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Academic Policy Advisory Committee meeting minutes, November 6, 2001

Minnesota State University Moorhead

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APAC Minutes
November 6, 2001

Members present: Midgarden, chair; Bolduc, Borchers, Conteh, Edvenson, Gess, Klenk, Max, Mills, Missiras, Nelson, Schneider, Schwartz, Shreve, Stockrahm, Weckler.

Jeremy Nelson and Kurt Schneider were welcomed to the committee. They will serve on APAC as the student representatives.

1. Approval of 10/2/01 APAC Minutes

Conteh moved. Missiras seconded to approve.
Motion carried unanimously.

2. Physics Department

Matt Craig and Ananda Shastri, physics, were present to answer questions.

Edvenson moved. Conteh seconded to approve the following new courses:

- PHYS 300: Physics Research (1-3 cr.)
- PHYS 315: Physics Seminar (1 cr.)

Discussion involved library resources needed for these courses. It was suggested that departments consult with the library prior to bringing a proposal to APAC.

Motion carried with one objection.

Program Changes:

Nelson moved. Weckler seconded to approve the following change to the major and minor:

Add the new courses and decrease the number of elective credits required for a major and minor in physics.

Motion carried unanimously.

3. Certificate in E-Business Proposal (Hearing)

Kim Glidden, Vinod Lall, Kathleen Paulson, and Richard Peschke were present to answer questions.

Glidden distributed a document outlining the process followed to create this certificate program.

- ❖ The development of the program and courses were funded through a strategic planning grant.
- ❖ Interested faculty from the School of Business developed the program, conducted surveys and did research.
- ❖ The certificate is 24 credits and is made up of the following new courses:
 - EBUS 280: Introduction to Electronic Business (3 cr.)
 - EBUS 340: E-Commerce/Enterprise Resource Planning (3 cr.)
 - EBUS 360: Law and Ethics in E-Business (3 cr.)
 - EBUS 390: E-Business Topics (1 cr. each – 3 semesters for a total of 3 cr.)
 - EBUS 410: Web-Based Marketing (3 cr.)
 - EBUS 420: Online Customer Relationship Management (3 cr.)
 - EBUS 430: Electronic Supply Chain Management (3 cr.)
 - EBUS 470: E-Business Project Management (3 cr.)
- ❖ Microsoft Great Plains has committed software and personnel support valued at over \$250,000. This includes Great Plains Software personnel training MSUM faculty how to use the software for these courses. GPS personnel will also assist with the use of the software in the classroom. MSUM faculty members will teach the theory aspects of the course.
- ❖ MSUM is the only institution that GPS has committed to for this type of support.
- ❖ One computer server will be needed which has been purchased. No other additional equipment is needed at this time. Two servers may be needed in the future.

- ❖ 50 percent of courses will be on-line delivery and 50 percent will be in the School of Business computer labs.
- ❖ Students do not have to be accepted into the School of Business to earn this certificate.
- ❖ The first course is scheduled to be offered Summer 2002.

The committee discussed the following regarding the E-Business Certificate:

- ❖ Staffing and resources.
- ❖ How would MSUM faculty be trained to use GPS software by GPS personnel.
- ❖ Frequency of course offerings.
- ❖ If this should be a minor instead of a certificate program.
- ❖ MSUM ‘owns’ the curriculum.
- ❖ If this certificate program fits into the role of MSUM as a liberal studies institution.
- ❖ NCA guidelines regarding certificate programs.
- ❖ If the content of these e-business courses should just be merged into existing business courses.
- ❖ If the e-Business courses could be used as electives in other programs.
- ❖ Employment salaries for e-commerce occupations.
- ❖ How this certificate will effect AACSB accreditation.

It was noted that the wording “curriculum library” should be changed to just “library” in the proposal.

This proposal will be acted on at the 11/20/01 APAC meeting.

4. Department Assessment Reports

Bolduc moved. Borchers seconded to approve the following request by the Institutional Assessment Committee that APAC consider the following policy change applicable to new program proposals:

All new program proposals submitted for APAC approval must include a program assessment plan. The assessment plan should be submitted to the Institutional Assessment Committee for review after the program has been approved.

The committee agreed to add “for informational purposes” to the end of the first sentence of the policy.

Motion carried unanimously.

Meeting adjourned at 5:25 p.m.