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Academic Policy Advisory Committee meeting minutes, May 4, 1999

Moorhead State University

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Members present: Reed, chair; Conteh, Dalhouse, Dunkirk, Enz Finken, Grineski, Jeppson, Klenk, Klindworth, Lane, Midgarden, Mowry, Ruth, Sanderson, Schmidt, Scholl, Shimabukuro, Smedman.

Reed stated that VP Midgarden was at the Dovre reception so would be late for the meeting.

1. Language Department

Minor Change

The committee had no concerns with the following change:

Change prerequisite of Spanish 311: Introduction to Spanish Literature (4 cr.) from SPAN 202 to:

Completion of Spanish 301, or consent of instructor and advisor.

2. Speech/Language/Hearing Science

Major change

Sanderson moved. Ruth seconded to approve the following change:

Increase credits of SLHS 321: Articulation and Phonological Disorders from 3 to 4 credits.

Dale Gronhovd and Louis DeMaio were present to field questions. They explained that SLHS 321 & SLHS 322 are currently offered for 3 credits each, however, the 1 credit SLHS 490: has been required to be taken concurrently with both courses. Changing SLHS 321 and 322 to 4 credits will not increase the credits in the major.

Motion carried uanimously.

Enz Finken moved. Dunkirk seconded to approve the following change:

Increase credits of SLHS 322: Language Disorders in Preschool Children from 3 to 4 credits.

Motion carried unanimously.

3. English Department

Major change

Scholl moved. Dunkirk seconded to approve adding a 500-level course number to the following English 400-level courses:

Engl 411: Chaucer (3 cr.) English 411/511

Engl 412: Spenser (3 cr.) English 412/512

Engl 416: Milton (3 cr.) English 416/516

Engl 496: Capstone Seminar (4 cr.) English 496/596

Sandy Pearce stated that changing these courses will allow students in the MFA and MLA programs more course options. Instructors of these courses have agreed to the change. Graduate students will be required to do additional coursework. Laura Fasick explained that all other 400-level English courses already have the 500-level designation. Lin Enger stated that approximately 1 or 2 MFA students may enroll in these English courses a semester for elective credit. (There are approximately 20 students in the MFA program.) Fasick stated that MLA students would mainly be interested in the Engl 496: Capstone Seminar, which offers selected topics depending upon the instructor. Pearce stated that English faculty are glad to have graduate students in their classes as those student enhance class discussion. In answer to a questions, Reed stated that faculty workload is counted differently only at the 600-level, not at the 400/500 level.

Motion carried unanimously.

4. Master's of Liberal Arts Program

New Course:

Smedman moved. Schmidt seconded to approve the new course:

MLA 699: Thesis (1-4 cr.)

Laura Fasick explained that this course is needed due to the recent changes made in the MLA program. Students need this course to complete their thesis hours and are allowed to take a maximum of 4 credits. The MLA 698: Continuing Registration (1) course may be taken if students need additional time to complete the program. Students are allowed a maximum of seven years to complete their degree.

Motion carried unanimously.

5. Health and Physical Education

New Course:

Smedman moved. Ruth seconded to approve the new course:

HLTH 311: Health in the Elementary School (3 cr.)

Kari Berg was present to answer questions. She explained this course was developed according to the new BOT standards and will be offered for the Elementary & Early Childhood majors. Shreve stated that ED 205 and ED 205E should be added as prerequisites for this course, as suggested by APAC.

Motion carried unanimously.

6. Elementary and Early Childhood Education

Roberta Shreve was present to field questions regarding these changes. She explained that these changes are a result of the new state teacher licensure guidelines for every area of education. These guidelines will apply to students who graduate and/or apply for a teaching license September 1, 2001 or later. Students under the new guidelines will extend their scope of practice to include one of two options: Kindergarten through grade 8, or preprimary through grade 6. All elementary students must add a specialty area to their program. These specialty areas will determine whether the student's license will extend upward to eighth grade or downward to three-years-old. While the new licensure standards have increased the number of grade levels a student will be qualified to teach, it should not affect how long it will take a student to complete a program of study.

a. Minor Changes

The committee had no concerns with the following minor changes:

Changes in course number, title, catalogue description:

Change course number, title and catalogue description of EECE 341: Reading & Language Arts I (3 cr.) to:
EECE 341a: Reading & Language Arts I: Preprimary-6th (3 cr.) and
EECE 341b: Reading & Language Arts I: Kindergarten-grade 8 (3 cr.)

Change course number, title, catalogue description and prerequisites of EECE 432: Early Childhood Curriculum (4 cr.) to: EECE 433: Preschool and Kindergarten Curriculum. Prerequisites: ED 205, ED 205E, ED 294, EECE 230, EECE 333 or concurrently.

Change course number and catalogue description of EECE 441: Children's Literature: Content & Method (4 cr.) to: EECE 441A: Children's Literature: Content & Method (4 cr.) and EECE 441B: Children's Literature: Content & Method (4 cr.).

Change title and catalogue description of EECE 474: Methods in Teaching Elementary Science, Health, and Environment Education (3 cr.) to: Methods in Teaching Elementary Science and Environmental Education.

Change course number and title of EECE 467: Practicum/Elementary Teaching (1-4 cr.) to: EECE 467k: Practicum/Preprimary (1-4 cr.) and EECE 467l: Practicum/Infant and Toddler (1-4 cr.)

Change in credits:

Reduce credits of EECE 441A: Children's Literature: Content & Method and EECE 441B: Children's Literature: Content & Method (formerly EECE 441) from 4 to 3 cr.

Reduce credits of EECE 433: Preschool and Kindergarten Curriculum (formerly EECE 432) from 4 to 3 credits.

b. Major changes

New Courses:

Schmidt moved. Klindworth seconded.
EECE 375: Contemporary Methods in Early Literacy (2 cr.)

Mowry asked if 2 credits is sufficient time to engage students in these issues in order for them to pass the competency test. Shreve answered that students will take the Foundation in Literacy course and the General Methods course in addition to EECE 375. Mowry asked how students will be exposed to teaching non-native speakers. Shreve stated that other courses address that issue at varied levels. The competency test results will tell us if that area is being covered well enough. Smedman stated that the ESL licensure prepares students to face many issues but does not solve all the problems.

Sanderson asked if any courses are being dropped. Shreve stated that no courses are being dropped. Classes that once had 15 student per semester, may have 50 student per semester. Conteh asked what does this program hope to achieve. Shreve answered it hopes to achieve quality teachers in spite of the broad scope of the licensure. Conteh asked if education faculty will need additional professional development funds for this program. Shreve stated she didn't think so, as the current program is strong. They will be looking to departments in the specialty areas to help offer quality programs.

Motion carried with 1 abstention.

Conteh moved. Dalhouse seconded.
EECE 388: Classroom Assessment (3 cr.)

The committee questioned if the course number had been approved by the Registrar. Shreve stated that they tried to find numbers that had not been used before or were used several years ago. Scholl asked if other courses could be used to deal with assessment issues. Shreve stated that they tried to address those needs in methods but felt students needed more depth.

Conteh asked how this program effects students that wish to teach in Texas or other areas. Shreve stated that they are concerned about Minnesota licenses. Grineski explained that usually our program meet other state requirements. He stated that testing for teachers is growing. This assessment course will help our students. Shimabukuro asked if there was also an assessment course in the education core. Shreve stated that

Elementary and Special Education have their own courses and assessments standards are covered in the methods core courses in the Secondary Education areas.

Motion carried unanimously.

Sanderson moved. Smedman seconded.
EECE 430 Infant/Toddler Programs and Practices (3 cr.)
Motion carried unanimously.

Conteh moved. Dunkirk seconded.
EECE 431: Child Study/Adaptations for Inclusion (3 cr.)
Motion carried unanimously.

c. Program Approval:

Schmidt moved. Lane seconded to approve the Early Childhood Education:

Shreve noted corrections to clerical errors on the list of courses for the new program: Remove Physics 121 & corrected the course title for ED 443.

Motion carried unanimously.

Dunkirk moved. Conteh seconded to approve the Elementary Education Program:

The committee discussed the issue of exceeding the 128 credit degree norm. Discussion included if courses can be double counted for liberal studies and in the specialty areas. Grineski stated that courses would have to be double counted so not to weaken the specialty areas.

Shreve noted corrections to the program proposal: EECE 483 should not be listed on the new program proposal.

Motion carried with 1 opposed and 1 abstention.

Smedman moved. Klindworth seconded to approve the Specialty Areas:

Shreve reported that individual departments were responsible for assigning courses to these specialty areas that would meet new BOT standards. The five specialty areas are: mathematics, communications arts/literature, science, social studies, world literature, and preprimary specialty. Shimabukuro expressed her concern that there was not a methods course in the science and social studies specialty areas and felt that the biology department would revise a course to fit that need. Shreve stated that the education programs have a science and a social studies methods course. Schmidt asked if there was enough depth in the social studies area as all courses are at the 100-level. John Benson stated that departments suggested those classes in order to meet the BOT standards. Sanderson asked if specialty areas will be listed on the student's transcript. Tandberg stated they will not be listed on the transcript. Graduation papers will be approved by the education departments. Shreve stated that the specialty areas will appear on the student's license after testing.

The committee discussed the concern of no separate methods courses in the specialty areas of science and social studies. Midgarden asked how practicums will be made worthwhile for students to at the varied course-levels. Shreve stated that students must have practicums at each of these different levels. How those practicums will be offered still need to be discussed with the field experience office. Dunkirk stated that cooperation with department liaisons in the specialty areas and education faculty will be important. Marvel Froemming stated there is no human development course. Shreve explained that the new programs will have to

also be approved by the State of Minnesota prior to being implemented and reminded the committee of the implementation deadline date of September 1, 2001. Grineski suggested these two options to the committee: 1) to pass all the specialty areas except science and social studies or, 2) pass the entire program in good faith and work through these issues at a later time in order for the program to move forward to the State. A course would have to be eliminated in the science specialty if a new course was created because credits can not be changed. Froemming stated that the field experience and various practicum arrangements need to be supervised and connected with the specialty areas.

Midgarden asked if the program should be amended in order for the social studies and science areas to create a methods course without increasing credits. Shreve answered that other revisions would be necessary if that was done in order to meet the required standards.

Motion to approve carried with 8 approvals and 5 opposed.

7. Special Education Department
New Course

Lane moved. Smedman seconded to approve the new course:
SpED 429: Classroom Modifications/Adaptations (2 cr.)

Linda Svobodny explained that this course is needed in the Elementary Education program.

Motion carried unanimously.

8. Economics Department
Minor Change:

The committee had no objection to the following change:

Title and catalogue description for ECON 498: Economics Seminar (3 cr.) to: Senior Seminar.

Major Changes made to the Economics Major:

Enz Finken moved. Ruth seconded.

Vern Dobis explained that the Economics department is not able to offer ECON 301 and 317 every year due to lack of teaching staff. These courses will be offered every second year. Conteh expressed his disappointment that ECON 317: History of Economic Thought was being dropped from the major and asked if it could be reinstated. Dobis said it could if resources changed. Mowry asked if graduate programs require history of economics. Dobis answered that only two institutions in the U.S. require that course.

Drop from the major ECON 301: Introduction to Economic Literature and Methodology (3 cr.)
Drop only from the major ECON 317: History of Economic Thought (3 cr.)

Add ECON 498: Senior Seminar (3 cr.) (title change noted above).
Add 3 economics elective credits to the major.

Related Requirements:

Add English 387: Technical Report Writing (4 cr.) to related requirements for the major.

Major Changes to the Economics Major (Business Economics Concentration)

Lane moved. Schmidt seconded.

Drop from the concentration ECON 301: Introduction to Economic Literature & Methodology (3 cr.)
Add ECON 498: Senior Seminar (3 cr.) (title change noted above).
Motion carried unanimously.

Major Changes to the Economics Minor:

Scholl moved. Schmidt seconded.

Drop from the minor ECON 301: Introduction to Economic Literature & Methodology (3 cr.)
Allow students to select either ECON 302 or ECON 304.

Motion carried unanimously.

9. Mathematics Department
Major Changes

New Course:

Smedman moved. Dunkirk seconded to approve the new course:

MATH 316: Teaching Mathematics in the Middle Grades (3 cr.)

Marvel Froemming explained that this course was created for secondary education majors and the elementary education mathematics specialty program. The practicum details are being worked out.

Motion carried unanimously.

Changes in the Minor in Mathematics for Elementary Education Majors and the Minor in Mathematics Teaching:

Conteh moved. Ruth seconded to approve the following changes:

Drop the MATH 100: Introduction to Mathematics (3 cr.) from the requirements of the Minor in Mathematics for Elementary Education Majors (MMEE).

Do not list MATH 303 and MATH 304 on the MMEE as all Elementary Education Majors must take these courses.

Drop MATH 335 from the restricted electives of the MMEE.

Drop 3 credit course from the electives of the MMEE and from the electives of the Minor in Mathematics Teaching (MMT).

Add MATH 316: Teaching Mathematics in the Middle Grades (3 cr.) to both the MMEE and MMT.

Add MATH 335 or MATH 236 to the MMEE.

Motion carried unanimously.

Changes in the B.S. Degree in Mathematics with the Concentration in Teaching:

Enz Finken moved. Scholl seconded.

Drop CSIS 130: BASIC Programming (3 cr.) and CSIS 150: Introduction to Computers and Programming I (4 cr.) from this degree.

Add 316: Teaching Mathematics in the Middle Grades (3 cr.)

Don Mattson stated that students will be advised to take the CSIS 130 course although it will not be required.

Motion carried unanimously.

10. Art Department

Major Changes in the B.S. in Art Education:

Smedman moved. Dunkirk seconded to approve of the following changes:

Drop ART 450: Contemporary Art and Design (4 cr.) and ART 402: Advanced Methods (3 cr.) from the requirements.

Add ART 350: Elementary Methods K-6 (3 cr.) and ART 469: Student Internship (2 cr.)

Change restricted electives from selecting four Intro to Studio courses at three credits each and taking four credits in Art History at the 300 level to:

Select three Intro to Studio courses at four credits each.

Change electives from select seven credits in studio, three credits at 200 and three credits at the 300 level and one credit of Independent Study to:

Select two 200 and one 300 level studio courses at four credits each.

Lila Hauge-Stoffel explained that this program meets the new BOT requirements. Enz Finken stated studio courses were retained. Students will not have an upper-level writing experience so it is hoped that it will be covered in the education department.

Motion carried unanimously.

11. Chemistry Department

Changes in the Chemistry Teaching Program:

Shawn Dunkirk stated that the Physical Science Teaching Program will be renamed to: Chemistry Teaching Program. She explained these changes meet the BOT requirements.

Sanderson moved. Scholl seconded to approve the following changes:

- a. Drop CHEM 420: Inorganic Chemistry II and the General Chemistry Standardized Exam prior to student teaching.
- b. Drop the following from the Related Field Requirements:
PHYS 305: Experimental Physics I (1 cr.)
PHYS 322: Elementary Modern Physics (4 cr.)
PHYS 350: Computational Methods for Physical Science (3 cr.)
Electives in Physics (2 cr.) 300 level or higher
- c. Add CHEM 497: Undergraduate Research (1 cr.) to the Core Requirements.
- d. Add the following courses to the Related Field Requirements:
GEOL 115: Physical Geology (4 cr.)
GEOL 116: Historical Geology (2 cr.)
GEOL 260: Planetary Science (3 cr.)
BIOL 303: General Zoology (4 cr.)
BIOL 305: General Botany (4 cr.)
- e. Revise the Education Core

Motion carried unanimously.

12. Liberal Studies Committee Actions regarding the Minnesota Transfer Curriculum

Conteh moved. Ruth seconded to approve the Liberal Studies Committee recommendations.

Ron Williams, Liberal Studies Committee Chair, explained that MSU was directed by MnSCU to identify courses that may be taken to satisfy the Minnesota Transfer Curriculum (MTC). The MTC agreement identifies 10 areas of competency which the student must address and MSU must provide a list of courses that address those areas. Judy Strong created a grid listing the 10 areas of competency and matched the MSU Liberal Studies courses with the appropriate competency. She then sent that grid to chairpersons asking them to review and revise if needed. Chairpersons were asked to share that information with their faculty. Those revisions were then made on the grid and forwarded to the Liberal Studies Committee for review and further revision if needed. The Liberal Studies Committee's recommendation was presented to APAC for approval. Williams noted clerical errors on the grid which will be corrected for final copy. Williams stated that departments may appeal to the Liberal Studies Committee if they wish to request a change in category for their course(s).

Williams asked what APAC recommends as the best way to assign new liberal studies courses to the appropriate competency areas. Enz Finken suggested adding a question to the Liberal Studies form which departments must complete and submit to the Liberal Studies Committee. Conteh suggested that the Liberal Studies Committee report to APAC with changes once or twice a year. Tandberg stated that the database can keep track of the course category. He also suggested that a brochure be created with this information.

The committee discussed the need for this information. Midgarden explained that the MTC will ease students transferring from Community Colleges to four year institutions. Jeppson suggested that Williams double check the list for recent course number changes.

Motion carried unanimously.

Shimabukuro requested a complete list of course number changes in order to ease the proofing of the new Bulletin. Midgarden and Tandberg will discuss the best way to compile the list of recent course number changes for submission to department chairpersons.

13. Proposed Policy for Study Tours

This item was deferred until next fall semester because representatives from the International Studies office were not able to attend this meeting.

Meeting adjourned at 5:45 p.m.
Gloria Riopelle