditation standards. Carol Dobitz stated that standards have been relaxed and they now state that "if business courses exceed 25% of the total program, the program MAY need to be reviewed." Dobitz will send AACSB the proposal for a pre-determination.

Midgarden asked if students could easily transfer into the MIS degree from other institutions. Strong stated that Fergus Falls Community College is already interested. Gaffrey will research transferring possibilities.

Conteh asked if the CIS department can accommodate this program as it will be staffed by existing faculty. Carol Dobitz stated that students are taking these courses now so the only change will be they are earning the MIS degree. Kathleen Enz Finken suggested marketing it as a double-major.

Hart asked if this degree would meet the MnSCU requirement of offering 43 credits in 300- or 400-level courses.

The MIS degree will be acted on at the 11/5/96 APAC meeting. The number of upper-level courses will be addressed.

Meeting adjourned at 5:00 p.m.

Gloria Riopelle