

Academic Affairs Committee
Wednesday, September 21, 2016 at 3:30 PM
233 Chavis University Center

AGENDA

Membership:

Jonathan Maisonpierre, Chair (Senator)
Jose D'Arruda (Senator)
Cliff Mensah (Senator)
Cynthia Miecznikowski, Secretary (Senator)
David Nikkel (Senator)
John Parnell (Senator)
June Power (Senator)
Enrique Porrua (Senator)
Robert Arndt (Chair, Academic Support Services Subcommittee)
Abigail Mann (Chair, General Education Subcommittee)
Jaime Martinez (Chair, Curriculum Subcommittee)
Robin Snead (Chair, Enrollment Management Subcommittee)
Zoe Locklear (Provost and VC for Academic Affairs)

- I. Call to Order
 - II. Approval of Minutes of the April 20, 2016 meeting ([Appendix A](#))
 - III. Adoption of the Agenda
 - IV. Report from the Chair
 - V. Reports from Administrators
 - VI. Reports from Subcommittees
 - A. Academic Support Services: Robert Arndt, Chair
 - B. Enrollment Management: Robin Snead, Chair
 - C. General Education: Abigail Mann, Chair
 1. Statement of support for the UNC General Education Council Report ([Appendix B](#))
 - D. Curriculum: Jaime Martinez, Chair
- D.1 Actions requiring only AA chair signature:**

4. Proposal from the Department of Sociology and Criminal Justice

4.1 Program Proposal: revise Sociology electives requirement for B.A. in Sociology (Approved 7-0-0 with amendments) (see [Appendix C](#) for proposal detail)

6. Proposal from the Department of Management, Marketing, and International Business

6.1 Program Proposal: revise International Business track for the Bachelor of Science in Business Administration to remove guided electives and clarify study abroad and foreign language requirements (Approved 7-0-0 with amendments) (see [Appendix D](#) for proposal detail)

D.2 Actions requiring AA approval only: None

D.3 Actions requiring AA approval and to be sent to Senate: None

- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

Appendix A

MINUTES
(pending approval)
Meeting of the Academic Affairs Committee
Wednesday, April 20, 2016
University Center, Room 213

Members present: Jose D'Arruda (chair, senator), Beverly Justice (senator), Jonathan Maisonpierre (senator), Cynthia Miecznikowski (secretary, senator), David Nikkel (senator), Abigail Mann (chair, General Education), Jaime Martinez (chair, Curriculum), Robert Arndt (chair, Academic Support)

Members absent: Rick Crandall (senator), Cliff Mensah (senator), Emily Neff-Sharum (chair, Enrollment Management), Patricia Sellers (senator), Zoe Locklear (provost)

Also attending were: Jeff Chaumba (Geology & Geography), Thomas Dooling (Chemistry & Physics), Karen Helgeson (English, Theatre, & Foreign Languages), Liz Normandy (Associate VC, Planning and Accreditation) attended for Provost Locklear, Rachel Smith and Robin Snead (Enrollment Management committee members) attended for Emily Neff-Sharum, Bryan Winters and Marian Wooten (Health and Human Performance), Mark Milewicz (Honors College),

Recording Secretary: Cynthia Miecznikowski

I. Call to Order

Chair D'Arruda called the meeting to order at 3:30pm.

II. Approval of Minutes of March 16, 2016, Meeting

The minutes were approved.

III. Adoption of Agenda

The agenda was approved without additions.

IV. Report from the Chair

No report.

V. Reports from Administrators

No report.

VI. Report from Curriculum Committee

A. Jaime Martinez, Curriculum Chair, presented the following curriculum proposals for Academic Affairs Committee approval or Chair signature:

A.1 Actions Requiring only Academic Affairs Chair Signature

7. Proposals from the Honors College

7.2 Course Proposal: Delete HON 2510 Horizons in Math and Computer Science

7.2 approved 8-0-0

7.3 Course Proposal: Revise description of HON 2750

7.3 approved (03/03/16) 12-0-0

9. Proposals from the Department of Accounting and Finance

9.1 Course Proposal: revise prerequisites for ACC 2270 Financial Accounting

9.2 Course Proposal: revise prerequisites for FIN 3100 Business Finance

9.1-9.2 approved 8-0-0

10. Proposals from the Department of Nursing

10.3 Course Proposal: delete NUR 2000 Introduction to Health Technology and Informatics

10.4 Course Proposal: revise prerequisites for NUR 5100 Research Methods for Evidence-Based Practice

10.3-10.4 approved 8-0-0

13. Proposal from the Department of Social Work

13.1 Course Proposal: revise prerequisites for SWK 4600 Social Justice and Practice Ethics

*BE SURE THAT THIS # IS CONSISTENT THROUGHOUT.

13.1 approved 8-0-0

14. Proposals from the Department of Health and Human Performance

14.1 Course Proposal: revise prerequisites for HLTH 3650

14.2 Course Proposal: revise prerequisites for HLTH 4100 and 4700

14.3 Course Proposal: change prefix for HLTH 4920 to HHP 4920

14.4 Course Proposal: change prefix for HPER 3270, 4990 to HPP 3270, 4990

14.5 Course Proposal: change prefix for PED 3400, 4120 to EXPH 3400, 4120

14.6 Course Proposal: change prefix and course number for PED 3480 to EXPH 3450

14.7 Course Proposal: change prefix and course number for PED 3490 to EXPH 2100

14.8 Course Proposal: change prefix and course number for PED 4110 to EXPH 4100

14.9 Course Proposal: change prefix for PED 4030, 4150 to HHP 4030, 4150

14.10 Course Proposal: change prefix for PED 4750 to RSA 4750

14.11 Course Proposal: change prefix and course number for REC 3000 to RSA 2010

14.12 Course Proposal: change prefix for REC 3320, 4000, 4160, 4250, 4400 to RSA 3320, 4000, 4160, 4250, 4400

14.13 Course Proposal: change prefix and title for RECS 4xxx Special Topics in Recreation to RSAS 4xxx Special Topics in Recreation and Sport Administration

14.14 Course Proposal: revise course descriptions for ATHL 2040, 2050, and ATH 3010, 3300, and 4000

14.1-14.14 approved 8-0-0

A.2. Actions Requiring Academic Affairs Approval Only

7. Proposals from the Honors College

7.1 Course Proposal: Create HON 2520 Mathematical Concepts and Applications

7.1 approved 8-0-0

Approved 8-0-0

10. Proposals from the Department of Nursing

10.1 Course Proposal: create NUR 2020 Critical Thinking in the Nursing Discipline

10.1-approved 8-0-0

Approved 8-0-0

11. Proposals from the Department of Geology and Geography

11.1 Course Proposal: create GGY 4610 GTC Capstone

11.1-approved 8-0-0

Approved 8-0-0

14. Proposals from the Department of Health and Human Performance

14.15 Course Proposal: create ATHL 2045 Lower Extremity Assessment Lab

14.16 Course Proposal: create ATHL 2055 Upper Extremity Assessment Lab

14.17 Course Proposal: create ATH 3310 Exercise and Nutrition Prescription

14.18 Course Proposal: create ATH 4110 Clinical Education IV

14.19 Course Proposal: create ATH 4220 Clinical Education V

14.20 Course Proposal: create EXPH 2110 Anatomy and Physiology I Lab

14.21 Course Proposal: create EXPH 2200 Anatomy and Physiology II

14.22 Course Proposal: create EXPH 2210 Anatomy and Physiology II Lab

14.23 Course Proposal: create EXPH 3460 Kinesiology Lab

14.24 Course Proposal: create EXPH 3500 Motor Behavior

14.25 Course Proposal: create EXPH 3510 Motor Behavior Lab

14.26 Course Proposal: create EXPH 4110 Biomechanics Lab

14.27 Course Proposal: create EXPH 4130 Exercise Physiology Lab

14.28 Course Proposal: create EXPH 4200 Advanced Exercise Prescription

14.29 Course Proposal: create HHP 4000 Applied Research

14.30 Course Proposal: create HHP 4160 Leadership in Health and Human Performance

14.31 Course Proposal: create HLTH 2100 Applied Nutrition

14.32 Course Proposal: create HLTH 3660 Health Advocacy

14.33 Course Proposal: create HLTH 3670 Health Care Ethics

14.34 Course Proposal: create PED 3100 Adapted Physical Education

14.35 Course Proposal: create RSA 2000 Introduction to Sport Administration

14.15-14.35 approved 8-0-0

Approved 8-0-0

A.3. Actions Requiring Academic Affairs Approval and to be sent to Senate

4. Proposal from the Department of Music

4.1 Program Proposal: revise requirements for B.M. in Music Education, Keyboard Emphasis

4.1 approved 8-0-0

Approved 8-0-0

6. Proposal from the Department of English, Theatre, and Foreign Languages

6.1 Program Proposal: add 7 existing courses to list of elective options for Minor in English

6.1 approved 8-0-0

Approved 8-0-0

8. Proposal from the Department of History

8.1 Program Proposal: delete CSC 4050 from requirements for B.A. in History, Social Studies Education Middle Grades Concentration and B.S. in History, Social Studies Education Secondary Concentration

8.1 approved 8-0-0

Approved 8-0-0

10. Proposals from the Department of Nursing

10.2 Program Proposal: replace NUR 2000 with NUR 2020 in requirements for Pre-Licensure BSN and RN-BSN Completion

10.2 approved 8-0-0

Note: This proposal is to integrate the change already approved.

Approved 8-0-0

11. Proposals from the Department of Geology and Geography

11.2 Program Proposal: create an interdisciplinary Minor in Sustainability out of existing courses

11.3 Program Proposal: create an undergraduate certificate in Geospatial Technologies

11.2-11.3 approved 8-0-0

Approved 8-0-0

12. Proposals from the Department of Chemistry and Physics

12.1 Program Proposal: create 3+2 dual degree program in Applied Physics (UNCP) and Electrical Engineering (NCSU)

12.2 Program Proposal: create 3+2 dual degree program in Applied Physics (UNCP) and Mechanical Engineering (NCSU)

12.1-12.2 approved 8-0-0

Approved 8-0-0

14. Proposals from the Department of Health and Human Performance

14.36 Program Proposal: revise B.S. in Athletic Training to incorporate new Core departmental courses, delete courses that are being phased out, and maintain correct credit hours

14.36 approved 8-0-0

14.37 Program Proposal: revise Core course requirements for B.S. in Exercise and Sport Science, revise Health Promotion track and Exercise Physiology track, delete Recreation track and Sport Management track, and create new Recreation and Sport Administration track

14.37 approved 8-0-0

14.38 Program Proposal: revise B.S. in Health & Physical Education to incorporate new departmental Core courses

Amendment: Be sure to attach the final course catalog entry: Should equal 120 (not 121). Need WE/WD and UNV vs. FRS.

14.38 approved 8-0-0

14.39 Program Proposal: create new Minor in Sport Leadership

14.39 approved 8-0-0

14.40 Program Proposal: delete Professional Concentration in Human Performance and Minors in Athletic Coaching and Physical Education

14.40 approved 8-0-0

Approved 8-0-0

15. Proposal from The Writing Intensive Program Committee

15.1 Program Proposal: add four courses to Writing Across the Curriculum Program

15.1 approved 8-0-0

15.1 will be forwarded to Senate for their vote

Approved 8-0-0

VII. Reports from Subcommittees

A. Robin Snead for Emily Neff-Sharum, Chair, Enrollment Management proposed the following for Academic Affairs approval:

1. Approval of changes requested by the Registrar

1.A. Move to three-tiered system for registration: pre-registration, early registration, and open registration

5 for; 0 against

1.B. Editorial Changes to University Catalog and Student Handbook

5 for; 0 against

Approved 8-0-0

2. Develop form to assign incompletes

5 for; 0 against

Approved 8-0-0

B. Abigail Mann, General Education Committee Chair, presented the following proposals for Academic Affairs Committee approval or Chair signature:

1.A. Proposal to delete two courses from General Education curriculum

1.A. Art 2560 (Web Design) This has already been removed from the catalog but not the Gen Ed options.

Approved 8-0-0

1.B. HON 2510 (Horizons in Math and Computer Science) Honors students receive General Education credit for a course in the Divisional Electives area of Natural Sciences and Mathematics.

Approved 8-0-0

2.A. Proposal to add HON 2520. Mathematical Concepts and Applications (3 credits)

Current approaches to mathematical concepts and applications will be examined. The course will introduce selected topics in mathematics in a seminar format. Honors students receive General Education credit for a course in the Divisional Electives area of Natural Sciences and Mathematics.

Approved 8-0-0

3.A. Proposal to revise course description (Academic Affairs Chair signature only)

HON 2750. The Individual in Society

The study of human behavior from the perspective of psychology, sociology, or a related field. The course will introduce selected topics in the social sciences in a seminar format. Credit, 3 semester hours. Honors students receive General Education credit for a course in the Social Sciences Division.

C. Robert Arndt, Academic Support Services Chair, presented the following report:

1. Report on Academic Support Service survey: Responses to both the faculty and student biennial survey administered by the Academic Support Services Subcommittee were low in number (54 students; 83 faculty/staff, including 62 full time faculty and 3 part-time). DoIT had conducted their own survey early in spring. Mary Livermore Library had been surveyed by Finance and Administration in fall. Other institutional surveys have been conducted as

well which may have led to survey fatigue. The survey link for the Academic Support Services survey was distributed twice via the official listserv through the Office of the Provost and Academic Affairs.

2. Survey results re: DoIT: 75% of faculty are satisfied with DoIT. Student response mirrored the faculty. More students than faculty indicated “Do not use” throughout the survey.
3. Survey results re: University Writing Center: Quality of assistance is rated at 50% for students; lower for faculty. Location was cited as another faculty concern.
4. Survey results re: Accessibility Resource Center: Highly positive, especially per faculty.
5. Survey results re: Livermore Library: Faculty agree library collections are adequate, but 25%-30% do not use library services; approximately 25 % do not request materials for classroom instruction, 40% do not use library course reserves, 45% do not use library instructional services. Student responses are similar: 10% of students responding indicated they had not visited the Library. Student comments cite lack of study rooms and policies related to study rooms.
6. Survey results re: Academic Support Center: Over 50% faculty have referred students to ASC; 44% agreed or strongly agreed on effectiveness of tutoring sessions; 51% neither agreed nor disagreed on effectiveness.

VIII. Old Business

None.

IX. New Business

None.

X. Announcements

Dr. Normandy reported the FSSE response rate has reached 42%.

Chair D’Arruda thanked Committee members for their service in 2015-16.

XI. Adjournment

The meeting adjourned at 4.42 pm.

Respectfully submitted by Cynthia Miecznikowski,
Recording Secretary

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Appendix B

2015-16 General Education Subcommittee Response to the Final Report of the UNC General Education Council

Executive Summary: The following statement is intended to offer a response to the December 2015 Final Report of the UNC General Education Council. While there is no recommended action or proposal attached to this response, the goal is to highlight the work of the committee as a whole, to disseminate all of the recommendations of the General education Council, and to highlight certain recommendations that seem particularly germane to UNC Pembroke. The goal is that the UNC Pembroke community is aware of this conversation and has a record of the Council's recommendations as discussions about General education assessment continue and evolve.

Council Recommendations

The General Education Council offered the following recommendations:

1. The UNC General Administration (GA) support assessment that can inform pedagogy. To do so, GA should:
 - a. Encourage institutions, as part of their participation in the VSA, to select forms of assessment that map best to their institutional goals and student learning objectives;
 - b. Serve as the convener for the individuals across the system who have the primary responsibility for assessment on each campus;
 - c. Sponsor annual workshops at which universities share information about general education programs, approaches used for assessment, lessons learned, and how this information is used to improve the effectiveness of instruction;
 - d. Continue to encourage the development of expertise in portfolio assessments by offering additional grant awards to campuses that did not participate in the earlier pilot;
 - e. Investigate the possibility of system-wide evaluation and licensing of e-portfolio platforms;
 - f. Maintain our commitment to working with ETS to conduct the HEIghten operational test in spring 2016; and
 - g. Reconvene the GEC in fall 2016 to examine the results of the spring 2016 HEIghten test administration and to discuss the potential for assessment-based research, including collaborative research with ETS.

2. The faculty and academic administrators, including the Faculty Assembly, CAOs and assessment directors, of the UNC universities should:
 - a. Adopt a systematic presentation for reporting on assessment strategies and outcomes, such as the NILOA Transparency Framework;
 - b. Seek external review of institutional assessment programs through the VSA;
 - c. Engage faculty leaders in general education from across the system to participate in regular discussion of approaches to general education assessment and use of results;
 - d. Meet to oversee the results of assessment and to refine our understanding of best practices in general education assessment;

- e. Use standardized tests and other assessment strategies as research tools to inform questions about each institution's specific population and goals;
- f. Set the cycle and scope of testing to meet the institution's curricular needs, and as part of the VSA, include a standardized assessment to provide an external benchmark for those SLOs that are embedded in the institution's curricular goals;
- g. Strive to identify new and empirically informed ways to assess and improve programs; and
- h. Remain mindful of the administrative costs of assessment, which can be substantial and ongoing, and balance those against the quality of information derived from assessment, with a focus on assessment data that are sufficiently granular to improve teaching and learning in the classroom. (13-14)

General Education Subcommittee: Recommendations at the University Level

Of the recommendations to the institution above, the General Education Subcommittee would like to highlight the following elements as particularly germane to UNC-Pembroke's goals and values:

- Transparency
- Ongoing Dialogue
- Using general education data to inform research and make meaningful results, and
- Respect the rights and diversity of institutions, including encouraging continued autonomy over the setting of SLOs

While these are fairly self-explanatory, the General Education Subcommittee wants to highlight the Council's emphasis that transparency should be a defining objective of general education data collection and analysis, both in terms of what is to be collected, how it is collected, and how that data is shared with the campus. The Subcommittee also reiterates the Council's suggestion that general education data primarily be used as a means of driving research and initiatives, and that all goals are made with the unique character, mission, and strengths of the particular institution in mind, rather than being uniform throughout the system.

General Education Subcommittee: Recommendations at the Administrative Level

While the General Education Subcommittee is less fully qualified to comment on system-wide goals, it would like to reiterate the recommendation that costs continue to be carefully considered at the GA level, encouraging continued support from the GA for assessment, and stressing that issues of both funding and student participation are more exigent to an institution of our size and resources.

Acknowledgements

The subcommittee would like to highlight the thoughtfulness, time, energy, and effort the General education council put into this report as a whole, and particularly highlight the two UNC-Pembroke committee members, Dr. Richard Gay, and Dr. Rachel Smith.

Works Cited

General Education Council. *Report of the UNC General Education Council*. Chapel Hill: 2015.

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Appendix C

4. Proposal from the Department of Sociology and Criminal Justice

4.1 Program Proposal: Revise Sociology electives requirement for B.A. in Sociology to allow students to take any 5 Sociology (or cross-listed) courses.

Rationale: The department believes that the elective requirement for sociology should give the student options across the curriculum. There are many courses offered at the 3000 and 4000 levels that are of interest. Whether the courses taken as major electives are at the 3000 or 4000 levels will not make students any more or less market ready or prepared for graduate school upon graduation.

Dept vote: 16 for; 0 against; 0 abstain

Affect others: no

New Courses: no

Additional Resources: no

Affects Degree Pathway: yes

Affects CAA Degree Plan: no

Catalog Entry:

Requirements for a Bachelor of Arts Degree in Sociology	Sem. Hrs.
Freshman Seminar	1
General Education Requirements	44
Sociology Major Requirements: SOC 1020, 2090, 3000, 3060, 3600, 3610	18
Sociology Electives: Five additional courses with a SOC prefix or cross-listed with SOC, at least one two of which must be at the 3000 or 4000 level	15
University-wide Electives	42
	Total: 120

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Appendix D

6. Proposal from the Department of Management, Marketing, and International Business

6.1 Program Proposal: Revise International Business track for the Bachelor of Science in Business Administration to remove guided electives and clarify study abroad and foreign language requirements, specifically:

- Students must take 6 credit hours of the same foreign language
- International students whose first language is not English do not need to take a foreign language
- Study Abroad selections will be approved by Advisor and program director, not chair and dean

Rationale: The current program requirements exceed those of other BSBA tracks. It is crucial that students in this track experience the work environment in another country and have some exposure to foreign languages, but is redundant to require international students to travel abroad or study another language (unless they are primarily English speakers).

Dept vote: 10 for; 0 against; 0 abstain

Affect others: no

New Courses: no

Additional Resources: no

Affects Degree Pathway: yes

Affects CAA Degree Plan: no

Catalog Entry: **Bachelor of Science in Business Administration, International Business Track**

Freshman Seminar: 1 Sem. Hr.

General Education: 44 Sem. Hrs.

Major-Specific General Education Requirements

Please note that many majors have specific general education requirements. Please see a faculty advisor in your department if you need further clarification. You will be required to take the following courses to meet your general education and business administration requirements including:

- MAT 1070. College Algebra (3 credits)
- MAT 2150. Calculus with Applications (4 credits) or MAT 2210. Calculus I (4 credits)
- ECN 2020. Principles of Microeconomics (3 credits)
- ECN 2030. Principles of Macroeconomics (3 credits)

BSBA Common Body of Knowledge: 45 Sem. Hrs.

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- BUS 1001. Passport for Professional Success-Awareness 1 (0 credits)

- BUS 1002. Passport for Professional Success-Awareness 2 (0 credits)
- BUS 1003. Passport for Professional Success-Fundamentals 1 (0 credits)
- BUS 1004. Passport for Professional Success-Transition (0 credits)
- BUS 1005. Passport for Professional Success-Extended Engagement (0 credits)
- BUS 1006. Passport for Professional Success-Fundamentals 2 (0 credits)
- DSC 2090. Spreadsheet and Database Management (3 credits)
- BLAW 2150. Business Law and Ethics (3 credits)
- ACC 2270. Financial Accounting (3 credits)
- ACC 2280. Managerial Accounting (3 credits)
- DSC 3130. Business Statistics I (3 credits)
- DSC 3140. Business Statistics II (3 credits)
- MGT 3030. Business Communications (3 credits)
- MGT 3060. Organization and Management (3 credits)
- MKT 3120. Principles of Marketing (3 credits)
- FIN 3100. Business Finance (3 credits)
- ECN 3010. Managerial Economics (3 credits) or ECN 3040. Money, Financial Markets, and Institutions (3 credits) or FIN 3040. Money, Financial Markets, and Institutions (3 credits)
- ITM 3010. Management Information Systems (3 credits)
- MGT 4410. Operations Management (3 credits)
- MGT 4660. Business Strategy (3 credits)

International Business Track: 18 Sem. Hrs.

-
- MGT 3150. International Management (3 credits)
 - FIN 4210. International Finance (3 credits)
 - MKT 3130. International Marketing (3 credits)
 - ECN 4400. International Trade (3 credits)
 - 6 semester hours of **same** foreign language

and two courses (6 semester hours) from among the courses listed below:

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- ~~BLAW 3160. International Business Law (3 credits)~~
 - ~~HST 3320. Twentieth Century Europe (3 credits)~~
 - ~~HST 3440. History of Modern East Asia (3 credits)~~
 - ~~HST 3450. The United States and East Asia (3 credits)~~
 - ~~HST 3720. History of South Asia (3 credits)~~
 - ~~HST 3730. Comparative Asian Civilizations (3 credits)~~
 - ~~HST 3740. History of Islam (3 credits)~~
 - ~~HST 3750. History of Sub-Saharan Africa (3 credits)~~
 - ~~HST 3860. Latin America Since Independence (3 credits)~~
 - ~~HST 4170. History of Modern Britain (3 credits)~~
 - ~~HST 4210. History of Modern Germany, 1866 to the Present (3 credits)~~
 - ~~HST 4270. Modern European Cultural History (3 credits)~~

- ~~HST 4330. The Russian Empire and the Soviet Union in the Twentieth Century (3 credits)~~
- ~~PLS 2000. Introduction to Comparative Politics (3 credits)~~
- ~~PLS 2510. Introduction to World Politics (3 credits)~~
- ~~PLS 3750. Politics in the Developing World (3 credits)~~
- ~~PLS 3800. International Organizations (3 credits)~~
- ~~GGY 1020. World Regional Geography (3 credits)~~
- ~~GGY 2000. Cultural Geography (3 credits)~~
- ~~GGY 2060. Economic Geography (3 credits)~~

Note:

All BSBA students with a concentration in International Business must take a minimum of 3 credit hours of International Study Abroad, approved by ~~the department chair and the dean/assistant dean~~ the student's advisor and the Director of International Affairs in the School of Business, prior to graduation; International Students are exempt from this requirement. International Students for whom English is not their first language are not required to take foreign language courses.

Business Electives (3000 or 4000 level): 6 Sem. Hrs.

General Electives: 12 Sem. Hrs.

Total: 120 Sem. Hrs.

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