

11-18-1997

# Academic Policy Advisory Committee meeting minutes, November 18, 1997

Moorhead State University

Follow this and additional works at: <https://red.mnstate.edu/apac>

---

## Recommended Citation

Moorhead State University, "Academic Policy Advisory Committee meeting minutes, November 18, 1997" (1997). *Academic Policy Advisory Committee*. 255.

<https://red.mnstate.edu/apac/255>

This Article is brought to you for free and open access by the University Archives at Red. It has been accepted for inclusion in Academic Policy Advisory Committee by an authorized administrator of Red. For more information, please contact [kramer@mnstate.edu](mailto:kramer@mnstate.edu).

APAC Minutes  
November 18, 1997

Members present: Reed, chair; Bolton, Brown, Conteh, Dobitz, Fasick, Hain, Penson, Krause, Pemble, Roberts, Ruth, Sanderson.

Reed changed the agenda order: The Revised Graduate Faculty Review Policy (Item 4) will be discussed before the Gerontology Major (Item 3).

**1. Accounting Department**

Minor Change

There were no objections to increase the maximum credits from 6 to 12 for ACCT 469: Internship

**2. General Technology New Program Option - (Action)**

The hearing was held at the 11/4/97 APAC meeting.

Pemble moved. Fasick seconded to approve the General Technology New Program Option.

At the committees' request, clarification of MnSCU's definition of "option" and "emphasis" were sent to APAC members with the agenda materials. Seltveit stated this proposal is defined as an "emphasis" by the MnSCU definition. This proposal will not need MnSCU's approval although it will be sent to them as an articulation information item.

Motion carried unanimously.

Seltveit distributed a request to change the course description for TECH 383 to the committee members present and asked if the change could be approved. Pemble asked that this item be placed on the next APAC agenda as a minor change so all members have an opportunity to review it.

**3. Revised Graduate Faculty Review Policy - (Action)**

This item was not discussed at the 11/4/97 APAC meeting due to time restraints.

Note: The Graduate Faculty Appointment and Review Policy approved at the 11/18/97 APAC meeting, will be distributed to faculty in the Continews in which these minutes are printed. Changes made by APAC are noted on that policy. A final version will be printed and distributed after the policy has completed the MSU governance process.

The revised policy was approved by the Graduate Studies Committee on 10/13/97

Pemble moved. Conteh seconded to approve the revised Graduate Faculty Review Policy

Section B, C, E2 and F of the policy were discussed. Discussion included which faculty can serve on graduate student committees, questioned the criteria needed to be appointed as a Graduate faculty, the responsibilities of a Graduate faculty, if some faculty are only hired to teach graduate courses, who should be included in the application review process, if the applicant should be informed of the decisions made at each step of the application/review process, and if the department chairperson can make a recommendation regarding a faculty's application without consulting the department faculty.

Sanderson read the changes he suggested for Section C.

Pemble moved to amend Section C. "Criteria for Appointment to the Graduate Faculty" using Sanderson's language. Fasick seconded the amendment. Amendment carried with 9 in favor, 0 opposed and 0 abstentions.

Friendly amendments were made to Sections B, E2 and F.

The application form has not been prepared yet.

Pemble requested that all graduate faculty be reviewed under the new policy. He also requested letters referring to his graduate faculty status be removed from his personnel file. Conteh stated that other faculty might wish to remove similar letters from their personnel file and questioned how this could be handled. This information will be made available at the 12/2/97 APAC meeting.

#### 4. Gerontology Major (Action)

The hearing was held at the 11/4/97 APAC meeting.

Fasick moved. Krause seconded to approve the Gerontology Major

Gilliland supplied the committee with the responses the Gerontology Committee had received from department chairs prior to the 11/4/97 APAC meeting. As requested by APAC, she also sent an e-mail to department chairs on 11/6/97 asking for suggestions of additions or changes to the major. The Gerontology Program Committee met on 11/17/97 to review those responses and to make changes to the proposal. Gilliland distributed the five responses received, the changes made to the Gerontology Major proposal and the Standards and Guidelines for Gerontology Program.

Discussion focused on the MnSCU requirement stating one-third of credits for the bachelor's degree must be upper division credits. Dean Jeppson and Joel Charon stated it should be the University's responsibility to notify students of this mandate. Gilliland stated there will be other degree programs that do not meet this criteria. Richard DuBord stated that students will most likely take this as a double major and easily meet MnSCU's upper level requirement. He suggested adding a disclaimer to the major stating it is the student's responsibility to meet the MnSCU upper level requirement.

Due to lack of a quorum, a vote was not taken on the Gerontology Major. It will be placed on the 12/2/97 APAC agenda.

#### 5. Recommendation to not require the advisor's signature on the "Change of Program" form during the 7-day free drop/add period.

Due to lack of a quorum, this item will be placed on the 12/2/97 APAC agenda.

#### 6. Course Level Survey Results

Due to lack of a quorum, this item will be placed on the 12/2/97 APAC agenda.

Meeting adjourned at 5:30 p.m.  
Cristina Riopelle