

COUNCIL ON ACADEMIC AFFAIRS MINUTES

May 16, 2013

Members Present: Larry Collins, Dorie Combs, Deborah Core, Donna Corley, Ed Davis, Tina Davis, Claire Good, Brett Morris, Rose Perrine, Sheila Pressley, Jaleh Rezaie, Sherry Robinson, Judy Short, Janna Vice

Members Absent: Linda Frost, Victor Kappeler, Sandra Moore, Kim Naugle*, Benton Shirey*, Kelly Smith*, Elizabeth Wachtel*, Steven Bradford

Non-Members Present: Steffen Wilson, Shuangteng Zhang, Eugene Styer, Eric Fuchs, Barbara McDermott, Amanda Lawrence, Gill Hunter (for Donna Corley), Michael Clark

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

Approval of the Minutes – May 2, 2013

The minutes were approved as distributed.

Curriculum Items

<u>University Programs</u>		Effective Term
<u>Women and Gender Studies</u>		
New Course		
Approved	WGS 309 Women and Trauma	Fall 2013
Dropped Courses		
Approved	WMS 593 Death and Grief	Fall 2013
Approved	WMS 791 Women's Health	Fall 2013
Approved	WMS 792 Human Sexuality	Fall 2013
Approved	GSO 101 Cultural Orientation for International Students	Fall 2013
<u>University Programs</u>		
New Courses		
Approved	GSD 201 Transfer Student Seminar	Fall 2013
Withdrawn	GSD 201 Catalog Language Changes	Withdrawn
	Will go to c.c.c/Associate Deans, then return in Fall to CAA	
Approved	GSD 399 Professional Skill Development	Fall 2013
College of Justice and Safety		
School of Safety, Security and Emergency Management		
<u>Assets Protection and Security</u>		
Course Drops		
Approved	APS 445 Field Experience	Fall 2013
Approved	APS 455 Independent Study	Fall 2013

College of Justice and Safety
School of Safety, Security and Emergency Management continued
Assets Protection and Security continued

Emergency Medical Care

Course Drops

Approved	MC 100 Basics of Prehospital Medication	Fall 2013
Approved	EMC 270 EMTP Theory/Practicum I	Fall 2013
Approved	EMC 275 EMTP Theory/Practicum II	Fall 2013
Approved	EMC 280 EMTP Theory/Practicum III	Fall 2013
Approved	EMC 462	Fall 2013

Fire and Safety

Course Drops

Approved	FSE 100 Introduction to Fire and Safety Engineering Technology	Fall 2013
Approved	FSE 301 Emergency Medical Treatment	Fall 2013

School of Justice Studies

Course Drops

Approved	FS COR 106 Workshop:_____	Fall 2013
Approved	COR 300W Careers and Competencies in Corrections Juvenile Justice	Fall 2013
Approved	COR 310 Foundations of Correctional and Juvenile Justice Practice	Fall 2013
Approved	COR 475 Applied Research Practicum	Fall 2013

College of Health Sciences

Baccalaureate and Graduate Nursing

Course Revisions

Approved	NSC 802 Public Health Nursing Practice – change title and description	Spring 2014
Approved	NSC 850 Assessment & Collaboration – revise course description	Spring 2014
Approved	NSC 852 Program and Policy Dev. – revise course description	Spring 2014
Approved	NSC 862 Public Health Nsg. Internship –revise course description and change name of course	Spring 2014

Dropped Courses

Approved	NSC 844 Nursing Education Theory	Spring 2016
Approved	NSC 846 Nursing Education Strategies	Spring 2016
Approved	NSC 848 Nursing Education Practice	Spring 2016

Program Revision – Catalog Language Update and Suspension of Option

Approved	Master of Science in Nursing	Fall 2013
	1. Revise the Public Health Nursing <i>Administration</i> option of the MSN, which will include a change of the name of the Public Health Nursing Administration option to Nursing Administration. Change the number of required hours of NSC 802.	
Approved	2. Suspend the Public Health Nursing <i>Education</i> Option	

Program Suspension – University Certificate

Approved	NSC 844 Nursing Education Theory	
Approved	Post Master Rural Public Health Nursing University Certificate	Fall 2013

Program Suspension – Departmental Certificate

Approved	Departmental Certificate Post Master of Science in Nursing Education	Fall 2013
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Course Revisions

Approved	ATR 201 Practicum I - Revise Prerequisite and course description	Spring 2014
Approved	ATR 202 Practicum II - Revise course description	Fall 2013
Approved	ATR 301 Practicum III - Revise course description	Fall 2013
Approved	ATR 302 Practicum IV - Revise course description	Fall 2013
Approved	ATR 398 Pre-Season Practicum in Athletic Training - Revise course description	Fall 2013
Approved	ATR 401S Practicum V - Revise course description	Fall 2013
Approved	ATR 402 Practicum VI - Revise Prerequisite and course description	Spring 2014

College of Health Sciences continued

Exercise and Sport Science

Editorial Revision

Approved Athletic Training B.S. – add terminology required by accrediting body
Note: Change included in Fall 2013 catalog effective Spring 2014

Spring 2014

New Courses

Approved PHE 517 New Bioenergetics in Physical Activity
PHE 717 New Bioenergetics in Physical Activity

Fall 2013

Fall 2013

Family and Consumer Science

Dropped Course

Approved FCS 303 Dissemination of Family and Consumer Sciences Information

Fall 2013

New Course

Approved NFA 303 Nutrition Education and Counseling

Fall 2013

Program Revision

Approved Community Nutrition

Spring 2014

Note: Change included in Fall 2013 catalog effective Spring 2014

Environmental Health Science

Dropped Courses

Approved EHS 896 Special Projects in Health Science
EHS 899 Thesis in Health Science
EHS 899C Thesis in Health Science Continuation
EHS 870 Assessing and Managing Health Risks
PHE 214 Tap I
PHE 314 Tap II
PHE 401
PHE 402
PHE 404

Fall 2013

Health Promotion and Administration

Dropped Courses

Approved HPR 180 Fitness and Wellness
HPR 282 Exercise, Movement and Sports Skills
HEA 280 Global Health
HEA 458 AIDS and the Social Response
HSA 325 Healthcare Delivery Systems
HSA 420 Fundamental of HIM
HSA 425 Fundamentals of Healthcare Law
HSA 430 Healthcare Coding and Reimbursement
HSA 435 Healthcare Info Systems
HSA 440 Healthcare Quality and Performance Improvement
HSA 445 Fundamentals of Healthcare Informatics Research
HSA 455 Health Info Mgmt and Leadership

Fall 2013

Medical Laboratory Science

Dropped Courses

Approved CLS 404 Cytopreparatory Techniques
CLS 406 Cytology Seminar
CLS 408 Cytology Female Genital Tract
CLS 410 Cytology Respiratory Tract
CLS 412 Cytology Body Cavity Fluids
CLS 414 Cytology Breast
CLS 416 Cytology Intestinal Tract
CLS 418 Cytology Urinary Tract
CLS 420 Cytology Body Sites
CLS 422 Cytology Aspiration

Fall 2013

College of Arts and Sciences
Biological Sciences

Course Revision

Approved BIO 102 Inquiry Biology for Teachers – revise prerequisites Spring 2014

Computer Science

New Courses

Approved CSC 321 Computer Forensics I Fall 2013
Approved CSC 322 Computer Forensics II Fall 2013
Approved CSC 542 Internet Forensics Fall 2013
Approved CSC 742 Internet Forensics Fall 2013

Economics

Hybrid Course

Approved ECO 395W Economics of Developing Countries Fall 2013

English and Theatre

Hybrid Course

Approved ENG 365W Appalachian Literature Fall 2013
Approved APP 365W Appalachian Literature Fall 2013

Course Revisions

Approved APP 365 Appalachian Literature – revise description and include in Gen. Ed. Element 3B and 6 Fall 2013
Approved ENG 365 Appalachian Literature – revise description and include in Gen. Ed. Element 3B and 6 Fall 2013

Foreign Language and Humanities

New Courses

Approved SPA 205 Accelerated Spanish II Fall 2013
Approved SPA 410 Introduction to Interpreting Fall 2013
Approved SPA 492 Senior Capstone Seminar Fall 2013

New Courses

Approved GER 240 Beginning Conversation – revise course description Fall 2013
SPA 101 Conversational Spanish I – update course description Spring 2014
SPA 102 Conversational Spanish II – update course description Fall 2013
SPA 105 Spanish Honors – update title and description Spring 2014
SPA 206 Conversational Fluency – update course description Fall 2013
SPA 310 Topics in Spanish:_____ - revise prerequisites and repeat hours Spring 2014
SPA 349 Applied Learning in Spanish – remove statement regarding “credit does not apply...” Spring 2014
SPA 349 A-N Cooperative Study: Spanish – remove statement regarding “credit does not apply...” Spring 2014
SPA 360 Topics in Grammar:_____ - change prerequisite Spring 2014

Physics and Astronomy

New Course

Approved PHY 200 Volunteering in Physics and Astronomy Fall 2013

College of Arts and Sciences continued

Psychology

Approved Approved Approved Approved	New Courses	
	ANS 499 Senior Exit Course in in Animal Studies	Fall 2013
	PSY 499 Senior Exit Course in Psychology	Fall 2013
	PSY 510 Publishing Empirical Research	Smr. 2014
Approved Approved	Course Revisions	
	PSY 890 Thesis Research – revise course title and description	Fall 2013
	PSY 898 Internship in School Psychology – revise course title and description	Fall 2013

Business & Technology

Discussion Items

University Programs

1. Associate of General Studies Degree Program (<i>no paperwork included</i>) Discussion regarding students switching from BA/BS to AGS, before and after 60 credit hours <i>Concern is financial aid situation. Advisors should recommend students talk to Financial Aid, some students had delay in Financial Aid. (Jerry P.)-“Delay could be to certify courses are for actual A.G. S degree”.</i>	Rose Perrine
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Good of the Order

1. Syllabus Format – Syllabus website linked through Academic Affairs Site – updated and maintained by Provost Office.
 - Syllabus, Current Academic Integrity Statement, University Email Policy, Disability Statement
 - Every syllabus has contains syllabus website address as it always shows current info.
 - Handout: Annotated Syllabus Template
2. September 27 – Assurance of Learning Day
3. Sheila Pressley – New Faculty Orientation for Full-Time Faculty August 7-9, 2013.
Deans, please encourage attendance
Dr. Vice reported to Faculty Senate May 6, 2013 regarding early feedback 100 & 200 level courses. Technology to track and provide feedback in the fourth week.
4. CAA Summer Schedule
 - No June or July meetings
 - If pressing CAA issues arise in summer, colleges will communicate to Registrar’s Office. See if we need electronic June meeting. Probably will not be needed, based on feedback from colleges in May 16 meeting.

The meeting of the Council on Academic Affairs was adjourned at 2:47 p.m.

COUNCIL ON ACADEMIC AFFAIRS MINUTES

August 22, 2013

Members Present: Larry Collins, Dorie Combs, Donna Corley, Ed Davis , Tina Davis, Claire Good, Megan Holloway, Sandra Moore, Kim Naugle, Rose Perrine, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Brett Morris, Minh Nguyen *

Non-Members Present: LeAnn Beaty, Cassie Bradley, Stephanie Cunagin, Anna Dixon, Debbie Haden, Victor Kappeler (for Larry Collins), Barbara McDermott, Abbey Poffenberger, Steffen Wilson

Dr. Janna Vice called the Council on Academic Affairs to order at 1:31 p.m.

Approval of the Minutes – May 16, 2013
The minutes were approved as distributed.

Curriculum Items

University Programs

Noel Studio for Academic Creativity

Effective Term

New Courses

Approved	CRE 201 Innovation and Creativity	} Spring 2014
Approved	CRE 301 Creativity Texts & Technology	
Approved	CRE 305 Creativity and Research	

General Studies

Program Revision

Approved	Bachelor of General Studies	Fall 2014
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College of Education

Curriculum and Instruction

Program Revisions

Withdrawn	EMS 349q Applied Learning I: Educational Assessment	Withdrawn
Withdrawn	EMS 349r Applied Learning II: Educational Curriculum	Withdrawn

Special Education

Program Revision

Approved	Early Childhood Special Education B.S. - Interdisciplinary Early Childhood Education	Fall 2014
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College of Arts & Sciences

Foreign Language and Humanities

Program Revision

- Approved** Bachelor of Arts (B.A.) Spanish **Fall 2014**
Approved Bachelor of Arts (B.A.) Spanish/Teaching **Fall 2014**

Government

Program Revision

- Withdrawn** Master of Public Administration (MPA) **Withdrawn**
A later version with changes to language has been approved by the Graduate Council and will be submitted by GC to CAA.

Psychology

Program Revision

- Withdrawn** Animal Studies (B.S.) **Withdrawn**
Withdrawn Psychology (B.S.) **Withdrawn**
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College of Health Sciences

Exercise and Sport Science

Program Revision

- Approved** Physical Education MS **Fall 2014**

Family and Consumer Sciences

Program Revision

- Approved** General Dietetics BS **Fall 2014**
-

College of Justice & Safety

School of Justice Studies

Program Revision

- Approved** Criminal Justice BS **Fall 2014**
-

Discussion Items

Office of the Provost

- Approved** Impact Statement/Revision for Policy 4.1.11, Awarding Incomplete Grades
Proposed policy approved with suggested edits as informational item to Faculty Senate
- Forward** Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion
Addition of definition for terminology provided as a handout to members. Proposed policy forwarded to the policy drafting team for further development.

Discussion Items, continued

Held

University Programs

Letter to CAA regarding SOC 399 from Dr. Garrett Yoder, Chair University General Education Committee [handout]

The issue was reserved from discussion at this time by the Provost (Dr. Vice) for further discussion with stakeholders.

Good of the Order

Process of moving graduate curriculum forward:

Once a proposed curriculum change is submitted to the Graduate Council it becomes the responsibility of the Graduate School to submit the copy approved at that level to the Academic Affairs Council. In this way, any changes or corrections made by the Graduate Council will be included in the proposal submitted for consideration by the Academic Affairs Council.

No change will occur in the undergraduate program curriculum changes process.

The meeting of the Council on Academic Affairs was adjourned at 2:45 p.m.

Date: August 1, 2013 (For CAA August, 22, 2013)

To: Becca Palmer

From: Rose Perrine
Associate Dean, University Programs

Re: CAA items from University Programs

	NEW COURSES	
Course/Program	Action Proposed	Documents
Minor in Applied Creativity	CRE 201	• CC Form • Syllabus
Minor in Applied Creativity	CRE 301	• CC Form • Syllabus
Minor in Applied Creativity	CRE 305	• CC Form • Syllabus
	PROGRAM REVISION	
BGS	GSD 399: fulfill ACCT option and Exit Requirement	• Program Revision Form

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Noel Studio for Academic Creativity	
☒ New Course (Parts II, IV)	College	University Programs	
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	CRE 201	
☐ Hybrid Course ("S," "W")	*Course Title	Innovation and Creativity	
☐ New Minor (Part III)	*Program Title		
☐ Program Suspension (Part III)			
☐ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	7.29.13	Council on Academic Affairs	
College Curriculum Committee	8.2.13	Faculty Senate**	NA
General Education Committee*	NA	Board of Regents**	NA
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***	Spring 2014
Graduate Council*	NA		

*If Applicable (Type NA if not applicable.)
**Approval needed for program revisions or suspensions.
***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) To create a new course for the Minor in Applied Creativity A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Spring 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	B. The justification for this action: This course extends students' options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance. C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None. Studio personnel will teach course as part of job duties. Operating Expenses Impact: None Equipment/Physical Facility Needs: Classroom space in Studio already adequate
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Library Resources: Sufficient

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

CRE 201 Innovation and Creativity (3) A. Prerequisite: ENG 102 or departmental approval. Explores the creative approaches of recent (and historic) innovations in business, industry, and education through a case study approach.

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Academic Term (Example: Fall 2012)	College/Division:	Dept. (4 letters)*
CRE	201	Spring 2014	AS _____ HS _____ BT _____ JS _____ ED _____ UP <u>x</u> _____	NOEL
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>x</u> Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____	
W	3		SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>		
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
CoRequisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D+.)				
Course Prefix and No.		ENG 102 or Departmental Approval		
Course Prefix and No.				
Test Scores				
Minimum GPA (when a course grouping or student cumulative GPA is required)				

Co-requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit will not be awarded for both...; or formerly...)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Element: Please mark (X) in the appropriate Element or Elements (e.g. – 4B(3) X).

Element 1 (9)	Element 2 (3)	Element 3 (6)	Element 4 (6)	Element 5 (6)	Element 6 (6)
1A (3)	2 (3)	3A (3)	4A (3)	5A (3)	6 (6)
1B (3)		3B (3)	4B (3)	5B (3)	
1C (3)		or 3A/B Integrated A&H(6)	or 4A/B Integrated Sciences(6)		

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Innovation and Creativity

SYLLABUS

CRE 201
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Dr. Russell G. Carpenter
Noel Studio, Library 310P
P: 859-622-7403
E: russell.carpenter@eku.edu

Goals & Objectives

This course explores the creative approaches of recent (and historic) innovations in business, industry, and education. Through a case study approach, this course cultivates intentional and systematic competencies in students in order to develop leaders capable of solving problems in academia or business settings. Students will draw insights from the most innovative and successful corporations to explore their approaches (Apple, IBM, and Microsoft). Students will also examine the role of failure in innovations throughout history using foundational creative-thinking concepts.

Student Learning Outcomes:

The Innovation and Creativity course builds a foundation in creative thinking through the examination of innovation in educational and business settings. Students will develop skills for analyzing innovations throughout the course. Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will:

- Develop effective creative projects that provide an innovative solution to real-world problems based on inquiry such as class discussion, critical analysis, integrative collaboration, observing, and using technology.
- Evaluate materials relevant to innovations in educational and business settings based on case studies presented in class and explored independently.
- Analyze strategies for creative innovation, including product and pedagogical design.
- Apply effective strategies for designing innovative projects in collaboration with team members to develop an effective creative project, product, or practice, in conjunction with other offices on campus.
- Apply the design of the creative process to educational experiences and the creative endeavor generally.
- Demonstrate knowledge of the basic vocabulary and concepts of creativity study.

Methods for Learning and Teaching

This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, *Creating Innovators: The Making of Young People Who Will Change the World* and *The Art of Innovation* include information that students will need for class sessions. To be successful in this class, and ultimately the minor in Applied Creative Thinking, students will need to participate on a regular basis. Each class meeting will include information that is valuable to your success as creative thinkers and leaders. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

Required Texts

Wagner, Tony. *Creating Innovators: The Making of Young People Who Will Change the World*. New York: Scribner, 2012.

Kelley, Tom, Jonathn Littmant, and Tom Peters. *The Art of Innovation: Lessons in Creativity from IDEO, America's Leading Design Firm*. New York: Doubleday, 2001.

Required Materials and Resources

- Internet Access
- Dropbox Access

Attendance Policy

Students may miss no more than 10% of the scheduled class meetings. Therefore, if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult me in advance with any questions regarding attendance.

Grades

Major Projects	Points	Creative Projects	Points
Innovation Case Proposal	50	P1	50
Participation (attendance)	50	P2	100
Leadership Session	30	P3	150
Innovation Cases	150	P4	200

A= 90-100% (900-1000pts)
 B= 80-89% (800-899pts)
 C= 70-79% (700-799 pts)
 F= <70% (0-699pts)

EKU will graduate informed, critical and creative thinkers who communicate effectively.

Prototype	20	P5	200
Total	300		700
Semester Total			1000

I expect the course to become more challenging and expectations for the quality of student work to increase as the semester progresses. Moreover, I expect students to put forth effort in each creative project and assignment, giving each the care and time it needs. The course design will help assist you in this area through integrative collaboration, in-class discussions of your projects and creative concepts, in-class workshops, and one-on-one conferences with me. I will collect copies of all creative projects, including outlines, rough drafts, and proof of invention process, from all students. You should keep detailed notes for each stage of your invention process that show intentional strategies for creative thinking.

Late and Missed Work

Late work will be graded down at my discretion. In any case, it's better to hand in late than not at all. You must complete all major projects to pass the course. Let me know if work is going poorly, if you just can't get started, or don't understand how to do it. I can extend the deadline in some cases. If you miss a major project without an excused absence, you will receive an F for that work.

Other Course Policies

Lateness: It is important that students arrive on time to every class. All class sessions are important. I will take attendance at the beginning of each class period. Creative projects and exercises will be assigned in each class. Students who arrive late to class will be marked absent or partially absent at my discretion. All class meetings are important and require your focus to be successful.

Academic integrity

Students are advised that ECU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.ecu.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

Changes to the Syllabus

The course schedule is subject to change. Students will have advanced notice in class or via email of any changes in class location or schedule.

Midterm Progress Report

ECU will graduate informed, critical and creative thinkers who communicate effectively.

Before Sunday, March 9, 2014, all students will be informed in writing about their progress in the course via ECU Direct.

Notes

- To pass this course, you must participate fully in all class sessions. You must have at least a C in the class to be eligible to continue with the minor in Applied Creativity.
- You must complete all assignments to pass the course.

Progress in the Course

Students should consult Dr. Carpenter before dropping the course. The last withdrawal day is Sunday, February 9, 2014.

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Success Building Room 361 by email at disserv@ecu.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Important Dates

Last day to withdraw from the course without a fee: February 9, 2014

Last day to withdraw from the course with a fee: Friday, March 21, 2014

Holidays: Martin Luther King, Jr. Day: Monday, January 20, 2014; Spring Break, Monday, March 10 – Friday, March 14, 2014

The Noel Studio for Academic Creativity

Students pursuing the minor in Applied Creativity will spend a significant amount of class time and creative invention time in the Noel Studio for Academic Creativity. Some students might decide to work as consultants in the Noel Studio. The Noel Studio is a free resource for the ECU community, including graduate and undergraduate students.

The Noel Studio's primary service is the individual or group consultation: a trained consultant will spend 60 minutes with you (an hour is preferable if your project is longer than five pages or the equivalent for presentations and multimedia or if you are working with a group) reviewing your project and discussing your ideas. You can bring your work to the Noel Studio at any point in the communication-development process, even if you don't have anything substantial yet. Your visit will be most helpful if you take the time to:

ECU will graduate informed, critical and creative thinkers who communicate effectively.

Prepare questions/ideas/strategies in advance: Identify specific questions/ideas/strategies that will guide your research and thinking about the project while you're in the Noel Studio.

Prepare to participate in the consultation: The Noel Studio is designed as a collaborative and creative space for learning. Thus, you will actively discuss your project with the consultant and take part in invention techniques and activities.

Allot time to revise and reflect after you leave the Noel Studio: Identify the possibilities raised during the consultation that are helpful to you and leave enough time to use the Noel Studio space to reflect on and refine your project and ideas.

Revise and rethink: The Noel Studio is intended to support multiple learning styles. Use invention and practice spaces at the Noel Studio to rethink critical aspects of your project.

The Noel Studio will help with projects in any subject, including traditional essays, research papers, proposals; out-of-class projects such as scholarship applications, graduate school applications, and business letters; multimedia such as digital narratives, videos, podcasts, and online portfolios; and oral presentations, conference talks, and panel presentations. After each consultation, you will receive verification of your visit and a summary of what was discussed.

It is best to make an appointment; however, the Noel Studio welcomes walk-ins.

You may use Noel Studio resources, such as computers, video equipment, monitors, and software without an appointment. Please remember that the Noel Studio does not write, proofread, or grade projects.

For more information or to make an appointment, visit the Noel Studio website at <http://www.studio.eku.edu/> or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks: *The Art of Innovation (AI)* and *Creating Innovators (CI)*

Innovation Case Proposal: Students will submit a proposal for their innovation case. The proposal will offer details about the background to the problem and innovative approaches that they will study in the case.

Leadership Session: Students will research the role of leadership in innovations in business or educational settings. More specifically, students will select an innovative leader to study and examine the traits that made that leader successful and approaches that contributed to success.

EKU will graduate informed, critical and creative thinkers who communicate effectively.

Innovation Cases: Students will collect cases of recent innovations by reviewing select news sources and publications such as the *MIT Technology Review*, *Lexington Business Journal*, *Forbes*, *Wired*, *The Chronicle of Higher Education*, and other outlets.

Prototype: Students will create a prototype of an innovative project with value in industry or higher education and pitch their projects to representatives from the business incubator at ECU.

Projects (1-5): Students will analyze five creative innovations through the lens of project development and prototyping throughout history. Students will collect information about these projects to discuss with the class.

Schedule

Week	Theme	Reading/Viewing	Project
1	Introduction to Course, Projects, and Texts	<i>CI: "A Primer on Innovation"</i>	Create a video introduction that defines "innovation" (pairs)
2	The Innovator	<i>CI: "Portrait of the Innovator as a Young Man"; AI: "Leadership at the Top"</i>	Research innovators – conduct background research for Leadership Session
3	Science and Technology	<i>CI: "STEM Innovators"</i>	Research innovators – conduct background research for Leadership Session
4	Collaboration and Innovation	<i>CI: "Social Innovators"</i>	Due: Innovation Case Proposal
5	Teaching and Learning	<i>CI: "Innovating Learning"</i>	Due: Project 1
6	Projecting the Future	<i>CI: "The Future of Innovation"; AI: "Live the Future"</i>	Due: Leadership Session
7	Creating Innovators	<i>CI: "Letter to a Young Innovator"</i>	
8	Innovative Projects	<i>AI: "Winging it in Start-Up Mode"</i>	Due: Project 2

ECU will graduate informed, critical and creative thinkers who communicate effectively.

9	Innovative Concepts	AI: "Innovation Begins with an Eye"	
10	Strategies	AI: "The Perfect Brainstorm"	Due: Project 3
11	Innovative Companies	AI: "A Cool Company Needs Hot Groups"	
12	Prototypes	AI: "Prototyping is the Shorthand of Innovation"	Due: Project 4
13	Innovative Spaces (Creative Press)	Readings from <i>Cases on Higher Education Spaces and Making Space</i>	Due: Prototype Draft
14	Flow and Creating an Experience	Reading from <i>Flow</i> ; "The Shared Experience of Absurdity"	Due: Project 5
15	Preparing for Your Pitch	AI: "Creating Experiences for Fun and Profit"	Peer-Review of Prototype Drafts
16	Final Projects and Presentations		Due: Innovation Cases Due: Prototype

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Noel Studio for Academic Creativity	
☒ New Course (Parts II, IV)	College	University Programs	
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	CRE 301	
☐ Hybrid Course ("S," "W")	*Course Title	Creativity Texts & Technology	
☐ New Minor (Part III)	*Program Title		
☐ Program Suspension (Part III)			
☐ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	7.29.13	Council on Academic Affairs	
College Curriculum Committee	8.2.13	Faculty Senate**	NA
General Education Committee*	NA	Board of Regents**	NA
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***	Spring 2014
Graduate Council*	_NA_		

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) To create a new course for the Minor in Applied Creativity A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Spring 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	B. The justification for this action: This course extends students' options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None. Studio personnel will teach course as part of job duties. Operating Expenses Impact: None Equipment/Physical Facility Needs: Classroom space in Studio already adequate	

Library Resources: Sufficient

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

CRE 301 Creativity Texts & Technology (3) A. Prerequisite: ENG 102 and at least 3 credits of CRE courses, or departmental approval. Explores the texts, technologies, and new media that allow students to create compelling messages and provides an introduction to creative production and appeals through technology.

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Academic Term (Example: Fall 2012)	College/Division:	Dept. (4 letters)*
CRE	301	Spring 2014	AS _____ HS _____ BT _____ JS _____ ED _____ UP <u>x</u>	NOEL
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>x</u> Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____	
W	3		SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>		
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
CoRequisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use "and" and "or" literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D .)				
Course Prefix and No.		<u>ENG 102 and at least 3 credits of CRE courses</u> <u>or Departmental Approval</u>		
Course Prefix and No.				
Test Scores				

Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit will not be awarded for both....; or formerly...)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Element: Please mark (X) in the appropriate Element or Elements (e.g. – 4B(3) X).

Element 1 (9)	Element 2 (3)	Element 3 (6)	Element 4 (6)	Element 5 (6)	Element 6 (6)
1A (3)	2 (3)	3A (3)	4A (3)	5A (3)	6 (6)
1B (3)		3B (3)	4B (3)	5B (3)	
1C (3)		or 3A/B Integrated A&H(6)	or 4A/B Integrated Sciences(6)		

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Texts and Technology of Creativity

SYLLABUS

CRE 301
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Dr. Russell G. Carpenter
Noel Studio, Library 310P
P: 859-622-7403
E: russell.carpenter@eku.edu

Goals & Objectives

This course continues the cultivation of intentional and systematic competencies in students by exploring the texts, technologies, and new media that allow us to create compelling messages. More specifically, this course provides an introduction to creative production and appeals through technology. Students will draw from established scholars in new media while employing creative lenses for understanding, analyzing, and producing creative media projects.

Student Learning Outcomes:

The Texts and Technology of Creativity course establishes a foundation in creative thinking the analysis and creation of mediated artifacts. Students will develop, study, and collect creative media artifacts. Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will:

- Create effective creative media products based on inquiry such as class discussion, critical analysis, integrative collaboration, observing, and using available technologies.
- Evaluate creative media artifacts relevant to works discussed, presented, and created in this course.
- Analyze strategies for designing creative media artifacts.
- Apply design elements to achieve creative effects (affects) in their projects.

Methods for Learning and Teaching

This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, *Creative License* and *Remix*, include information that students will need for

Spring 2014

class sessions. To be successful in this class, and ultimately the minor in Applied Creative Thinking, students will need to participate on a regular basis. Each class meeting will include information that is valuable to your success as creative thinkers and leaders. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

Required Texts

Lessig, Lawrence. *Remix: Making Art and Commerce Thrive in the Hybrid Economy*. New York: Penguin. 2008.

McLeod, Kembrew, and Peter DiCola. *Creative License: The Law and Culture of Digital Sampling*. Durham, NC: Duke. 2011.

Required Materials and Resources

- Dropbox Access
- Prezi Access

Attendance Policy

Students may miss no more than 10% of the scheduled class meetings. This means that if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult me in advance with any questions regarding attendance.

Grades

Major Projects	Points	Creative Projects	Points
Website	50	P1	50
Participation (attendance)	50	P2	100
Creative Media Project Analysis	30	P3	150
Tip sheet	20	P4	200
Digital Collection of Creative Artifacts	150	P5	200
Total	300		700
Semester Total			1000

A= 90-100% (900-1000pts)

B= 80-89% (800-899pts)

C= 70-79% (700-799 pts)

F= <70% (0-699pts)

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Spring 2014

I expect the course to become more challenging and expectations for the quality of student work to increase as the semester progresses. Moreover, I expect students to put forth effort in each creative product and assignment, giving each the care and time it needs. The course design will help assist you in this area through integrative collaboration, in-class discussions of your products and creative concepts, in-class workshops, and one-on-one conferences with me. I will collect copies of all creative products, including outlines, rough drafts, and proof of invention process, from all students. You should keep detailed notes for each stage of your invention process that show intentional strategies for creative thinking.

Late and Missed Work

Late work will be graded down at my discretion. In any case, it's better to hand in late than not at all. You must complete all major projects to pass the course. Let me know if work is going poorly, if you just can't get started or don't understand how to do it. I can extend the deadline in some cases. If you miss a major project without an excused absence, you will receive an F for that work.

Other Course Policies

Lateness: It is important that students arrive on time to every class. All class sessions are important. I will take attendance at the beginning of each class period. Creative products and exercises will be assigned in each class. Students who arrive late to class will be marked absent or partially absent at my discretion. All class meetings are important and require your focus to be successful.

Academic integrity

Students are advised that ECU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.ecu.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

Changes to the Syllabus

The course schedule is subject to change. Students will have advanced notice in class or via email of any changes in class location or schedule.

Midterm Progress Report

Before Sunday, March 9, 2014, all students will be informed in writing about their progress in the course via ECU Direct.

Notes

ECU will graduate informed, critical and creative thinkers who communicate effectively.

Spring 2014

- To pass this course, you must participate fully in all class sessions. You must have at least a C in the class to be eligible to continue with the minor in Applied Creativity.
- You must complete all assignments to pass the course.

Progress in the Course

Students should consult Dr. Carpenter before dropping the course. The last withdrawal day is Sunday, February 9, 2014.

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Success Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Important Dates

Last day to withdraw from the course without a fee: February 9, 2014

Last day to withdraw from the course with a fee: Friday, March 21, 2014

Holidays: Martin Luther King, Jr. Day: Monday, January 20, 2014; Spring Break, Monday, March 10 – Friday, March 14, 2014

The Noel Studio for Academic Creativity

Students pursuing the minor in Applied Creativity will spend a significant amount of class time and creative invention time in the Noel Studio for Academic Creativity. Some students might decide to work as consultants in the Noel Studio. The Noel Studio is a free resource for the EKU community, including graduate and undergraduate students.

The Noel Studio's primary service is the individual or group consultation: a trained consultant will spend 60 minutes with you (an hour is preferable if your project is longer than five pages or the equivalent for presentations and multimedia or if you are working with a group) reviewing your project and discussing your ideas. You can bring your work to the Noel Studio at any point in the communication-development process, even if you don't have anything substantial yet. Your visit will be most helpful if you take the time to:

Prepare questions/ideas/strategies in advance: Identify specific questions/ideas/strategies that will guide your research and thinking about the project while you're in the Noel Studio.

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Prepare to participate in the consultation: The Noel Studio is designed as a collaborative and creative space for learning. Thus, you will actively discuss your project with the consultant and take part in invention techniques and activities.

Allot time to revise and reflect after you leave the Noel Studio: Identify the possibilities raised during the consultation that are helpful to you and leave enough time to use the Noel Studio space to reflect on and refine your project and ideas.

Revise and rethink: The Noel Studio is intended to support multiple learning styles. Use invention and practice spaces at the Noel Studio to rethink critical aspects of your project.

The Noel Studio will help with projects in any subject, including traditional essays, research papers, proposals; out-of-class projects such as scholarship applications, graduate school applications, and business letters; multimedia such as digital narratives, videos, podcasts, and online portfolios; and oral presentations, conference talks, and panel presentations. After each consultation, you will receive verification of your visit and a summary of what was discussed.

It is best to make an appointment; however, the Noel Studio welcomes walk-ins.

You may use Noel Studio resources, such as computers, video equipment, monitors, and software without an appointment. Please remember that the Noel Studio does not write, proofread, or grade projects.

For more information or to make an appointment, visit the Noel Studio website at <http://www.studio.eku.edu/> or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks: *Creative License* and *Remix*.

Website: Students will collect creative digital artifacts and experiences throughout the semester on their website, which can be created via a number of platforms, including google sites, WIX, or by coding their own site.

Tip Sheet: Students will create a tip sheet that explains what five lessons, tips, or artifacts they can take from this course and reflect upon to shape creative habits.

Creative Media Project Analysis: Students will use creative theories to analyze a creative media project. Students will draw from concepts learned in the course to form their analysis.

EKU will graduate informed, critical and creative thinkers who communicate effectively.

Spring 2014

Digital Collection of Creative Artifacts: Students will archive, explain, and analyze their digital collection, noting why each sample is significant for creativity studies. The archive can be integrated into the website or exist as a separate database through Flickr, etc.

Products 1-5: Students will create, using multiple modes of communication, five creative products: image file, magazine-style article, memo-style document, digital video, slideshow presentation. Each product will ask students to either communicate creative learning styles or provide updates on their creativity projects for the course.

Schedule

Week	Theme	Reading/Viewing	Project
1	Course Introduction	Ken Robinson video on education	Explore web platforms
2	Collecting and Archiving: What is creativity?	DALN	Web page
3	RO vs RW Cultures	Lessig on RO/RW Cultures in <i>Remix</i>	Collect samples of RO/RW culture around us
4	Analyzing and presenting: how can you represent your creative process?	Memes and other creative samples	Image file
5	Two economies: commercial and sharing	Part II: Economies <i>Remix</i>	Explore Lessig's site and remix cases
6	The golden age of sampling	"The Golden Age of Sampling" <i>Creative License</i>	Video examples of sampling culture
7	Interviewing and representing: what do you want to create a creative profile for?	Exploring the creative profile of creative innovators: Ken Robinson, Tim Brown, David Kelley	Magazine-style article
8	Sound collage	Cindy Selfe on "aurality of composing"	Locate sound bites, analyze, and archive for projects
9	Proposals for reform	"Proposals for Reform" <i>Creative License</i>	Explore culture (and laws) of digital mixing

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10	Collaborating and proposing a concept: how can you work with your creativity cluster to collaboratively propose a display, demonstration, or exhibit about creativity on campus?	proposal	Memo-style proposal
11	The trouble with education: education and remix	Robinson, "The Trouble with Education"	Robinson discussion
12	Revising and remixing: how can you take found material and make it new?	Video samples	Digital video
13	Learning to be creative: creativity and multimodal communication	Robinson, "Learning to be Creative"	Digital artifact scavenger hunt
14	Innovation and designing: how can you work with your creative cluster to pitch an innovative, creative classroom for campus?	IDEO and d.school sites; David Kelley interview	Slideshow presentation
15	Prototypes and design thinking	View drafts of tip sheets (digitally)	Peer-review drafts
16	Reflecting: what five tips, things, artifacts can you take from class and reflect on to shape creative habits?	Present final tip sheet	Tip Sheet

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "W") ☐ New Minor (Part III) ☐ Program Suspension (Part III) ☐ Program Revision (Part III)	Department Name College *Course Prefix & Number *Course Title *Program Title *Provide only the information relevant to the proposal.	Noel Studio for Academic Creativity University Programs CRE 305 Creativity and Research If Certificate, indicate Long-Term (University) or Short-Term (Departmental)
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Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	7.29.13	Council on Academic Affairs	
College Curriculum Committee	8.2.13	Faculty Senate**	NA
General Education Committee*	NA	Board of Regents**	NA
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***	Spring 2014
Graduate Council*	_NA_		

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) To create a new course for the Minor in Applied Creativity A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Spring 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: This course extends students' options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None. Studio personnel will teach course as part of job duties. Operating Expenses Impact: None Equipment/Physical Facility Needs: Classroom space in Studio already adequate

Library Resources: Sufficient

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

CRE 305 Creativity and Research (3) A. Prerequisite: ENG 102 and at least 3 credits of CRE courses, or departmental approval. Extends the process of cultivating intentional and systematic creative competencies in students, honing in on information fluency development in scholarship and research.

Part IV. Recording Data for New or Revised Course (Record only **new or changed** course information.)

Course prefix (3 letters)	Course Number (3 Digits)	Effective Academic Term (Example: Fall 2012)	College/Division:	Dept. (4 letters)*
CRE	305	Spring 2014	AS _____ HS _____ BT _____ JS _____ ED _____ UP <u>x</u> _____	NOEL
Credit Hrs.	Weekly Contact Hrs.		Repeatable Maximum No. of Hrs. _____	
3	Lecture <u>x</u> Laboratory _____ Other _____		Cip Code (first two digits only)	
Schedule Type* (List all applicable)	Work Load (for each schedule type)	Grading Mode*	Class Restriction, if any: (undergraduate only)	
1	3	N	FR _____ JR _____	
W	3		SO _____ SR _____	
		Grading Information: Course is eligible for IP (in-progress grading) for: <u>Check all applicable</u>		
		Thesis _____		
		Internship _____		
		Independent Study _____		
		Practicum _____		
CoRequisites and Prerequisites **See definitions on following page**				
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)				
Course Prefix and No.				
Course Prefix and No.				
Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D+.)				
Course Prefix and No.		<u>ENG 102 and at least 3 credits of CRE course or Departmental Approval</u>		
Course Prefix and No.				
Test Scores				

Minimum GPA (when a course grouping or student cumulative GPA is required)	
Co-requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)	
Course Prefix and No.	
Test Scores	
Minimum GPA (when a course grouping or student cumulative GPA is required)	
Equivalent Course(s): (credit will not be awarded for both...; or formerly...)	
Course Prefix and No.	
Course Prefix and No.	
Course Prefix and No.	

Proposed General Education Element: Please mark (X) in the appropriate Element or Elements (e.g. – 4B(3) X).

Element 1 (9)	Element 2 (3)	Element 3 (6)	Element 4 (6)	Element 5 (6)	Element 6 (6)
1A (3)	2 (3)	3A (3)	4A (3)	5A (3)	6 (6)
1B (3)		3B (3)	4B (3)	5B (3)	
1C (3)		or 3A/B Integrated A&H(6)	or 4A/B Integrated Sciences(6)		

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)

Creativity and Research

SYLLABUS

CRE 305
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Trenia Napier
Noel Studio, Library 210Q
P: 859-622-7375
E: trenia.napier@eku.edu

Goals & Objectives

This course extends the process of cultivating intentional and systematic creative competencies in students, honing in on information fluency development in scholarship and research. More specifically, this course provides intentional, systematic, and coherent methods for strengthening students' information literacy, research, and scholarship skills in ways that complement and enhance their creative-thinking skills and practices, in order to help students become efficient, effective, and ethical users and producers of information.

Student Learning Outcomes: Students in the Creativity and Research will hone their information literacy skills within the context of applied creativity, strengthening the ability to identify a problem/need; locate and access information efficiently and effectively; manage the abundance of information available; critically evaluate available information; synthesize and incorporate information into one's knowledge base; and creatively and ethically use, modify, apply, communicate, and/or express information.

Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will be able to:

- Evaluate information rhetorically and contextually
- Apply a variety of search strategies/tools according to the information need and environment
- Illustrate the information cycle in various contexts and environments
- Communicate and manage information creatively and effectively
- Demonstrate an understanding of the legal, ethical, and security implications of using, modifying, creating, and sharing information, especially in creative projects
- Apply varied and appropriate creativity techniques to defining and refining information needs or problems

Methods for Learning and Teaching

This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be

expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, *The Economics of Attention* and selected articles, include information that students will need for class sessions. To be successful in this class, and ultimately the minor in Applied Creativity, students will need to participate on a regular basis. Each class meeting will include information that is valuable to students' success as creative thinkers. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

Required Texts

Lanham, Richard. *The Economics of Attention*. Chicago: U of Chicago P, 2006.

Select articles provided online.

Required Materials and Resources

- Dropbox Access
- Prezi Access

Attendance Policy

Students may miss no more than 10% of the scheduled class meetings, which means that if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult the instructor in advance with any questions regarding attendance.

Grades

Exams/Participation/Conferences	Points	Creative Projects	Points
Archive of Scholarly Research on Creativity	50	P1	50
Participation (attendance)	50	P2	100
Research Log	30	P3	150
Creativity Research Manuscript	170	P4	200
		P5	200
Total	300		700
Semester Total			1000

A= 90-100% (900-1000pts)

B= 80-89% (800-899pts)

C= 70-79% (700-799 pts)

F= <70% (0-699pts)

I expect the course to become more challenging and expectations for the quality of student work to increase as the semester progresses. Moreover, I expect students to put forth effort in each creative product and assignment, giving each the care and time it needs. The course design will help assist you in this area through integrative collaboration, in-class discussions of your products and creative concepts, in-class workshops, and one-on-one conferences with me. I will collect copies of all creative products, including outlines, rough drafts, and proof of invention process, from all students. You should keep detailed notes for each stage of your invention process that show intentional strategies for creative thinking.

Late and Missed Work

Late work will be graded down at my discretion. In any case, it's better to hand in late than not at all. You must complete all major projects to pass the course. Let me know if work is going poorly, if you just can't get started or if you don't understand how to do it. I can extend the deadline in some cases. If you miss a major project without an excused absence, you will receive an F for that work.

Other Course Policies

Lateness: It is important that students arrive on time to every class. All class sessions are important. I will take attendance at the beginning of each class period. Creative products and exercises will be assigned in each class. Students who arrive late to class will be marked absent or partially absent at my discretion. All class meetings are important and require your focus to be successful.

Academic integrity

Students are advised that ECU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.ecu.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

Changes to the Syllabus

The course schedule is subject to change. Students will have advanced notice in class or via email of any changes in class location or schedule.

Midterm Progress Report

Before Sunday, March 9, 2014, all students will be informed in writing about their progress in the course via ECU Direct.

ECU will graduate informed, critical and creative thinkers who communicate effectively.

Notes

- To pass this course, you must participate fully in all class sessions. You must have at least a C in the class to be eligible to continue with the minor in Applied Creativity.
- You must complete all assignments to pass the course.

Progress in the Course

Students should consult your instructor before dropping the course. The last withdrawal day is Sunday, February 9, 2014.

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Success Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Important Dates

Last day to withdraw from the course without a fee: February 9, 2014

Last day to withdraw from the course with a fee: Friday, March 21, 2014

Holidays: Martin Luther King, Jr. Day: Monday, January 20, 2014; Spring Break, Monday, March 10 – Friday, March 14, 2014

The Noel Studio for Academic Creativity

Students pursuing the minor in Applied Creativity will spend a significant amount of class time and creative invention time in the Noel Studio for Academic Creativity. Some students might decide to work as consultants in the Noel Studio. The Noel Studio is a free resource for the ECU community, including graduate and undergraduate students.

The Noel Studio's primary service is the individual or group consultation: a trained consultant will spend 60 minutes with you (an hour is preferable if your project is longer than five pages or the equivalent for presentations and multimedia or if you are working with a group) reviewing your project and discussing your ideas. You can bring your work to the Noel Studio at any point in the communication-development process, even if you don't have anything substantial yet. Your visit will be most helpful if you take the time to:

Prepare questions/ideas/strategies in advance: Identify specific questions/ideas/strategies that will guide your research and thinking about the project while you're in the Noel Studio.

ECU will graduate informed, critical and creative thinkers who communicate effectively.

Prepare to participate in the consultation: The Noel Studio is designed as a collaborative and creative space for learning. Thus, you will actively discuss your project with the consultant and take part in invention techniques and activities.

Allot time to revise and reflect after you leave the Noel Studio: Identify the possibilities raised during the consultation that are helpful to you and leave enough time to use the Noel Studio space to reflect on and refine your project and ideas.

Revise and rethink: The Noel Studio is intended to support multiple learning styles. Use invention and practice spaces at the Noel Studio to rethink critical aspects of your project.

The Noel Studio will help with projects in any subject, including traditional essays, research papers, proposals; out-of-class projects such as scholarship applications, graduate school applications, and business letters; multimedia such as digital narratives, videos, podcasts, and online portfolios; and oral presentations, conference talks, and panel presentations. After each consultation, you will receive verification of your visit and a summary of what was discussed.

It is best to make an appointment; however, the Noel Studio welcomes walk-ins.

You may use Noel Studio resources, such as computers, video equipment, monitors, and software without an appointment. Please remember that the Noel Studio does not write, proofread, or grade projects.

For more information or to make an appointment, visit the Noel Studio website at <http://www.studio.eku.edu/> or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks:

Economics of Attention (EA)

Archive of Scholarly Research on Creativity

Students will develop an archive of scholarly research on creativity using modern library research methods and technologies. Students can design archives that are creative and technologically sophisticated, but they must follow rigorous and accurate naming and accessibility conventions.

Research Log

Students will compile a reflection and response to a research-related article each week. The log will assist students as they prepare for the major research project. Through this research log, students should grapple with complex literature in the field of creativity and look for connections to research in their disciplines.

EKU will graduate informed, critical and creative thinkers who communicate effectively.

Creativity Research Manuscript

The culminating project for the course is a creativity research manuscript. Students will investigate an area of creativity, design, and carry out a project that sheds light on creative challenges, learning environments, or pedagogies. Students can choose to do their research on campus, incorporating the Noel Studio and other environments into their work. The manuscript should be of publishable quality, meaning that it must be at least 10 pages, of academic rigor, and free of grammatical issues.

Projects 1-5

Students will be expected to take on creative projects on a regular basis. These projects will serve as the basis for the course, asking students to first collect and discuss data in different forms: video, audio, web, interview, and low-tech. Students will investigate how these artifacts contribute to a creative process while exploring existing samples that further their experiences.

Schedule

Week	Theme	Reading/Viewing	Project
1	Course introduction and discussion	Course syllabus	Read the syllabus
2	Tour of the Noel Studio and Library/ Discussion of Research	Bring at least one research article to class (focused on creativity or not) for discussion	Discuss elements of research/scholarship/info lit
3	Stuff and Fluff Economies	EA ch 1	P1
4	Economists of Attention	EA ch 2	Review of sites and sounds of research
5	What's Next	EA ch 3	P2
6	An Alphabet that Thinks	EA ch 4; Interview with Greg Ulmer	Review of select multimodal research projects
7	Style/Substance	EA ch 5	P3
8	Creativity and the Ethics of Information	EA ch 6	Creativity Research Manuscript Proposal due
9	Creativity in Digital Literacy	Virtual tour of Rosetti Archives and discussion	P4

EKU will graduate informed, critical and creative thinkers who communicate effectively.

		with Jerome McGann	
10	Artifacts, Creativity, and Information Literacy	Class discussion with Danielle Nicole DeVoss	Creativity Research Project update
11	Creativity as Literacy	Robinson "The Academic Illusion"	P5
12	Creative Research Collaborations: Information Literacy in Medicine, Engineering, Sciences	A review of creative hubs for research (Silicon Valley, Research Triangle)	Identify creative examples of collaborative research projects to discuss in class
13	Creative Researchers: What they do, how they select projects, how they think	Bring interview questions to class; assist with Scholarship Week	Archive on Scholarly Research on Creativity; Present research projects at UP Showcase
14	Presentation of creative archives/discussion of approaches	Review of at least two archives	Presentation worksheets
15	Peer-review research projects	Read at least two other research projects and provide substantive feedback	Research project worksheets
16	Present Research Projects	Presentations in class	Final Research Log; Creativity Research Manuscript

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "W") ☐ Course Dropped (Part II) ☐ New Program (Part III) ☒ Program Revision (Part III) ☐ Program Suspended (Part III)	<table style="width: 100%;"> <tr> <td style="width: 50%;">Department Name</td> <td style="width: 50%;"></td> </tr> <tr> <td>College</td> <td>University Programs</td> </tr> <tr> <td>*Course Prefix & Number</td> <td></td> </tr> <tr> <td>*Course Title (30 characters)</td> <td></td> </tr> <tr> <td>*Program Title</td> <td>Bachelor of General Studies</td> </tr> <tr> <td></td> <td>(Major <u> x </u>, Option <u> </u>; Minor <u> </u>; or Certificate <u> </u>)</td> </tr> <tr> <td colspan="2">*Provide only the information relevant to the proposal.</td> </tr> </table>	Department Name		College	University Programs	*Course Prefix & Number		*Course Title (30 characters)		*Program Title	Bachelor of General Studies		(Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)	*Provide only the information relevant to the proposal.	
Department Name															
College	University Programs														
*Course Prefix & Number															
*Course Title (30 characters)															
*Program Title	Bachelor of General Studies														
	(Major <u> x </u> , Option <u> </u> ; Minor <u> </u> ; or Certificate <u> </u>)														
*Provide only the information relevant to the proposal.															

Proposal Approved by:	<u> Date </u>	<u> Date </u>
Departmental Committee	NA	Graduate Council*
	NA	NA
Is this a SACS Substantive Change?	Yes**** ☐ No ☒	Council on Academic Affairs
College Curriculum Committee	4.30.13	Approved _____ Disapproved _____
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact ECU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.) (1) To add GSD 399 as an option to fulfill the ACCT requirement; (2) To add GSD 399 as an option to fulfill the Exit Requirement (substitute for GSD 450). A. 2. Effective date: (Example: Fall 2001) Fall 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) NA
B. The justification for this action: GSD 399 will provide students with another option to fulfill the ACCT requirement, and, in addition, will fulfill the Exit Requirement.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: Will need instructors for course, both for campus 1 and campus 2. Operating Expenses Impact: Budget for instructors Equipment/Physical Facility Needs: None Library Resources: Adequate

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Bachelor of Arts (B.A.) GENERAL STUDIES CIP Code: 24.0102

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Student Success Seminar (GSD 101: waived for transfers with 30+ hrs 3 hours
- Wellness 3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT – General Studies majors may fulfill ACCT with any of the following options: ~~HON 420 or another approved undergraduate scholarly or creative activity; GSD 399 (also fulfills Exit Requirement), or 3 credit hours of co-op/applied learning (GSD 349), or other approved applied learning experience; or a service-learning (S) course, or a college-approved student abroad experience, or HON 420.~~ (Relevant credit hours will be incorporated into program requirements below.)

Total Hours University Graduation Requirement 42 hours

MAJOR REQUIREMENTS

Core Courses 18 hours

General Studies students will declare one of the following areas:

- **General Studies in Arts & Sciences:** 18 hours of courses must be within the College of Arts & Sciences (excluding courses meeting the 36 hour General Education requirements).
- **General Studies in Business & Technology:** 18 hours of courses must be within the College of Business & Technology (excluding courses meeting the 36 hour General Education requirements).
- **General Studies in Education:** 18 hours of courses must be within the College of Education (excluding courses meeting the 36 hour General Education requirements).
- **General Studies in Health Sciences:** 18 hours of courses must be within the College of Health Sciences (excluding courses meeting the 36 hour General Education requirements).
- **General Studies in Justice & Safety:** 18 hours of courses must be within the College of Justice & Safety (excluding courses meeting the 36 hour General Education requirements).
- **General Studies – Professional Track:** 18 hours of courses from the following list, (excluding any courses meeting the 36 hour General Education requirements): CMS 310, 375, 495, COR 321, 350, CRJ 325, 388W, FIN 310, 311, HEA 315, 320, 345, 375, 380, MGT 301, 320, 330, 430, 450, MKT 301, PLS 330, 332, POL 333, 315, 370, 374, 375, PSY 300, 319, PUB 375, SOC 320, 383, or 463.

Free Electives 57-60 hours

General Studies Exit Requirement (GSD 399 (3 hours) or GSD 450 (0 hours) 0-3 hours

TOTAL HOURS TO COMPLETE DEGREE 120 hours



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MEMORANDUM

TO: Rick McGee

FROM: Dr. Kim Naugle
Associate Dean

DATE: August 20, 2013

SUBJECT: COE Agenda

Please consider the following agenda items for the College of Education at the next Council on Academic Affairs Committee meeting on August 22, 2013:

Dept: Special Education		Chair: Dr. Debbie Haydon
Program Revision	B. S. Early Childhood Special Education/Interdisciplinary Early Childhood Education	

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "W") ☐ New Minor (Part III) ☐ Program Suspension (Part III) ☒ Program Revision (Part III)	Department Name College *Course Prefix & Number *Course Title *Program Title *Provide only the information relevant to the proposal.	Special Education Education B. S. Early Childhood Special Education/Interdisciplinary Early Childhood Education If Certificate, indicate Long-Term (University) or Short-Term (Departmental)
---	---	---

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	3/25/2013	Council on Academic Affairs
College Curriculum Committee	4/2/2013	Faculty Senate**
General Education Committee*	N/A	Board of Regents**
Teacher Education Committee*	4/23/2013	EFFECTIVE ACADEMIC TERM***
Graduate Council*	N/A	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) 1) Remove SED 341 and add SED 590 to the B.S. Early Childhood Special Education/IECE 2) Add CDS 525 to the B.S Early Childhood Special Education/IECE program 3) Move SED 104 from Major Requirements to Supporting Coursework so that students can use SED 104 to meet Element 6 of the new General Education program A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2013 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: 1) The Department of Special Education is dropping SED 341 (Applied Behavior Analysis course) and is using the SED 590/790 course (which covers the same content) in order to be more cost effective. 2) CDS 525 is a course focusing on early literacy assessment and intervention. Early literacy intervention is a major focus of early childhood programming and adding this course will enhance the abilities of graduates to implement early literacy intervention. 3) Moving SED 104 to Element 6 will keep the program at 120 hours after adding the new course.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact:

None

Operating Expenses Impact:

None

Equipment/Physical Facility Needs:

None

Library Resources:

None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

UNIVERSITY GRADUATION REQUIREMENTS

- General Education36 hours
- Student Success Seminar (EDO 100; waived for transfers with 30+ hrs.).....1 hour
- Wellness.....3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- A CCT – IECE/Special Education majors will fulfill A CCT using SED 499. (Credit hours may be incorporated into Major or Supporting requirements)

Total Hours University Graduation Requirements40 hours

MAJOR REQUIREMENTS

Core Courses.....27 hours
CDS 360, 525; SED-~~404~~, ~~341~~, 352, 375, 436, 504, 518, 577 and 590.

Professional Education Requirements.....18.5 hours
EDF 103, 203; SED 499(12); and 2.5 hours of Applied Learning Field Experiences: EDF 349Q(0.5); SED 349Q(0.5), 349R(0.5), 349T(1).

Minor in Child and Family Studies.....18 hours
CDF 132, 236; six hours selected from CDF 235, 327, 342, 441, or 501; and six hours CDF electives.

Supporting Course Requirements.....15 hours
EDF 204 or CSC 104 or CIS 212; ELE 519; NSC 500; OTS 515; SED 104 (Element 6); SWK 456.

Free Electives.....1.5 hours

TOTAL HOURS TO COMPLETE DEGREE.....120 hours



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College of Arts and Sciences
Office of the Associate Dean
Academic and Student Affairs

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karin.sehmann@eku.edu

MEMORANDUM

TO: Council on Academic Affairs

FROM: Dr. Karin Sehmann, Interim Associate Dean
College of Arts and Sciences

DATE: August 8, 2013

SUBJECT: Curriculum Proposals

SUBJECT: Agenda Items for August 22, 2013 CAA Meeting

The College of Arts and Sciences submits the attached agenda items for consideration at the August 22, 2013 CAA meeting.

Encls

CAA CAS Agenda Items: 08-22-2013

	Dept	Type	Course Prefix	Course Number	Course/Program Title	Action Requested	Page
1	COSC	Program Revision	Withdrawn		Computer Science B.S. – Forensics Option	Revised the Computer Forensics and Security Option	
2	FRLH	Program Revision			Spanish B.A.	Update the B.A. in Spanish program description and requirements	3
3	FRLH	Program Revision			Spanish Teaching B.A.	Update the B.A. in Spanish Teaching program description and requirements	5
4	GOVT	Program Revision			Master of Public Administration	Waive the GRE requirement for applications with a cumulative GPA of 3.0 or higher	7
5	PSYC	Program Revision			Animal Studies B.S.	Revise Animal Studies major to include ANS 499 as a graduation requirement	9
6	PSYC	Program Revision			Psychology B.S.	Revise Psychology major to include PSY 499 as a graduation requirement	12

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Foreign Languages and Humanities
☐ New Course (Parts II, IV)	College	Arts and Sciences
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	
☐ Hybrid Course ("S," "W")	*Course Title	
☐ New Minor (Part III)	*Program Title	Bachelor of Arts (B.A.) Spanish
☐ Program Suspension (Part III)		
☒ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	04-08-13	Council on Academic Affairs
College Curriculum Committee	04-15-13	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	NA	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

Update the BA in Spanish program description and requirements.

A. 2. Proposed Effective Academic Term: (Example: Fall 2012)

Fall 2014

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

A catalog update is necessary to reflect new courses and revised program requirements.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:

None

Operating Expenses Impact:

None

Equipment/Physical Facility Needs:

None

Library Resources:

None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

BACHELOR OR ARTS (BA): SPANISH

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Student Success Seminar (ASO 100; waived for transfers with 30+ hrs.).....1 hour
- Wellness.....3 hours
- Writing Intensive Course (Hrs. incorporated into Major/ Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/ Supporting/Gen Ed/Free Electives categories)
- ACCT - Spanish majors will fulfill ACCT with SPA 321S, or a program approved study abroad experience.

(Credit hours are incorporated into program requirements below.)

Total Hours University Graduation Requirements40 hours

MAJOR REQUIREMENTS

~~A grade of "C" or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their major.~~

Core Courses.....30 hours

~~Select 30 hrs in SPA courses numbered 200 and above; a minimum of 21 hrs must be at the 300 level or above.~~

A student may major in Spanish by completing a minimum of 30 hours in courses numbered 200 and above; 21 of these hours must be at the 300 level or above. The following courses are required: 206 (waived in case of demonstrable oral proficiency); 301 and 360; SPA 380 or 381; three hours from 405, 406, 407; and 492.

A grade of "C" or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their major.

Exit Requirement: SPA 492

Free Electives.....50 hours

TOTAL HOURS TO COMPLETE DEGREE.....120 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "W") ☐ New Minor (Part III) ☐ Program Suspension (Part III) ☒ Program Revision (Part III)	Department Name College *Course Prefix & Number *Course Title *Program Title *Provide only the information relevant to the proposal.	Foreign Languages and Humanities Arts and Sciences Bachelor of Arts (B.A.) Spanish/Teaching If Certificate, indicate Long-Term (University) or Short-Term (Departmental)
---	---	---

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	04-08-13	Council on Academic Affairs
College Curriculum Committee	04-15-13	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	04-23-13	EFFECTIVE ACADEMIC TERM***
Graduate Council*	NA	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Update the BA in Spanish/Teaching program description and requirements.
A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2014
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: A catalog update is necessary to reflect new courses and revised program requirements.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: None Equipment/Physical Facility Needs: None Library Resources: None

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text
(*Use ~~striketrough~~ for deletions and underlines for additions.)

BACHELOR OR ARTS (BA): SPANISH TEACHING

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Student Success Seminar (ASO 100; waived for transfers with 30+ hrs.).....1 hour
- Wellness.....3 hours
- Writing Intensive Course (Hrs. incorporated into Major/ Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/ Supporting/Gen Ed/Free Electives categories)
- ACCT - Spanish majors will fulfill ACCT with SPA 321S, or a program approved study abroad experience.

(Credit hours are incorporated into program requirements below.)

Total Hours University Graduation Requirements40 hours

MAJOR REQUIREMENTS

Core Courses.....30 hours

A student may major in Spanish by completing a minimum of 30 hours in courses numbered 200 and above; 21 of these hours must be at the 300 level or above. The following courses are required: 206 (waived in case of demonstrable oral proficiency); 301 and 360; SPA 380 or 381; three hours from 405, 406, or 407; 492

A grade of "C" or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their teaching major ~~and must pass a departmental proficiency exam, which covers spoken and written language, culture, and literature, to be recommended for student teaching.~~

Exit Requirement: SPA 492

Professional Education Requirements.....40 hours

EDF 103(1), 203, 319 or 319W, 413; EDF 204 or CIS 212 or CSC 104; SED 401 or 401S; EME 442; ESE 490, 543; EMS 499(12); and 3 hrs. of Applied Learning Field Experience: EDF 349Q(0.5), 349R(0.5); EMS 349Q(0.5), 349R(0.5); and ESE 349(1).

Free Electives.....10 hours

TOTAL HOURS TO COMPLETE DEGREE.....120 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Government
☐ New Course (Parts II, IV)	College	Arts & Sciences
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	
☐ Hybrid Course ("S," "W")	*Course Title	
☐ New Minor (Part III)	*Program Title	Master of Public Administration (MPA)
☐ Program Suspension (Part III)		
☒ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	4/08/2013	Council on Academic Affairs
College Curriculum Committee	4/15/2013	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	5/3/2013	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) To waive the GRE requirement for applicants with a cumulative undergraduate GPA of 3.0 or higher. A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: EKU graduate programs may waive the GRE/MAT/GMAT requirement for applicants whose undergraduate GPA is 3.0 or higher. Requiring the GRE exam introduces additional costs to our students, complicates our admission process, and may not add much value, particularly for those students with relatively high undergraduate GPA's. GRE scores may, however, be valuable in assessing the capability for graduate work of applicants who are near the minimum GPA requirement for Clear Admission.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None. Operating Expenses Impact: None. Equipment/Physical Facility Needs: None. Library Resources: None.

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

II. ADMISSION REQUIREMENTS

For admission to the program, students must meet both the general requirements of the Graduate School and the requirements of the MPA program. ~~Students in~~ Applicants to the MPA program come from a variety of undergraduate degree programs, and admission decisions are based on an overall assessment of a student's application ~~and ability to meet admission criteria of the program.~~

~~The following criteria are set for an admission: (1) a complete application; (2) students must take and submit scores for the Graduate Record Examination; (3) students granted a clear admission to the program must achieve a Cumulative Value Index of 50: (Undergraduate Grade Point Average times 15) plus (the sum of the percentile scores on the verbal and quantitative portions of the GRE General Exam times 0.20) equals the Cumulative Value Index; (4) letters of reference from two persons qualified to evaluate potential for successful performance in a program of graduate study in public administration must be provided to the department.~~

Regular admission is typically offered to applicants based on the following criteria:

1. A complete application;
2. Meets the general requirements of both the Graduate School and MPA program;
3. Achieves a Cumulative Value Index (CVI) of at least 50: (Undergraduate grade Point average times 15) + (the sum of the percentile scores on the verbal and quantitative portions of the GRE general Exam times 0.20). Applicants with a cumulative undergraduate GPA of 3.0 or higher are exempt from the GRE requirement;
4. Evaluation of academic potential based on two (2) letters of recommendation from persons familiar with the applicant's academic or employment experience;
5. Evaluation of academic potential and appropriate interests based on a statement of career goals and objectives.

Students who meet the Graduate School minimums but do not have a Cumulative Value Index score of at least 50.0 may be granted a probationary admission. The minimum condition for transfer from probationary admission status to clear admission status is the successful completion of at least nine hours of graduate course work with a grade point average of at least 3.0 (on a 4.0 scale) and with no more than one grade, regardless of the number of course credit hours, of "C" or lower. Students must be removed from probationary admission prior to registering in any course work beyond an initial 12 hours. At least six hours of the first 12 hours must be in the common MPA core.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Psychology
☐ New Course (Parts II, IV)	College	Arts and Sciences
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	
☐ Hybrid Course ("S," "W")	*Course Title	
☐ New Minor (Part III)	*Program Title	Animal Studies (B.S.)
☐ Program Suspension (Part III)		
☒ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	4/3/13	Council on Academic Affairs
College Curriculum Committee	4/15/13	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	NA	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation.	
A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2014	
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)	

B. The justification for this action: The College of Arts and Sciences is no longer collecting Senior Exit data from our majors. This 0 credit course that is required for graduation will allow us to collect this valuable data free of charge to the students. We will also ask students to complete the Senior Knowledge exam in this course. This will allow us to take this exam out of our Capstone courses, thus providing those instructors with more instructional time.	
--	--

C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: None Equipment/Physical Facility Needs: None Library Resources:	
--	--

None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~striethrough~~ for deletions and underlines for additions.)

**Bachelor of Science (B. S.)
ANIMAL STUDIES
CIP Code: 30.9999**

UNIVERSITY GRADUATION REQUIREMENTS

- General Education.....36 hours
- Student Success Seminar (GSO 100 or GSD 101; waived
for transfers with 30+ hrs.).....1-3 hours
- Wellness.....3 hours
- Writing Intensive Course (Hrs. incorporated into Major/
Supporting/gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/
Supporting/gen Ed/Free Electives categories)
- ACCT - animal Studies majors will fulfill ACCT with ANS 400
or PSY401. (Credit hours may be incorporated into
program requirements below.)

Total hours University Graduation Requirements...40-42 hours

MAJOR REQUIREMENTS

Core Courses53-55 hours

ANS 200, and courses in the following groups:

1. Arts & Humanities: ANS 320; PHI 381; SOC 300; ANS
310, 497, or three hours of a relevant arts or humanities
course (12 hours).
2. Science: ANT 306 or 371; BIO 319; BIO 316 or 550;
PSY333 (14 hours).
3. Application: AGR 125; ANT 370; LAS 306 or BIO 380;
three hours of a relevant applied learning or study abroad
course (12 hours).
4. Capstone: ANS 400 or PSY401 or other relevant thesis
option.
5. Electives: an additional 9-11 hours in relevant courses, as
approved by student's advisor or department head.

6. ANS 499: Senior Exit Course in Animal Studies

A minimum grade of "C" is required in all courses counted
toward the major.

Supporting Course Requirements3 hours

ANT 120(^GElement 5B), 201; BIO 112(^GElement 4A)

^G = Course also satisfies a General Education element. Hours
are included within the 36 hr. general Education requirement
above.

Free Electives.20-24 hours

TOTAL HOURS TO COMPLETE DEGREE.120 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Psychology
☐ New Course (Parts II, IV)	College	Arts and Sciences
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	
☐ Hybrid Course ("S," "W")	*Course Title	
☐ New Minor (Part III)	*Program Title	Psychology (B.S.)
☐ Program Suspension (Part III)		
☒ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	4/3/2013	Council on Academic Affairs
College Curriculum Committee	4/15/2013	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	NA	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation. A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2014 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: The College of Arts and Sciences is no longer collecting Senior Exit data from our majors. This 0 credit course that is required for graduation will allow us to collect this valuable data free of charge to the students. We will also ask students to complete the Senior Knowledge exam in this course. This will allow us to take this exam out of our Capstone courses, thus providing those instructors with more instructional time.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: None Equipment/Physical Facility Needs: None

Library Resources:

None

Part II. Recording Data for New, Revised, or Dropped Course(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striethrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text(*Use ~~striethrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)**Part III. Recording Data for Revised or Suspended Program**

1. For a revised program, provide the current program requirements using ~~striethrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text(*Use ~~striethrough~~ for deletions and underlines for additions.)**Bachelor of Sciences (B.S)****Psychology**

CIP Code: 42.0101

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
 - Foundations for Learning (GSD 101; waived for transfers with 30+ hours).....3 hours
 - Wellness..... 3 hours
 - Writing Intensive Course (*Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category*)
 - Upper division courses (*42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories*)
 - ACCT (*Credit hours may be incorporated into Major or Supporting requirements*)
- Psychology majors will select one of the following: PSY 400, or 401, or 579

Total Hours University Graduation Requirements42 hours**MAJOR REQUIREMENTS***A minimum grade of "C" is required in all courses counted toward the major.***Core Courses..... 43-45 hours**

- a) PSY 200, 250 or 250W, 258, 309 or 309W (4), 310
- b) And at least 3 hours from each of the following groups:
 1. Biological Bases of Behavior: PSY 311, 315, 315L
 2. Cognition/Learning: PSY 317, 317L, 333, 530
 3. Developmental: PSY 312, 314, 316
 4. Social/Personality: PSY 300, 305, 308
 5. Skills: PSY 319, 405, 406, 490, 590
 6. Capstone: 400 or 401 or 579

- c) 9 hours of psychology electives. At least three of these must be numbered 400 or above. (PSY 280, 402, and 403 may not be used as a psychology elective.)
- d) PSY 499 Senior Exit Course in Psychology (0 credit hours)
- Free Electives**.....40 hours

TOTAL HOURS TO COMPLETE DEGREE.....**120 hours**

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Foundations for Learning (*GSD 101*; waived for transfers with 30+ hrs.)..... 3 hours
- Wellness..... 3 hours
- Writing Intensive Course (*Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category*)
- Upper division courses (*42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories*)
- ACCT (*Credit hours may be incorporated into Major or Supporting requirements*)
Psychology majors will select one of the following: PSY 400, or 401, or 579

Total Hours University Graduation Requirements 42 hours



EASTERN KENTUCKY UNIVERSITY

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Office of the Dean
Dr. Judy Short, Associate Dean
Julie K. Patterson-Robinson, Administrative
Assistant Specialist

Rowlett 203
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-1523
FAX (859) 622-1140
www.eku.edu
judy.short@eku.edu
Julie.patterson@eku.edu

To: Rick McGee, CAA

From: **Dr. Judy Short**
Dr. Judy Short, Associate Dean
Health Sciences

Please include the attached curriculum proposals on the agenda for the meeting of the Council on Academic Affairs on August 22, 2013.

Agenda for Health Sciences

Program Revisions

Dietetics B.S. Revision
Physical Education M.S. Program Revision



Curriculum Change Form

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "w") ☐ New Minor (Part III) ☐ Program Suspension (Part III) ☒ Program Revision (Part III)	Department Name College *Course Prefix & Number *Course Title *Program Title *Provide only the information relevant to the proposal.	Family and Consumer Sciences Health Sciences General Dietetics BS If Certificate, indicate Long-Term (University) or Short-Term (Departmental)
---	---	---

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	April 22, 2013	Council on Academic Affairs
College Curriculum Committee	4/26/13	Faculty Senate**
General Education Committee*	NA	Board of Regents**
Teacher Education Committee*	NA	EFFECTIVE ACADEMIC TERM***
Graduate Council*	NA	

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Add NFA 303 Nutrition Education and Counseling as a core course in the General Dietetics Program and drop FCS 303 from the General Dietetics Curriculum.
A. 2. Proposed Effective Academic Term: Spring 2014
A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: NFA 303 is added and FCS 303 is eliminated to meet Accreditation Council for Education in Nutrition and Dietetics (ACEND) guidelines for SLOs in the General Dietetics program.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: NA Operating Expenses Impact: NA Equipment/Physical Facility Needs: NA Library Resources: NA

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~strike through~~ for deletions and underlines for additions.)

UNIVERSITY GRADUATION REQUIREMENTS

- General Education 36 hours
- Student Success Seminar (HSO 100; waived for transfers with 30+ hrs.).....1 hour
- Wellness(courses may meet both wellness & major requirements).....3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT Dietetics majors will fulfill ACCT with NFA 404.(These courses are included in the Major totals)

Total Hours University Graduation Requirements40 hours

MAJOR REQUIREMENTS

Core Courses56 hours

CDF 132, FCS ~~303~~, 400, FRM 352, NFA 121, 201(*Wellness*), 202(1); 301, 303, 317, 323, 325, 326, 344, 349 (1) or FCS 330D (1); NFA 401, 402, 403, 404, 411, 412, 445.

Supporting Course Requirements.....20 hours

BIO 171; BIO 301; CHE 101/101L(^G*Element 4*), 102; CIS 212 or CSC 104; ACC 201; PSY 200(^G*Element 5*); EHS 380; EMC 105(1).
(^G = Course also satisfies a General Education element. Hours are included within the 36 hr. General Education requirement above.)

Free Electives.....4 hours

TOTAL HOURS TO COMPLETE DEGREE120 hours

Curriculum Change Form

Part I

(Check one) ☐ New Course (Parts II, IV) ☐ Course Revision (Parts II, IV) ☐ Hybrid Course ("S," "W") ☐ Course Dropped (Part II) ☐ New Program (Part III) ☒ Program Revision (Part III) ☐ Program Suspended (Part III)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Department Name</td> <td>Exercise and Sport Science</td> </tr> <tr> <td>College</td> <td>Health Sciences</td> </tr> <tr> <td>*Course Prefix & Number</td> <td></td> </tr> <tr> <td>*Course Title (30 characters)</td> <td></td> </tr> <tr> <td>*Program Title</td> <td>Physical Education (M.S.)</td> </tr> <tr> <td></td> <td>(Major ___, Option _x_; Minor ___; or Certificate ___)</td> </tr> <tr> <td colspan="2">*Provide only the information relevant to the proposal.</td> </tr> </table>	Department Name	Exercise and Sport Science	College	Health Sciences	*Course Prefix & Number		*Course Title (30 characters)		*Program Title	Physical Education (M.S.)		(Major ___, Option _x_; Minor ___; or Certificate ___)	*Provide only the information relevant to the proposal.	
Department Name	Exercise and Sport Science														
College	Health Sciences														
*Course Prefix & Number															
*Course Title (30 characters)															
*Program Title	Physical Education (M.S.)														
	(Major ___, Option _x_; Minor ___; or Certificate ___)														
*Provide only the information relevant to the proposal.															

Proposal Approved by:	<u>Date</u>	
Departmental Committee	9/30/11	Graduate Council*
Is this a SACS Substantive Change? Yes*** ☐ No ☒		Council on Academic Affairs
College Curriculum Committee	4/3/13	Approved _____ Disapproved _____
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		NA

*If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
 ***Approval/Posting needed for new degree program or certificate program
 ****If "yes", SACS must be notified before implementation. Please contact ECU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: Drop NFA717 and replace with PHE717 A. 2. Effective date: Fall 2013 A. 3. Effective date of suspended programs for currently enrolled students: NA	
B. The justification for this action: There is a need in the curriculum for a course related to the study of bioenergetics of physical activity which investigates the relationship between aerobic and anaerobic energy systems and the transformation of stored energy to chemical energy for daily sustainable life functions. The majority of the students who will take this course are Exercise and Wellness majors who will work in the fields of corporate and hospital wellness and commercial fitness, who need this background in order to work with clients, and personal trainers, who need this background to work with elite athletes.	
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: none Operating Expenses Impact: NONE Equipment/Physical Facility Needs: NONE Library Resources: NONE	

Part III. Recording Data for New, Revised, or Suspended Program

New or Revised* Program Text (*Use strickthrough for deletions and <u>underlines</u> for additions.)

MASTER OF SCIENCE

Physical Education

CIP Code: 13.1314

Exercise and Sport Science Foundations.....15-18 hours

PHE 800 or EPY 869 and select 12-15 additional hours from:
PHE 762, 775, 790, 810, 812, 814, 821, 822, 823, 825, 831,
833, 848, 851, 852, 865, 869, 875, 891, 895; or 700 and/or
800 level course with prior departmental approval from non
PHE graduate departments (not to exceed 12 credit hours.)

Select one of the following options.....12-15 hours

Exercise and Sport Science Option

Select one 800 level PHE course (3 hours) plus nine hours of
PHE 700 and/or 800 level courses.* Or PHE 897 (6 hours)
plus six hours from PHE 700 and/or 800 level courses.

Sports Administration Option

PHE 835, PHE 730, and PHE 870 (6 hours) or PHE 839 (6 hours).

Exercise and Wellness Option

~~NFA 717~~, PHE 717, PHE 812, PHE 821, PHE 871 (6 hours).

Exit Requirement

GRD 887b

Total Requirements.....30 hours

*A maximum of nine hours of 700 level course works is allowed.

Note: For information on the Master of Arts in Education Degree
in Physical Education, see College of Education.



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College of Justice & Safety
A Program of Distinction
Office of the Associate Dean
Phone (859) 622-7884

August 06, 2013

354 Stratton Building
521 Lancaster Avenue
Richmond, KY 40475-3102
Fax (859) 622-6561

To: Council on Academic Affairs

From: Dr. Allen Ault, Dean

Dr. Larry Collins
Associate Dean
School of Safety, Security and Emergency Management
College of Justice & Safety

Date: August 06, 2013

RE: Agenda Items

Please include the enclosed curriculum proposal on the agenda for the next meeting of the Council on Academic Affairs scheduled August 22, 2013.

College of Justice and Safety
School of Justice Studies

Program Revisions

Revised CRJ Electives

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	School of Justice Studies
☐ New Course (Parts II, IV)	College	College of Justice and Safety
☐ Course Revision (Parts II, IV)	*Course Prefix & Number	
☐ Hybrid Course ("S," "W")	*Course Title (30 character limit)	
☐ New Minor (Part III)	*Program Title	Criminal Justice
☐ Program Suspension (Part III)		
☒ Program Revision (Part III)	*Provide only the information relevant to the proposal.	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)

Proposal Approved by:	<u>Date</u>	<u>Date</u>
Departmental Committee	09/11/2013	Council on Academic Affairs
College Curriculum Committee	06/03/2013	Faculty Senate**
General Education Committee*	N/A	Board of Regents**
Teacher Education Committee*	N/A	EFFECTIVE ACADEMIC TERM***
Graduate Council*	_N/A_	Fall 2013

*If Applicable (Type NA if not applicable.)
 **Approval needed for program revisions or suspensions.
 ***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Increase elective hours in the BS degree to 27 and decrease the hours of supporting course requirements to 9. Change the required elective courses to choose from each of three areas and the supporting courses to choose from courses in the School of SSEM. A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2013 A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)
B. The justification for this action: Requires students to take at least one course in the primary areas (policing, law/juvenile justice, corrections) that are found in the major. New requirement made necessary a change in elective and supporting course requirements but does not change total hours for the major.
C. The projected cost (or savings) of this proposal is as follows: Personnel Impact: None Operating Expenses Impact: None Equipment/Physical Facility Needs: None

Library Resources: None

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

Revised* program text
(*use ~~strike through~~ for deletions and underlines for additions.)

Bachelor of Science (B. S.)

Criminal Justice

CIP Code: 43.0103

UNIVERSITY GRADUATION REQUIREMENTS

General Education36 hours

Student Success Seminar (JSO 100; waived for transfers with 30+ hours).....1 hour

Wellness3 hours

Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)

Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)

ACCT - Criminal Justice majors will fulfill ACCT with CRJ 313S, 424, 490, HON 420, PLS 349 or 349(A-N). (Credit hours are incorporated into major requirements below.)

Total Hours University Graduation Requirements.....40 hours

MAJOR REQUIREMENTS

Core Courses.....15 hours

CRJ 101, 313 or 313S, 331, 388, 400.

CRJ Electives.....~~24~~ 27 hours

~~Select from PLS, CRJ or COP electives (12 hrs. must be upper division courses).~~

Select at least one course from each of the three areas: (12 hours must be upper division).

(1) Corrections: CRJ 204, 302, 303 or 360.

(2) Law and Juvenile Justice: PLS 216, PLS 316, PLS 416, CRJ 312, CRJ 314, or CRJ 311.

(3) Policing: PLS 103, 340, 401, 411 or 420.

Supporting Course Requirements.....~~12~~ 9 hours

Select from APS, FSE, or HLS. (No more than 6 hours from any area)

Free Electives or Minor.....29 hours

Majors are recommended to include 3 hrs. (200 level or above) of Foreign language or American Sign Language (ASL) in consultation with ~~major~~ their advisor (^G Element 6). ^G = Course also satisfies a General Education element. Hours are included within the 36 hr. General Education requirement above.

TOTAL HOURS TO COMPLETE DEGREE.....120 hours



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Executive Assistant to the Provost
Office of the Provost

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521 Lancaster Avenue
Richmond, Kentucky 40475-3102
(859) 622-6208 • Fax (859) 622-3156
sherry.robinson@eku.edu

TO: Council on Academic Affairs

FROM: Sherry Robinson
Dr. Sherry Robinson, Executive Assistant to the Provost
Office of the Provost

DATE: August 7, 2013

SUBJECT: Agenda item for 8-22-13 Council on Academic Affairs Meeting

The Office of the Provost submits the following agenda items for consideration at the August 22, 2013 meeting of the Council on Academic Affairs. Attached are the Impact Statements and policy revisions.

AGENDA

Impact Statement/Revision for Policy 4.1.11, Awarding Incomplete Grades

Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion



University Policy Impact Statement

Date	<u>Aug 7, 2013</u>	Check One:	☒ Revision of Existing Policy	☐ New Policy
Policy Number (If known)	<u>4.1.11</u>	Policy Name	<u>Awarding Incomplete Grades</u>	
Originator(s)	<u>Provost office</u>			
University Affiliation			Email for primary contact	<u>sherry.robinson@eku.edu</u>

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Changes are needed to align the policy with Catalog language and operational practices.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

These changes will ensure consistency with the University Catalog.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

There will be no impact for the University since these changes reflect current practice.

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

Stakeholder	Action Taken	Date
CAA		
Faculty Senate		
Provost Council		
President		
Board of Regents		



Eastern Kentucky University Policy and Regulation Library

4.1.11P

Volume 4, Academic Affairs

Chapter 1, Academic Practices

Section 11, Awarding Incomplete Grades

Approval Authority: Board of Regents

Responsible Executive: Provost/Vice President for Academic Affairs

Responsible Office(s): Academic Affairs Office; Registrar's Office

Effective: April 27, 2007

Issued: April 27, 2007

Last Revised:

Next Review Date: Spring 2012

Awarding Incomplete Grades

Policy Statement

When a student has extenuating circumstances that impede him/her from completing a course, an incomplete grade may be awarded. The incomplete grade cannot be used simply because a student has failed to complete the work in the course or as a means of raising the student's grade by doing additional work after the grade report time. An Incomplete Grade Contract may be initiated by a student (undergraduate and graduate) or faculty member prior to the last day of class when a student wishes to pursue an incomplete grade. If the instructor agrees that the student has extenuating circumstances beyond his/her ~~the~~ control and the instructor ~~he or she~~ agrees to assign an incomplete grade, the instructor will identify on the Incomplete Grade Contract all outstanding assignments

Comment [A1]: From Incomplete Grade Contract

A degree cannot be awarded to a student with any incomplete ECU courses on his/her record. Any student who is a pending graduate with unresolved ECU incomplete grades ("I") will be given the choice of either accepting an "F" for the course (or "NC" for unresolved "IP" grades) or being deferred to the next term for graduation consideration.

Comment [A2]: From Catalog

Entities Affected by the Policy

- Colleges
- Departments
- Office of the Registrar
- Students

Procedures

The following procedure applies when an instructor has agreed to assign a grade of "I" for students who are unable to complete the course because of extenuating circumstances.

1. On the Incomplete Grade Contract, the instructor will identify all outstanding assignments and/or other conditions needed to complete the course. The instructor will secure all the necessary signatures. The student's signature is not required for the contract to be enforced.
2. The Incomplete Grade Contract must be received by the Registrar's Office no later than 30 days past the deadline for final grade submission. While the faculty will be able to submit the "I" grade through the online grade submission process, any "I" grade that is not accompanied by an Incomplete Grade Contract within 30 days of the advertised final grade submission deadline will be converted to an "F."
3. A copy of the contract will be mailed to the student by the Registrar's Office, giving the student a 10 day window in which to decline the incomplete grade.

Comment [A3]: From policy

Comment [A4]: From catalog

Comment [A5]: Combo policy/catalog

Comment [A6]: policy

4.1.11P

Volume 4, Academic Affairs
Chapter 1, Academic Practices
Section 11, Awarding Incomplete Grades

4. Any student receiving a grade of "I" must coordinate with the instructor to satisfy all outstanding work. However, all outstanding work must be completed by the student and a Grade Change form must be submitted by the instructor to the Registrar's Office by the last day of classes of the regular semester (fall/spring) immediately following the term in which the incomplete grade was originally assigned. If a grade change is not submitted by the established deadline, the incomplete will automatically default to a failing ("F") grade.
- 1-5. If, due to extenuating circumstances, a student is unable to complete the contracted course work to fulfill the incomplete course by the established time line, the student has the option of requesting a one-time, one semester extension to the incomplete deadline. The student must initiate the request through the instructor before the established deadline. Approval of the extension of an incomplete grade is not automatic and depends on the student's unique circumstances.

Comment [A7]: Combo policy/catalog

Comment [A8]: From catalog

Initiating an Incomplete Grade Contract

An Incomplete Grade Contract may be initiated by a student (undergraduate and graduate) or faculty member prior to the last day of class when a student wishes to pursue an incomplete grade.

Completing an Incomplete Grade Contract

If the instructor agrees that the student has extenuating circumstances beyond their control and he or she agrees to assign an incomplete grade, the instructor will identify on the Incomplete Grade Contract all outstanding assignments and/or other conditions needed to complete the course and secure all the necessary approving signatures; this contract must be filed with the Registrar's Office preferably by the advertised deadline for final grade submission but no later than 30 days past this date.

Processing the Incomplete Grade Contract

The Office of the Registrar will mail a copy of the Incomplete Grade Contract to the student, giving the student a 10-day window to decline the incomplete grade. The Office of the Registrar will also convert an I to an I+ on transcripts to indicate that a contract is on file.

Finishing Incomplete Work

Students have until the last day of classes in the immediately preceding semester (excluding summer) to finish all incomplete coursework as specified in the University Catalog, unless a shorter time frame is indicated on the Incomplete Grade Contract.

Processing Grade Changes

Instructors will fill out and submit a Change of Grade form upon the student's completion of all work designated in the Incomplete Grade Contract. The Office of the Registrar, upon receipt of the Change of Grade form, will convert the I+ to the grade designated on the Change of Grade form. If the student fails to complete the course requirements by the stated deadline, the Office of the Registrar will convert the I+ to an F.

Definitions

Incomplete Grade, "I"

A grade of "I" signifies that a student must complete unfinished work in order to receive a grade and, therefore, credit for a course. An incomplete grade is a placeholder until such a time as the coursework is complete; it cannot remain on a student's transcript beyond the time allowed by this policy.

Responsibilities

Faculty	• Ensure that an Incomplete Grade Contract is completed and submitted to the Office of the Registrar by the specified deadline. • Complete and submit a Change of Grade form by the specified deadline once a student completes all work designated on the Incomplete Grade Contract.
Office of the Registrar	• Process Incomplete Grade Contracts and Change of Grade Forms.
Student	• Ensure that unfinished coursework is completed by the date specified on the Incomplete Grade Contract.

Violations of the Policy

~~Any grade of "I" not accompanied by a signed and approved contract will be converted to a failing grade after 30 days; if the student does not complete the specified work during the allotted time period, the grade of "I" will be changed to a failing grade.~~

Comment [A9]: Unnecessary since it is stated in procedures

Interpreting Authority

- Provost and Vice President for Academic Affairs

Relevant Links

[Incomplete Contract Form](#)

Policy Adoption Review and Approval

<u>Date</u> April 9, 2007 April 27, 2007	<u>Entity</u> Faculty Senate Board of Regents	<u>Action</u> Recommended Support Adopted
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University Policy Impact Statement

Date Aug 7, 2013Check One: ☒ Revision of Existing Policy ☐ New Policy

Policy Number

(If known)

4.3.14Policy Name Military Activation and Course CompletionOriginator(s) Provost Office

University Affiliation _____

Email for primary contact sherry.robinson@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Changes are needed to align the policy with operational practices. Additionally, because a student can sometimes be affected by the military activation of his/her spouse, the revised policy would extend the accommodations for course completion to military spouses.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

1) These changes will ensure consistency with the University Catalog. 2) These changes are consistent with EKU's commitment to being a military-friendly school.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

There will be minimal impact for the University since many of the changes reflect current practice. It may mean additional requests for military incompletes, though these numbers in general have been relatively low.

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

Stakeholder

Action Taken

CAA

Date _____

Faculty Senate

Date _____

Provost Council

Date _____

President

Date _____

Board of Regents

Date _____

Date _____

☐

Additional Pages Attached # of additional pages

Print Form



4.3.14P

Volume 4, Academic Affairs

Chapter 3, Courses, Programs, and Degrees

Section 14, Military Activation and Course Completion

Approval Authority: Board of Regents

Responsible Executive: Provost/Vice President for Academic Affairs

Responsible Office(s): Office of the Registrar

Effective: July 24, 2013

Issued: January 12, 1942

Last Revised: January 31, 2002

Interim Expiration Date: May 15, 2014

Military Activation and Course Completion

Interim Policy

Policy Statement

A student who is called to active duty or whose spouse/legal guardian is called to active duty may be unable to complete courses in which they enrolled. If military activation affects the ability of a student to complete a course, the University provides several options, including withdrawal from the course and/or University or taking an incomplete and completing the course(s) following completion of active duty.

A student who volunteers for military service during a semester makes the decision to join the military instead of being a student, and does so while the semester is in progress, (instead of completing the semester and then joining), is not eligible for Military Withdraw, Military Incomplete, or to receive a grade early in the semester. The spouse of a student who volunteers for military service and cannot complete a semester will not be eligible for Military Withdraw, Military Incomplete, or to receive a grade early in the semester.

Entities Affected by the Policy

- Students called to active duty in the military
- Spouses of students called to active duty in the military
- Colleges
- Departments
- Faculty
- Office of the Registrar

Procedures

Students with military status (Active, Reserves, National Guard) at the beginning of the semester, or spouses of such students, finding it necessary to leave the University because of required active military duty must complete one (1) of the following:

Option 1- Receive a Grade

1. When military activation occurs after the 12th week of the semester, the instructor has the option of assigning the student a grade in the class based upon work completed. That grade would be submitted during normal final grade submission, and no additional work would be required of the student.
2. The request for assignment of a grade based on coursework completed must be made in writing and must be approved by the Chair of the Department and the Dean of the College in which the course(s) is offered. A copy of activation papers must be attached.

Option 2 – Receive an Incomplete Due to Military Activation

1. The affected student will petition the faculty members to request an assignment of a grade of "IM" in course(s) currently enrolled.

2. If the instructor feels that the portion of the semester remaining, and volume of uncovered material is such that it can be made up in a reasonable amount of time and effort, a grade of "Incomplete for Military Activation" may be given.
3. The instructor completes an Incomplete Grade Contract and notes on the contract that this is due to military activation. The student shall provide a copy of the military orders and the instructor must ensure that a copy of the student's military orders is attached to then Incomplete Grade Contract. Without a copy of these orders the student cannot receive the "Incomplete for Military Activation" grade.
4. The Incomplete Grade Contract shall be processed as normal.
5. Once the Registrar's Office receives a copy of the military orders an "IM" grade will be recorded.
6. The student has two (2) years from the date of military discharge to complete an "IM" grade. The student, upon completion of active military duty, must follow up with the faculty member. If the faculty member is no longer with the University or is on leave from the University, the student should contact the Department Chair for determining how to fulfill the Incomplete Grade Contract. If the student does not make contact within 2 years of leaving the University, the "IM" turns to a "W."
7. Upon completion of coursework, the instructor will submit a change of grade form.

Option 3 – Receive a Military Withdrawal from the Course or from the University

1. Students choosing to withdraw from specific courses or from the University must send a letter requesting a withdrawal and enclose a copy of the military activation notification. The letter must include the following information:
 - o Student name and Student ECU ID Number
 - o A statement that the student wishes to withdraw completely from the University OR listing the individual courses for withdrawal.
 - o Student's **signature** (mandatory) and the **date**
2. The Office of the Registrar staff will process the withdrawal which also triggers a 100% refund in all tuition and course fees. Room and board fees will be prorated.
3. If a student requests an incomplete and the faculty declines to grant an "IM," then the student will have to withdraw.

Interpreting Authority

Provost and Vice President of Academic Affairs

Policy Adoption Review and Approval

Policy Revised

<u>Date</u> July 24, 2013	<u>Entity</u> President Doug Whitlock	<u>Action</u> Approved Interim
January 31, 2002 December 3, 2001	Board of Regents Faculty Senate	Adopted Approved
December 11, 1950	President (announced at Faculty Meeting)	Adopted

Policy Issued

<u>Date</u> January 12, 1942	<u>Entity</u> Faculty	<u>Action</u> Adopted
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EASTERN KENTUCKY UNIVERSITY

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Date: April 16th, 2013
To: Provost Vice and the Council on Academic Affairs
From: Garrett Yoder, Chair of University General Education Committee
Re: Proposal from ANSW to remove cross-listing of SOC/WGS 399

Dear Provost Vice and members of the Council on Academic Affairs,

The University General Education Committee (UGEC) has taken an unusual step of delaying action on a proposal that came before the committee from the Department of Anthropology, Sociology, and Social Work (ANSW). We are seeking guidance from the Council on Academic Affairs before we act on the proposal.

The proposal is for the cross-listed course SOC/WGS 399. This course was approved by the UGEC for Element 6: Diversity of Perspectives and Experiences last September. The proposal from ANSW is to remove the cross-listing of SOC 399 with WGS 399.

Since SOC/WGS 399 was approved for Element 6 as a cross-listed course, this raised some flags for the committee. Kelli Carmean, Chair of ANSW assured us that her department wanted no change to the course, that it would be taught by the same instructor, that the student learning outcomes and assessment would remain the same, and that WGS students would still be welcomed. Thus, in our role as caretakers of the GE program, we have no reason to re-evaluate the course for GE. However, the committee was not comfortable supporting the request to un-cross list the course because that request has implications beyond the General Education Program.

In thinking about the larger issue the following benefits of cross listing courses seem relevant. Cross listing:

- Encourages collaboration between departments
- Encourages faculty professional development through collaboration across disciplines
- Is a wise use of resources (increases demand for course)
- Allows smaller programs to offer courses that would be unfeasible to staff otherwise
- Is student friendly because students can search for the course under either prefix
- Is student friendly because students can choose the course prefix they want on their transcript
- Is student friendly because some smaller programs can exist through cross listed courses

Certainly, departments must retain control over the courses that they offer, and if changes are desired or needed then the department has the right and responsibility to propose those changes. However, curriculum committees have the responsibility of ensuring that the proposals are in the best interest of students and the University. The rationale provided for the current proposal to un-cross list SOC and WGS 399 is "To ensure better quality control of course, maintain Sociology programmatic goals for the course and standardize relationships with other programs on campus." First, we believe that quality control is improved by having *more* eyes on a proposed change. Second, if the course was not maintaining programmatic goals it would need significant changes, but Dr. Carmean has assured us that no changes are being made to the course. Finally, if "standardizing relationships with other programs" means that ANSW intends to un-cross list all courses in other departments then we believe it is essential for CAA to have a conversation about the purpose, benefits, and drawbacks of cross listings in general. Dr. Carmean also communicated to the UGEC that the department wanted to show ownership of the course and simplify the paperwork trail. Curriculum paperwork is sometimes complicated, but is this a good enough reason for the change? Demonstrating ownership of the course does not seem critical, as ANSW already has complete control over whether

and when any SOC course is offered and who teaches the course. Further, if ANSW wants changes to the student learning outcomes, assessment, or other pedagogical issues, they have the right to propose those changes, and the cross-listed department would need to re-evaluate the appropriateness of the cross-listing. Thus, our committee fails to understand the need for the current proposed change, which appears to attempt to draw boundaries and territories, rather than reaching across them.

With this in mind, the committee felt that approving the proposal would send the message that we are endorsing the proposal, which could influence the Council's decision. Rejecting the proposal also appeared to be an inappropriate response as the effect to the GE program of removing the cross-listing is very small.

The Council has a much clearer understanding of the larger issues of curricula's affect on the University mission, and we request that the Council act first on the proposal. Rose Perrine, Associate Dean of University Programs, Deb Core, Assistant Dean of Arts & Sciences, and Sheila Pressley, Chair of Faculty Senate, all serve on both CAA and the UGEC and can relay to the discussion of the Council to the General Education Committee.

Sincerely,

Garett Yoder, Chair
University General Education Committee

Cc: Kelli Carmean, Chair of the Department of Anthropology, Sociology & Social Work
Deb Core, Assistant Dean of the College of Arts & Sciences
Lisa Day, Director of Women & Gender Studies
Rose Perrine, Associate Dean University Programs
Sheila Pressley, Chair of Faculty Senate
Sara Zeigler, Dean of University Programs
John Wade, Dean of Arts & Sciences



COUNCIL ON ACADEMIC AFFAIRS MINUTES

September 19, 2013

Members Present: Dorie Combs, Deborah Core, Stephanie Cunagin, Donna Corley, Rita Davis , Tina Davis, Claire Good, Megan Holloway, Brett Morris, Minh Nguyen, Rose Perrine, , Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Larry Collins, Amy Marshall*, Sandra Moore, Kim Naugle*, Jerry Pogatshnick *

Non-Members Present: Anna Dixon, Cassey Bradley

Dr. Janna Vice called the Council on Academic Affairs to order at 1:31 p.m.

Approval of the Minutes from August 22, 2013: Approved with revisions

Curriculum Items

College of Arts & Sciences

Economics

Editorial Change

Approved	Economics (B.A.)	Fall 2014
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Psychology

Editorial Change

Withdrawn	General Psychology (M.S.)	Fall 2014
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Withdrawn	Industrial & Organizational Psychology (M.S.)	Fall 2014
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College of Health Sciences

Recreation and Park Administration

New Course

Approved	REC 520	Trends and Issues in Therapeutic Recreation (syllabus included)	Fall 2014
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Program Revision

Approved	Therapeutic Recreation. -Add REC 520 to curriculum	Fall 2014
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Environmental Health & Medical Lab Science

Course Revision

Approved	EHS 463	Field Experience in Environmental Health - Change 6 credit hours in Field Experience to 3 credit hours.	Summer 2014 Fall 2014
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Program Revision

Approved Reflect changes in EHS 463 and adjust core & free elective hours. Fall 2014

Exercise and Sport Science**Course Revision**

Approved PHE 224 Team Sports II - Revise prerequisite Fall 2014

Program Revision

Approved Bachelor of Science in Physical Education – Change supporting course Fall 2014

College of Arts & SciencesDepartment of Government**Program Revision**

Approved Master of Public Administration (MPA) Fall 2014

Action ItemOffice of the Provost**Policy Revision**

Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion

Approved Proposed policy approved with suggested edits as informational item to Faculty Senate

Good of the Order

Discontinuation of the cross listing of SOC 399 and WGS 399.

The “owner” of the course has the right/authority to end cross listings. The process for this shall be:

- The College of Arts & Sciences, Department of Sociology should submit to the Council on Academic Affairs an Editorial Change form to strike WGS 399 cross listing from SOC 399 course description.
- University Programs shall submit to the Council on Academic Affairs a Course Drop form for WGS 399 as well as an Editorial Change form to strike the listing any other reference to WGS 399 in the catalog.

Day of Learning Assurance Reminder

Friday September 27th is the Day of Learning Assurance.

Faculty Professional Development - Dr. L. Dee Fink

Dee Fink will be coming to ECU in February (date to be determined) for two development sessions.

- Half-day session with chairs, deans, and associate deans regarding faculty development planning.
- Half-day session with faculty for a course design workshop

COUNCIL ON ACADEMIC AFFAIRS MINUTES

October 17, 2013

Members Present: Larry Collins, Dorie Combs, Donna Corley, Rita Davis , Tina Davis, Claire Good, Megan Holloway, Brett Morris, Kim Naugle, Minh Nguyen, Rose Perrine, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Stephanie Cunagin*, Amy Marshall, Sandra Moore, Brett Morris, Jerry Pogatshnick *, Sheila Pressley*

Non-Members Present: Cassey Bradley, Kelli Carmean, Preston Elrod, Barbara McDermott, Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

Approval of the Minutes from September 19, 2013: Approved

Curriculum Items

College of Health Sciences Recreation and Park Administration

New Course

Approved

REC 720

Effective

Fall 2014

Program Revision

Approved

Recreation and Park Administration (M.S.)

Fall 2014

College of Education Curriculum and Instruction

Course Revisions

Approved

EMS349Q - Applied Learning I: Educational Assessment

Spring 2014

Approved

EMS349R - Applied Learning II: Educational Curriculum

Spring 2014

Special Education

Program Suspensions

Approved

Special Education/Non-Teaching (B.S.)

Fall 2014

Approved

Special Education-teacher Leader Track Option A Deaf and hard of Hearing Advanced Study (M.A.Ed.)

Fall 2020

College of Justice & Safety
School of Justice Studies

New Prefix

Creation of SJS prefix memo

Spring 2014

New Courses

Approved

SJS 101- Understanding Social Justice and Human Struggle
SJS 250S- Service Learning in Social Justice Studies
SJS 301- Theories of Social Justice
SJS 313- Mobilizing for Social Justice
SJS 322- Social Justice and Media
SJS 325- Social Justice and Film
SJS 396- Researching and Writing for Change
SJS 401- Conflict, Resistance, and Nonviolent Struggle
SJS 450S- Learning through Civic Engagement
SJS 467- States of Violence
SJS 470- Critical Carceral Studies
SJS 480- Ethnography for Social Change
SJS 490- Identity, Culture and Power

*Contingent on student outcomes
being rewritten to be measurable

Spring 2014

New Program

Approved

Social Justice Studies (B.S.)

Spring 2014

Editorial Change

Approved

Fire Protection and Safety Engineering Technology (B.S.)

Fall 2014

College of Arts & Sciences
Anthropology & Social Work

Editorial Change

Approved

SOC 399

Spring 2014

Program Revision

Approved

Anthropology B.A.

Fall 2014

Biological Sciences

New Course

Approved

BIO 375W - Microbes and Food

Summer 2014

Approved

ENV 317 - Conservation of Wildlife Resources (University Programs)

Fall 2014

Course Revision

Approved

WLD 317- Conservation of Wildlife Resources

Fall 2014

Course Drops

Approved

BIO 304, 328, and 340

Fall 2014

College of Arts & Sciences continued
Economics

Course Revision

WITHDRAWN

ECO 130

WITHDRAWN

Editorial Revision

Approved

Economics B.A. - International Economics Concentration

Fall 2014

Music

Course Revision

Approved

MUS 101 A, B, and C
MUS 142
MUS 242
MUS 342
MUS 412
MUS 422
MUS 442
MUS 447

Fall 2014

Course Drops

Approved

MUS 301 (A, B, & C), 360, 370, 382

Fall 2014

Philosophy and Religion

New Course

Approved

PHI 130S - Beginning Ethics

* Contingent upon the changing of the term
"objectives" to "outcomes"

Spring 2014

Editorial Revision

Approved

PHI 130 - Beginning Ethics

Fall 2014

New Course

Approved

REL 302 - Theories of Religion
REL 365 - Women, Gender and Religion
WGS 365 - Women, Gender and Religion (University Programs)

Fall 2014

Program Revision

Approved

Religion (Minor)

Fall 2014

Psychology

Course Revision

Approved

PSY 499
ANS 499

Fall 2014

Biology

New Courses

Approved

BIO 820 - Principles of Pharmacology
BIO 821 - Applications in Flow Cytometry

Spring 2014

Course Revision

Approved

Fall 2014

Fall 2014

Course Suspensions

Approved

BIO 530/730

Fall 2014

Discussion Item

Office of the Provost

Proposal for January academic term – Provost Vice

- The addition of a 3 week “Winter” or “January” term has been discussed at Presidents Council Retreat and at the Provost Council.
- The addition of the Winter/January term would result in both Spring and Fall semesters being reduced by one week, from 17 to 16 week terms.
- Discussion of advantages and disadvantages was initiated by Provost Vice
- Provost Vice assured that care would be taken in crafting the policies and selecting courses to be offered in the Winter/January term.
- The proposal of the Winter/January term will have no impact on current class schedule meeting patterns or course time blocks.

Good of the Order

Provost Vice expressed gratitude to members for the success of Assurance of Learning Day and the events held by Colleges and Departments for that purpose.

The workgroup tasked with developing the policy and procedures for cross-listed courses has developed a draft that is currently being circulated for review.

The October 17, 2013 meeting of the Council on Academic Affairs was adjourned at 2:55 p.m.

COUNCIL ON ACADEMIC AFFAIRS MINUTES
November 21, 2013

Members Present: Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, , Brett Morris, Kim Naugle, Minh Nguyen, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Elizabeth Wachtel

Members Absent: Larry Collins, Megan Holloway, Amy Marshall, Sandra Moore, Rose Perrine*, Kelly Smith*, Janna Vice*

Non-Members Present: Cassey Bradley, Stephanie Cunagin, Kelli Carmean, Julie George, Alice Jones, Virginia Veeder

1. Tina Davis called the Council on Academic Affairs to order at 1:30 p.m.
2. Approval of the Minutes from October 17, 2013: Approved

Curriculum Items

College of Health Sciences
Recreation and Park Administration

Program Revision

Approved B.S. Recreation & Park Administration - Move EMC 105 (1), Survey of Medical Terminology, from the Therapeutic Recreation course section to the Therapeutic Recreation Concentration. **Effective**
Fall 2014

University Programs
Appalachian Studies

Program Revisions

Approved Appalachian Studies Minor - Revise program to require APP 200 and remove APP 460 Fall 2014

New Program

Approved Appalachian Studies Certificate - (A) Add Certificate in Appalachian Studies; (B) text changes in program description Fall 2014

College of Education

Catalog Revisions

Approved Admission to Professional Education – Update the Admission Test Requirement to end Praxis I exams and begin the Core Academic Skills for Educators (CASE): Reading, Writing, and Mathematics exams. Remove ECU GPA and the speech and hearing **Page**
Fall 2014

- screening as admission requirements. Update the office designation for Judicial Affairs to Student Rights and Responsibilities.
- Approved { Praxis Disclaimer – Remove the requirement of taking Praxis II and PTL exams as a graduation requirement from all teacher education programs. Fall 2014

American Sign Language & Interpreter Education

Program Revision

- Approved { American Sign Language (ASL) Studies (Minor) – Revise requirements for the ASL Studies Minor Fall 2014

Curriculum & Instruction

Course Revisions

- Approved { EDF 203 – Remove statement regarding field hour requirement and Lecture/Lab schedule type. Fall 2014
- EDF 319 – Add prerequisite of ENG 101 or HON 105, with minimum grade of “C” or ENG 105 with a minimum grade of “B” Fall 2014
- Curriculum & Instruction continued
- Approved { EDF 319W – Remove pre-requisite of admission to professional education from course and add EDF 349R as a co-requisite for applied learning. Fall 2014
- LIB 301 – Remove teacher education admission pre-requisite for course. Add prerequisite of ENG 101 or HON 105, with minimum grade of “C” or ENG 105 with a minimum grade of “B” Fall 2014
- LIB 301S – Remove all pre-requisite restrictions from course Fall 2014

Program Revision

- Approved { B.S. Elementary Education (P-5) Teaching – Move EDF 319 and 319W to Supporting course requirements; move MAE 301 from Multidisciplinary Content Supporting courses to section that begins “and 3 hours from one of the following areas: Math...” Fall 2014

Educational Leadership & Policy Studies

Course Revisions

- Approved { ETL 802 – Edit wording of Course Description to reflect current program requirements. Fall 2014
- ETL 804 - To remove the requirement that all students taking the course must complete the IRB approval process and require only those who will present or publish the information outside of the context of the class to gain IRB approval. Also, add ETL 803 ETL 802 as a prerequisite. Fall 2014

Special Education

Course Revision

- Approved { CDS 571 - The course description needs to be revised to reflect that credit will be given for either CDS 571 or CDS 571 W. Fall 2014
- Hybrid Course**
- CDS 571W - Create a writing-intensive version of an existing course Fall 2014

College of Arts & Sciences
Anthropology & Social Work

New Course

Page

Approved SWK 365: Crisis Intervention - establish a new elective course: Crisis Intervention Spring 2014

Program Revision

Approved Social Work B.S.W - include two new elective courses: SWK 365 Crisis Intervention and SWK 344, Stress Management & Self-Care, in the program description. Fall 2014

Chemistry

Course Revisions

Approved CHE 425L: Instrumental Analysis Lab - Change CHE 385 from prerequisite to pre/corequisite of CHE 425L. Fall 2014

College of Arts & Sciences continued

Computer Science

Program Revision

Approved Minor in Informatics - Modify the Informatics minor by making CSC 314 a required part of the minor and making CSC 307 as part of the “two of” courses Fall 2014

Government

Editorial Revision

Paralegal Program - Add language to the Paralegal Program Catalog description. This language is a certification requirement of the ABA. Fall 2014

Music

New Course

Approved { MUS 258: Brass Choir - Create a specific course number for Brass Choir. Spring 2014
MUS 458: Brass Choir - Create a specific upper-division course number for Brass Choir. Spring 2014

Editorial Revision

BM in Music Theory and Composition Fall 2014

Psychology

Program Revision

Approved B.S. Animal Studies - Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation. Fall 2014

Editorial Revisions

Approved { M.S. General Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School.
M.S. Industrial and Organization Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School.
M.S. Clinical Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School. } Fall 2014

College of Business & Technology
School of Applied Arts & Technology
Military Science & Leadership

Course Revisions

Approved	MSL 101 - Leadership & Personal Development - Change title & description.	Summer 2014
	MSL 102 - Introduction to Tactical Leadership - Change title & description.	
	MSL 201 - Foundations of Tactical Leadership - Change title & description.	
	MSL 202 - Foundations of Leadership - Change title & description.	
	MSL 301 - Adaptive Team Leadership - Change title & description.	
	MSL 302 - Applied Team Leadership - Change title & description.	
	MSL 401 - Adaptive Leadership - Change title & description.	
	MSL 402 - Leadership in a Complex World - Change title & description.	

Management, Marketing & International Business

Editorial Revision

Management, Marketing & International Business - Change of department name in catalog to Department of Management, Marketing & International Business	Summer 2014
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New Course

MKT 456: - Qualitative Research in Marketing - Add a required class for Marketing Research and Analytics	Summer 2014
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Course Revisions

Approved	CCT 302: Desktop Publishing for the Business Office - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	Summer 2014
	CCT 304S: Applied Entrepreneurship & Service Learning - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	
	CCT 310: International Business Communication - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	
	CCT 570: Web Design for Offices - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	
	CCT 580: Office Technology Seminar - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	
Approved	MGT 320: Human Resources Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	Summer 2014
	MGT 330: Small Business Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course.	
	MGT 340: Management Science - Change course description to reflect a grade of "C" or better needed for each prerequisite course	
	MGT 370: Operations Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course	
	MGT 375: Supply Chain Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course	
	MGT 400: Organization Theory - Change course description to reflect a grade of "C" or better needed for each prerequisite course	

College of Business & Technology: School of Applied Arts & Technology continued

Management, Marketing & International Business, continued

Approved

MGT 40: Continuous Improvement in Organizations - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 410: Labor Relations - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 425: Compensation Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 430: International Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 440: Human Resource Development - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 445: Employee Recruitment & Selection - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 465: Innovation & Entrepreneurship - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MGT 480: Organization Behavior - Change course description to reflect a grade of "C" or better needed for each prerequisite course

Summer 2014

Approved

MKT 304: Retailing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 306: Services Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 310: Personal Selling - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 312: Principles of Transportation - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 315: Physical Distribution Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 320: Advertising - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 350: Consumer Behavior in Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 370: Sports Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 400: International Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 401: Internet Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 404: Retailing Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 405: Retail Management for PGM - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 408: Sales Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 431: Purchasing & Material Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 440: Industrial Marketing - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 455: Marketing Research & Analysis - Change course description to reflect a grade of "C" or better needed for each prerequisite course
MKT 460: Marketing Management - Change course description to reflect a grade of "C" or better needed for each prerequisite course

Summer 2014

Approved	MKT 481: Internship in Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course	Summer 2014
Program Revision		
Approved	B.B.A. Marketing - replace the MKT 380 seminar with MKT 456 stand-alone class, and replace CIS 370 with CIS 430 in the Marketing Research & Analytics concentration of the BBA in Marketing	Summer 2014

Action Items

	<u>The Graduate School</u>	<u>Page</u>
Approved	Change to Graduate School policy To rename the policy as the Exit Competency Requirement and to permit programs to use other assessments, such as portfolios, capstone courses, special projects, as additional options to the Comprehensive Exams.	Fall 2014
<u>Office of Student Affairs</u>		
Approved	- Athletics Regalia – Student Athlete Stole - Kappa Delta Pi Regalia - Kappa Delta Pi Stole - Tau Sigma RSO Regalia - Tau Sigma Cords	Immediate

Discussion Item

Prior Learning Credit Procedure Draft

A request was made for clarifying language to be added to strengthen the fact that this policy is for “portfolio” evaluation only. Verbal clarification was provided that this potential policy (draft) is to establish the adoption of a mechanism to evaluate portfolios of experience for learning credit. A request for language is added that this policy is intended for undergraduate credit only. Verbal clarification was made that this policy would not make portfolio acceptance/evaluation a mandatory activity for departments. Each department would choose to accept/participate or not. The question of MOOCs being included in the portfolio was asked. Verbal clarification was provided that the policy would not include MOOCs to be part of the portfolio.

Good of the Order

Tina Davis initiated discussion regarding the potential cancellation of the December CAA meeting. An inquiry was made to the members of the existence of any proposals that were urgent for a December CAA decision. No feedback was provided by members. Ms. Davis requested the members check with their department chairs and provide her with a status update as soon as possible.

Dr. Judy Short inquired on the “Completer Degrees” progress. Tina Davis and Sherry Robinson provided information that it is still very early in the process, no specifics are available, and that a proposal is still many months out for this new program.

Tina Davis: New CAA forms are available on the CAA website (www.caa.eku.edu). Do not use old or saved versions of the forms as they may be outdated.

COUNCIL ON ACADEMIC AFFAIRS MINUTES

January 16, 2014

Members Present: Victor Kappeler, Dorie Combs, Donna Corley, Ed Davis , Tina Davis, Claire Good, Eugene Palka, Rose Perrine, Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Larry Collins*, Megan Holloway, Amy Marshall, Sandra Moore, Brett Morris*, Kim Naugle*, Minh Nguyen*, Jerry Pogatshnick*

Non-Members Present: Cassey Bradley, Stephanie Cunagin, Steve Greenwell

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

1. Approval of the Minutes from September 19, 2013: Approved

Curriculum Items

College of Business & Technology

Communication

New Course

Approved

BEM 396 - Motion Graphics

Fall 2014

To offer a motion graphics intensive class to be offered to students within the Broadcast & Electronic Media major. Trends within the media industry demand greater knowledge of motion graphics software.

Management, Marketing & International Business

Course Revision

Approved

CCT 101 – Entrepreneurship

Fall 2014

Change course number from CCT 101 to CCT 270.

Approved

MKT 309 – Integrated Marketing Communications

Summer 2014

Change course description to reflect a prerequisite of MKT 300 or MKT 301 with a minimum grade of “C”.

Course Drop

Approved

CCT 101

Fall 2014

To change to 200 level course in order to provide opportunities for higher level thinking skills in course objectives

Program Revisions

Approved

Entrepreneurship Minor (for non-business majors)

Fall 2014

Remove CCT 101; add CCT 270 to Required Courses, Entrepreneurship Minor

Approved

General Business B.B.A./Corporate Communication and Technology Concentration

Fall 2014

Remove CCT 302 and add CCT 270 to the Major Requirements in Corporate Communication and Technology Concentration.

College of Education
Curriculum & Instruction

New Course

- Approved EMS 878 - Mathematics Assessment P-12 Summer 2014
Create a new course that will address assessment techniques to diagnosing and responding to math learning difficulties. This class will be part of the Mathematics Specialist Endorsement and will be available for graduate students in MAEd programs.

Course Revisions

- Approved ESE 490 - Secondary Curriculum, Classroom Organization, and Management Fall 2014
Remove pre-requisite of methods class and teacher education core so that the class can be taken prior to methods class and student teaching. Add prerequisite of EDF 319 or EDF 319W. Delete field experience requirements.
- Approved ESE 499 - Supervised Student Teaching in the Secondary School Fall 2014
Remove corequisite of ESE 490.
- Approved LIB 805 - Advanced Children's Literature Fall 2014
Eliminate all course prerequisites and change the name of the course to Children's Literature and Resources

Endorsement

- Approved Endorsement: Elementary Mathematics Specialist (P-5) Fall 2014

Program Revisions

- WITHDRAWN Middle Grade Education B.S. WITHDRAWN
Move EDF 319, EDF 319W, and EDF 349r to Supporting course requirements
- Approved Secondary Education M.A.Ed. Fall 2014
Add AED 761 to the MAED in Secondary Education: Art specialization options (Degree Works PSEUDO).

Educational Leadership and Policy Studies

Course Revisions

- Approved EAD 859 - Instructional Planning for Student Learning Fall 2014
Change course title from Strategic Planning in Education to Instructional Planning for Student Learning. Revise catalog course description.
- Approved EAD 879 - Systems for Change Fall 2014
Change course title of EAD 879 from Superintendency Practicum to Systems for Change. Revise catalog course description.

College of Health Sciences
Baccalaureate & Graduate Nursing

New Courses

- Approved NSC 383 - Perspectives in Professional Nursing II Fall 2014
New course created to accommodate the decreased credit hours of two accompanying courses revised to teach for EKU on-line format.
- Approved NSC 442C - Complex Health Systems Clinical Fall 2014
Removed the clinical component out of the didactic course, and created a separate and new course for clinical.
- Approved NSC 486C - Public Health Nursing Clinical Fall 2014
Remove the clinical component out of the didactic course, and create a separate and new course for clinical.

College of Health Sciences continued
Baccalaureate & Graduate Nursing continued

Course Revisions

Approved	NSC 381 - Perspectives in Professional Nursing I Decrease the course credit hour from 5 to 3.	Fall 2014
Approved	NSC 385 - Perspectives in Professional Nursing III Course name change and course credit hour reduced from 5 to 4.	Fall 2014
Approved	NSC 442- Remove the clinical component out of the didactic course. Reduce the credit hours from 5 to 3.	Fall 2014
Approved	NSC 486 - Public Health Nursing Remove the clinical component out of the didactic course. Reduce credit hours from 5 to 3.	Fall 2014
Approved	NSC 837 - The 3 P's For Healthcare Management Change the course title and description. Add pre-requisites HEA 855 and NSC 850.	Fall 2014

Program Revision

Approved	Bachelor of Science in Nursing (B.S.N.), Nursing R.N. to B.S.N. Concentration Add a new course NSC 383, decrease the credit hour for NSC 381 from 5 to 3 and NSC 385 from 5 to 4, and separate out the clinical portion in NSC 486 and 442 from the didactic part of the course. Separating the clinical component from the didactic will allow workload credit to be assigned to both the didactic course faculty and clinical faculty.	Fall 2014
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Occupational Therapy

Informational Item

	Department of Occupational Therapy To change the name of the Department from Department of Occupational Therapy to Department of Occupational Science and Occupational Therapy	Fall 2014
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Program Revision

Approved	Occupational Therapy M.S. & OTD Revise the catalog description and credit hours for an accelerated pathway to both the Occupational Therapy M.S. degree and The Doctorate	Fall 2014
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College of Arts & Sciences
Economics

Course Drops

Approved	ECO 233 - Experiments in Microeconomic Principles	Fall 2014
Approved	ECO 490 - Senior Seminar in Economics	Fall 2014

Geography & Geology

New Course

Approved	GEO 398 – Independent Studies in Geography.	Fall 2014
Approved	GLY 104 - The World Ocean Create a new course, GLY 104, which replaced GLY 304, which is being dropped.	Fall 2014

~~GLY 498 – Capstone Project in Geology~~

WITHDRAWN	To create an independent capstone project in Geology, analogous to the group research project.	WITHDRAWN
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Course Revision

Approved	GEO 302 - Global Environmental Problems (Cross-listed as ENV 302) Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	ENV 302 - Global Environmental Problems (Cross-listed as GEO 302) Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014

College of Arts & Sciences continued

Geography & Geology continued

Approved	GEO 325 - Environmental Land Use Planning Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.	Fall 2014
Approved	GEO 325S - Environmental Land Use Planning (Cross-listed as ENV 325S) Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.	Fall 2014
Approved	ENV 325S - Environmental Land Use Planning (Cross-listed as GEO 325S) Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.	Fall 2014
Approved	GEO 343 - Geography of Kentucky Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	GEO 347 - Regional Geography: _____ Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	GEO 353 - Geographic Information Systems Add the following prerequisites to the course: GEO 100, 210, or 220; drop as prerequisites GLY 109, 172, and 304.	Fall 2014
Approved	GEO 430 - Sustainability in Appalachia (Cross listed as APP 430 and ENV 430) Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	APP 430 - Sustainability in Appalachia (Cross listed as GEO 430, and ENV 430) Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	ENV 430 - Sustainability in Appalachia (Cross listed as GEO 430, and APP 430) Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	GEO 450 - Field Studies Add the following prerequisites to the course: GEO 100, 210, or 220	Fall 2014
Approved	GEO 455 - GIS Cartography Add the following prerequisites to the course: GEO 100, 210, or 220; drop as prerequisites GLY 109, 172, and 304	Fall 2014
Approved	GEO 456 - Remote Sensing Add the following prerequisites to the course: GEO 100, 210, or 220; drop as prerequisites GLY 109, 172, and 304	Fall 2014
Approved	GEO 498 - Independent Study To change the independent study course in geography to an independent capstone project in Geography, analogous to the group research project completed in GEO 490. To add a requirement of senior standing.	Fall 2014
Approved	GLY 102 - Earth Science for Teachers To remove the language "credit will not be awarded for both GLY 102 and GLY 302."	Fall 2014
Approved	GLY 302 - Earth Science To add a prerequisite of any general education geology course.	Fall 2014
Approved	GLY 303 - Environmental Geoscience (Cross listed as ENV 303) Revise language to specifically list general education geology and geography courses.	Fall 2014
Approved	ENV 303 - Environmental Geoscience (Cross listed as GLY 303) Revise language to specifically list general education geology and geography courses.	Fall 2014
Approved	GLY 305 – Dinosaurs To add a prerequisite of completion of Gen Ed 1A-B and any general education geology course; remove "credit not awarded" statement.	Fall 2014
Approved	GLY 309 – Mineralogy Revise language to specifically list general education geology courses.	Fall 2014
Approved	GLY 315 – Hydrology To add a prerequisite or co-requisite of any general education geology course.	Fall 2014
Approved	GLY 351 – Field Methods Revise language to specifically list general education geology courses.	Fall 2014

College of Arts & Sciences continued

Geography & Geology continued

Approved	GLY 408 – Process Geomorphology Revise language to specifically list general education geology courses.	Fall 2014
Approved	GLY 410 – Structural Geology - Tectonics Revise language to specifically list general education geology courses.	Fall 2014
Approved	GLY 415 – Sedimentary Geology Revise language to specifically list general education geology courses.	Fall 2014
Approved	GLY 482 – Paleoclimate To add a prerequisite to the course.	Fall 2014
Approved	GLY 490 – Applied Geology: Case Studies Revise language to specifically list general education geology courses.	Fall 2014

Course Drops

Approved	GEO 205 - World Travel	Spring 2014
Approved	GEO 304 - Travel and Tourism Industry	Spring 2014
Approved	GEO 305 - Tourism Development	Spring 2014
Approved	GEO 425 - Land Use Decisions and Controls	Spring 2014
Approved	GEO 525/725 - Seminar in Planning	Spring 2014
Approved	GEO 597/797 - Special Studies in Geography	Spring 2014
Approved	GLY 172 - Geology and Human Health	Fall 2014
Approved	GLY 490 - Applied Geology: Case Studies	Fall 2014
Approved	GLY 304 - The World Ocean	Fall 2014
Approved	GLY 503/507 - Earth Materials	Fall 2014
Approved	GLY 504/704 - Earth Processes	Fall 2014
Approved	GLY 540/740 - Biogeochemical Treatment Processes	Fall 2014
Approved	GLY 802 - Scientific Communication	Fall 2014
Approved	GLY 803 - Graduate Seminar	Fall 2014
Approved	GLY 804 - Research Methods in Geosciences	Fall 2014
Approved	GLY 805 - Research Methods in Geosciences	Fall 2014
Approved	GLY 821 - Sedimentology:	Fall 2014
Approved	GLY 822 - Igneous and Metamorphic Petrology	Fall 2014
Approved	GLY 823 - Sedimentary Petrology	Fall 2014
Approved	GLY 836 - Seminar: Granular Hydrogeology	Fall 2014
Approved	GLY 837 - Seminar: Karst Hydrogeology	Fall 2014
Approved	GLY 838 - Seminar: Contaminant Hydrogeology	Fall 2014
Approved	GLY 860 - Aqueous Geochemistry	Fall 2014
Approved	GLY 880 - Seminar:	Fall 2014
Approved	GLY 890 - Geological Literature Review	Fall 2014
Approved	GLY 898 - Special Problems in Geology	Fall 2014
Approved	GLY 899 - Thesis	Fall 2014
Approved	GLY 899C - Thesis Continuation	Fall 2014
Approved	NAT 300 - Science as a Human Endeavor	Fall 2014
Approved	NAT 310 - Topics in the Natural Sciences	Fall 2014

College of Arts and Sciences continued
Government

New Course

Approved POL 343 - Campaigns and Elections Fall 2014

Course Revisions

Approved POL 201 - Short Topics in Political Science Fall 2014

Remove the phrase "For those qualified high school students enrolled in 'A Kentucky Locality' the grade of IP may be given."

Approved POL 220 - Introduction to International Relations Fall 2014

Change course title and course description.

Approved POL 325 -International Security Affairs Fall 2014

Change the course title and course description; add a prerequisite.

Approved POL 340 - American Politics: Parties, Public Opinion, and Pressure Groups Fall 2014

Amend the course to eliminate discussion of public opinion; add a prerequisite.

Approved POL 341 - The Legislative Process: Congress and State Legislatures Fall 2014

Change the course title and description; add a prerequisite.

Approved POL 342 - The American Chief Executive: President and Governor Fall 2014

Change the course title and course description; add a prerequisite.

Approved POL 400W - Capstone Course in Political Science Fall 2014

Add POL 280 to the prerequisites listed for this course.

Approved POL 440 - Voting Behavior Fall 2014

Revise course title; add prerequisite.

Course Drops

Approved POL 302- Science and the Liberal Arts Fall 2014

Approved POL 313 - Politics of Japan Fall 2014

Approved POL 320 - National Security Strategy Fall 2014

Approved POL 371- Administration of Social Services and Agencies Fall 2014

Approved POL 445- Queer Theory and Politics Fall 2014

Approved POL 517/717 - Politics and Social Change Fall 2014

Approved POL 521/721 - Contemporary International Relations Fall 2014

Approved POL 525/725 - Problems in International Relations Fall 2014

Approved POL 541/741 - Politics and Education Fall 2014

Approved POL 810 - Seminar in Comparative Politics Fall 2014

Approved POL 820 - Seminar in International Relations Fall 2014

Approved POL 843 - Seminar in American Political Process Fall 2014

Approved POL 853 - Seminar in Political Theory Fall 2014

Approved POL 863 - Seminar in Public Law Fall 2014

Approved POL 878 - Applied Research in Political Science Fall 2014

Approved POL 892 - Directed Research in Public Health Administration Fall 2014

Program Revision

Approved Master of Public Administration (MPA) Fall 2014

To replace the GRD 858g oral and GRD 857f written comprehensive examination exit requirement with the field study capstone exit requirements, POL 870 or POL 871, and also to clarify the elective options for the Community Health Administration, Community Development, and Environmental Health tracks.

Approved Political Science (B.A.) + Master of Public Administration (M.P.A.) Dual Degree Program Fall 2014

Add POL 250 and POL 400W to the 3+2 program curriculum to reflect the current political science curriculum.

College of Arts and Sciences continued

Music

Course Revisions

Approved	MUS 162 - Musicianship II	Fall 2014
	Add a prerequisite that MUS 161 must be passed with the grade of "C" or better.	
Approved	MUS 182 - Beginning Theory II	Fall 2014
	Add a prerequisite that MUS 181 must be passed with the grade of "C" or better.	
Approved	MUS 399 - Joint Recital	Fall 2014
	Change the course description so that it is a half recital shared with another student.	

Physics and Astronomy

New Course

Approved	AST 335 - Stars, Galaxies & Cosmology	Fall 2014
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Course Revisions

Approved	PHY 132 – College Physics II	Fall 2014
	Remove the course from the General Education Program.	
Approved	PHY 202 – University Physics II	Fall 2014
	Remove PHY 202 from the General Education Program	

Course Drop

Approved	AST 330 - Stars, Black Holes: the Cosmos	332
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Program Revision

Approved	Bachelor of Science (B.S.) Physics/Teaching	
	To revise the Physics/Teaching B.S. program to drop AST 330 and add AST 335.	333

Psychology

Editorial Change

Approved	Animal Studies B.S.	
	Include ANT 201 as satisfying both a supporting course for the major and a Gen Ed requirement 4A.	336
Approved	School Psychology M.S.	
	Replace PSY 898 with PSY 896. Course has been renumbered at the request of the Graduate School.	338

New Course

Approved	PSY 318 - Introduction to School Psychology	340
Approved	PSY 399 - Research Development Skills	351
Approved	PSY 419 - Research Development Skills II	359
Approved	PSY 896 - Internship In School Psychology	367

Course Drop

Approved	PSY 890 - Internship in School Psychology	398
	Course is being renumbered to PSY 896	

Program Revision

Approved	Autism Spectrum Disorders University Certificate	
	Alter hours for OTS 831 and 846 for OTS majors in the autism certificate program and add 2 additional class choices to the CDS course requirement.	399
Approved	Psychology B.S.	
	Add PSY 399 and PSY 318 as courses that satisfy the Skills requirement, and PSY 419 as a course that satisfies the Capstone requirement for the Psychology degree.	405

Action Item

Office of the Provost

~~January~~ Winter Term

Approved

A) Discussion of the proposed January term to begin after the Fall 2014 term ends resulted in the decision to change the terminology to “Winter Term” to increase flexibility in course start dates within a three week Winter Term for colleges, departments, and instructors. Concerns regarding campus support offices, especially Information Technology Services, were discussed. A caveat was suggested colleges regarding the type of courses chosen to be offered during the Winter Term in relation to the lack of full campus support service office staffing during a “shut-down” period.

Winter
2014/2015

Discussion Items

Office of the Registrar

Academic Credit for Prior Learning through Portfolio Assessment

To allow General Studies B.S. majors to declare a minor and/or a departmental or University level certificate

Good of the Order

Meeting Adjourned - 3:55 p.m.

COUNCIL ON ACADEMIC AFFAIRS MINUTES

February 16, 2014

Members Present: Victor Kappeler, Dorie Combs, Donna Corley, Ed Davis , Tina Davis, Claire Good, Megan Holloway, Brett Morris, Eugene Palka, Rose Perrine, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Larry Collins, Amy Marshall, Sandra Moore, Kim Naugle*, Minh Nguyen

Non-Members Present: Chris Bogie, Cassey Bradley, Gill Hunter, Victor Kappeler, Erik Liddell, Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 1:33 p.m.

Approval of the Minutes from January 16, 2013: Approved

Curriculum Items

College of Health Sciences Recreation and Park Administration

Program Revision

Approved Recreation & Park Administration B.S. Fall 2014

University Programs Women and Gender Studies Program

Program Revisions

Approved Women and Gender Studies Program Fall 2014
 To revise the Catalog program requirements for the WGS minor and certificate.

General Studies

Approved General Studies B.A. Fall 2014
 To revise the Professional Track: B.A. General Studies Program

College of Education Counseling & Educational Psychology

Program Revision

Approved Clinical Mental Health Counseling M.A. Fall 2014
 Add COU 814, 825, 870, 871, 872, 885 as approved electives for this program.

College of Education continued
Curriculum & Instruction

New Courses

Approved	EMS 561 & 761: Environmental Education Essentials	Fall 2014
Approved	EMS 563 & 763: Teaching Environmental Education	Fall 2014
Approved	EMS 565S & 765S: Teaching in the Outdoors	Fall 2014

Course Drops

	EMS 861: Environmental Education Essentials	
Approved	EMS 863: Teaching Environmental Education	Fall 2014
	EMS 864S: Teaching in the Outdoors	

Program Revision

Approved	Library Science M.A.Ed. 1. Drop the “with Teacher Leader Endorsement” language from the name of the degree. 2. Update program requirements to meet revised EPSB admission requirements for initial certification. 3. Update program curriculum to align with AASL standards. 4. Remove course lists from endorsements and direct students to the respective department website where this information is maintained.	Fall 2014
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Educational Leadership & Policy Studies

Program Revision

Approved	Student Personnel Services in Higher Education M.A. Add Working with College Students as a required course for Master of Arts in Student Personnel in Higher Education program.	Fall 2014
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Special Education

New Courses

Approved	SED 511 & 711: Family School Partnerships	Fall 2014
Approved	SED 530 & 730: Technology/Strategies for MSD	Fall 2014

College of Arts & Sciences
(College wide courses)

New Courses

Approved	CAS 349 A-N & 349: Applied Learning	Summer 2014
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Art & Design

New Courses

Approved	ARH 467: U.S. Architectural History	Fall 2014
Approved	ART 433: Printmaking V	Fall 2014

Drop Courses

Approved	ART 432: Printmaking V	Fall 2014
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College of Arts & Sciences continued
Foreign Languages and Humanities

Program Revision

Approved German Conversation and Culture Certificate Fall 2014
Revise course requirements to include FCC 210 as a required course and remove GER 240 and 340.

Drop Courses

Approved GER 240: Beginning Conversation Fall 2014
GER 340: Intermediate Conversation
GER 495: Independent Work in German

Geography and Geology

New Courses

Approved GLY 498: Capstone Project in Geology Fall 2014

Program Revisions

Approved Geographic Information Systems Certificate Fall 2014
To remove two courses from and add one course to introductory geoscience laboratory requirement, add one course to electives.

Approved Geographic Information Systems Minor Fall 2014
To change the numbering of three courses in the minor.

Approved Geography B.A. Fall 2014
1. Remove the following supporting course requirements from the B.A. Geography program: GLY 102, 107, or 108; SOC 232; ECO 120 or ECO 230.
2. Add the following supporting course requirements to the B.A. Geography program: STA 270 and STA 270L;
3. Add GEO 498 as ACCT option;
4. Change the number of free electives for the B.A. Geography program from 38 to 37 hours.

Approved Geology B.S. Fall 2014
1. To add option to ACCT requirement in B.S. Geology degree program.
2. To remove GLY 172, 302, 304, and 305 from introductory core and add GLY 104.
3. To remove BIO support course requirement.

Approved Geology Minor Fall 2014
To remove five courses from introductory sequence and add GLY 104 to the introductory sequence.

Psychology

Course Revisions

Approved PSY 405 Intro to Interviewing/Therapy Fall 2014
Drop prerequisite of PSY 309.

Approved PSY 497: Topics in Psychology _____ Fall 2014
Revise prerequisites.

Program Revision

Approved Autism Spectrum Disorder Certificate - 2nd Revision Fall 2014
Add PSY 838 to the certificate requirements.

College of Business & Technology
Applied Engineering & Technology

New Course

- Approved CON 325: Construction Estimating Fall 2014
Add new course as a degree specific requirement, by combining two existing courses (CON 323-Estimating I and CON 423-Estimating II with syllabus

Course Revisions

- Approved AVN 331A: Commercial Pilot-MEL: Flight I Fall 2014
Correct AVN 331 A prerequisites to reflect that both AVN 193A and 222A are prerequisites. Add AVN 300 as a prerequisite or co-requisite.
- Approved AVN 332A: Commercial Pilot-MEL: Flight II Fall 2014
Correcting Course Number in prerequisite.
- Approved AVN 425: Advanced Aerodynamics Fall 2014
Course title change to Applied Aerodynamics and change the catalog description to reflect the same change.
- Approved CON 499: Construction Management Capstone Fall 2014
Increase credit hours from 3 to 4 in order to allow for additional instruction on Safety with syllabus.

Program Revisions

- Approved Construction Management B.S. Fall 2014
Combine CON 323 (3) and 423 (3) into a new course CON 325 (5); to delete OSH 379 (3) as a program requirement; to revise CON 499 making it a 4 credit hour course; to add AEM 310W as an alternate to CCT 201; and to add a 3 credit hour service.
- Approved Minor in Aviation (Flight) Fall 2014
Drop old catalog course numbers AVN 194A, 220A, 205A and 206A; add AVN 192A, 193A, 221A and 222A; drop the statement: "No more than 12 hours of core courses taken for the aviation (administration option) major may be counted toward the minor in aviation (flight)"; correct typo by changing GEO 215 to GEO 315.

Agriculture

Course Drops

- Approved OHO 115: Horticultural Equipment Fall 2014
- OHO384: Greenhouse Floral Crops
- OHO 366: Deciduous Shade trees and Narrow Leaf Evergreens
- OHO 367: Herbaceous Ornamental Plants
- OHO 368: Landscape Design Using CAD

Course Revisions

- Approved OHO 354: Irrigation Systems Fall 2014
Merge course material from dropped course into an existing course, and revise credit hours with syllabus.
- Approved OHO 365: Deciduous Flowering Trees, Flowering Shrubs, Vines and Broadleaf Fall 2014
Evergreens
Drop two courses; merge course material into an existing course, revise credit hours and change course title with syllabus.
- Approved OHO 391: Landscape Methods and Related Businesses Fall 2014
Drop course. Merge course material from dropped course into an existing course, revise credit hours and change course title with syllabus.

College of Business & Technology continued
Agriculture continued

Program Revisions

- Approved Agriculture B.S. Fall 2014
Move one supporting course to Agribusiness concentration, add courses to other concentrations. Change the required Economics course.
- Approved Horticulture B.S. Fall 2014
Condense concentrations through the combination of course material. Move one supporting course to Agribusiness concentration, add courses to other concentrations. Change the required Economics course.

Communication

Course Revisions

- Approved JOU 302: Journalism Practicum Fall 2014
Students will be required to take 3 credits of practicum rather than a maximum of 3 credits.
- Approved JOU 349, Applied Learning in Journalism Fall 2014
Require all majors to take at least one co-op credit in a site outside the department and to lower the prerequisite GPA to 2.0 in the major.
- Approved JOU 349 A-N: Cooperative Study: Journalism Fall 2014
Require all majors to take at least one co-op credit in a site outside the department and to lower the prerequisite GPA to 2.0 in the major.
- Approved JOU 412: Multimedia Web Development Fall 2014
Modify the course description

Program Revision

- Approved Journalism B.A. Fall 2014
Changes to Journalism major: 1) Reduce electives to 9 credit hours; 2) Require students to take 3 credit hours of JOU 302 Journalism Practicum as opposed to only one; 3) Require students to take one credit of JOU 349 (co-op) outside the department.

Accounting, Finance and Information Systems

Informational Item

- Approved Memo identifying a new prefix of RMI Fall 2014
Change the prefix of specific courses to reflect the name of the program, Risk Management and Insurance

Approved **Prefix Changes**

- Approved Change following courses prefix from INS to RMI Fall 2014
INS 349: Applied Learning in Insurance
INS 370: Principles of Risk and Insurance
INS 378: Risk Management
INS 400: Seminar in Insurance
INS 460: Insurance Agency Operations
INS 486: Insurance Company Operations
INS 490: Special Problems in Insurance

Course Revisions

- Approved INS 372, Fundamentals of Property/Liability Fall 2014
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.
- Approved INS 374, Fundamentals of Life/Health Insurance Fall 2014
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.
- Approved INS 380, Personal Risk Management Fall 2014
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.

College of Business and Technology
Accounting, Finance and Information Systems

Course Revisions continued

Approved	INS 474, Life Ins. And Estate Planning	Fall 2014
	Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.	
Approved	INS 476, Employee Benefit Plan	Fall 2014
	Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.	

Program Revisions

Approved	BBA in Finance	Fall 2014
	Change the prefix INS to RMI in catalog.	
Approved	BBA in Risk Management & Insurance	Fall 2014
	Add FIN 324 to the program electives. Change the prefix INS to RMI in the catalog.	
Approved	BS in Risk Management & Insurance	Fall 2014
	Add FIN 324 to the program electives. Change the prefix INS to RMI in the catalog.	
Approved	Minor in Personal Finance	Fall 2014
	Change the prefix INS to RMI in the catalog.	
Approved	Minor in Risk Management & Insurance	Fall 2014
	Change the prefix INS to RMI in the catalog.	

College of Justice & Safety
School of Justice Studies

New Course

Approved	COR 422 – Advanced Legal Issues In Juvenile Justice	Fall 2014
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Hybrid Course

Approved	CRJ 490W- Senior Seminar	Fall 2014
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Program Revision

Approved	Corrections and Juvenile Justice B.S.	
	CRJ 490W and COR 375 have been identified as the most appropriate courses for meeting the ACCT objectives.	Fall 2014

School of Safety, Security and Emergency Management

New Courses

Approved	HLS 310-Personnel Security	Fall 2014
Approved	HLS 380- Border and Immigration Control	Fall 2014
Approved	HLS 403- Intelligence Analysis	Fall 2014
Approved	HLS 443-Transportation Security	Fall 2014
Approved	HLS 460- Business Continuity and EM	Fall 2014
Approved	HLS 465- Modern Natural	Fall 2014
Approved	HLS 467- Crime in Disasters	Fall 2014

Course Revisions

Approved	HLS 301-Critical Infrastructure	Fall 2014
	Remove prerequisite from HLS 301 Critical Infrastructure Protection.	
Approved	HLS 321- Critical Problem Analysis	Fall 2014
	Remove prerequisite from HLS 301 Critical Infrastructure Protection.	
Approved	HLS 391- Risk Analysis	Fall 2014
	Revise title of HLS 391 to Risk Analysis.	
Approved	HLS 451- Disaster Preparedness and Response	Fall 2014

Add a prerequisite to HLS 451 Disaster Preparedness & Response.

College of Justice & Safety

School of Safety, Security and Emergency Management

Approved	HLS 461-Mitigation and Disaster Recovery	Fall 2014
	Add a prerequisite to HLS 461 Mitigation & Disaster Recovery.	
Approved	HLS 491-Emergency Planning	Fall 2014
	Add a prerequisite to HLS 491 Emergency Planning.	
Approved	HLS 495-Strategic Planning and Leadership	Fall 2014
	Revise title of HLS 495 to Strategic Planning & Leadership.	

Program Revisions

Approved	Homeland Security Concentration , A.G.S.	Fall 2014
	Revise course requirements for the AGS, Homeland Security Concentration	
Approved	Security Management Concentration, A.G.S.	Fall 2014
	Revise course requirements for the AGS, Security Management Concentration	
Approved	Emergency Management Minor	Fall 2014
	Changes to the Homeland Security Program course listings require minor revisions to the Minor in Emergency Management.	
Approved	Homeland Security Minor	Fall 2014
	Revise course requirements for the Minor in Homeland Security.	
Approved	Security Management Minor	Fall 2014
	Revise course requirements for the Minor in Security Management	
Approved	Emergency Management Certificate	Fall 2014
	Revise course requirements for the Certificate in Emergency Management.	
Approved	Intelligence and Security Operation Certificate	Fall 2014
	Cancel the Certificate in Intelligence & Security Operations.	
Approved	Security Management Certificate	Fall 2014
	Revise course requirements for the Certificate in Security Management.	
Approved	Homeland Security Certificate	Fall 2014
	Revise course requirements for the Certificate in Homeland Security.	

Course Drops

	APS 110: Principles of Assets Protection	Fall 2014
	APS 210: Physical Security	
	APS 225: Assets Protection Law	
	APS 320: Security Management	
	APS 333: Assets Protection Ethics and Policy	
	APS 338: Classification Management	
	APS 349: Applied Learning in Assets Protection	
Approved	APS 349 A-N: Cooperative Study: Assets Protection	
	APS 350: Private Investigations, Ethics & the Law	
	APS 351: Investigative Interviews & Reports	
	APS 395: Homeland Security—An Overview	
	APS 435: Topical Assets Protection	
	APS 438: Information and Computer Security	
	APS 465: Assets Protection Auditing	
	APS 495: Applied Assets Protection	

Prefix Changes

Approved	SEC to HLS - Change the prefix of specific SEC courses.	Fall 2014
	Security Management (SEC) program is being cancelled and the SEC courses used previously as supporting courses in other programs or SEC high demand courses are being converted to Homeland Security courses.	

Informational Item

Office of the Provost

Winter Term

To establish the Winter Term schedule

The Council of Deans approved the PSY-D degree to move forward to the CPE in the pre-approval stage for new programs. (*no attachment)

Office of e-Campus Learning

New programs approved for ECU Online Programs

The Council of Deans approved several programs to be delivered online beginning Fall 2014; these are

- RN to BSN
- Master's of Applied Engineering Option: Construction Management
- Master's of Arts in Education Options: Literacy, Gifted Education, Middle Grades Education, Special Education (Interdisciplinary Early Childhood Education and Deaf and Hard of Hearing)

Office of the Registrar

Dual Credit Admissions Criteria.

Discussion Items

Graduate School

Proposed Policy - Conditional Admission for International Students

Good of the Order

COUNCIL ON ACADEMIC AFFAIRS MINUTES

March 20, 2014

Members Present: Dorie Combs¹, Tina Davis, Claire Good, Megan Holloway, Brett Morris, Eugene Palka, Rose Perrine, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Larry Collins, Donna Corley², Stephanie Cunagin, Ed Davis³, Amy Marshall, Sandra Moore, Kim Naugle^{1*}, Minh Nguyen*

Non-Members Present: Allen Ault, Chris Bogie, Cassey Bradley, Rita Davis³, Gill Hunter², Erik Liddell, Barbara McDermott, Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 1:34 p.m.

Approval of the Minutes from February 20, 2014: Approved

Curriculum Items

College of Health Sciences

Department of Family and Consumer Sciences

<u>Decision</u> Approved	Editorial Revision General Dietetics B.S. To update catalog copy with current chemistry course. Chemistry department previously made the following change: CHE 102 (4) (lecture and lab) is now CHE 102 (3) (lecture) and CHE 102L (1) (lab)	<u>Effective</u> Fall 2014
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Department of Park Administration and Recreation

New Course Approved	 REC 300: Civic Engagement Experiences	 Fall 2014
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University Programs

Noel Studio for Academic Creativity

New Courses Approved	 ENV 200: The Sustainable Global Future Creation of new gateway course for ENV minor, ENV certificate, and General Education	 Fall 2014
Approved	CRE 101W: Introduction to Applied Creativity To create a communication-intensive version of course	Fall 2014

Drop Course

Approved	CRE 101: Introduction to Applied Creativity	Fall 2014
Program Revision		
Approved	Environmental Sustainability & Stewardship Certificate	Fall 2014
	Add Certificate in Environmental Sustainability & Stewardship	
Approved	Environmental Sustainability & Stewardship Minor	Fall 2014
	(A) Revise program to require ENV 200, (B) add two cross listed EMS and two cross listed BIO courses to course offerings; (C) minor text changes in program description for clarity	

College of Justice & Safety

(College Level)

Informational Item

Approved	EES 450: Leaders Without Titles	Fall 2014
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School of Safety, Security and Emergency Management

New Courses

Approved	EES 450: Leaders Without Titles	Fall 2014
Approved	EES 460 Science of Leadership	Fall 2014
Approved	TRS 225: Basic Fleet Management Safety Principles	Fall 2014
Approved	TRS 395: Marine Transportation Safety	Fall 2014

Course Revisions

Approved	OSH 420: Environmental Law Management	Fall 2014
	To revise the course to meet the need for a broad based approach to environmental management.	
Approved	SSE 830: Organizational Continuity	Fall 2014
	Change the title of SSE 830 from “Organizational Continuity” to “Business Continuity.”	

Program Revisions

Approved	Occupational Safety B.S.	Fall 2014
	Adding TRS 225 and 395 as Supporting Courses, OSH 420 as a Major Course, substitute OSH 420 for EHS 345 and replace PHY 131 with PHY 101.	
WITHDRAWN	Safety, Security and Emergency Management M.S.	WITHDRAWN
	Change the prefix of all (University) Certificate in School Safety courses from SSE to EAD.	
Approved	Safety, Security and Emergency Management M.S. Concentration in Fire and Emergency Services	Fall 2014
	Replace SSE 824 and SSE 825 with POL 874 and POL 877, respectively.	

New Program

Approved	Social Intelligence and Leadership Minor	Fall 2014
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Program Suspension

WITHDRAWN	Safety, Security, and Emergency Management M.S. (University) Certificate and in Labor & Employment	WITHDRAWN
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College of Business & Technology

School of Applied Arts & Technology: Department of Applied Engineering & Technology

Course Revision

Approved	AVN 220: Instrument Pilot SEL & MEL: Ground Add AVN 192A as a prerequisite.	Fall 2014
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College of Business & Technology continued

School of Applied Arts & Technology: Department of Communication

Program Revision

Approved	Aviation B.S. Add AVN 470-National Air Space System as an “or” option to AVN 340-Airport Management in the Core Courses.	Fall 2014
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New Course

Approved	BEM 453: Advanced Screenwriting Increase the number of credit hours for BEM 491 from 1 to 2 to allow inclusion of an electronic portfolio requirement in the class.	Fall 2014
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Course Revisions

Approved	BEM 491: Senior Seminar Increase the number of credit hours for BEM 491 from 1 to 2 to allow inclusion of an electronic portfolio requirement in the class.	Fall 2014
Approved	CMS 325: Communication in Conflict Management Change the course prerequisites from CMS 205W to CMS 100 or departmental approval.	Fall 2014
Approved	CMS 353: Health Communication Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.	Fall 2014
Approved	CMS 375: Intercultural Communication Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.	Fall 2014
Approved	CMS 400: Communication and Gender Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.	Fall 2014
Approved	CMS 495: Communication, Leadership and Change Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.	Fall 2014

Program Revision

Approved	Broadcasting & Electronic Media B.A. Reflect the change in BEM 491 from one credit to two credits; reduce the number of required BEM 343 or 349 or 398 credits to 1 in the ACCT requirement; require CMS 210 for BEM majors; add BEM 396 and 453 to the acceptable BEM electives in the BEM General Option.	Fall 2014
Approved	Communication Studies B.A. Require CMS 100 for CMS majors. Remove CMS 300 from major requirements and add CCT 201.	Fall 2014

School of Business: Department of Accounting, Finance and Information Systems

Course Revision

Approved	RST 120: Real Estate Principles II Add RST 110 as a prerequisite to the course.	Fall 2014
<u>School of Business: Department of Management, Marketing & International Business</u>		
Course Revisions		
Approved	MGT 330: Small Business Management Change course description to reflect revised syllabus; change course name to reflect new sequence for courses in Entrepreneurship with syllabus.	Fall 2014
College of Business & Technology continued		
<u>School of Business: Department of Management, Marketing & International Business continued</u>		
Approved	MGT 465: Innovation and Entrepreneurship Change course description to reflect revised syllabus; change course name to reflect new sequence for courses in Entrepreneurship with syllabus.	Fall 2014
Program Revisions		
Approved	Business & Marketing Education/Teaching B.S. Remove CCT 101; add CCT 270 to Major core Requirements.	Fall 2014
Approved	Entrepreneurship Minor Revise program to include recently developed courses.	Fall 2014
College of Education		
<u>(College Level)</u>		
New Courses		
Approved	CED 100: Clinical I: Introduction to the Education Profession	Fall 2014
Approved	CED 200: Clinical II: Understanding the Learner	Fall 2014
Approved	CED 300: Clinical III: Curriculum & Instructional Design	Fall 2014
Approved	CED 400: Clinical IV: Diagnosis and Prescription	Fall 2014
Approved	CED 450: Clinical V: Practicing Teaching	Fall 2014
Approved	CED 499: Clinical VI: The Professional Semester	Fall 2014
<u>Teacher Education Services</u>		
Program Revisions		
Approved	Admission to Professional Education 1. Update the cumulative GPA requirement for admission to professional education to include the GPA statement as identified in regulation. 2. Remove the College of Education math requirement as a single indicator. Praxis CASE exam measures math skills. 3. Update the Professional Code of Ethics, Character Fitness Declaration, and Professional Dispositions section with current language represented in regulation. 4. Update the Student Behavior section 5. Add Clinical Experience performance-based assessment as a condition for admission	Fall 2014
Approved	Clinical Placement Update the catalog display to reflect current policy, regulation, and to remove	Fall 2014

repetitive wording.

Department of Counseling & Educational Psychology

Course Revisions

Approved	COU 814: Administration and Consultation in School Counseling Change title of COU 814 to “Administration and Consultation in Counseling Services”	Fall 2014
Approved	COU 825: Developmental Guidance K-12 Change title of COU 825 to “Developmental Counseling With School Age Children”	Fall 2014

Department of Curriculum & Instruction

Course Drops

Approved	EDF 349Q: Applied Learning in Education I EDF 349R: Applied Learning in Education II EMS 349Q: Applied Learning I: Educational Assessment EMS 349R: Applied Learning II: Educational Curriculum ELE 349: Applied Learning: Elementary School Teaching EMG 349: Applied Learning: Middle School Teaching ESE 349: Applied Learning: Secondary Teaching ELE 499: Supervised Student Teaching in Primary Through Fifth Grade EMG 499: Supervised Student Teaching in the Middle Grades ESE 499: Supervised Student Teaching in the Secondary School EMS 499: Supervised Student Teaching P-12	Fall 2014
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College of Education continued

Department of Curriculum and Instruction continued

Editorial Changes

Approved	EDC 810, 811, 812, 813: Change EDC courses to reflect the correct EPSB program name, from “K-12” to “P-12”; Course titles must reflect the correct range in regulation.	Fall 2014
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Department of Special Education

Course Drops

Approved	SED 512 / 712: Computer Technology with Exceptional Populations SED 349Q: Applied Learning I: Educational Assessment SED 349R: Applied Learning II: Educational Curriculum for IECE SED 349T: Applied Learning III: Teaching in IECE Settings SED 499: Special Ed Student Teaching	Fall 2014 Fall 2014
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New Course

Approved	SED 207: Topics in Special Education	Fall 2014
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Course Revisions

Approved	SED 375: Practicum in Special Education Change course prerequisites/co-requisites	Fall 2014
Approved	SED 518: Special Education in Early Childhood Change course prerequisites and add statement about credit for 518 OR 518S	Fall 2014

Approved	SED 518S: Special Education in Early Childhood Change course prerequisites	Fall 2014
Approved	SED 545: Program Personnel Management Edit course prerequisites and corequisites	Fall 2014

Program Revisions

Approved	Special Education Minor (Non-teaching) Revise required courses in Special Education Minor and update electives	Fall 2014
Approved	Special Education M.A.Ed. Teacher Leader Option B Drop GRD 877 requirement	Fall 2014
Approved	Communication Disorders M.A.Ed. 1. Clarify Admission Requirements 2. Add required background check	Fall 2014
Approved	Interdisciplinary Early Childhood Certification (Graduate) Removing three courses from the program (SED 704, SED 777, and SWK 456) and using two new courses SED 711 and SED 730). Adding SED 811 as an option to substitute for SED 352 and SED 436.	Fall 2014
Approved	Communication Disorders B.S. 1. Change ACCT course from CDS 487 to CDS 475. 2. Update sequence of required, supporting, and Gen. Ed. courses for the Communication Disorders program. 3. Add a requirement of speech/language/hearing screening for CD majors. 4. Allow SED 104, a supporting course for the CD program, to meet Element 6 Diversity as well as a supporting course requirement for the CD program. 5. Change CDS 571 to CDS 571W.	Fall 2014

College of Arts & Sciences

Department of Art and Design

Editorial Change

Approved	ART 434: BFA Printmaking Revise prerequisite to indicate "ART 433". ART 432 was renumbered to ART 433.	Fall 2014
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Department of Chemistry

New Course

Approved	CHE 411: Practicum	Fall 2014
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Program Revision

Approved	Chemistry B.A. Revise the current B.A. Chemistry Program to add BIO 273 as an option for supporting course for pre-pharm	Fall 2014
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Department of Computer Science

Course Drops

Approved	CSC 101: Intro to Online Learning CSC 105: Software Applications Topics: _____. CSC 110: Introduction to the Internet CSC 120: Introduction to Multimedia CSC 301: Current Topics for Non-Majors: _____. CSC 314: MS Office & Data Analysis	Fall 2014
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CSC 318: Mobile Device Security & Privacy
 CSC 321: Computer Forensics I
 CSC 322: Computer Forensics II

New Courses

Approved	CSC 309: Mobile App Development for Android	Fall 2014
Approved	INF 101: Introduction to Online Learning	Fall 2014
Approved	INF 105: Software Applications Topics: _____	Fall 2014
Approved	INF 110: Introduction to the Internet	Fall 2014
Approved	INF 120: Introduction to Multimedia	Fall 2014
Approved	INF 301: Current Topics in Informatics: _____	Fall 2014
Approved	INF 314: MS Office & Data Analysis	Fall 2014
Approved	INF 318: Mobile Device Security & Privacy	Fall 2014
Approved	INF 321: Computer Forensics I	Fall 2014
Approved	INF 322: Computer Forensics II	Fall 2014

Course Revisions

Approved	CSC 174: Introduction to FORTRAN Revision of the course to include other languages than FORTRAN leads to need to change course name, description, and clarify prerequisites.	Fall 2014
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College of Arts & Sciences continued

Department of Computer Science continued

Approved	CSC 308: Mobile App Development for _____. Apple and Android courses are being separated, this course will focus on Apple iOS	Fall 2014
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Program Revisions

Approved	Minor in Informatics Adjust the minor to reflect the new INF prefix by replacing “CSC xxx” by “INF xxx”	Fall 2014
Approved	Computer Science B.S. Update the BS in Computer Science	Fall 2014

Department of Economics

Course Revisions

Approved	ECO 120: Economic Reasoning and Issues 1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements. 2) Enhance the course description to be more informative 3) Add a credit not allowed statement	Fall 2014
Approved	ECO 130: Contemporary Economic Problems 1) Enhance the course description to be more informative 2) Add a credit not allowed statement.	Fall 2014
Approved	ECO 230: Principles of Microeconomics 1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements. 2) Enhance the course description to be more informative	Fall 2014

Approved	ECO 231: Principles of Macroeconomics	Fall 2014
	1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements.	
	2) Add advisory statement that ECO 120/130 is recommended for students with a composite SAT below 21 before attempting this course.	

Foreign Languages and Humanities

Course Revisions

Approved	FRE 204: Review of French Grammar	Fall 2014
	Drop FRE 204 from the General Education offerings. The course does not align well with the diversity element and as such does not provide a good option for that requirement.	
Approved	HUM 124: Humanities and the Search for Meaning	Fall 2014
	To move the course from General Education Element 3A/B to Elements 3A and 3B.	
Approved	HUM 226: The Search for Meaning - The Ancient World	Fall 2014
	To move the course from General Education Element 3A/B to Elements 3A and 3B.	
Approved	HUM 228: The Search for Meaning: The Modern World	Fall 2014
	To move the course from General Education Element 3A/B to Elements 3A and 3B.	
Approved	HUM 300: Humanity in the Postmodern Age	Fall 2014
	To move the course from General Education Element 3A/B to Elements 3A and 3B.	
Approved	HUM 300W: Humanity in the Postmodern Age	Fall 2014
	To move the course from General Education Element 3A/B to Elements 3A and 3B.	
Approved	HUM 360: Non-Western Traditions	Fall 2014
	Add HUM 360 Non-Western Traditions to General Education 2012 – Element 6.	

College of Arts & Sciences continued

Department of Geography and Geology

Program Revisions

Approved	Earth Science/Teaching Minor	Fall 2014
	To change GLY 304 to GLY 104 in the program.	
Approved	Earth Science Teaching B.S.	Fall 2014
	To change GLY 304 to GLY 10 and remove the minor requirements.	

Department of Physics and Astronomy

Editorial Changes

Approved	Physics B.S.	Fall 2014
	Revise program description to include the following language:	
	(1) “or 406W”. The writing-intensive version of PHY 406W is pending approval by CAA on 03-20-14.	
	(2) “or 302W”. The writing-intensive version of PHY 302W was approved by CAA on 03-21-13.	
Approved	Physics/Teaching B.S.	Fall 2014
	Revise program description to include the following language:	
	“or 406W”. The writing-intensive version of PHY 406W is pending approval by CAA on 03-20-14.	

Approved

New Course

Approved	PHY 406W: Advanced Physics Laboratory	Fall 2014
Approved		

Course Revision

Approved

PHY 406: Advanced Physics Laboratory

To revise the course description language and add “credit will not be awarded” statement.

Fall 2014

Department of Psychology**New Courses**

Approved

PSY 377: Psychology of Adoption

Fall 2014

Approved

PSY 429: Psychological Perspectives on Substance Abuse

Fall 2014

Program Revision

Approved

Psychology B.S.

Create the following concentrations within the Bachelor of Science in Psychology degree program:

Fall 2014

- Psychology (General)
- Substance Abuse
- Developmental Disabilities/Autism Spectrum Disorders
- Forensic Psychology
- Child and Family Psychology
- Psychology of the Workplace
- Brain and Cognitive Sciences

<i>Action Item</i>

Office of the Provost

Approved

Dual Credit Admissions Criteria

Proposed change to the admissions criteria for the dual credit program

Fall 2014

Office of the Registrar

Approved

Academic Credit for Prior Learning through Portfolio Assessment

Fall 2014

<i>Good of the Order</i>

Dr. Short asked for information regarding the academic calendar, when the changes resulting from the Winter Term adoption would be reflected.

Dr. Vice clarified that the Academic Quality Committee has taken on the issue of Winter Term, the objective is to have as little impact as possible on the academic calendar. The council on Academic Affairs has voted and is committed to having a Winter Term. The actual calendar will be determined and released as soon as is possible. However, it is important to note that Winter Term is not the driving force behind the discussion to shift from semester terms of 17 weeks to semester terms of 16 weeks.

Meeting adjourned at 3:45 p.m.

Note:

Dorie Combs¹ presented on behalf of Kim Naugle¹

Gill Hunter² attended on behalf of Donna Corely²

Rita Davis³ attended on behalf of Ed Davis³

COUNCIL ON ACADEMIC AFFAIRS MINUTES

April 17, 2014

Members Presents: Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Victor Kappeler, Kim Naugle, Eugene Palka, Rose Perrine, Sheila Pressley, Sherry Robinson, Karin Sehmman, Benton Shirey, Judy Short, Janna Vice, Elizabeth Wachtel

Members Absent: Steven Bradford, David Coleman, Amy Marshall, Sandra Moore, Brett Morris, Minh Nguyen, Jerry Pogatshnik, Kelly Smith

Non-Members Present: Verna Lowe, Barbara McDermott, Larry Sexton, Charlotte Tanara, Peggy Tudor, Virginia Veeder, Lori Wilson

Dr. Janna Vice called the Council on Academic Affairs to order at 1:30 p.m.

Approval of the Minutes from March 20, 2014: Approved

Curriculum Items

College of Justice & Safety

School of Justice Studies

<u>Decision</u>	New Courses	<u>Effective</u>
Approved ¹	EES 320 – Basic Facilitation Skills	Fall 2014
Approved ¹	EES 360 – Advanced Facilitation Skills	Spring 2015
	Program Revision	
Approved	Social Intelligence & Leadership Certificate	Fall 2014
	Create new college level certificate in Social Intelligence & Leadership	

University Programs

Noel Studio for Academic Creativity

	Editorial Revision	
Noted	Minor in Applied Creativity	Fall 2014
	Change CRE 101 to CRE 101W, CAA approval of CRE 101W March 2014	
Noted	General Studies B.A.	Fall 2014
	Add EES 450 as a leadership course	
	Program Revisions	
Approved	Veterans Studies Certificate	Fall 2014

Footnotes:

1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote

	(a) Remove VTS 300, 349, 350, 400, 490 from curriculum options; (b) revise information about Director and Program.	
Approved	Veterans Studies Minor	Fall 2014
	(a) Remove VTS 300, 349, 350, 400, 490 from curriculum options; (b) Add alternative capstone option; (c) revise information about Director and Program.	
Approved	Associate Degree in General Studies, Veterans Studies Concentration	Fall 2014
	(a) Remove VTS 300, 349, 350, 490 from curriculum options	
Commencement Regalia		
Approved	Proposed Sash for students graduating with VTS minor.	Spring 2014 Ceremonies

College of Business and Technology

Applied Engineering & Technology

Course Revisions

Approved	AEM 801 – Economics for Lean Operations	Fall 2014
	Drop prerequisites.	
Approved	AEM 802 – Productivity Assessment and Analysis	Fall 2014
	Drop Departmental Approval prerequisite.	
Approved	AEM 804 – Project Management	Fall 2014
	Drop Departmental Approval prerequisite.	
Approved	AEM 805 – Industrial Operations Research	Fall 2014
	Update course title and description. Drop Departmental Approval prerequisite.	
Approved	CON 827 – New Construction Entity	Fall 2014
	Drop prerequisites.	
Approved	CON 828 – LEED Principles & Procedures	Fall 2014
	Drop prerequisites.	
Approved	CON 829 – Construction Portfolio Management	Fall 2014
	Change prerequisites from AEM 801 & 804 to Departmental Approval	

Communication

Program Suspension

Approved	Dispute Resolution Minor	Fall 2014
	Drop the stand alone Minor in Dispute Resolution	

Accounting, Finance and Information Systems

Prefix Changes

Approved	INS 520, 720 & 878	Fall 2014
	Change prefix to RMI with Additional notification memo.	

New Courses

Approved ²	ACC 590 – Special Topics in Accounting: _____	Fall 2014
Approved ²	ACC 790 – Special Topics in Accounting: _____	Fall 2014

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Course Revisions

Approved	ACC 490 – Special Problems in Accounting	Fall 2014
	Update title of course and course description to match how the course is being offered.	
Approved	ACC 890 – Special Problems in Accounting	Fall 2014
	Update title of course and course description to match how the course is being offered.	

College of Education

Counseling & Educational Psychology

New Courses

Approved ²	COU 886 – Advanced Clinical Supervision (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 887 – Supervision of Counseling Practicum (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 901 – Advanced Counseling Theories (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 902 – Advanced Group Counseling (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 903 – Advanced Issues in Clinical Mental Health Counseling and Counselor Education (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 904 – Advanced Issues in School Counseling and Counselor Education (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 905 – Seminar in Rural/Appalachian Issues in Counseling (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 910 – Teaching, Research, and Scholarship in Counselor Education (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 980 – Doctoral Practicum (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Approved ²	COU 981 – Doctoral Internship (<i>Update Disability Statement on syllabi</i>)	Fall 2014
Delayed ³	HSR 300 – Introduction to Human Services	
Delayed ³	HSR 305 – Career Decision Making	
Delayed ³	HSR 400 – Human Development	
Delayed ³	HSR 405 – Appalachian Issues in a Multicultural Society	
Delayed ³	HSR 410 – Contemporary Issues in Counseling and Human Services	
Delayed ³	HSR 415 – Human Services Administration	

Program Revision

In a friendly amendment, Provost Vice asked the Council to take action on the following proposed program revision:

Approved ⁴	General Studies B.A.	Fall 2014
	Add the following options: Human Services Track, Paraeducator in Special Education Track, and Paraeducator in Education Track	

University Programs/Curriculum & Instruction

New Courses

In a friendly amendment, Associate Dean Naugle asked the Council to consider the following proposed courses:

Approved	ENV 561 – Environmental Education Essentials
Approved	ENV 564S – Service Learning as Pedagogy

Footnotes:

1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote

Curriculum & Instruction

New Courses

Approved	EMS 300W – Curriculum and Instructional Design	Fall 2014
Approved	EMS 490 – Classroom and Behavior Management in P-12	Fall 2014
Approved ¹	EME 552 – Teaching Grammar and Punctuation P-8	Fall 2014
Approved	EME 752 – Teaching Grammar and Punctuation P-8	Fall 2014
Approved	EMS 576 – Assessment Methods for ELLs	Fall 2014
Approved	EMS 776 – Assessment Methods for ELLs	Fall 2014
Approved	EMS 577 – Cultural Competency with ELLs	Fall 2014
Approved	EMS 777 – Cultural Competency with ELLs	Fall 2014

Course Revisions

Approved	EDF 103 – Introduction to Education Add a co-requisite to align with the new Clinical Model.	Fall 2014
Approved	EDF 203 – Philosophical & Historical Foundation of Education Change pre-requisites/co-requisites to align with the new Clinical Model.	Fall 2014
Approved	EDF 310 – Transition to Education Add a co-requisite to align with the new Clinical Model.	Fall 2014
Approved	EDF 319 – Human Development and Learning Change EDF 319 to 219 so it is a lower division course and change pre-requisites/co-requisites to align with the new Clinical Model.	Fall 2014
Approved	EDF 319W – Human Development and Learning Change EDF 319W to 219W so it is a lower division course and change pre-requisites/co-requisites to align with the new Clinical Model.	Fall 2014
Approved	EDF 413 – Assessment in Education Change pre-requisites/co-requisites to align with the new Clinical Model and allow variable credit to accommodate different programs.	Fall 2014
Approved	ESE 574 – Teaching Reading in the Secondary School Change 1-3 hours variable credit to allow for flexibility.	Fall 2014
Approved	EMS 561 – Environmental Education Essentials Cross-list existing course EMS 561 with new course, ENV 561.	Fall 2014
Approved	EMS 564S – Service Learning as Pedagogy Cross-list existing course EMS 564S with new course, ENV 564S.	Fall 2014
Approved	EGC 846 – Graduate Practicum in the Secondary/P-12 School. Currently EGC 846 - Graduate Practicum in the Secondary/P-12 School is offered as a 4 or 8 hours practicum course. In order to meet the state teacher certification agency (EPSB) new regulations related to mentoring, this course needs to be offered for 1 – 8 hours. This will allow for more flexible mentoring. In addition, the prerequisites and co-requisites should be removed to create more scheduling flexibility	Fall 2014
Approved	EGC 836 – Middle Grades Practicum in Middle Grade Education Currently, EGC 836 - Middle Grades Practicum in Middle Grade Education is offered as a 4 or 8 hour practicum course. In order to meet the state teacher certification agency (EPSB) new regulations related to mentoring, this course needs to be offered for 1 – 8 hours. This will allow for more flexible mentoring.	Fall 2014

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Course Drops

Approved	EDF 319 – Human Development and Learning	Fall 2014
Approved	EDF 319W – Human Development and Learning	Fall 2014

Program Revisions

Approved	Middle Grade Education B.S. Change prefix of CNM to BIO in science emphasis, course number changing to 590.	Fall 2014
Approved	Elementary Education B.S. Change prefix of CNM to BIO in multidisciplinary	Fall 2014
Approved	Teaching M.A. Make EGC 889 - Master of Arts in Teaching Capstone Seminar the exit competency for the Master of Arts in Teaching Program to replace the GRD requirements.	Fall 2014
Approved	Literacy P-12 M.A.Ed. Replace the GRD requirements, GRD 878g and 878h, with the EME 865 Capstone as the exit requirement for the program	Fall 2014
Approved	Elementary Education M.A.Ed. Replace the GRD requirements, GRD 878a and 878b, with the ETL 804 Capstone as the exit requirement for the program.	Fall 2014
Approved	Middle Grades Education M.A.Ed. Replace the GRD requirements, GRD 878c and 878d, with the ETL 804 Capstone as the exit requirement for the program.	Fall 2014
Approved	Secondary Education M.A.Ed. Replace the GRD requirements, GRD 878i and 878j, with the ETL 804 Capstone as the exit requirement for the program.	Fall 2014
Approved	Gifted Education M.A.Ed. Replace the GRD requirements, GRD 878e and 878f, with the ETL 804 Capstone as the exit requirement for the program.	Fall 2014

Educational Leadership

Course Revision

Approved ²	EDL 999— Dissertation <i>Disapproved by Graduate Council</i> Change the description to reflect the new dissertation/capstone experience	Fall 2014
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Program Revision

Approved ²	Ed.D. in Leadership & Policy Studies - <i>Updated</i> Create two tracks in the Doctor of Education Program: (1) Leadership and Policy Studies and (2) Counselor Education and Supervision.	Fall 2014
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College of Health Sciences

Associate Degree Nursing

New Courses

Approved	NUR 114C – Nursing Concepts Application I	Fall 2014
Approved	NUR 124C – Nursing Concepts Application II	Fall 2014

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Approved	NUR 126C – Perinatal Nursing Application	Fall 2014
Approved	NUR 232C – Nursing Concepts Application III	Fall 2014
Approved	NUR 234C – Mental Health Application	Fall 2014

Course Revisions

Approved	NUR 114 – Nursing Concepts I Remove the clinical component from the didactic portion of the course and decrease credit hours from 8 to 5.	Fall 2014
Approved	NUR 124 – Nursing Concepts II Remove the clinical component from the didactic portion of the course, decrease credit hours from 5 to 3, and make changes to pre-reqs.	Fall 2014
Approved	NUR 126 – Nursing Concepts II – Perinatal Remove the clinical component from the didactic portion of the course, change the name of the course, and decrease credit hours from 3 to 2.	Fall 2014
Approved	NUR 232 – Nursing Concepts III – Med-Surg Remove the clinical component from the didactic portion of the course and decrease credit hours from 7 to 5.	Fall 2014
Approved	NUR 234 – Nursing Concepts III – Psych Remove the clinical component from the didactic portion of the course, change the name of the course, and decrease credit hours from 3 to 2.	Fall 2014
Approved	NUR 241C – Clinical Nursing Synthesis Change course number and course type to more accurately reflect the course workload.	Fall 2014

Course Drop

Approved	NUR 241 – Clinical Nursing Synthesis	Fall 2014
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Program Revision

Approved	Nursing A.S. Separate the clinical portion and create new courses.	Fall 2014
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Baccalaureate & Graduate Nursing

New Courses

Approved	NSC 902 – Neuroscience I for APNs	Fall 2014
Approved	NSC 903 – Neuroscience II for APNs	Fall 2014
Approved	NSC 996 – Capstone Project for APNs	Fall 2014

Course Revision

Approved	NSC 840 – Nursing Theory Change name from Nursing Theory to Theoretical Foundations for EBP.	Fall 2014
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Program Revision

Approved	DNP Changes to Concentration in Organizational Leadership and Neuroscience for APNs.	Fall 2014
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Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

New Program

Approved Nursing Practice for Neuroscience APN Post-Doctorate Certificate Fall 2014

Family & Consumer Science

Program Revision

Approved Child and Family Studies, B.S. Fall 2014
Change Admissions requirements, change Core courses and Concentration courses.
Drop Special Education Minor in Interdisciplinary Early Childhood Education
Concentration.

Occupational Science and Occupational Therapy

Course Revision

Approved OTS 905 – OTD Practicum Fall 2014
Change name to Applied Leadership Experience and make changes to course
description.

College of Arts & Sciences

College of Arts & Sciences

Course Drops

Approved CAH 515/715 – Topic in Humanities Fall 2014
900 – Independent Work

Approved CNM 101 – Cosmos and Evolution I: An Exploration of Nature Fall 2014
102 – Cosmos and Evolution II: An Exploration of Nature
499 – Independent Work

Editorial Revisions

Noted Remove CAH Header from Undergraduate and Graduate Catalogs Fall 2014
All CAH courses have been dropped.

Noted Remove CNM Header from Undergraduate and Graduate Catalogs Fall 2014
All CNM courses have been dropped.

Foreign Languages & Humanities

Departmental Name Change

Noted (Information Only) Change department name to Fall 2014
Department of Languages, Cultures and Humanities.

Anthropology, Sociology, & Social Work

Course Revision

Approved SWK 490 – Social Work Practicum Fall 2014
Revise catalog description to specify time spent in agency training.

Art & Design

New Course

Approved ARH 390W – Survey of Art History I: Non-Western Art Fall 2014

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Course Revision

Approved	ARH 390 – Survey of Art History I: Non-Western Art Revise “credit not awarded” statement.	Fall 2014
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Course Drop

Approved	ARH 391W – Survey of Art History II: Writing Intensive	Fall 2014
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Biological Sciences**New Course**

Approved	BIO 590/790 – Ecology for Teachers	Fall 2014
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Course Revisions

Approved	BIO 342 – Comparative Vertebrate Anatomy Revise catalog description to reflect the current teaching of the course.	Fall 2014
Approved	BIO 546/746 – Histology Revise pre-requisites and catalog language.	Spring 2015
Approved	BIO 547 – Comparative Vertebrate Embryology Revise pre-requisite to ensure appropriate preparation for the 500-level course.	Fall 2014

Course Drops

Approved	CNM 599/799 – Ecology for Teachers 800 – Environmental Science Issues	Fall 2014
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Chemistry**New Courses**

Approved	CHE 110 – General Chemistry Preparation	Fall 2014
Approved	CHE 261 – Organic Chemistry Preparation	Fall 2014
Approved	CHE 811 – Chemistry Practicum	Fall 2014

Course Revision

Approved	CHE 810 – Professional Training Revise the credit hours, course description, and course availability.	Fall 2014
Approved	CHE 822 – Advanced Analytical Chemistry Remove the course pre-requisite.	Fall 2014

Program Revisions

Approved	Chemistry B.A. & M.S. 3+2 Revise the current B.A. and M.S. Chemistry Accelerated 3+2 program.	Fall 2014
Approved	Chemistry B.S. & M.S. 3+2 Revise the current B.S. and M.S. Chemistry 3+2 program.	Fall 2014
Approved	Forensic Science B.S. & M.S. 3+2 Revise the current B.S. and M.S. Forensic Science 3+2 program.	Fall 2014
Approved	Chemistry M.S. Revise the current M.S. Chemistry program.	Fall 2014

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Computer Science

New Courses

Approved	INF 507/707 – Special Topics in Informatics: _____	Fall 2014
Approved	INF 510/710 – Web Design & Prog in Education	Fall 2014

Course Revision

Approved	CSC 507/707 – Seminar in Computer Science Modify the course to allow it to be taken by majors regardless of the topic, change the course title, and specify the number of hours that can be retaken.	Fall 2014
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Course Drop

Approved	CSC 510/710 – Web Design & Prog in Education	???
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Program Revision

Approved	Applied Computing M.S. Allow CSC 707 to be taken as an elective.	Fall 2014
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English & Theatre

Course Revisions

Approved	THE 285 – Theatre Dance I Increase credit hours and revise course description language.	Fall 2014
Approved	THE 340 – Audition Workshop Increase credit hours from 1 to 2 credits.	Fall 2014
Approved	THE 385 – Theatre Dance II Increase credit hours and revise course description language.	Fall 2014

University Programs/Government

New Courses

Approved	GSD 466A – Mock Trial	Spring 2015
Approved	GSD 466B – Mock Trial	Spring 2015

Government

Course Revisions

Approved	POL 466A – Mock Trial Cross-list with GSD 466A.	Fall 2014
Approved	POL 466B – Mock Trial Cross-list with GSD 466B.	Fall 2014

History

New Courses

Approved	HIS 205 – The Marginalized in History: _____	Spring 2015
Approved	HIS 802A – Historical Research and Writing _____	Spring 2015
Approved	HIS 802B – Historical Research and Writing _____	Spring 2015
Approved	HIS 802C – Historical Research and Writing _____	Spring 2015

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Music

New Course

Approved

MUS 300 – Music Industry Careers & Internship Seminar

Fall 2014

Editorial Revision

Noted

Bachelor of Music

Fall 2014

Update catalog text, based on MUS 399 course revision that was approved by CAA on January 16, 2014.

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

Discussion Items

Office of the Provost

Regulation Change – 4.1.6R, Student Absence from the University

Action Items

Office of the Registrar

Effective Date

- | | | |
|-----------------------|---|--|
| Approved ¹ | Allow General Studies B.S. majors to declare a minor and/or a departmental- or University- level certificate | |
| Approved ¹ | Intervention for new ECU first-time freshman: Require new ECU first-time freshmen earning less than a 2.0 GPA at the end of their first term to participate in prescribed intervention strategies | |
| Approved | Change the 13-hour restriction for Dev. Ed. Students to 16 hours | |

Office of Student Affairs

Student Organization Graduation Regalia

- | | | |
|----------|---|------------------------|
| Approved | Phi Alpha Honor Society: (request made by Erin Hisle) | |
| | Addition of a stole as part of members' graduation regalia | Spring 2014 Ceremonies |
| Approved | Student Social Work Association: (request made by Wesley Belknap) | |
| | Addition of cords as part of members' graduation regalia | Spring 2014 Ceremonies |

Good of the Order

Provost Vice announced that the Eastern Progress will be running an ad in Fall 2014 that promotes student success and highlight the ECU brand. Provost Vice plans to share the ad with Chairs and Associate Deans at the summer retreat. The ad is designed so departments will be able to tailor it to careers specific to their programs, e.g. Nursing, Fire Science, Veterans Studies...

Provost Vice plans to announce further information regarding the Summer Academy for Winter Term soon.

Provost Vice thanks and acknowledges Dr. Sheila Pressley for her service on the CAA and to the Faculty Senate.

Footnotes:

1. *Approved with amendments.*
2. *Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.*
3. *Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.*
4. *Approved contingent upon approval of new courses by electronic vote*

COUNCIL ON ACADEMIC AFFAIRS MINUTES

May 15, 2014

Members Presents: Dorie Combs (also representing Kim Naugle), Ed Davis, Tina Davis, Claire Good, Brett Morris, Eugene Palka, Minh Nguyen, Shirley O'Brien, Jerry Pogatshnik, Sherry Robinson, Karin Sehmman, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Donna Corley, Stephanie Cunagin, Victor Kappeler, Sandra Moore, Kim Naugle, Rose Perrine, Benton Shirey

Non-Members Present: James Bliss, Rusty Carpenter (representing Rose Perrine), Katherine Fontanella, Bob Karolich (representing Donna Corley), Melanie Shaffer, Candace Tate (recorder), Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 2:30 p.m.

Approval of the Minutes from April 17, 2014: Approved, with amendments

Approval of the Minutes from Electronic Vote, April 17, 2014: Approved

Curriculum Items

University Programs

<u>Decision</u>	<u>Editorial Revision</u>	<u>Effective</u>
Noted	Minor in Environmental Sustainability and Stewardship Add EMS/ENV561 and 564S to curriculum.	Fall 2014

College of Business and Technology

Accounting, Finance & Information Systems

Approved	Course Revision	
	CIS 420 – Forensic Computing: Network Analysis Modify the prerequisites to drop “CIS 320 or CIS 325” and add “Junior standing and CIS 212.” Also drop “departmental approval.” Change course offering from fall and spring to spring only.	Spring 2015
Approved	Program Revision	
	B.B.A in Computer Information Systems Add CIS 420 as an elective for the Network Management Option.	Fall 2015

Footnotes:

1. Approved with amendments.

College of Arts & Sciences

Biological Sciences

New Course

Approved BIO 500/700 – Environmental Issues Fall 2014

History

Editorial Revision

Noted BA in History Fall 2014
Remove

- HIS 433 from Area I requirements;
- HIS 378 and 434 from Area III requirements

Psychology

Editorial Revision

Noted B.S. in Animal Studies Fall 2014
Remove GSO 100 from the University Graduation Requirements.

College of Health Sciences

Family & Consumer Sciences

New Course

Approved¹ CDF 203 – Philosophical & Historical Foundations of the EC Professional Fall 2014

Program Revision

Approved B.S. in Child and Family Studies (*Critical for CAEP Accreditation*) Fall 2014

1. Add CDF 327s to the admission requirements and drop the ACT score requirements from the Child Development and Interdisciplinary Early Childhood Education concentrations.
2. Drop CDF 437, CDF 538, and NFA 317 from the core requirements.
3. Add CDF 437 and CDF 538 to the Child Development and Family Studies concentrations.
4. Add NFA 201 or NFA 317 to the supporting courses for Child Development and Family Studies.
5. Drop the Special Education minor for the IECE concentration and add SED 341 or 590, SED 352, 436, 518, 530, CDS 360 and 525 to the IECE concentration. Drop CDF 399 from the IECE concentration.
6. Add SED 104 (Element 6) as a required supporting course and add ELE 519 and CDF 437 as additional choices for the nine remaining hours of supporting coursework in Interdisciplinary Early Childhood.
7. Add CED 100, 200, 300, 400, 450, and 499 clinical work to the Professional education requirements and delete the Applied Learning Field Experience as required by the College of Ed. Drop ELE 519 from the Professional Education Requirements.

Footnotes:

1. Approved with amendments.

Health Promotion and Administration

Editorial Revisions

Noted	HSA 370 – Health Information Management Systems Change the prerequisites for HSA 370.	Fall 2014
Noted	B.S. in Health Services Administration Change CSC 314 to INF 314 in Supporting Courses.	Fall 2014
Noted	Pre-HSA Curriculum Add INF 314 or CIS 230 in the Pre-HSA Curriculum.	Fall 2014

Medical Lab Science & Environmental Health Science

Editorial Revision

Noted	B.S. in Environmental Health Science Replace EHS 410 with EHS 510.	Fall 2014
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College of Education

Curriculum & Instruction

New Courses

Approved ¹	EMS 846 – Social Studies Investigations	Fall 2014
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Educational Leadership

Course Drops

Approved	EAD 810 – The Educational Leadership Practicum	Fall 2014
Approved	EAD 824 – Technology and Leadership Practices for Program Improvement	Fall 2014
Approved	EAD 831 – Leadership for School Program Collaboration	Fall 2014
Approved	EAD 834 – Leadership for Human Resources Development	Fall 2014
Approved	EAD 846 – Leadership for School Community Relations	Fall 2014
Approved	EAD 869 – Decision-Making and Action Research in Education	Fall 2014

Program Revisions

Approved	Certification for Supervisor of Instruction Revise the program as follows to reflect new licensure standards: Increase hours to 15; Remove EPY 816, SED 775, 800, and 810; Add EAD 851, EAD 856, and EMS 850; Make Level I principal courses required.	Fall 2015
Approved ¹	Certification for Director of Pupil Personnel 78 Revise the program as follows to reflect new licensure standards: Decrease hours to 15; Remove EPY 816, SED 775, 800, and 810; Add EAD 851 and EAD 856; Make Level I principal courses required.	Fall 2015
Approved	EdS in Educational Administration and Supervision Move SSE 870 from an elective class to a core course.	Fall 2015

Special Education

Course Revisions

Approved	SED 352 – Special Education Early Childhood Assessment Add a co/prerequisite to the course to accommodate the new Clinical Courses in the Professional Core.	Fall 2014
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Footnotes:

1. Approved with amendments.

Approved	SED 436 – Early Intervention Programming Add a co/prerequisite to the course to accommodate the new Clinical Courses in the Professional Core.	Fall 2014
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Program Revisions

Approved ¹	B.S. in Education of the Deaf and Hard of Hearing <i>(Critical for CAEP Accreditation)</i> Change the applied learning courses to reflect the new clinical courses; Add EDF 413 and EMS 300 from the Professional Education core.	Fall 2014
Approved ¹	B.S. in Early Childhood Special Education (IECE) <i>(Critical for CAEP Accreditation)</i> Revise the Early Childhood Special Education program to allow for a common planned program for IECE certification and incorporate changes for the new Clinical model.	Fall 2014
Approved ¹	B.S. in Special Education/Teaching <i>(Critical for CAEP Accreditation)</i> Change the applied learning courses to clinical courses and add the new curriculum course and the core assessment course.	Fall 2014

Teacher Education Services

Course Revisions

Approved ¹	CED 100 – Clinical I: Introduction to the Education Profession	Fall 2014
Approved ¹	CED 200 – Clinical II: Understanding the Learner	Fall 2014
Approved ¹	CED 300 – Clinical III: Curriculum & Instructional Design	Fall 2014
Approved ¹	CED 400 – Clinical IV: Diagnosis and Prescription	Fall 2014
Approved ¹	CED 450 – Clinical V: Practicing Teaching	Fall 2014
Approved	CED 499 – Clinical VI: The Professional Semester	Fall 2014

Catalog Revisions

Noted	Admission to Professional Education 1. Add an interview requirement for admission to professional education. 2. Add the grade requirements for the CED clinical courses.	Fall 2014
Noted	Clinical Placement 1. Update the technology requirement. 2. Add the grade requirement for the CED clinical courses.	Fall 2014

Footnotes:

1. *Approved with amendments.*

Discussion Items

Office of the Provost

No Updates Update regarding Intervention for First-Time Freshmen on Academic Probation

Fall 2014

Action Items

Office of the Provost

Approved¹ Regulation Change – 4.1.6R, Student Absence from the University
Revise the Student Absence Regulation to update acceptable reasons for absences,
provide a clearer process, and update University sponsored absence.

Good of the Order

Provost Vice welcomed Dr. Shirley O'Brien to the Council and introduced Ms. Katherine Fontanella, who will begin service as CAA Secretary.

Dr. Chris Taylor will be replacing Dr. Dorie Combs as Chair of Chairs' Representative because Dr. Combs is scheduled for Sabbatical.

Provost Vice announced that CAA would meet again in August.

Adjournment – 3:14 p.m.

Footnotes:

1. *Approved with amendments.*