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## Academic Policy Advisory Committee meeting minutes, December 3, 2002

Minnesota State University Moorhead

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**APAC Minutes**  
**December 3, 2002**

Members present: Midgarden, chairperson; Bolduc, Borchers, Conteh, Dobitz, Gess, Jeppson, Max, Mills, Olerud, Quigley, Schwartz, Shaw, Shreve, and Weckler.

Members absent: Enz Finken, Flack, Ruth, Stockrahm, Strong, Wallert, and Stoichev.

**1. Approval of November 12, 2002 APAC Minutes**

Bolduc moved. Schwartz seconded to approve.  
Motion carried unanimously.

**2. Languages & Cultures Department**

John Hall was present to answer questions.

The committee had no objections to the following changes:

Change the course number of SPAN 511: Genres and Themes in Iberian/Latin American Literature (3 cr.) to: 513.

Change the course number of SPAN 512: Periods/Authors in Iberian/Latin American Literature (3 cr.) to: 514.

**3. CSIS Department**

Dan Brekke was present to answer questions.

Schwartz moved. Shreve seconded to approve the following:  
Change the course credits of CSIS 469: Internship from 3 to 1-6 credits.  
Motion carried unanimously.

**4. Mass Communications Department**

C.T. Hanson was present to answer questions.

Weckler moved. Schwartz seconded to approve the new course proposal:  
MC 327: Creating a Newsletter (3 cr.)  
Motion carried unanimously.

**5. Education Departments**

The committee had no objection to the following changes:  
Change prerequisites for ED 460S: Student Teaching: Secondary (5 cr.)  
Change prerequisites for ED 461S: Student Teaching: Secondary (10 cr.)

Change ED 205: Introduction to Education (2 cr.) and ED 205E: Early Field Experience (1 cr.) into ED 205: Introduction to Education and Technology (3 cr.) and change the course description.

The new course requires 3 lecture hours and 3 school visitation hours, which exceeds the norm for a 3-credit course. This was discussed through the pre-APAC governance process, but was approved because elementary education degrees do not have room for an extra credit within the 128 for a B.S. degree. The proposal was returned to the dean and faculty for reconsideration by Midgarden.

**6. Institutional Review Board Policy Changes**

Dorothy Suomala, Karla Wenger and Gary Nickell were present to answer questions regarding changes made to the IRB policies. Suomala reported each change and the reason for the changes. The following items were discussed:

- ❖ The human rights aspect of the policy.
- ❖ The timeline of maintaining IRB records.
- ❖ Privacy rights and Minnesota open records laws.
- ❖ The suggestion to add the “Tennessean warning” to the document.

Schwartz moved to table the policy changes until the document has been reviewed by MnSCU legal counsel. Shreve seconded.

Motion to table carried unanimously.

**7. President Barden’s Directive to APAC dated November 11, 2002**

The committee discussed the following charge received from President Barden:

- a. Review the number of credits required to earn a bachelor’s degree.
- b. Change Liberal Studies Requirements for the bachelor’s degree.

Midgarden suggested the following process for obtaining feedback to make recommendations to President Barden in March, 2002.

**Change Liberal Studies Requirements for the bachelor’s degree:**

- ❖ Dean Jeppson will ask the Liberal Studies committee to review the recommendation to change the Liberal Studies requirements before the end of fall semester.
- ❖ APAC will review the Liberal Studies recommendation early spring semester.

**Review the number of credits required to earn a bachelors degree:**

- ❖ After the process for the Liberal Studies’ recommendation is finished, the Deans will ask Department Chairpersons to discuss with their faculty members the directive to review the number of credits required to earn a bachelor’s degree.
- ❖ Departments are urged to review and compare similar programs at peer institutions.
- ❖ Each department will be asked to select one person from their department to provide feedback regarding their particular degree at a scheduled APAC meeting in February.
- ❖ Bachelor of Arts degrees will be presented first. An APAC action meeting regarding the B.A. degrees will be held after all of the departments have had an opportunity to provide feedback.

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- ❖ After the process for the B.A. degrees is finished, the same process will be followed to review the Bachelor of Science degrees. B.S. degrees will also need review by the Teacher Preparation Committee to ensure they follow Board of Teaching standards.
- ❖ Recommendations will be presented to President Barden in March, or as soon as possible thereafter.

The committee found this timeline acceptable. They also discussed the following items:

- ❖ Degree requirements at other MnSCU universities.
- ❖ Communicate to the students what the results of the recommendations would mean to them.
- ❖ Remind the campus community that they are welcome to attend APAC meetings.
- ❖ Other policies that may also be considered for change include the Associate of Arts degree, the upper-level course requirements and the requirements for honors.
- ❖ Reasons for the directives from President Barden. President Barden will be invited to attend a future APAC meeting.
- ❖ Recommendations implemented to begin fall semester may affect current and transfer students, as well as incoming freshmen.

Meeting adjourned at 5:00 p.m.

Gloria Riopelle