

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

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

Committee Members Present: Robert Brown, Susan Edkins, Paul Flowers, Linda Hafer, Wright Killian, Rau Sutherland, Tommy Thompson, and Richard Vela.

Committee Members Excused: Roger Brown, Bill Campbell, Sara Simmons, and Julie Smith.

Guests Present: Warren Baker, Janita Byars, Jackie Clark, Karen Helgeson, Richard Kania, Howard Ling, Mike Spivey, David Underwood, Liliana Wendorff

- I. Chair Paul Flowers called the meeting to order at 3:32 PM.
- II. The Agenda was approved with no changes.
(see <http://www.uncp.edu/senate/aa/agendas/2003-04/1.21.04.pdf>)
- III. The minutes for the 19 Nov 2003 meeting were approved as presented.
(see http://www.uncp.edu/senate/aa/minutes/2003-04/11_19_03.pdf)
- IV. Chair Paul Flowers only reported that he prepared the agenda for the meeting.
- V. Reports from Subcommittees
 - A) Curriculum - Tommy Thompson, Chair
 - 1) This proposal was passed unanimously. Proposal 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) The following proposal passed unanimously after extensive discussion, primarily between Wright Killian and Tommy Thompson. On p. 21 of the 200304 catalog, make two editorial changes to the section currently titled "Academic Concentrations:"
 - i. Replace the word "Academic" from the title and the section's body with "Academic and Professional" throughout;
 - ii. In the second sentence, change "required from 24-27 semester hours ..." to say "Any concentration requires at least 18 semester hours, ..."
 - 3) The Proposals from Music Dept were passed unanimously.
 - 4) The Proposals from HPER Dept to modify the Athletic Training Degree and establish a Professional Concentration in Exercise and Sport Science were passed unanimously
 - 5) Proposal from the School of Business to add an International Business Track for the B.S. in Business Administration degree program was approved Unanimously.
 - 6) Proposals from the English, Theatre and Language Dept to modify Spanish minor requirements, modify Spanish academic concentration requirements, modify Theater minor requirements and, add new 1-h practicum course series were passed unanimously.
 - 7) Proposals from the School of Education (Teacher Education Program) to modify EDN 456 and modify Middle Grades Education degree program requirements were passed unanimously.

- 8) Proposals from the Sociology, Social Work and Criminal Justice Department to add SOC 265 and SOC 321, modify B.A. in Sociology degree, modify Medical Sociology Minor, modify B.A. in Criminal Justice degree requirements, add 18-h International Sociology Minor (requires adding five new 3-h “ethnology” (ETHN) courses), add three new 3-h courses in SOC, delete two courses and remove as degree elective options, and add 18-h Gender Studies Minor.

B) General Education – Julie Smith, Chair – No report.

C) Academic Support Services - Linda Hafer, Chair – No report.

D) Enrollment Management – Susan Edkins, Chair – No report.

- VI. Old Business - Report from ad hoc committee on “special consideration admission policy”. Richard Vela presented the following proposal. Richard Vela and Jackie Clark answered questions about the proposal. The proposal was passed unanimously.

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.

- VII. New Business – Proposal from the Registrar for changes in the “Requirements for Baccalaureate Graduation” was passed unanimously (changes shown in red below):

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 that 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.*

VIII. There were no announcements.

IX. The committee was adjourned at 4:50 PM.