

10-20-1998

## Academic Policy Advisory Committee meeting minutes, October 20, 1998

Moorhead State University

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October 20, 1998

## APAC Minutes

Members present: Reed, chair; Ahles, Conteh, Dobitz, Dunkirk, Jeppson, Klenk, Klindworth, Roberts, Ruth, Sanderson, Schmidt, Scholl, Shimabukuro, Smedman.

The committee agreed to change the agenda order and act on the math courses first.

### 1. Mathematics Department

Minor changes:

Change course numbers: MATH 100: Intro to Mathematics (3 cr.) to MATH 110

MATH 125: Contemporary Mathematics (3 cr.) to MATH 105

There was no opposition to these changes.

### 2. East Asian Studies Major (Action)

(The Hearing for this major was held at the 9/15/98 APAC Meeting and action deferred at the 10/6/98 APAC Meeting.)

Reed summarized a memo to VP Midgarden from Ted Gracyk. Gracyk charged that the East Asian Studies Program Committee had not approved the proposed changes. Other concerns Gracyk noted in his memo were the lack of upper division courses offered in this major and the availability of upper level courses outside this major.

Jenny Lin stated the program committee's approval was achieved through memos. She stated this is an interdisciplinary major, thus, students will take upper level courses offered through other departments. Dean Klenk stated good advising would be an important factor. This same situation exists in other majors on campus.

Scholl asked how advising will be handled since this is an interdisciplinary major and if the frequency of the course offerings would allow a student to graduate in a timely manner. Klenk replied that the East Asian Studies Program committee will discuss how to handle advising for this major. John Hall, Language Chairperson, responded that although some classes are more difficult than others to get in to, there are enough courses to choose from. Smedman stated that any time there is an interdisciplinary program, it must be understood that good advising is pertinent.

Ruth voiced his concern that there are not enough upper level credits in the major and questioned if the program committee had agreed to the proposed changes. Sanderson stated no documentation was provided proving the program committee had acted on the proposed changes.

Conteh suggested, if this proposal is to be approved at the MnSCU level, an explanation be included stating how students will meet the upper level course requirement. Smedman recommended including an example of available upper level courses. Reed was not sure if MnSCU needed to approve the proposal, but did not think so.

New Courses:

JAPN 390: Topics in Japanese Language, Literature and Culture (1-4 cr.)

Smedman moved. Sanderson seconded to approve.

Motion carried unanimously.

JAPN 397: Independent Study in Japanese - Advanced Level I (1-2 cr.)

Ruth moved. Shimabukuro seconded to approve.

Shimabukuro asked why this course number is also used for transferring in credits from other universities. Hall answered when students transfer language courses taken abroad to MSU, some times the international transcript is unreadable or unacceptable documentation is sent to our Registrar's office. In those cases, the student is asked to document coursework taken at the international university for review by our Language department. If the department approves, the student is given credit for that coursework. Akita University courses transfer under the normal process. Takanori Mita stated this process is needed as international curriculum may not be designed the same as U.S curriculum. Two exchange agreements are being developed; one with Naygao Gakuin University, Aichi-Ken, Japan and the other with Kanda University of International Studies. These will be one to one exchange programs; tuition paid to the home institution.

Motion carried unanimously.

The committee accepted the following changes to the proposal with no discussion.

Changes made to proposal:

Change projected annual graduates.

Restricted electives: Add Humanities to choices and increase credits that may be taken from the same discipline, from 6 to 8.

HIST 311: changed to HIST 220: Asian-American Culture (2 cr.)

Add three courses to the Program Curriculum of available courses:

HUM 220: Intro to East-West Humanities (3) (recently approved at the 10/6/98 APAC mtg)

New courses listed above: JAPN 390 and JAPN 397

### **Approval of the East Asian Studies Major**

Smedman moved to accept the East Asian Studies Major with the changes proposed. Ruth seconded.

Motion carried unanimously.

### **3. Accounting and Business Administration Departments**

Changes in the Policy for Admission to Upper Level Business Classes for Accounting & Business Majors

Roberts moved. Schmidt seconded to approve the following:

#### **Policy changes for Accounting and Business Majors:**

- Eliminate the application process of "Admission to Business Division Upper Level Courses."
- Lower the GPA requirement to take 300- and 400-level accounting and business courses from 2.50 to 2.25.
- Course edits in the registration process will be used to restrict enrollment in 300- and 400-level accounting and business courses. For registration, a CPA Edit will require a 2.25 GPA, while a Credits Earned Edit will specify the minimum number of completed credits necessary.
- All students remain responsible for ensuring that they meet all listed prerequisites for courses in which they enroll.

#### **Effect of Policy changes on Non-business Majors:**

- Non-business majors who meet the 2.25 GPA Edit and the Credits Earned Edit will be able to register for upper-level accounting and business courses without need for override of these particular edits.
- Non-business majors who do not meet the 2.25 GPA Edit or the Credits Earned Edit should seek an override from the Chair of either Accounting or Business Administration as appropriate. An override will be granted for a student whose GPA is between 2.00 and 2.25, provided 1) the course is required in the student's program of study, and 2) there is space available in the class
- All students are responsible for ensuring that they meet all listed prerequisites for courses in which they enroll.

Molly Moore, Business Administration Chairperson, and George Sanderson, Accounting Chairperson were present to field questions. Moore reported this process was used as a trial run during fall semester pre-registration. She stated, that for the past seven years, the Accounting and Business Administration departments have required students to pass certain tests, achieve a 2.5 GPA, and complete prerequisite courses. Students then had to fill out a form, which was signed by several faculty before the student's name could be put on a computer file. This then allowed those students clearance to be admitted to upper level business classes. This system no longer works with computer registration. The computer registration edits will require a 2.25 GPA and an X-number of credits completed before they can register for upper level business classes. Computer system overrides will be processed for transfer students or non-business/non-accounting majors. This change in admission policy will simplify the process.

Motion carried unanimously.

Meeting adjourned at 4:35 p.m.  
Gloria Riopelle