

**Minutes**  
**Meeting of the Academic Affairs Committee**  
**Wednesday, 20 April 2005 at 3:30 pm**  
**Room 251, Chavis University Center**

Committee Members Present

Robert Brown  
Stephen Bukowy (Chair, Curriculum Subcommittee)  
Bill Gash (representing the Academic Affairs Office in lieu of Provost Brown)

Paul Flowers  
Jane Huffman (Chair, General Education Subcommittee)  
Deok-Hyun Hwang  
Liz Normandy (Chair)  
Sara Simmons

Chuck Lilly (for Liliana Wendorff, Chair, Academic Support Services Subcommittee)

Committee Members Absent

Susan Cannata  
Tulla Lightfoot (Chair, Enrollment Management Subcommittee)  
Richard Vela  
Liliana Wendorff

Guests

Monika Brown, Janita Byars, Janet Fortune, Carol Higy, Kathleen Hilton, Ann Horton-Lopez, Joe Miller, Steven Ramey, Mike Spivey, Pat Valenti

- I. The meeting was called to order at 3:30 pm.
- II. The minutes for the 16 March 2005 Meeting were approved as distributed (see <http://www.uncp.edu/senate/aa/minutes/2004-05/3.16.05.pdf>)
- III. The agenda was approved as distributed, with the modification that a proposal from the Academic Affairs Office listed under "New Business" would be addressed after the Chair's report.
- IV. The Chair made no report.
- V. A proposal from the Academic Affairs Office was presented by Bill Gash aiming to require a minimum 2.0 QPA in concentration curricula to receive credit for the concentration. After some discussion, the following was approved by unanimous vote for addition to the university catalog (insert after the second sentence under the heading "Academic and Professional Concentrations" on page 21 of the university catalog):  
  
*"A student must have a minimum cumulative QPA of 2.0 in academic and professional concentration courses to receive credit for the concentration."*
- VI. Reports from Subcommittees
  - A. Curriculum – Stephen Bukowy, Chair

*NOTE: Descriptions of the curriculum proposals cited below may be obtained from the minutes of*

*the 7 April 2005 Curriculum Subcommittee meeting (see <http://www.uncp.edu/senate/curriculum/minutes/2004-05/4.7.05.pdf>)*

1. A proposal from the Chemistry & Physics Department was passed unanimously.
2. Proposals from the Art, Mathematics & Computer Science, History, and Music Departments and the Graduate School to create 3 credit hour internship courses (XXX 581) were approved by unanimous vote with the following modification: change the prerequisite from “approval of the Teacher Education Committee” to “approval of the program director”,
3. Proposals from the Sociology, Social Work and Criminal Justice Department were passed unanimously with the stipulation that a representative from the Department (in Criminal Justice) be present at next month’s Faculty Senate meeting to address any questions concerning the proposals..
4. Proposals from the Department of Music were passed unanimously.
5. Proposals from School of Education were passed unanimously.
6. Proposals from the Philosophy and Religion Department were passed unanimously.
7. Proposals from the English, Theatre and Languages Department were passed unanimously after making a minor correction re. ENG 310, i.e., that this course is not required for any degree program.
8. The Chair reported that the subcommittee was continuing its work on refining the proposal submission and processing procedure.

B. Enrollment Management – Tulla Lightfoot, Chair

The subcommittee chair was absent and no report was delivered.

C. Academic Support Services – Liliana Wendorff, Chair

The subcommittee chair was absent and no report was delivered.

D. General Education – Jane Huffman, Chair

The Chair noted this subcommittee has submitted proposed revisions to the General Education Program’s goals and objectives and that dissemination to Department Chairs for dialog was slated for the near future.

- VII. Old Business – There was no actionable old business, but comments were made regarding past discussions about the present regulation requiring a minimum enrollment credit of 15 hours for honors consideration (Bill Gash) and noting that a minor revision in the previously approved B.S. in Biotechnology curriculum was made subsequent to comments from the Office of the President.
- VIII. New Business  
See item V above.
- IX. Announcements – There were no announcements.
- X. Adjournment – The meeting was adjourned at 4:50 pm.