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Academic Policy Advisory Committee meeting minutes, October 21, 1997

Moorhead State University

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APAC Minutes
October 21, 1997

Members present: Midgarden, chair; Ahles, Bolton, Brown, Conteh, Fasick, Hart, Jeppson, Klenk, Krause, Pemble, Reed, Roberts, Ruth, Sanderson, Schmidt, Smedman, Strong.

1. **Announcement:** Midgarden announced that Kathleen Enz Finken resigned from APAC. A replacement from Arts & Humanities is needed.
2. **Liberal Studies Committee**
To approve HIST 311: Introduction to Asian-American Culture (2 cr. for Liberal Studies F1 designation).

The committee discussed the need for F1 courses. Henry Chan, History Professor, was present to field questions from the committee. He stated the course has no pre-requisites and will be offered one-time as a Topics Course at the 300-level. After teaching the course once, he plans to resubmit the course to the Liberal Studies Committee for F1 designation as a 200-level course taught on an annual basis.

The committee had no objection to approve HIST 311: Introduction to Asian-American Culture (2 cr.) for Liberal Studies F1 designation.

3. **Policy for Repeating Field Experiences**

Smedman moved. Bolton seconded to accept the policy for Repeating Field Experiences:

Students who receive a failing grade in a field experience or withdraw from a field experience after the drop deadline, must wait one semester before repeating the course. Students who withdraw may follow the appeals process if they do not wish to wait the one semester. A remediation plan must be completed during the intervening semester and prior to enrolling in the field experience the second time. Field experiences may only be repeated once, unless an academic appeal is granted.

The Teacher Preparation Committee formalized this policy. Paul Beare, Special Education Professor, presented the policy and stated it has been informally enforced for over a decade. This policy concerns requirements when a student fails or withdraws from a field experience after the drop date. There are approximately 1,500 field experience placements each year and of that number, approximately 20 students fail their field experience. The remediation plan allows our faculty to work with the student on certain skills that they may be lacking which caused them to fail the field experience. The student is reenrolled in a field experience after they have successfully completed the remediation plan.

If the student doesn't want to wait one semester or fails the second time, they must appeal to retake the course. An Appeals Committee will approve or deny the appeal depending on the student's situation. Students must submit documentation to the Appeals Committee indicating the steps they have taken to improve their skills, a recommendation from their advisor and another faculty member. Students unable to pass their field experience course may graduate with a non-teaching University Studies degree.

Motion carried unanimously.

3. Transfer Credit

Ahles moved. Hart seconded to approve the proposal to accept all college level courses from regionally accredited community colleges as lower division electives.

Gina Monson, MSU's Transfer Specialist, was present to answer questions. She stated all of the MnSCU State Universities, except MSU, currently follow this procedure. This would apply to courses which a grade of C or better has been achieved. Transfer students must continue to meet MSU's Liberal Studies and degree requirements. This will also allow advisors to review the other courses/educational background on the student's transcript. Monson stated it will be the department's decision to determine if any such courses will be applied to the major. If approved, Monson asked this proposal be enforced Spring Semester, 1997/98.

Motion carried unanimously

Meeting adjourned at 4:40 p.m.

Gloria Riopelle
