

**Academic Affairs Committee Minutes  
Wednesday, 17 March 2004 at 3:30 pm  
Room 251, Chavis University Center**

- I. Chair Paul Flowers called the meeting to order at 3:35 p.m.  
Members Present: Robert Brown, Bill Campbell, Susan Cannata, Paul Flowers, Linda Hafer (secretary in rotation), Wright Killian, Julie Smith, Tommy Thompson, Richard Vela  
Guests: Pete Wish, Rachel McBroom, Karen Stanley, Kay McClanahan, Chet Jordon, Richard Kania, Sara Bracken, George R. Walter, Jamie Litty
- II. The agenda for the meeting was approved.
- III. The minutes of the 18 February 04 meeting were approved as distributed.
- IV. Paul Flowers reported that he has not heard back from Arthur Hearn, campus safety officer, concerning the over crowding of classrooms in violation to fire safety standards. He will continue checking into this matter.
- V. Reports from Subcommittees
  - A. Tommy Thompson reported the Curriculum Subcommittee.
    1. Proposals from the English, Theater, and Language Dept were passed unanimously.
      - 1.1 Delete SPE 315 Advanced Voice & Diction  
Rationale: no longer needed; too much overlap
      - 1.2 Add new 3-hr course **ENG 325 Language in Society**  
Rationale: will add a non-skills-based course to dept's speech offerings
      - 1.3 Modify the Speech Minor by replacing deleted SPE 315 (see above) with new **ENG 325 (see above)**
      - 1.4 Change current THE 165 Stage Costumes from a 1-hr course to **3-hrs**  
Rationale: to meet national association recommendations
    2. Proposals from Mass Communications Dept were passed unanimously.

Make the following revisions to the Journalism track:

      - 2.1 Change the numbering sequence of JRN 191, 192, 291,292,391,392,491,492 to **JRN 161, 162, 261, 262,361,362,461,462**
      - 2.2 Add new required 3-hr course **JRN 260 News Writing/Reporting;**
      - 2.3 Add new required 3-hr course **JRN 460 Investigative Journalism;**
      - 2.4 Delete current PRE 214 Photography for Public Relations and replace it with new 3-hr **JRN 320 Photojournalism** and cross list it with **PRE 320;**
      - 2.5 Add new 3-hr course **JRN 405 Magazine Writing & Editing** as an elective
      - 2.6 Add new 3-hr course **JRN 410 Online Journalism** as an elective;
      - 2.7 Add new 3-hr course **JRN 420 Science Journalism** as an elective;
      - 2.8 Change course number of current JRN 400 Sports Journalism to **JRN 325**

Net result: total degree hrs of 120 will not change, but free electives will lose 3 hrs;  
Rationale: these changes will provide better sequencing, address critical journalism writing skills, provide specialized courses, etc. for realistic employment opportunities

Make the following changes in the Public Relations track:

      - 2.9 Crosslist new 3-hr course **JRN 260 News Writing (see 5.2 above)** as **PRE 260** and require it in the Public Relations program;
      - 2.10 Delete PRE 214 Photography for Public Relations and replace it with new **PRE 320 Photojournalism** and crosslist it with **JRN 320 (see above);**
      - 2.11 Add new required 3-hr capstone course **PRE 460 Public Relations**

**Campaigns;**

2.12 Add two new 3-hr program electives:

**PRE 415 Advertising Media**

**PRE 420 Crisis Communication**

2.13 Delete program requirement of BRD 316/160 Television Production in the PRE degree track;

3. Proposals from Sociology Dept (Social Work Program) were passed unanimously:

On the "Intro" page for the BSW degree program (p. 187), make the following three program modifications:

3.1 Increase the required QPA from 2.0 to **2.25** and complete **75%** (up from 50%) of the general education requirements;

3.2 Drop SOC 303 from the "*Social Work Electives Section*" down into the "*University-wide Electives Section*";

3.3 Cap the number of hours that students can take during their student internship to **15**;

Rationale: will simplify the process of acceptance into the BSW program

4. Proposals from the Art Dept were postponed due to lack of department representation.

4.1 Reduce the current Art Academic Concentration from its current 27 hrs to **18 hrs**; (i.e., Required 12 hrs: ART 101,102,132,&205; Electives 6 hrs: choose two of the following: ART 105,109,111,133,140,230,or306)

[Note: has been approved by Teacher Educ Committee];

Rationale: will bring this concentration in line with all other Teacher Educ concentrations

5. Proposals from the School of Education [Note: all proposals have been approved by the Teacher Educ Committee and the Graduate Council] were passed unanimously.

Biology & Science Education Undergraduate Program:

5.1 Remove EDN 448 Internship (6 hrs) and replace it with new **9-hr course SCE 449 Internship in Science in Secondary Schools**; the 3 additional hrs will be taken from the elective section;

Rationale: aligns these programs with the other educ programs for 9 hrs of internship

5.2 Change the Physics Concentration as follows:

5.21 Change current requirement of college physics (PHY 150,151,206, 207) to include the option of university physics (PHY 200,201,206, 207)

5.22 Remove PHY 448 and replace with PHY 400;

Rationale: PHY 448 is no longer offered; will give students more options

Biology & Science Education Graduate Program Proposal:

5.3 Add a new 36-hour **non-licensure** concentration in Biology to be added to the existing M.A. in Science Education [Note: has been approved by Graduate Council]:

A. Required SCE courses (choose two of following): 560,561, 563/573;

B. Required BIO courses; choose any 18 hrs from: BIO 510,512,515,520,525,535,514-534

C. Guided Electives 9-12 hrs

D. Approved Capstone Experience

Birth-Kindergarten Education program:

5.4 Add new 3-hr course **ECE 450 Practicum for Professionals in Pre-Kindergarten Settings**

Rationale: need for practicing Pre-K teachers currently employed

K-12 Licensure Internship:

5.8 In the course description of EDN 449 Full-Semester Internship, add two words in the second sentence; i.e. *"Includes placement at **one or two levels** ....for K-12 licensure areas."*

Rationale: student interns for Special Ed & PE are assigned one placement mandated by the state.

6. Proposals from the Music Dept were passed unanimously

6.1 Give MUS 298 History of Musical Theater General Educ status, both as a Humanities/Fine Arts choice on p. 24 and also as a Humanities/Fine Arts Elective on p. 26 [Note: has been approved by Gen Educ Subcommittee]

6.2 Add new 1-hr courses **THE 181 & 182 Stage Dance I & II** as options to the Physical Education & Wellness Gen Educ activities courses list on p. 26 and crosslist them as **PED/THE 181 and PED/THE 182** [Note: has been approved by Gen Educ Subcommittee]

6.3 Add new 3-hr course **MUS 106 Basic Musicianship** as a remediation course if the student doesn't pass the Music Theory Placement Test. This will not count toward graduation requirements.

6.4 Add prereq to MUS 114 of *"...student must successfully pass a placement test for enrollment..."* to correspond to the new **MUS 106** situation above

6.5 For current course MUS 243 Musical Theater Styles I, add a prereq of "MUSP 151"

Rationale: need more prep work for MUS 243

6.6 \*Change the course credit hours for MUS 225 Class Woodwinds, MUS 226 Class Brass, MUS 227 Class Strings, and MUS 228 Class Percussion from 1-hr each to **".5 hrs each"** (**\*SEE NOTE BELOW**)

Rationale: have to make 2-hrs of room in the Music Educ program and this was the only way to do it and still meet NC state DPI requirements

**\*NOTE TO ALL ACADEMIC COMMITTEES CONCERNING 10.6 ABOVE: THE UNCP REGISTRAR'S OFFICE WILL NEVER USE ".5" AS A GRADUATION FIGURE;** (e.g., student wants to graduate with 119.5 hrs)

6.7 Add new eight-course sequence of **Orchestra 116-117, 216-217, 316-317, 416-417 (each 1-hr)** that will become the "major ensemble" requirement for bowed string instrument majors;

Rationale: UNCP now has an orchestra and we need course credit to reflect that

6.8 Decrease the Music Concentration requirement from 24 hours down to **18 hours** to bring it in line with other teacher education concentrations as listed on the proposal.

B. Julie Smith reported for the General Education Subcommittee.

Two proposals passed and one proposal was sent back.

C. Linda Hafer reported for the Academic Support Services Subcommittee.

A statement concerning library staff responsibility for attendance during adverse weather conditions is being prepared for review by the Provost at his request.

The writing center is busy helping students to prepare for the Praxis.

The UCIS is drafting an online survey instrument for gathering bi-annual data regarding its services.

The media center has not yet reported and survey questions for their bi-annual survey.

For complete minutes of the subcommittee meetings, please see their minutes posted on the web.

VI. There was no Old Business

VII. New Business

A. After discussing the following proposed requirements for a second Baccalaureate Degree, it was decided that Sarah would contact the committee members informally to get their input.

Policy proposal re. awarding of second academic degrees (from Academic Affairs Office and Registrar, shown in italics below):

*Requirements for a Second Baccalaureate Degree*

*Students may, with the approval of The Office of Academic Affairs and in consultation with the department and college, be awarded two baccalaureate degrees, either simultaneously or independently, if the degrees are different and in different majors by fulfilling the following requirements:*

- 1) *The student must meet all the requirements for the both degrees and majors.*
- 2) *The student must complete a minimum of 30 hours in resident beyond the requirement for the first degree (150 hour minimum).*
- 3) *The student must complete a minimum of 27 hours in each major without applying any cross-listings.*
- 4) *The student must have an individual plan approved by the department chairman and submitted to the Office of the Registrar at the beginning of their Senior year.*

B. Wright Killian moved we accept the following proposal Tomy Thompson and Steven Bukowy's made to the revision to Faculty Handbook, Section 6-10.B re. Procedure for proposing minor curriculum changes. Julie Smith seconded the motion. After much discussion, Paul Flowers volunteered to make a few editorial changes to integrate this proposal throughout the entire section. Further action was postponed until our next meeting.

Revision to Faculty Handbook, Section 6-10.B re. procedure for proposing minor curriculum changes (from the Subcommittee on Curriculum, shown in italics below):

*The Minor Curriculum Form was conceived and designed to expedite the flow of curriculum proposals. Its intent is to provide a pathway for curriculum matters apart from major matters such as new degree programs, new courses, changes in existing degree tracks, degree requirements, and the like. The "Minor Form" should restrict itself to lesser, single items such as prefixes, numbers, title wording, description updating, etc that do not substantially effect the overall content of the course, nor have direct academic effect(s) on degree tracks or other departments. The Subcommittee on Curriculum Chair and Secretary should agree on the suitability of proposals for the "Minor Form," with consultation with the Chair of the Academic Affairs Committee if needed.*

*On either the "Major" or "Minor" form, any item(s) that affects: (1) the General Education Program must be approved by the General Education Subcommittee; (2) the Teacher Education Program must be approved by the Teacher Education Committee; and (3) Graduate Studies must be approved by the Graduate Council as applicable before it can be presented to the Curriculum Subcommittee.*

VIII. Announcements

A. Robert Brown mentioned that two different exam schedules had been published and circulated. Paul Flowers will contact the Provost to find out which one is correct.

B. Julie Smith mentioned that the 5:00 p.m. class slot only has time for a 1-hr. final exam due

to the fact that another class starts at 6:00 p.m.

B. It was also announced that there will be no Awards Day this spring.

IX. The meeting adjourned at 4:45 p.m.