

**The University Of North Carolina at Pembroke
Academic Affairs Committee**

Committee Members

Robert Brown
Roger Brown (Provost and Vice Chancellor for Academic Affairs)
Bill Campbell
Susan Edkins (Enrollment Management Subcommittee)
Paul Flowers (Chair)
Linda Hafer (Academic Support Services Subcommittee)
Wright Killian
Sara Simmons
Julie Smith (General Education Subcommittee)
Ray Sutherland
Tommy Thompson (Curriculum Subcommittee)
Richard Vela

**Agenda
Meeting of the Academic Affairs Committee
Wednesday, 21 Jan 2004 at 3:30 pm
Room 251, Chavis University Center**

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes for the 19 Nov 2003 Meeting
(see http://www.uncp.edu/senate/aa/minutes/2003-04/11_19_03.pdf)
- IV. Report from the Chair
- V. Reports from Subcommittees
 - A) Curriculum - Tommy Thompson, Chair
 - 1) Suggestion from the Curriculum Subcommittee to standardize terminology referring to specialized curricula -- areas within a major that lead to a degree will be called "tracks" and not "concentrations" (e.g., B.S. in Biology, Zoology Track) to avoid confusion with "academic concentrations", which are specialties not integral to a specific degree program (see University catalog description of academic concentrations and "Attachment 1" below).
 - 2) Proposals from Music Dept
 - a) delete MUS 515 "Graduate Music Theory"
 - b) add MUS 534 "Advanced Arranging", replaces MUS 515 as requirement for MA in Music Educ
 - c) delete MUS 596 "Performance Practice"
 - d) add MUS 530 "Rehearsal Strategies", replaces MUS 596 as requirement for MA in Music Educ
 - e) add series of 38 1-h graduate level private lessons, MUSP 500-537
 - 3) Proposals from HPER Dept
 - a) add ATH 199 "Sports Medicine for the Athletic Trainer"
 - b) add ATH 498 "NATA-BOC Preparation"
 - c) include ATH 199, 498 as requirements for Athletic Training degree, reduce elective hours from 15 to 11 to accommodate additions, change course number for ATH 404 to ATH 107
 - d) add 18-h academic concentration in Exercise/Sport Science consisting of any ATH, HLTH, and/or REC courses not required in the PE K-12 licensure program
 - 4) Proposal from the School of Business to add an International Business Concentration for the B.S. in Business Administration degree program consisting of 24-h (12-h of International Business courses, 6-h of courses in one foreign language at or above 200-level, and 6-h of International Studies courses

- 5) Proposals from the English, Theatre and Language Dept
 - a) modify Spanish minor requirements – remove SPN 132, add SPN 233 (6-h) as equivalent option to SPN 231 (3-h) and SPN 232 (3-h), and add SPN 370 as optional other course
 - b) modify Spanish academic concentration requirements – remove SPN 132, add SPN 233 (6-h) as equivalent option to SPN 231 (3-h) and SPN 232 (3-h), and add SPN 370 as a required course
 - c) modify Theater minor requirements (18-h) to provide structure – 7-h in University Theater Production participation, 3-h technical theater course, 3-h theater business/history course, and 5-h in directed electives
 - d) add new 1-h practicum course series, ENG 286, 287, 386, 387, 486, 487 and add ENG 287 to options for specialty area in the B.A. in English Education (9-12) degree program

- 6) Proposals from the School of Education (Teacher Education Program)
 - a) modify EDN 456 – increase credit from 6-h to 9-h
 - b) modify Middle Grades Education degree program requirements – permit one of the two required 24-h specialty areas to satisfy also the required Academic Concentration

- 7) Proposals from the Sociology, Social Work and Criminal Justice Department
 - a) add SOC 265 and SOC 321
 - b) modify B.A. in Sociology degree requirements – replace SOC 220 with SOC 321
 - c) modify Medical Sociology Minor requirements – add SOC 301, remove SOC 480 (previously deleted from curriculum), replace MGT 308 (previously deleted from curriculum) with MGT 306; yields change in total hours from 14 to 11
 - d) modify B.A. in Criminal Justice degree requirements – increase minimum number of in-residence CRJ credit hours from 15 to 19
 - e) add 18-h International Sociology Minor, requiring SOC 105, 321, and four courses from a list of 17 which includes courses in SOC/CRT and five new 3-h “ethnology” (ETHN) courses:
 - i) ETHN 263 “Northern Eurasian Peoples”
 - ii) ETHN/AIS 275 “Siberian Arts, Culture and Heritage”
 - iii) ETHN 276 “Siberian Origins of American Indians”
 - iv) ETHN/SOC 323 “Language and Society”
 - v) ETHN/AIS 452 “Meso-American Before European Contact”
 - f*) add three new 3-h courses – SOC 314 “Collective Behavior & Social Movements, SOC 316 “Development and Globalization”, and SOC 354 “Gender and Society”
 - g*) delete two courses and remove as degree elective options – SOC 413 and SOC 480
 - h*) add 18-h Gender Studies Minor requiring 6-h from a listing of core courses and 12-h from a listing of elective courses

Notes:

- all proposals passed by unanimous vote of the Curriculum Subcommittee at their 4 Dec 03 meeting (*except 6f-h which were passed by unanimous vote at their Nov meeting); see the minutes at <http://www.uncp.edu/senate/curriculum/minutes/2003-04>
- printed copies of complete curriculum proposals available upon request P. Flowers

B) General Education – Julie Smith, Chair

C) Academic Support Services - Linda Hafer, Chair.

D) Enrollment Management – Susan Edkins, Chair

- VI. Old Business - Report from ad hoc committee on “special consideration admission policy” (Richard Vela, Chair, see “Attachment 2” below)
- VII. New Business – Proposal from the Registrar for changes in the “Requirements for Baccalaureate Graduation” (shown in red in “Attachment 3” below)
- VIII. Announcements
- IX. Adjournment

Attachment 1

Regulations for the Second Academic Concentration Requirement for Teacher Education Programs

Policy 400.1.1, Part A, Section 3, provides for the President's authority to issue regulations and/or guidelines setting parameters for required second academic concentrations for students admitted to undergraduate teacher education programs. This provision was approved by the Board of Governors on September 12, 2003. The following regulations correspond to this provision.

1. Students enrolled in undergraduate teacher education programs must complete a minimum of 18 credit hours in a second academic concentration. This minimum requirement reflects a change from the previous requirement of 24 credit hours.
2. Individual campuses may establish interdisciplinary second academic concentrations to allow for greater understanding in more than one related content area. Examples of interdisciplinary concentrations include but are not limited to: Global Studies; Science, Mathematics, and Technology; Diversity/Multicultural Studies; and Linguistics/Second Language Learning.
3. Special education programs are exempt from the second academic concentration requirement.
4. The design and modification of the second academic concentrations shall reside with the constituent campus. Each campus will be responsible for certifying that the second academic concentrations established for their teacher education programs align with the regulations listed herein.
5. The above regulations are effective as of the 2004 Fall Semester for incoming freshmen, transfer students, and any students entering teacher education programs.

Attachment 2

Dr. Allen Meadors

At the request of the Academic Affairs Committee, Julie Smith, Susan Edkins, Willaim Gash and I met with Jackie Clark and Lela Clark to develop a policy for handling exceptions to the Minimum Undergraduate Course Requirement. Thanks to research from Lela Clark and Jackie Clark, we were able to review what other schools had in place, as well as the projected MCR through 2006, and current practice at UNCP.

Our subcommittee wanted you to review the following draft before we send it to the Academic Affairs Committee. We welcome your comments.

Thanks.

Dr. Richard Vela

EXCEPTION POLICIES FOR NORMAL ADMISSION REQUESTS

The Chancellor, with the recommendation of the Director of Admissions and the Vice-Chancellor for Enrollment Management, may allow a Special Talent Waiver to a student who does not meet the UNC Minimum Course Requirements but has otherwise demonstrated promise for academic success, as measured by grades, class rank, SAT or ACT scores, when compared with other students admitted to the University.

Attachment 3

REQUIREMENTS FOR BACCALAUREATE GRADUATION

Though appropriate UNCP faculty and staff make every effort to insure that students register for the courses required by their chosen degree program, the ultimate responsibility for meeting graduation requirements lies with the individual student. Each candidate for graduation must meet all the following requirements:

1. Have a minimum of 120 to 128 semester hours of course work in accordance with specific degree requirements excluding ENG 104, MAT 104, EDN 104;
2. Have successfully completed the General Education Program;
3. Earn a grade of "C" (2.0) or better in both English composition courses, ENG 105 and ENG 106;
4. Have successfully completed a program for an academic major;
5. Have a minimum overall cumulative quality point average of 2.0 and have a minimum cumulative quality point average of 2.0 in all work attempted at the University of North Carolina at Pembroke;
6. Have a minimum overall cumulative quality point average of 2.0 in the major field of study;
7. Complete a minimum of 9 semester hours above the General Education Program level in the major field of study at UNC Pembroke if the student is transferred here;
8. Be registered during the academic year in which the student's graduation occurs;
9. Complete the last 25 percent of course work in residence at UNC Pembroke;
10. Count no more than 3 semester hours of activity courses toward the credit hours required for graduation. Activity courses are defined as having: no regularly scheduled class meeting time, no well defined instructional format, and no graded (A, B, C, D) work required. Excluded from this definition are FRS 100 (Freshman Seminar) and supervised internship courses.
11. Count no more than 24 semester hours of correspondence and/or extension credit (with no more than 12 hours of correspondence from regionally accredited institutions toward a degree, provided that such correspondence credit is approved by the Office of the Registrar and will not be applied to satisfy specifically stated course requirements in major programs) (NOTE: Any student needing to take correspondence work after admission to study at UNC Pembroke may be permitted to do so only after obtaining formal approval from the student's academic advisor, from the Office of Academic Affairs, and from the Office of the Registrar.);
12. Meet the requirements of one catalog which were current at the time the student entered this institution or a subsequent catalog. Students will not be allowed to meet some of the requirements of one catalog and some of the requirements of another catalog;
13. Meet the requirements of the catalog in effect at time of readmission or those of a subsequent catalog if attendance is interrupted for more than one semester;
14. Have the recommendation of the faculty;
15. Make application for degree by November 1st for the following spring or summer commencement and April 1st for the following winter commencement when earned hours reach 75 (end of first semester of junior year).
 - a. Complete (including all required signatures) a "Degree Application Form" (available in the Office of the Registrar);
 - b. Pay a non-refundable graduation fee of \$40 by required date or additional \$25 late filing fee will be charged;
 - c. If a candidate fails to qualify by the time of commencement, but does qualify at a later time, the student must submit another application and a \$25 diploma fee;
 - d. If a candidate fails to meet this requirement as specified, the student must wait until the next commencement to receive his or her degree;
16. Satisfy all financial obligations to the University.