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Academic Policy Advisory Committee meeting minutes, March 6, 2001

Minnesota State University Moorhead

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APAC Minutes

March 6, 2001

Members present: Strong, chairperson; Borgerson, Conteh, Dobitz, Edvenson, Enz Finken, Goodman, Gracyk, Jeppson, Klenk, Neuman, Sanderson, Shimabukuro, Shoptaugh, Shreve, Weckler.

Associate VP Judy Strong chaired the meeting because VP Bette Midgarden was off campus.

Approval of the 2/20/01 APAC Minutes

Shimabukuro moved. Shreve seconded to approve the 2/20/01 APAC minutes.

Weckler asked if the discussion of evaluating adjunct faculty should be added to the minutes. Riopelle will ask VP Midgarden if she wants to add that to the list of items discussed under Item 5: Music.

Motion carried unanimously.

1. Business Administration

There were no concerns with the following minor change:

New course description and change in prerequisites for BUS 498: Business Policy (3 cr.)

2. Mass Communications Department

Borgeson moved. Conteh seconded to approve of removing MC 257: Advanced Desktop Publishing (3 cr.) from the curriculum and bulletin.

Motion carried unanimously.

3. Health & Physical Education Department

The following changes were approved after a brief discussion regarding PE 223:

New course description for these courses:

PE 223: Water Safety Instruction (2 cr.)

PE 320: Anatomical Kinesiology (3 cr.)

Change in prerequisites for:

PE 360: Elementary Methods in PE (3 cr.)

PE 362: Middle School Methods in PE (2 cr.)

PE 420: Biomechanics (3 cr.)

PE 461: Coaching Practicum (1 cr.)

PE 474: Tests & Measurements in PE (3 cr.)

Strong announced that only specific course numbers listed as prerequisites can be keyed into the computer system and that departments should include the wording, if a prerequisite, "consent of instructor" in the course descriptions. Departments who wish to add "consent of instructor" as a prerequisite must get APAC's approval before adding it to the course description.

Health & Physical Education - Athletic Training

Shreve moved. Sanderson seconded to approve to add CHEM 180: Introduction to Organic and Biochemistry, CHEM 185: Lab and PSYC 113: General Psychology to the related requirements.

Dawn Hammerschmidt noted that the change in requirements does not increase credits in the major. She stated that there is a misprint in the current Bulletin; the originally proposed major listed 13-14 credits of related requirements (the current Bulletin only lists 13 cr.).

Motion carried unanimously.

Admission and Retention Requirements for the Athletic Training major.

Shreve moved. Neuman seconded to approve the changes to the Admission and Retention Requirements for the Athletic Training major.

Hammerschmidt reported that these changes are needed to meet accreditation standards. It was noted by the committee that a student earning a course grade of C- could not retake the course. Hammerschmidt stated that accreditation standards state that a ratio of 8 (students) to 1 (faculty) is required, so MSUM can enroll a maximum of 32 students into the Athletic Training program. Hammerschmidt will discuss the “C ” versus “C-” grade issue with her department and return to APAC with their recommendation.

Shimabukuro moved to table this item until the department has an opportunity to discuss this issue and return with a recommendation. Weckler seconded the motion.

Motion to table carried unanimously.

The committee discussed further the +/- grading policy and the policy regarding repeating courses. Questions were raised of faculty awareness of how the +/- grading policy affects students and if other MnSCU universities have the policy regarding repeating courses.

4. Psychology Department

The committee had no concerns regarding these minor changes:

Change in prerequisites for the following courses:

PSY 320: Social Psychology (3 cr.)

PSY 342: Learning and Memory (3 cr.)

PSY 345: Physiological Psychology (3 cr.)

PSY 348: Cognition and Perception (3 cr.)

5. Sociology and Criminal Justice Department

Joel Charon was present to answer questions.

The committee had no concerns regarding these minor changes:

Change in prerequisites for SOC/CJ 309: Law and Society (4 cr.)

Increase course level of SOC 235: Sociology of Health & Medicine to: 375

Increase course level of SOC 211: Introduction to Social Theory to: 302

Major Changes:

Weckler moved. Conteh seconded to approve increasing the credits of SOC 219: Sociology of Sexual Behavior from 2 to 3 credits. (This was listed as a new course on the agenda but it is not a new course, only a credit increase.)

Motion carried unanimously.

The Sociology and Criminal Justice department decided to remove the following items from the APAC agenda. (They were not acted on.)

Change in Gerontology Major Course Requirements

- a. Move ANTH 302 from the core requirements to the list of electives.
- b. PHIL 311: Morals and Medicine (3 cr.) would replace ANTH 302: Cultural Aspects of Aging, as a requirement.

Joel Charon distributed information regarding a different change to the Gerontology major and requested APAC's action regarding the following:

Gerontology majors whose discipline concentration is Anthropology will substitute a 3 credit elective for ANTH 111 (this course no longer exists) as a requirement.

The committee agreed that this item would be considered at the next APAC meeting.

Joel Charon bid farewell to APAC and thanked the committee for its hard work and dedication to the university. (Charon is retiring at the end of spring semester 2001.)

6. Computer Science and Information Systems

The committee had no concerns with the course title, description and/or prerequisite changes to the following courses. The department was reminded that if the prerequisite "consent of instructor" is part of a course requirement, it must be included in the course descriptions.

CSIS 103: Computer Applications for Business I (3 cr.)

CSIS 104: Computer Applications for Business II (3 cr.)

CSIS 220: Digital Logic and Lab (4 cr.)

CSIS 240: Introduction to Information Systems (3 cr.)

CSIS 250: File Design, Organization and Processing with COBOL (4 cr.)

CSIS 255: Introduction to C/UNIX (3 cr.)

CSIS 257: Object Oriented Software Development (3 cr.)

CSIS 290: Topics in Programming Languages (1-3 cr.)

CSIS 320: Architecture (3 cr.)

CSIS 335: Graphical User Interface Programming (3 cr.)

CSIS 345: Analysis and Design of Information Systems (3 cr.)

CSIS 346: Design, Implementation and Support of Information Systems (3 cr.)

CSIS 349: Networks and Data Communications (3 cr.)

CSIS 358: Introduction to Parallel Computing (3 cr.)

CSIS 370: Social, Ethical, and Professional Issues in Computing (2 cr.)

CSIS 430: Operating Systems (4 cr.)

CSIS 435: Compilers I (4 cr.)

CSIS 440: Computer Networks Software Concepts (3 cr.)
CSIS 443: Artificial Intelligence (3 cr.)
CSIS 444: Database Concepts, Design and Implementation
(4 cr.)
CSIS 445: Graphics (3 cr.)

CSIS 446: Decision Support Systems (3 cr.)
CSIS 450: Programming Languages (3 cr.)
CSIS 485: Senior Seminar (1 cr.)
CSIS 490: Topics in Computer Science (1-3 cr.)
CSIS 497: Independent Study (1-3 cr.)

New Courses:

Sanderson moved. Weckler seconded to approve CSIS 260: Current Programming Languages (3 cr.)
Motion carried unanimously.

Sanderson moved. Conteh seconded to approve CSIS 352: Advanced Concepts in Programming (3 cr.)
Motion carried unanimously.

Program Changes:

Weckler moved. Shreve seconded to approve the following changes in the CSIS programs:

Changes to the Computer Science B.S. Degree

Move CSIS 349 from the elective to the required courses.

Move CSIS 440 from the required to the elective courses.

Add CSIS 352: Advanced Topics in Programming (3 cr.) to the requirements.

Reduce requirements in related fields from “two” to “one” additional scientific or quantitative courses

Add CSIS 260: Current Programming Languages (3 cr.) to the elective courses.

Minor in Computer Science

Add CSIS 352 to the required courses and reduce the number of elective courses from 16 to 13 credits.

Changes to the Computer Information Systems B.S. Degree

Remove CSIS 103 from the elective courses

Add CSIS 260 and 352 to the elective courses.

Motion carried unanimously.

7. Political Science Department

New Courses:

Weckler moved. Shimabukuro seconded to approve POL 363: Public International Law (3 cr.)

Motion carried unanimously.

Edverson moved. Conteh seconded to approve POL 369: International Organizations (3 cr.)

Motion carried unanimously.

8. International Tour Policy and Procedures

Strong reported on the history of the creation of these policies. She stated that these proposals were originated by Jill Holsen but were recently modified and approved by the Global Studies and International Affairs Committee.

Shreve moved. Goodman seconded to approve the Short-Term Study Tours Policy (not the procedures). Motion carried unanimously to approve the policy only.

Shreve moved. Sanderson seconded to approve the Policy for the Development of a Bilateral Exchange Program.

Virginia Klenk suggested that departments review this policy prior to APAC's approval. She also noted a grammatical error in the policy.

Weckler moved to table this policy until departments have an opportunity to review it. Enz Finken seconded.

Motion to table carried unanimously.

The committee discussed concerns that the International Program Office was not aiding faculty members in regards to study tours and that procedures were not being implemented.

Other:

The committee discussed the following:

- MnSCU guidelines and definitions of minors, options, and emphases were discussed. Strong stated that she will research this further and forward information to a future APAC meeting.
- APAC's definition of a minor and major change. This should be discussed at the first APAC meeting next year.
- Requiring department minutes and signature on APAC forms. It was suggested that an ad hoc committee of APAC review current forms for revision.

Meeting adjourned at 5:15 p.m.

Gloria Riopelle