

Minutes of the Academic Affairs Committee
Wednesday 19 March 2003

Members Present: W. Killian, R. Brown, B. Gash for Provost Brown, M. Spivey, T. Thompson, R. Sutherland, L. Hafer, L. Kelly.

Members Excused: B. Campbell, J. Labadie, R. Vela, P. Flowers.

Guests: C. Franscesco, D. Sigmon, D. Fricke, L. Wendorff.

1. Chair Dr. Wright Killian called the meeting to order at 3:31 pm.
2. The agenda was approved.
3. The 19 Feb. 2003 minutes were approved.
4. Dr. Killian reported that there may be evaluations of administrators this semester. The matter will be discussed at the next Academic Affairs meeting.
5. Dr. Tommy Thompson, Chair of Subcommittee on Curriculum, presented the following curriculum proposals, which were all approved unanimously:

5.1 **Business Dept:**

Add **FIN 205 Personal Finance** to the Social Science Division Elective Economics Section [ref. P. 26]

[Note: proposal has been approved by Gen Educ Committee]

5.2 **English, Theater, & Language Dept:**

Add a new 121-hour **Spanish Major** with optional teacher licensure [Note: proposal has been approved by Teacher Edu Committee]; major will have 14 new courses (see Below): other required courses already exist:

SPN 233 Spanish for Heritage Speakers (6 hrs)

SPN 299 Phonics & Pronunciation (proficiency grading)

SPN 308 Spanish Education Field Experience (1 hr)

SPN 370 Adv Spanish Grammar & Composition (3 hrs)

SPN 371 Business Spanish (3 hrs)

SPN 421 Studies in Spanish-American Prose Fiction (3 hrs)

SPN 422 Studies in Spanish-Amer Theater & Poetry (3 hrs)

SPN 430 Topics in Medieval, Renaissance & Golden Age Lit (3 hrs)

SPN 434 Contemporary Lit of Spain (3 hrs)

SPN 440 Methods of Teaching Spanish (3 hrs)

SPN 449 Internship for Spanish Education (9 hrs)

SPN 455 Directed Study in Spanish (3 hrs)
SPN 470 Spanish Applied Linguistics (3 hrs)
SPN 4xx Special Topics in Hispanic Studies (3 hrs)

Spanish Major Degree Requirements:

Fresh Seminar & Gen Educ.....	45
I. Required Prerequisites.....	6
SPN 231 and 232; or 233; or 299 or proficiency validation;	
II. Required 300-level Courses.....	24
SPN 311, 312, 361, 362, 370; 3-out-of-the-following 4:	
321, 322, 331, or 332;	
III. Spanish Electives (select 4 of the following).....	12
SPN 371, 421, 422, 430, 434, 440, 455, 470, or SPNS 4xx	
IV. Spanish Teacher Licensure (optional).....	23
EDN 302, 310, 350, 419, 430, SPN 308, 440, 449;	
V. Electives.....	11

Total = 121

- 5.3 Change SPN 255, 256 Spanish Conversation & Composition I & II to Separately titled courses:

SPN 311 Spanish Composition & Review of Grammar

With prereq: SPN 231 and SPN 232; or consent of instructor.

SPN 312 Spanish Conversation with prereq: SPN 231 and SPN 232; or SPN 233; or consent of instructor.

Rationale: needed for new Spanish Major.

- 5.4 Change the grading of ENG 104 Written Communication Skills from Pass/fail to letter grading and also include the notation **“Must receive C or Better to progress into ENG 105...”** [ref. p. 118 catalog]

Rationale: to correspond with grading policies in other composition Courses.

- 5.5 To SPE 102 Fundamentals of Voice and Diction, add the following policy; **[proposal has been approved by Gen Educ Subcommittee; ref. P. 23]:**

“Upon earning 60 credit hours, a student must either have satisfied the speech requirement through testing, have taken SPE 102, or be registered for SPE 102 in the following semester.”

Rationale: entering freshmen are required to take the Speech Test and take SPE 102 if necessary; this policy will give them several semesters to take the test and complete the requirement, and at the same time force them not to postpone it until their last semester.

6. Dr. Killian spoke for Dr. Flowers, Chair of the General Education Subcommittee.

7. Ms. Linda Hafer, Chair of the Academic Support Services reported that the library surveys had been sent out. The number totaled 535 surveys. So far, they have received 66 surveys in return. The survey will measure library satisfaction.

8. Dr. Lisa Kelly, Chair of the Enrollment Management Subcommittee proposed changes to the Class Attendance policy and the Registration Procedures and Policies: Advisement and Registration for online registration. The proposals were approved.

8.1 Class Attendance Policies [ref. P. 46] **“...The University reserves the right to administratively withdraw students who have never attended classes for the semester....”**

8.2 Registration Procedures and Policies [ref. P. 43] **“...The advisor’s role is to assist the student in planning a suitable academic program. However, the student is responsible for following all academic regulations that are applicable to their course of study. This includes general education requirements, pre-requisites and major/minor requirements. Students are individually responsible for all course registrations and for completing the requirements for graduation. The Office of the Registrar will drop students who register for courses without following departmental or University regulations. Each student must register online prior to the first day of class. After classes begin, each student must register in person in the Office of the Registrar....”**

9. Old Business

The committee voted unanimously to approve the proposal to eliminate the blocks in the exam schedule for ENG 104, 105, and 106, and to add this time back to the regular exam schedule.

10. New Business

A letter outlining a problem that an advisor encountered with a transfer student regarding ENG 105 – 106 was presented to the committee. It was decided that the issue should be referred to the General Education Subcommittee for discussion.

11. There were no announcements

12. The meeting was adjourned at 4:12 pm

Dr. Wright Killian, Chair

Dr. Michael Spivey, Sec-in-Rotation