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## Academic Policy Advisory Committee meeting minutes, March 20, 2001

Minnesota State University Moorhead

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**APAC Minutes**  
**March 20, 2001**

Members present: Midgarden, chairperson; Borchers, Conteh, Dalhouse, Dobitz, Edverson, Enz Finken, Goodman, Gracyk, Jeppson, Klenk, Missiras, Neuman, Sanderson, Shimabukuro, Shoptaugh, Shreve, Welken, Weckler.

**3/6/01 APAC Minutes**

Conteh moved. Goodman seconded to approve the 3/6/01 APAC minutes. Item 5, Change in Gerontology Major Course Requirements, was corrected to state: Gerontology majors whose discipline concentration is Anthropology will substitute a 3 credit elective for ANTH 111 (this course no longer exists) as a requirement.

Motion to approve as corrected carried unanimously.

**Change to Gerontology requirements** (as noted above). (This change was distributed at the 3/6/01 APAC meeting but the committee delayed action until the 3/20/01 APAC meeting.)

Dalhouse moved. Borchers seconded to approve.

Motion carried unanimously.

**1. Accounting Department**

Shreve moved. Welken seconded to approve the following changes:

- Eliminate English 286 as a related requirement for Accounting Majors
- Eliminate Accounting courses numbered 500 & above, except for Acct 590.

Motion carried unanimously.

**2. Approval of the School of Business Admission Policy**

Dalhouse moved. Goodman seconded to approve the admission policy which will be implemented Fall 2001. (The one page policy is available on request from Academic Affairs, Owens 205).

Motion carried unanimously.

**3. Art Department**

a. Sanderson moved. Weckler seconded to approve changing the following 300 and 400 level studio classes from 1-6 variable credit to 4 fixed credits:

Art 300A Ceramics Studio	Art 400A Ceramics Studio
Art 300B Graphic Design Studio	Art 400B Graphic Design Studio
Art 300C Painting Studio	Art 400C Painting Studio
Art 300D Printmaking Studio	Art 400D Printmaking Studio
Art 300E Sculpture Studio	Art 400E Sculpture Studio
Art 300F Photography Studio	Art 400F Photography Studio
Art 300H Drawing Studio	Art 400H Drawing Studio
Art 300L Pictorial Illustration	Art 400L Pictorial Illustration

Motion carried unanimously.

b. The committee had no concerns with changing the course descriptions of the following courses:

Art 126 Foundation Design II	Art 300B Graphic Design Studio
Art 154 Introduction to Graphic Design	Art 400B Graphic Design Studio, Contracted Work
Art 170 Art Appreciation	Art 430 Nineteenth Century Art
Art 160 Introduction to Sculpture	Art 431 Twentieth Century Art
Art 200B Graphic Design Studio	
Art 200F Photography Studio	

c. The committee had no concerns changing the course description and the increase of credits for Art 100 Elements of Art from 2 to 3.

d. The committee had no concerns with removing the word *Pictorial* from the following course titles:

Art 152 Introduction to Pictorial Illustration	Art 400L Pictorial Illustration Studio
Art 200L Pictorial Illustration Studio	Art 451L Pictorial Illustration Studio
Art 300L Pictorial Illustration Studio	Art 452L Pictorial Illustration Studio

e. The committee had no concerns with the following changes:

- New course descriptions and increase credits for Art 338: Non-Western Art and Art 408: Women and Art, from 3 to 4.
- New course descriptions for Art 150, 200L, 300L and 400L.
- Change title of Art 200A: Ceramics Studio to: Intermediate Throwing. Also change prerequisites.
- Change title of Art 300A: Ceramics Studio to: Intermediate Handbuilding/Ceramic Sculpture.
- Add Art 200A & Art 301 as prerequisites to Art 400A: Ceramics Studio
- Change title of Art 200E: Sculpture Studio to Sculpture Studio: Casting and Mold Making. Also change course description and add prerequisites.
- Change course description and add prerequisites to ART 300E: Sculpture Studio
- Change course description and prerequisites to Art 400E, Art 451E, Art 452E: Sculpture Studio.
- Change number, title and course description for Art 325: Art Methods K-12 to: Art 375: Art Methods 7-12. Also add prerequisites.
- Change title of ART 402: Advanced Methods: Art to: Advanced Methods: Art Education. Add ART 375 as a prerequisites.
- Change title of Art 252: Life Drawing to: Life Drawing I. Change course description.
- Change title of Art 352: Life Drawing Anatomy: to: Life Drawing II. Change course description.
- Drop ART 206: Studio Lighting and Color, ART 253: Advanced Life Drawing, and ART: 329: Photographic Silk Screen Printing, from the Bulletin.

f. The committee had no concerns with the following credit changes:

- Increase credits of ART 262: Watercolor from 3 to 4 credits.
- Increase variable credits of ART 390 & ART 490: Topics in Art from 1-3 to 1-4 credits.
- Change credits of ART 200: Individualized Studies from 4 to variable 1-6 credits.

g. Changes to the Minor in Art

Weckler moved. Borchers seconded to approve the following changes:

Students must take 24 credits of core courses and 8 credits of restricted electives (32 credits).

Motion carried unanimously.

h. Revisions to the B.A. in Art: Emphasis in Art History

Weckler moved Edvenson seconded to approve the following changes:

- Drop ART 433: Modern Architecture from the required course list.
- Drop “Electives (4 credits)” from the Art History Emphasis.
- Change “Restricted Electives” statement from “Student must earn eight credits in studio courses at the 100 level or above,” to “Students must earn eight credits in studio chosen from the following courses: Art 101, 102, 125, 126.”
- Add ART 497: Topics in Art: Senior Thesis (6 cr.) to the required course list.
- Add “Related Requirements (16 cr.)” to the concentration as follows: Students must take at least one year of German language (8 cr.), and at least one year of a second language (8 cr.), or demonstrate equivalent competency. Ancient, medieval or modern languages may be used to fulfill the second language requirement.
- Add “Additional Degree Requirements:” Public presentation of Senior Thesis is required for graduation.

Motion carried unanimously.

i. Revisions to the B.S. in Art Education

Weckler moved. Sanderson seconded to approve the following changes:

Require ART 402: Advanced Art Methods (3 cr) instead of ART 469: Student Internship (3 cr.)

Motion carried unanimously.

j. Department name change

Conteh moved. Shreve seconded to approve changing the name of the Art department to:

“Department of Art and Design.”

Motion carried unanimously.

k. Discontinuation of the B.S. minor in Art Education.

Sanderson moved. Edvenson seconded.

Motion carried unanimously.

l. Discontinuation of the Masters Degree in Studio Art and the Masters Degree in Art Education

Edvenson moved. Goodman seconded.

Motion carried unanimously.

#### 4. Biology Department

- a. The committee had no concerns with the following changes:
  - New Course descriptions for BIOL 105: Exploring Biology & BIOL 323: Human Anatomy
  
- b. Borchers moved. Enz Finken seconded to approve the following changes:
  - Change course title, course description and increase credits of BIOL 430: Immunology (2 cr.) to: BIOL 430: Immunobiology (4 cr.)
  - Drop BIOL 435: Immunology Lab from the curriculum.
  - Increase credits of BIOL 365: Developmental Biology from 3 to 4 credits.  
Motion carried unanimously.
  
- c. Shreve moved. Edvenson seconded to approve the following new courses:
  - BIOL 391: Medical Professions: Observation and Evaluation I (2 cr.)
  - BIOL 395: Medical Professions: Observation and Evaluation II (2 cr.)  
Motion carried unanimously.
  
- d. Conteh moved. Edvenson seconded to approve the following program changes:
  - Modification of the Biology Major-Health & Medical Sciences Emphasis.
  - Modification of the Medical Technology Major
  - Modification of the Biology/Chemistry Double Major: Biotechnology Emphasis
  - Closure of the Cytotechnology Program  
Motion carried unanimously.

#### 5. Chemistry Department

- a. The committee had no concerns with the following changes:
  - Change prerequisites for CHEM 405: Biochemistry Lab I and CHEM 475: Biotechniques I.
  
- b. Sanderson moved. Welken seconded to approve.
  - Increase credits of CHEM 380: Analytical Chemistry I from 3 to 4 credits.  
Motion carried unanimously.
  
- c. Neuman moved. Conteh seconded to approve the following program changes:
  - Redesign B.A. Degree in Chemistry by
    - Reducing the required credits from 68 to 67
    - Reducing the required chemistry credits from 33 to 31 (CHEM 400/405 is no longer required)
    - Adding ENGL 387: Technical Report Writing to the related requirements
    - Replacing specific related requirements (BIOL 111, 341, 349) with elective freedom to take upper-level courses from biology, chemistry, computer science, mathematics, or physics.

- Remove CHEM 497 Research (1-3 cr.) and add CHEM 498: Seminar (1 cr.) and 3 credits of 300-level Chemistry electives.
  - Student may take PHYS 200 and 201 instead of PHYS 111 and 112 for their related requirements.
- The following four new program emphases would be added:
- Biological Chemistry
  - Chemical Physics
  - Computational Chemistry
  - Mathematics

Edvenson noted that 4 pages of the proposal should be removed because they were duplicated by mistake, that CHEM 450/455 should read 400/405 and “w/Lab 360/365” should be deleted from the proposal.

Motion carried unanimously.

### **Chemistry B.S. Degree**

Dalhousie moved. Shimabukuro seconded to approve the following program changes:

- Revise B.S. in Chemistry by adding CHEM 498: Seminar (1 cr.) and decrease elective credits by 1.

Motion carried unanimously.

### **6. Field Experiences – Credit changes in student teaching**

Weckler moved. Shimabukuro seconded to approve ED 461V: Student Teaching: Secondary/K-12 (1-16 cr.)

Motion carried unanimously.

### **7. Elementary & Early Childhood Education**

**a.** Edvenson moved. Borchers seconded to approve the change in program requirements: Drop EECE 470: Seminar in Student Teaching (1 cr.) from the curriculum.

Motion carried unanimously.

**b.** Goodman moved. Welken seconded to approve the new course: EECE 481V: Student Teaching: Elementary/Early Childhood (1-16 cr.)

Motion carried unanimously.

The committee instructed the department to review curriculum and determine if students are enrolling for extra credits just to satisfy financial aid requirements. If it is determined that this is a hidden requirement for a group of students, it must be addressed.

### **8. English Department**

a. The committee had no concerns with the following changes:

- Change course number and description of ENGL 308: 19<sup>th</sup> Century American Literature to: 322
- Change course title of ENGL 309: 20<sup>th</sup> Century American Literature to: Studies in American Literature
- New course descriptions for:

ENGL 281: World Literature	ENGL 488: Advanced Creative Writing
ENGL 290: Special Topics	ENGL 496: Capstone Seminar.
ENGL 365: Language and Learning	ENGL 596: Capstone Seminar
ENGL 395: Theory and Methods of Tutoring	
  
- Change course title of ENGL 350: Practical Criticism to: Literary Criticism & Theory. Also change & course description.
- Change course title of ENGL 595: Adv. Studies Language or Literature to: Teaching Freshman Composition. Also change & course description.
  
- b. The committee had no concerns with the following:
  - Change credits of ENGL 290: Special Topics from 3 to 1-4 cr. (This change will allow the student who needs to fulfill 1-3 credits of the freshmen English composition requirement but would not have to enroll in 4 credits.)
  
- c. Sanderson moved. Weckler seconded to Delete ENGL 561: Descriptive Linguistics from the Bulletin.  
Motion carried unanimously.
  
- d. Weckler moved. Edverson seconded to approve these new courses:  
(The Liberal Studies Committee approved these courses for Designation D1 at their 3/2/01 meeting.)
  - ENGL 321: Early American Literature (3 cr.)
  - ENGL 323: 20<sup>th</sup> Century American Literature (1900-1945) (3 cr.)
  - ENGL 324: 20<sup>th</sup>/21<sup>st</sup> Century American Literature (3 cr.)Motion carried unanimously.

## 9. History Department

- a. The committee had no concerns with the following title changes:
  - Change course title of HIST 366: Constitutional History of the United States I to: Constitutional History of the United States to 1865
  - Change course title of HIST 367: : Constitutional History of the United States II to: Constitutional History of the United States since 1865
  
- b. Weckler moved. Conteh seconded to approve dropping HIST 101 & 102: Western Civilization, from the Bulletin.  
Motion carried unanimously.
  
- c. Welken moved. Conteh seconded to approve the following program changes:
  - Drop ECON 317: History of Economic Thought, from the Social Studies major.
  - Increase elective credits in the Social Studies major to 9.  
Motion carried unanimously.

## 10. Legal Studies

### Redesign to create a major (Hearing Only)

Members of the Legal Studies Task Force (Paul Kramer, William Violet, Mark Hansel, Larry Witherell and Andrew Conteh) were present to answer questions. This major is created from existing courses and would prepare students to go on to law school but would also prepare them for other career paths, such as, human rights activists, lobbyists, and teachers.

The committee discussed the following items: career tracks students could pursue with this degree, preparation for law school, the number of students which would pursue law school, demands on various departments needed to add this degree now and in the future, the history of the pre-law degree once offered through the Criminal Justice department, how this degree will effect the Political Science and Paralegal departments, if an ethics course should be added, prerequisites of required courses, enrollments in core classes, the creation of articulation agreements, and marketing the degree.

VP Midgarden stated that if this major is approved through our governance process, the Task Force will become a Programmatic Committee and that committee will then serve as the 'home department' as is the case for other, existing multidisciplinary degrees. The coordinator would receive approximately 3 credits release time. Three deans would oversee this degree; Arts & Humanities, Business & Industry, and Social & Natural Sciences.

The committee requested from the Task Force a list of prerequisite courses that students must complete to enroll in required Legal Studies courses, a four year outline of the courses students would complete for this degree, and a list of the Task Force membership. This material will be distributed with the next APAC agenda. This degree will be acted on at the 4/10/01 APAC meeting.

## 11. Languages Department



- a. The committee had no concerns with the following changes:
  - Change title of SPAN 301: Advanced Spanish Grammar to: Spanish Grammar
  - Change SPAN 411: Genres & Themes in Iberian/Latin American Literature to: 413
  - Change SPAN 412: Periods & Authors in Iberian/Latin American Literature to: 414
  
- b. The committee had no concerns with the following course level changes:
  - Increase course level of SPAN 100: Selected Emphasis in Spanish-Beginning Level to: 200
  - Increase course level of SPAN 312: Survey of Iberian Literature to: 411
  - Increase course level of SPAN 314: Survey of Latin American Lit to: 412
  - Decrease course level of SPAN 421: Iberian Culture and Civ to: 321
  - Decrease course level of SPAN 422: Latin American Cult & Civ to: 322
  
- c. Missiras moved. Shreve seconded to approve the changes made to the Spanish Major and Minor because of the title and course level changes approved above.  
Motion carried unanimously.

**12. The Mass Communications Department changes were deferred until a future APAC meeting.**

**13. Music Department**

- a. The committee had no concerns with these prerequisite and/or description changes:

MUS 263: The Business of Music	MUS 469: Internship
MUS 261: Music Industry Survey I	MUS 255A: Music Performance Piano-Level
MUS 262: Music Industry Survey II	2
MUS 363: Music for Film and Multimedia	MUS 364: Film/Video Music
MUS 461: Senior Seminar	MUS 365: Practicum
  
- c. Missiras moved. Welken seconded to decrease credits for MUS 155A: Music Performance: Piano: Level 1 from 1-2 to: 1 credit.  
Motion carried unanimously.
  
- d. Missiras moved. Enz Finken moved to approve the new course:  
MUS 375: Instrumental Conducting (2 cr.)  
Motion carried unanimously.

**14. Paralegal**

- a. Sanderson moved. Edvenson seconded to approve the new course:  
PARA 370: Government Benefits (3 cr.)  
Motion carried unanimously.

**15. Health and Physical Education**

- a. Shreve moved. Weckler seconded to approve the new course:

PE 109: Walking Fitness (1 cr.)

Motion carried unanimously.

b. Sanderson moved. Edverson seconded to approve the following program changes to the Exercise Science Major:

Add BIOL 111: Cell Biology, ENGL 286: Practical Writing and PE 460: Principles of Coaching to the Elective Area.

Motion carried unanimously.

c. Athletic Training Admission and Retention Requirements (this item was tabled at the 3/6/01 APAC meeting.) Dawn Hammerschmidt announced that the HPE department recommends to change the proposed “C” grade requirement be changed to a “C-”.

d. The committee had no concerns with the following prerequisite and/or description changes in Athletic Training:

- Change course description and prerequisites for AT 326: Athletic Training Practicum II
- Change prerequisites for AT 327: Athletic Training Practicum III
- Change prerequisites for AT 420: Athletic Training Seminar

## 16. Philosophy Department

a. The committee had no concerns with this prerequisite change:

Remove prerequisites from PHIL 265: Philosophy of Science

b. Conteh moved. Enz Finken seconded to approve the program changes to the B.A. Degree in Philosophy:

- ◆ Decrease restricted electives students must earn in the History of Philosophy from 4 to 3.
- ◆ Add 3 credits of restricted electives: Students must take at least one of the following courses: PHIL 407: Theory of Knowledge (3 cr.) or PHIL 408: Metaphysics (3 cr.)

Motion carried unanimously.

## 17. Physics

a. The committee had no concerns with the following number, title, prerequisite and/or description changes:

- Change course number, title and prerequisites of Physics 111: Elementary Physics 1 to: Physics 160: College Physics I
- Change course number, title and prerequisites for PHYS 112: Elementary Physics II to: Physics 161: College Physics II
- Change title, course description and prerequisites for Astronomy 350: Astrophotography I to: Astronomical Image Processing.

b. Shimabukuro moved. Edverson seconded to approve the new rubric for Physical Science (PSCI)  
Motion carried unanimously.

c. The committee had no concerns with changing the rubric for this course:

- Change PHYS 120: Physical Science I to: PSCI 120.
- d. Missiras moved. Conteh seconded to approve the following program changes:
  - Changes to the Astronomy Minor
  - Changes to the Physics Major and Physics Teaching MinorMotion carried unanimously.

### **18. Social Work**

Sanderson moved. Welken seconded to approve the following:

- ◆ Dropping Political Science 340: Public Administration (3 cr.) & replace it with PARA 370: Government Benefits (3 cr.) (This course was approved at this APAC meeting.)
  - ◆ Eliminate the current “C” or better requirement for courses in “Related Areas”
- Motion carried unanimously.

### **19. Speech Communication and Theatre Arts**

- a. Welken moved. Conteh seconded to approve discontinuing these programs as the Minnesota Board of Teaching will no longer certify these programs:
  - B.S. Degree in Speech communication and Theatre Arts-Teaching
  - Minor in Speech Communication-Teaching
  - Minor in Theatre Arts-TeachingMotion carried unanimously.
- b. Edverson moved. Weckler seconded to approve the program change in Speech Communication:
  - Allow 6 credits of SPCH 469: Internship to be substituted for SPCH 496: Senior Seminar (3 cr.) in the B.A. Degree in Theatre Arts and the B.A. Degree in Speech Communication.Motion carried unanimously.
- c. Weckler moved. Welken seconded to approve to require a grade of “C-” or higher in SPCH 496 for graduation in the B.A. Degree in Theatre Arts.  
Motion carried unanimously.

### **20. Speech/Language/Hearing Sciences**

Weckler moved. Conteh seconded to approve increasing the SLHS Minor by 2 credits. (This change occurred because SLHS 271: Introduction to Audiology increased by 2 credits and was approved at a past APAC meeting.)  
Motion carried unanimously.

Meeting adjourned at 6:55 p.m.  
Gloria Riopelle