

Minutes
Meeting of the Academic Affairs Committee
Wednesday, March 20, 3:30 p.m.
University Center, Conference Room 213

Committee Membership

Jesse Peters (chair)
Leon Jernigan
Cherry Beasley
Jeff Bolles
Robert Brown
Judy Curtis
David Nikkel

Jeremy Sellers
Jaime Martinez (chair of Curriculum)
Joanna Hersey (chair of General Education)
Melinda Rosenberg (chair of Enrollment)
Larry Arnold (chair of Academic Support)
Ken Kitts (Provost and VC for Academic Affairs)

Members Present: Arnold, Beasley, Bolles, Brown, Curtis, Hersey, Jernigan, Martinez, Nikkel, and Sellers

Members Absent: Kitts, Peters, and Rosenberg

Guests: M. J. Braun, Warren Eller, Paul Flowers, Rami Maysami, Mark McClure, Liz Normandy, Nathan Phillippi, Jack Spillan, and Barbara Synowiez

I. Call to Order

The Committee was called to order at 3:30 p.m.

Due to the absence of Jesse Peters, Judy Curtis will chair this meeting. Based on the previous agreement to rotate secretarial duties, David Nikkel will serve in this role for this meeting.

II. Approval of the Minutes of the February 20 Meeting

The Minutes were approved as submitted by consensus.

III. Approval of the agenda.

The Agenda was approved by consensus.

IV. Report from the Chair

No report.

V. Reports from Subcommittees

A. Curriculum: Jaime Martinez, Chair

Actions Requiring only AA Chair Signature

1. **Proposal from the Department of Biology** to revise the catalog description of ENV 2400 Field Microbiology (BIO 2400)
2. Three **Proposals from the Department of English** to 1) allow students to retake ENG 1020 and 1030 for credit 2) remove AIS 1010 and AIS/ENG 2200 from the prerequisites for ENG/AIS 3470 Native American Poetry 3) delete ENG 3060 Writing and the Performing Arts
3. **Proposal from the Department of Public Administration** to add HAD 5750 to the list of courses students may take to fulfill the Public Health Concentration in the Master of Public Administration degree

Actions Requiring AA Approval only

1. **Proposals from the Department of English** to create four new courses: 1) ENG 2450 Introduction to Rhetoric 2) ENG 3650 Writing in Digital Environments 3) ENG 3720 Writing for the Public Sphere 4) ENG 4210 Grant Writing
Some discussion on faculty availability to teach Rhetoric courses
Voted on together--Approved 9-0-0
2. **Proposal from the Department of Geology and Geography** to create GLY/GGY 4700 Writing in the Geosciences
Approved 9-0-0
3. **Proposal from the Department of Chemistry and Physics** to create a graduate course, PHS 5000 The Art & Science of Chemistry & Physics
Approved 9-0-0
4. **Proposal from the Department of Public Administration** to create HAD 5750 Comparative Health Systems
Approved 9-0-0
5. **Proposals from the Department of Nursing** to create 24 new courses:
 - 1) NUR 5000 Advanced Nursing Concepts in Theory and Practice
 - 2) NUR 5010 Research Methods for Evidence-Based Practice
 - 3) NUR 5020 Advanced Pathophysiology
 - 4) NUR 5030 Advanced Concepts of Pharmacology in Nursing

- 5) NUR 5040 Advanced Health Assessment and Clinical Decision Making
 - 6) NUR 5100 Rural Health Care: Theoretical Foundations
 - 7) NUR 5110 Policy, Organization, and Financing of Health Care
 - 8) NUR 5120 Human Relations Management
 - 9) NUR 5130 Nursing Case Management Process
 - 10) NUR 5140 Epidemiology and Global Health
 - 11) NUR 5150 Case Management Capstone Practicum
 - 12) NUR 5160 Master's Rural Case Manager Research or Action Project
 - 13) NUR 5200 Issues in Community Health for Rural Populations
 - 14) NUR 5210 Leadership in Clinical Microsystems
 - 15) NUR 5220 Care Environment and Clinical Outcomes Management
 - 16) NUR 5230 Clinical Nurse Leader Capstone Practicum
 - 17) NUR 5240 Master's Clinical Nurse Leader Research or Action Project
 - 18) NUR 5300 Educating Diverse Populations
 - 19) NUR 5310 Curriculum Theory and Design in Nursing Education
 - 20) NUR 5320 Classroom Teaching and Integration of Technology
 - 21) NUR 5330 Clinical Teaching Strategies for Nurse Educators
 - 22) NUR 5340 Measurement and Evaluation in Nursing Education
 - 23) NUR 5350 Nurse Educator Capstone Practicum
 - 24) NUR 5360 Master's Nurse Educator Research or Action Project
- Voted on together--Approved 9-0-0

- 6. Proposals from the School of Business** to create three new courses:
- 1) FIN 5020 Personal Financial Planning
 - 2) FIN 5050 Behavioral Finance
 - 3) MGT 5362 International Business
- Voted on together--Approved 9-0-0

Actions Requiring AA Approval and to be sent to Senate

1. Two Proposals from the Department of English

- 1.1 Delete the existing Minor in Writing
- 1.2 Create new Minor in Rhetoric and Professional Writing

Voted on together--Approved 9-0-0

2. Proposal from the Department of Nursing to create a Master of Science in Nursing Program

Approved 9-0-0

3. Two Proposals from the School of Business

- 3.1 Revise Minor in Business Administration
- Approved 9-0-0

3.2 Create Passport to Professional Success Program, a graduation requirement for all undergraduate students in the School of Business

Approved 9-0-0 contingent on solving the tracking and readiness for graduation issues by the end of the 2013-2014 academic year

4. Proposal from the QEP Committee to add the following courses:

ENG 2050	World Literature Before 1660 WE
ENG 2180	Asian American Literature WE
ENG 2240	American Literature Since 1865 WE
ENG 3580	Professional Writing WE
GLY 3250	Paleontology WE
GLY/GGY 4700	Writing in the Geosciences WD
NUR 3200	Health Assessment Across the Lifespan WE

Approved 9-0-0

B. Enrollment Management: Melinda Rosenberg, Chair
No report (Committee did not meet due to Spring Break)

C. General Education: Joanna Hersey, Chair
Proposal from the Department of Chemistry and Physics to add a prerequisite grade of C- or better to the current prerequisite of CHM 1300
Approved 9-0-0

D. Academic Support Services: Larry Arnold, Chair
Highlights from the respective reports include
Library: Received grant to complete the digitalization of the Elmer Hunt photograph collection
Prepared supporting documents for the (successful) accreditation of the Business School by AACSB
Writing Center: 993 visits since beginning of the calendar year; student reviews of services were largely positive
SASR: 85 Supplemental Instruction Sections with 2432 students this Semester. Discussion of problems with room assignments for Supplemental Instructors ensued.

E. Old Business--None

F. New Business

1. Jaime Martinez reported on the high number of double-booked classrooms this Semester and on the failure of new courses approved last Semester to be built into the Brave-web software in a timely fashion.

Discussion of these and other problems relative to the Registrar's Office ensued. It was concluded that, with the exception of the problems with rooms for Supplemental Instruction, the appropriate personnel were aware of and addressing the problems.

David Nikkel moved the following recommendation to the Faculty Senate, seconded by Robert Brown:

To request of the Registrar's Office that it prepare and make available at the end of the first week of each semester a list of classrooms' days and times available for Supplemental Instruction.

Approved 9-0-0

2. Discussion of where to place courses like LIB 1000 in the university catalogue. Robert Brown moved the following recommendation to Sara Oswald regarding the university catalogue, seconded by Jeff Bowles:

That the section beginning on page 23 of the current catalogue be renamed with the heading "Academic Enrichment Courses," to include LIB 1000 and courses such as Freshman Seminar and CAR 1010 Introduction to Career Development; and that "Academic Enrichment Courses" be included in the Table of Contents and the Index.

Approved by consensus.

G. Announcements

Judy Curtis reminded members of the Friends of the Library benefit event on Friday, March 22.

F. Adjournment

The meeting was adjourned at 4:40 p.m.