

**Academic Council Minutes**  
**The University of Southern Mississippi**  
**Called Meeting**  
**September 20, 2005**

The Academic Council met at 12:15 p.m. on September 20, 2005 in the Union, Hall of Honors with Dr. Jeffrey Evans, Chair of the Academic Council, presiding.

The following voting members were present:

Dr. Patsy Anderson, Dr. Jane Boudreaux, Dr. Jon Carr, Dr. Elizabeth Drummond, Dr. Michael Forster, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. Bill Powell, Dr. Thelma Roberson, Dr. David Walker, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum:

Dr. Jane Boudreaux for Dr. Ann Blackwell and Dr. Jane Boudreaux for Dr. Ben Velasquez.

The following non-voting members were present: Dr. Harold Doty, Dr. Jay Grimes, Ms. Debby Hill, Mr. Greg Pierce, and Dr. W. Lee Pierce.

The following guests were present: Mr. Randy Buchanan, Ms. Donna Fielder, and Ms. Dawn Porter.

1.0 Call to Order

Dr. Evans called the meeting to order at 12:17 p.m. Dr. Ross stated that the Graduate and Academic Councils have come together to form an Ad Hoc committee to address issues on the Gulf Coast Campus. Dr. Ross introduced Dr. Grimes in which he gave a short statement.

Dr. Grimes stated that Council needs to be flexible and creative for the Gulf Coast Campus. We have a lot of work to do on the Gulf Park Campus as far as putting a semester back together. Dr. James Pat Smith has drawn a group together to try to create a schedule that will work. We need ways to fast track things. It might be that we need to present the IVN or online courses in a traditional classroom format due to students having no access to the internet. He did extend his appreciation to Graduate and Academic Councils in regards to discussion on this topic.

Dr. Bill Powell stated that Dr. Thames has charged a committee to develop ways to respond to the needs on the Gulf Coast Campus. With particular focus on courses to be delivered in online and other nontraditional formats. Dr. Powell stated that one mechanism would be to streamline the process so that, on an emergency basis approvals do not necessarily have to go through a lengthy process of departmental curriculum committees, College Council, and regular meetings of the Graduate and Academic Councils. Any such course approvals would expire at the end of the spring 2006 semester.

The Gulf Coast Campus is hoping to reschedule a number of courses in the Garden Park facility and some in Jackson County. Due to displaced faculty and students, one option could be moving courses to online partially, or hybrid formats. It is hoped that SACs will be understanding about emergency decisions made regarding the Gulf Coast Campus. We will have to be prepared to give an explanation on the decisions we make.

Dr. Ross stated that the Councils were charged with taking a course that was traditional taught in a classroom and approving it for online. The normal approval process is so long that we need a process in place in order to fast track those decisions. A small group met last week and discussed a process. Dr. Ross presented Councils with a draft of a memo requesting that an Ad Hoc committee, for this academic year only, be established to have the responsibility and authority to approve any request for a course to change from traditional to an alternative delivery method such as online. The approval for these courses would be temporary ending spring 2006 semester and is only for existing courses. The Ad Hoc committee will not consider any new courses one may want to generate. New courses will need to go through the regular process.

Dr. Roberson moved and Dr. Young seconded a motion to approve the memo with minor editorial changes. The motion passed.

Dr. Ross asked for volunteers for the Ad Hoc committee. Dr. Thelma Roberson, Dr. Donna Davis, Dr. David Walker, and Dr. Patsy Anderson volunteered to represent Academic Council. Dr. Francis Daniel volunteered to Chair this committee.

The meeting was adjourned. The next Academic Council meeting is scheduled for October 3, 2005.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair Academic Council

Academic Council Minutes  
The University of Southern Mississippi  
October 3, 2005

The Academic Council met at 3:30 p.m. on October 3, 2005, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jane Boudreaux, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Trellis Green, Dr. Taralynn Hartsell, Dr. Stan Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. Bill Powell, Dr. James Pat Smith, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Ann Blackwell for Dr. Thelma J. Roberson and Dr. Bobby Middlebrooks for Dr. Judith Williams.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Rex Gandy, Ms. Nancy Kaul, Ms. Debby Hill, and Mr. Greg Pierce.

The following guests were present: Dr. Francis Adams, Dr. Robert Bateman, Dr. Charlotte Brunner, Dr. Cynthia Chatham, Dr. Lajuan Davis, Dr. Joan Exline, Ms. Donna Fielder, Dr. Diane Fisher, Mr. Desmond Fletcher, Dr. Lin Harper, Dr. Jane Hudson, Ms. Dawn Porter, Dr. Gail Russell, and Dr. Tim Rehner.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. He requested that (3.3.1) SACS Status and (3.4) Distance Education Support be discussed before 3.1 Chair's Report. Dr. Young moved and Dr. Powell seconded a motion to approve the agenda as modified. The motion passed.

3.0 Reports

3.1 Chair Report

3.1.1 Academic Council Functions

Dr. Evans reviewed the bylaws to attain responsibilities of the different committees as well as Academic Council. The overall purpose of the Academic Council is general supervision of undergraduate and academic affairs.

### 3.1.2 Committee Assignments

Dr. Evans introduced the various Standing Committees and recommended goals for each to work towards this academic year.

- Elections – Dr. Ras Pandey, Chair  
Dr. Evans recommends that this committee begin the election process for both Academic Council and Grade Review Council early in the spring 2006 semester consistent with the bylaws and complete the election before the May 2006 Council meeting. In addition, in the fall 2005 semester, the committee should complete election of Coast representatives to the Grade Review Council that began last academic year.
- General Education – Dr. Mary Lux, Chair  
Dr. Evans recommends that the General Education Committee continue its ongoing review of core components. In particular, the committee should review and evaluate the courses designated as writing intensive and capstone courses. The committee should look at the effectiveness of those courses in meeting the writing objectives of the General Education Curriculum. This committee should also evaluate how the Quality Enhancement Plan (QEP) of the University blends with the writing components of the General Education Curriculum. If appropriate, the General Education Committee should make recommendations to Council as to how the writing objectives of the core may be improved.
- Intercollegiate – Dr. Elizabeth Drummond, Chair  
Dr. Evans recommends that this committee develop a mechanism for timely review of course proposals for potential duplication of existing courses and implement that mechanism this academic year.
- Academic Standards – Dr. Ben Velasquez, Chair  
Dr. Evans recommends that this committee review distance education policies and, if necessary, formulate new academic policies for distance education. This should be done in consultation with members of the Graduate Council. Any new policies should be reported to the entire Academic Council for consideration. The committee should analyze course grade distributions of current core courses from available data and report on the significance of the distributions. After this analysis, the committee should make recommendations as to maintaining or improving the academic standards of the core.

- Bylaws – Dr. Thelma Roberson, Chair  
Dr. Evans recommends that this committee consider whether both a constitution and bylaws document are needed by Academic Council. This recommendation is in contrast to using only one document that includes essential elements of both current documents. After making its recommendation to Academic Council and receiving approval of the Council, the committee will continue its work. If only one document is needed, the committee should work on preparation of a unified document. If both documents are needed, the committee should examine the documents for potential inconsistencies and recommend new wording where needed.

Dr. Smith moved and Dr. Young seconded a motion to approve these recommended goals for the various Standing Committees for 2005-2006. The motion passed.

#### 3.1.3 Joint Academic Council – Graduate Council Committee

Dr. Evans stated that a joint Academic Council-Graduate Council Committee had been formed to handle emergency requests for changing methods of course delivery for the Gulf Coast campuses. One course has been given to that committee for consideration.

#### 3.1.4 Meeting with Provost

Dr. Evans and Dr. Davis met with the Provost. Council now has representation on the Provost Council. Funds are available for someone to update the web page. We discussed the enrollment for the Gulf Coast Campus. The Provost, as well as Council, commended Dr. James Pat Smith on a job well done.

Dr. Evans was provided with a copy of a letter sent from Mark Goodman, President of the Faculty Senate of Mississippi State. This letter extended best wishes to us and expressed their concern for us during Hurricane Katrina.

Dr. Evans requested that Greg Pierce, University Registrar, provide Council with information on the final exam schedule. Mr. Pierce stated that the exam schedule is on the Registrar's home page. Day class exams will begin on Thursday, December 15, 2005 and will run through the afternoon on Wednesday, December 21, 2005. Grades are due in the Registrar's Office at 11:00 a.m. on Thursday, December 22, 2005.

### 3.1.5 124 Hour Degree Programs

Dr. Evans stated that only a few programs have come through and by College Board mandate we are to reduce programs to 124 credit hours. Some of these may already be written to appear in the next undergraduate bulletin under the assumption that Academic Council would approve changes in programs. A suggestion was made that each College present their changes as a package. The Provost will discuss this with the Deans. The 124 hour degree program will not be effective until the 2006-2007 bulletin.

Dr. Evans stated that there was discussion that the University may be tied to assessment of unit.

### 3.2 Chair-Elect Report – No report.

### 3.3 SACS

#### 3.3.1 SACS Status – Dr. Joan Exline

Dr. Exline stated that Monday, September 26, 2005 the University had a conference call with the SACS Special Committee that reviewed all probation materials. The Committee will recommend to the Commission that the University be removed from probation status. The Commission on Colleges will act on this recommendation in December 2005.

The Committee offered no recommendation but made three suggestions:

- Replace the current Word documents with an on-line system.
- Minimize the use of grade point distributions as a method of assessment.
- Hire more staff.

The SACS reaffirmation report due date for the next ten year cycle was extended because of Hurricane Katrina. The focus is on updating faculty rosters due to changing teaching assignments. The QEP will be an area of focus in upcoming months. The topic is Finding a Voice: Oral and Written Competencies. The SACS reaffirmation team will visit in April 2006.

#### 3.3.2 Assessment – Dr. Jeff Evans will continue to serve as the Academic Council representative. A draft of the bylaws will be reviewed by this Committee.

- 3.4 Distance Education Support – Dr. Lin Harper  
"Dr. Harper stated that the role of the Office of Distance Education Support (ODES) is to set policy and procedures for the operation of distance delivery *methods* across campus, including coordinating approvals for fully online courses and programs through IHL and the Southern Regional Electronic Campus. Additionally, ODES, working with the Learning Enhancement Center (LEC), promotes faculty training on distance delivery methods and the use of good online and distance pedagogy through LEC's Instructional Designers. ODES **does NOT** determine academic content or schedule; ODES interfaces with Academic and Graduate Councils and Faculty Senate on all academic issues, and we follow the academic policies and schedules set by those bodies."
- 3.5 Standing Committees
- 3.5.1 Academic Standards – Dr. Ben Velasquez, Chair – No report.
- 3.5.2 Bylaws – Dr. Thelma Roberson, Chair – No report.
- 3.5.3 Elections – Dr. Ras Pandey, Chair – No report.
- 3.5.4 General Education – Dr. Mary Lux, Chair  
Dr. Lux presented Council with recommendations and a report from the General Education Committee.  
(See Attached) Dr. Lux moved and Dr. Anderson seconded a motion to accept the recommendation and the report as presented.  
The motion passed.
- 3.5.5 Intercollegiate – Dr. Elizabeth Drummond, Chair – No report.
- 4.0 Approval of the Minutes  
Dr. Evans presented the May 2, 2005, June 6, 2005, and September 20, 2005 minutes for approval. Dr. Powell moved and Dr. Young seconded a motion to approve the minutes. The motion passed.
- 5.0 Course Proposals
- 5.1 Old "Course" Business  
Tabled Course Proposal – MAR 151 and MAR 151L  
Dr. Evans presented MAR 151 and MAR 151L. Dr. Lux moved and Dr. Anderson seconded a motion to remove MAR 151 and MAR 151L from the table. The motion passed.  
Dr. Lux moved and Dr. Anderson seconded a motion to add MAR 151 and MAR 151L back into Category II Science and Math General Education Curriculum. The motion passed.

## 5.2 New “Course” Business

### 5.2.1 **College of Arts and Letters**

No new course business.

### 5.2.2 **College of Business**

No new course business.

### 5.2.3 **College of Education and Psychology**

*Department of Educational Leadership and Research*

Dr. Evans presented the deletion of ADE 440, 441, 442, 445, 476, 478, 480, 490, 494, 495, and 497. Dr. Boudreaux moved and Dr. Drummond seconded a motion to these courses as a block. The motion passed.

Dr. Young moved and Dr. Drummond seconded a motion to approve the deletion of ADE 440, 441, 442, 445, 476, 478, 480, 490, 494, 495, and 497. The motion passed.

*Department of Technology Education*

Dr. Evans presented the request to add BTE 332. Dr. Davis moved and Dr. Powell seconded a motion to table the addition of BTE 332. The motion passed.

### 5.2.4 **College of Health**

*School of Nursing*

Dr. Evans presented the request to add NSG 316 and NSG 329.

Dr. Boudreaux moved and Dr. Anderson seconded a motion to accept these courses as a block. The motion passed.

Dr. Boudreaux moved and Dr. Young seconded a motion to add NSG 316 and NSG 329. The motion passed.

Dr. Evans presented the request the modify NSG 325L and NSG 460. Dr. Anderson moved and Dr. Powell seconded a motion to accept these courses as a block. The motion passed.

Dr. Boudreaux moved and Dr. Young seconded a motion to approve the modification of NSG 325L and NSG 460. The motion passed.

*School of Social Work*

Dr. Evans stated that SWK 340 required no approval by Council.

Dr. Evans presented the request to modify SWK 341. Dr. Young moved and Dr. Blackwell seconded a motion to approve the modification of SWK 341. The motion passed.

*Department of Nutrition and Food Systems*

Dr. Evans presented the request to add NFS 411, 420, 430L, and 476. Dr. Boudreaux moved and Dr. Blackwell seconded a motion to accept these courses as a block. The motion passed.

Dr. Boudreaux moved and Dr. Blackwell seconded a motion to approve the addition of NFS 411, 420, 430L, and 476. The motion passed.

Dr. Evans presented the request to modify NFS 265, 410, 480, 485, and 486. Dr. Boudreaux moved and Dr. Blackwell seconded a motion to accept these courses as a block. The motion passed.

Dr. Boudreaux moved and Dr. Blackwell seconded a motion to approve the modification of NFS 265, 410, 480, 485, and 486. The motion passed.

*Department of Medical Technology*

Dr. Evans presented the request to modify the degree curriculum from 136 to 124 hours, add MTC 301 and MTC 301L, and modify MTC 203, 302, 402L, 406L, 408L, and 409L. Dr. Lux moved and Dr. Anderson seconded a motion to accept these courses as a block. The motion passed.

Dr. Anderson moved and Dr. Lux seconded a motion to approve the modification of the degree curriculum from 136 to 124 hours, approve the addition of MTC 301 and MTC 301L, and approve the modification of MTC 203, 302, 402L, 406L, 408L, and 409L. The motion passed.

5.2.5 **College of Science and Technology**

*Department of Chemistry and Biochemistry*

Dr. Evans presented the request to add CHE 451. Dr. Young moved and Dr. Powell seconded a motion to approve the addition of CHE 451. The motion passed.

*Center for Science and Mathematics Education*

Dr. Evans presented the request to change the prefix **from** SCE 432, 435, 453, 454, 455, 460, 461, 489, 490, and 492 **to** SME 432, 435, 453, 454, 455, 460, 461, 489, 490, and 492. Dr. Young moved and Dr. Anderson seconded a motion to accept these courses as a block. The motion passed.

Dr. Young moved and Dr. Anderson seconded a motion to change the prefix **from** SCE 432, 435, 453, 454, 455, 460, 461, 489, 490, and 492 **to** SME 432, 435, 453, 454, 455, 460, 461, 489, 490, and 492. The motion passed.

*Department of Geography and Geology*

Dr. Evans presented the request to modify GLY 401, delete GLY 380, and add GLY 478. Dr. Young moved and Dr. Anderson seconded a motion to accept these courses as a block. The motion passed.

*School of Construction*

Dr. Evans presented the request to add an emphasis area in Residential Construction, and add BCT 358, 358L, 378, 485, 485L. Dr. Boudreaux moved and Dr. Young seconded a motion to accept this emphasis and these courses as a block. The motion passed. Dr. Boudreaux moved and Dr. Young seconded a motion to approve the addition of an emphasis area in Residential Construction and BCT 358, 358L, 378, 485, 485L. The motion passed.

6.0 New Business

There was no new business.

7.0 Adjourn

Dr. Evans adjourned the meeting at 5:40 p.m. The next Academic Council meeting is scheduled for November 7, 2005.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

ACADEMIC COUNCIL MINUTES SUMMARY  
October 3, 2005

**College of Education and Psychology**

*Department of Educational Leadership and Research*

Delete:	ADE 440	<u>Methods &amp; Materials in Adult Education.</u> Effective fall 2005.
Delete:	ADE 441	<u>Foundations of Adult Literacy Instruction.</u> Effective fall 2005.
Delete:	ADE 442	<u>Methods &amp; Materials for Adult Literacy Instruction.</u> Effective fall 2005.
Delete:	ADE 445	<u>Teaching the Disadvantaged Adult.</u> Effective fall 2005.
Delete:	ADE 476	<u>Learning in Adult Education.</u> Effective fall 2005
Delete:	ADE 478	<u>Specialized Studies in Developmental Disabilities.</u> Effective fall 2005.
Delete:	ADE 480	<u>Applied Educational Gerontology.</u> Effective fall 2005.
Delete:	ADE 490	<u>Special Problems in Adult Education.</u> Effective fall 2005.
Delete:	ADE 494	<u>Student Teaching in Adult Education.</u> Effective fall 2005.
Delete:	ADE 495	<u>Internship in Adult Education.</u> Effective fall 2005.
Delete:	ADE 497	<u>Professional Collaboration for Developmental Disability Service.</u> Effective fall 2005.

*Department of Technology Education*

**Tabled: BTE 332**

**Professional Presence and Its Influence.**

**College of Health**

*School of Nursing*

Add: NSG 316

Introduction to Professional Nursing Practice. Three hours. Effective spring 2006.

Add: NSG 329

Nursing Pharmacology. Three hours. Effective spring 2006.

Modify: NSG 325L

Adult Health I Lab. Four hours.

To: NSG 325L

Adult Health I Lab. Three hours. Effective spring 2006.

Modify: NSG 460

Senior Studies. Two hours.

To: NSG 460

Senior Studies. Three hours. Effective spring 2006.

*School of Social Work*

Modify: SWK 341

Human Behavior in the Social Environment II.

To: SWK 341

HBSE II Social Work, Social Justice & Human Right. Effective spring 2006.

*Department of Nutrition and Food Systems*

Add: NFS 411

Micronutrient Metabolism. Three hours. Effective fall 2006.

Add: NFS 420

Life Cycle Nutrition. Three hours. Effective fall 2006.

Add:	NFS 430L	<u>Experimental Foods Lab.</u> One hour. Effective fall 2006.
Add:	NFS 476	<u>Food Production Management II.</u> Three hours. Effective fall 2006.
Modify:	NFS 265	<u>Orientation to Dietetics.</u> One hour.
To:	NFS 365	<u>Dietetic Professions: Practice &amp; Research.</u> Three hours. Effective fall 2006.
Modify:	NFS 410	<u>Intermediate Nutrition.</u>
To:	NFS 410	<u>Macronutrient Metabolism.</u> Effective fall 2006.
Modify:	NFS 480	<u>Current Issues in Nutrition &amp; Food Systems.</u> Two hours.
To:	NFS 480	<u>Current Issues in Nutrition &amp; Food Systems.</u> Three hours. Effective fall 2006.
Modify:	NFS 485	<u>Medical Nutrition Therapy II.</u> Three hours.
To:	NFS 485	<u>Medical Nutrition Therapy II.</u> Two hours. Effective fall 2006.
Modify:	NFS 486	<u>Medical Nutrition Therapy III.</u> Three hours.
To:	NFS 486	<u>Medical Nutrition Therapy III.</u> Two hours. Effective fall 2006.

*Department of Medical Technology*

Modify: Medical Technology Curriculum 136 hours.

To: Medical Technology Curriculum 124 hours.  
Effective fall 2006.

Add: MTC 301 Professional Communication.  
Two hours. Effective fall 2006.

Add: MTC 301L Professional Communication Laboratory. Two hours.  
Effective fall 2006.

Modify: MTC 402L Clinical Bacteriology II Lab.  
Two hours.

To: MTC 402L Clinical Bacteriology II Lab.  
One hour. Effective fall 2006.

Modify: MTC 406L Hematology I Laboratory.  
Two hours.

To: MTC 406L Hematology I Laboratory.  
One hour. Effective fall 2006.

Modify: MTC 408L Clinical Immunohematology Laboratory. Two hours.

To: MTC 408L Clinical Immunohematology Laboratory. One hour.  
Effective fall 2006.

Modify: MTC 409L Clinical Chemistry II Laboratory. Two hours.

To: MTC 409L Clinical Chemistry II Laboratory. One hour.  
Effective fall 2006.

Modify: MTC 203 Clinical Lab Calculations.  
Two hours.

To: MTC 203 Clinical Lab Calculations.  
Three hours. Effective  
fall 2006.

Modify: MTC 302 Clinical Bacteriology I.  
Writing intensive  
designation.

To: MTC 302 Clinical Bacteriology I.  
Effective fall 2006.

**College of Science and Technology**  
*Department of Chemistry and Biochemistry*

Add: CHE 451 Intermediate Organic  
Chemistry. Three hours.  
Effective fall 2006.

*Center for Science and Mathematics Education*

Modify: SCE 432 Science for Elementary  
Teachers.

To: SME 432 Science for Elementary  
Teachers. Effective spring  
2006.

Modify: SCE 435 Marine Science for  
Elementary Teachers.

To: SME 435 Marine Science for  
Elementary Teachers.  
Effective spring 2006.

Modify: SCE 453 Earth and Environmental  
Science for Intermediate  
Teachers.

To: SME 453 Earth and Environmental  
Science for Intermediate  
Teachers. Effective spring  
2006.

Modify:	SCE 454	<u>Biological Sciences for Intermediate Teachers.</u>
To:	SME 454	<u>Biological Sciences for Intermediate Teachers.</u> Effective spring 2006.
Modify:	SCE 455	<u>Physical Science for Intermediate Teachers.</u>
To:	SME 455	<u>Physical Science for Intermediate Teachers.</u> Effective spring 2006.
Modify:	SCE 460	<u>Methods of Teaching Science – Secondary.</u>
To:	SME 460	<u>Methods of Teaching Science – Secondary.</u> Effective spring 2006.
Modify:	SCE 461	<u>Computers and Technology in Sci and Math Teaching.</u>
To:	SME 461	<u>Computers and Technology in Sci and Math Teaching.</u> Effective spring 2006.
Modify:	SCE 489	<u>Student Teaching in Science I.</u>
To:	SME 489	<u>Student Teaching in Science I.</u> Effective spring 2006.
Modify:	SCE 490	<u>Student Teaching in Science II.</u>
To:	SME 490	<u>Student Teaching in Science II.</u> Effective spring 2006.
Modify:	SCE 492	<u>Special Problems.</u>

To: SME 492 Special Problems. Effective spring 2006.

**College of Science and Technology**  
*Department of Geography and Geology*

Delete: GLY 380 Introduction to Geological Field Work. Effective spring 2006.

Modify: GLY 401 Principles of Stratigraphy.

To: GLY 401 Principles of Stratigraphy. Writing intensive course for Geology majors. Effective spring 2006.

Add: GLY 478 Geological Field and Research Methods. Four hours. Effective spring 2006.

*School of Construction*

Add: BCT 358 Residential Cost Estimating. Two hours. Effective spring 2006.

Add: BCT 358L Residential Cost Estimating Lab. One hour. Effective spring 2006.

Add: BCT 378 Residential Land Development and Real Property Law. Three hours. Effective spring 2006.

Add: BCT 485 Residential Project Management. Two hours. Effective spring 2006.

Add: BCT 485L Residential Project Management Lab. One hour. Effective spring 2006.



**Recommendations from the General Education Committee**  
**October 3, 2005**

1. Inclusion of MAR 151 as part of the General Education Core, category II. This decision should not be retroactive, but will take effect beginning in Spring, 2006. (Course is not being taught this semester.)
2. The following category II (science, math, and computer competency) courses with their respective laboratory are recommended for continuation in the core: AST 111, AST 112, PHY 111, PHY 112, PHY 201, PHY 202
3. The following category II (science, math, and computer competency) courses with their respective laboratories are recommended for continuation in the core pending receipt of plans for course revisions or explanations of outcomes that fell below the units' goals: CHE 104, CHE 106, CHE 107, GHY 104, GHY 105, GLY 101, GLY 103, MAT 101
4. The following category II courses and their respective laboratories will be recommended for deletion from the core if materials are not received by the committee by October 18, 2005: BSC 103, BSC 250, BSC 251, BSC 110, BSC 111, PSC 191.
5. All units have indicated how majors will meet the computer competency requirement of the General Education Core.
6. All courses in the General Education Core must state the core learning objectives on the course syllabus. This includes all upper level writing intensive and capstone courses. In addition, the writing intensive and capstone course must indicate on the syllabus that the course serves as a writing intensive or capstone course.
7. The rotation of assessment for the General Education Core courses will be assessed on the following schedule:
  - Category I (ENG 101, ENG 102, writing intensive and capstone courses) scheduled for 2005-2006.
  - Categories III, IV, and V (ANT 101, GHY 101, SOC 101, ENG 203, HIS 101, HIS 102, PHI 151, REL 131, ART 130, DAN 130, MUS 365, THE 100, ECO 101, PHI 157, PSY 110, PS 101, COH 100) scheduled for 2006 – 2007
  - Category II (Basic Science (currently 38 courses, including labs), MAT 101, and computer competencies) scheduled for 2007-2008
8. Materials required for courses in the General Education Core must submit the following materials for assessment:
  - Syllabus for each section.
  - Composite learning objectives and outcomes for all section of the course from the previous spring and fall semester. (The exception to this will be the category I courses for 2005. The committee expects the material for courses offered in Fall, 2005. If not offered in Fall, 2005, materials can be submitted for Spring, 2006).
  - Strategies for improvement of course, based, in part, on student outcomes
9. Writing intensive courses and capstone courses must be indicated on the transcript so the ACA personnel in the various colleges can check for completion of this requirement for students who apply for graduation and are under a catalog beginning with the *2003-2004 Bulletin*. I have been assured by the Registrar's office that PeopleSoft will support this action.
10. Syllabi submitted from the following courses indicate a lack of compliance with the 2500 word written assignments requirement for courses in the General Education Core: GHY 104, GHY 105, GLY 103, ART 130, MUS 365, and COH 100. The committee recommends that courses not in compliance with core requirements be deleted from the core. The departments of Geography and Geology, Art, Music and the College of Health must submit course revisions in the form of revised syllabi by January 25 to remain in the General Education Core.
11. The CAAP test should be administered in Spring, 2006 to 300-level courses. Joy Hamilton will be in charge of the processes of choosing courses, administering the tests, and collecting the data.

**REPORT OF THE GENERAL EDUCATION COMMITTEE**  
**October 3, 2005**

**Writing Assignments for Lower Level Courses in the General Education Core**

The committee reviewed the syllabi from all general education core courses to verify both the objective met by the course and the writing requirements. Many departments submitted samples of student writing or projects to document the nature of the various assignments. The following courses did not meet the criteria stated in the Bulletin: GHY 104, GHY 105, GLY 103, ART 130, MUS 365, and COH 100. The committee recommends that the units in which these courses are housed by asked to revise the courses to meet the core requirements at risk of being deleted from the core.

**Grade Distributions for Courses in the General Education Core**

The committee reviewed the grade distributions for all courses in the General Education Core for fall, 2004 and spring, 2005. The chart below displays the percentages for the distributions of grades by core categories. A complete table of distributions by course is available.

Category	A	B	C	D	F	WP	I	Other	n=
I (ENG 101, ENG 102)	23	34	23	6	9	3	1	1	1553
I (Capstone and WI)	37	33	16	4	4	3	2	<1	1735
II (Science Lecture)	16	25	25	15	16	3	<1	<1	2493
II (Science Laboratory)	44	27	14	5	7	2	<1	<1	2322
II (MAT 101)	23	18	19	14	23	2	<1	<1	946
III (Social Sciences)	15	28	28	13	11	3	1	<1	1440
III (Humanities)	20	30	22	10	15	3	1	<1	3276
IV (Aesthetic Values)	44	26	13	6	9	2	<1	<1	912
V (Decision Making)	24	29	25	8	11	2	<1	<1	1372

Category	A	B	C	D	F	WP	I	Other	n =
I (ENG 101, ENG 102)	27	29	18	6	11	5	1	3	1309
I (Writing Intensive)	33	33	18	4	6	3	3	0	988
I (Capstone)	48	38	8	2	1	1	2	0	172
II (Science Lecture)	19	27	26	13	12	2	1	<1	2144
II (Science Laboratory)	41	33	13	4	7	2	<1	<1	1962
II (MAT 101)	10	12	25	16	32	2	2	1	579
III (Social Sciences)	16	28	26	13	13	2	1	1	1361
III (Humanities)	17	24	23	12	19	4	<1	1	3017
IV (Aesthetic Values)	40	24	14	6	12	1	1	2	901
V (Decision Making)	22	27	23	12	12	2	2	<1	1284

For fall, 2004, in categories I (composition), II (science lecture), III (global history and culture), and V (decision making), the most common grade earned was B, followed by C, and then A. The committee felt these grade distributions reflected a degree of rigor in the courses found in the respective categories. In categories I (capstone and writing intensive), II (science lab), and IV (aesthetic values), the highest percentage of grades was A, followed by B, then C. In both the science lab and aesthetic value courses, the grading criteria is task-oriented. If a student completes a lab experiment or attends and responds to a performance, it is not difficult for the student to attain an excellent grade. For category I (capstone and writing intensive), it is reasonable that most upper-level students would be successful in these courses.

During a review of the fall grades, two specific courses were noted to have an unusual number of “I” grades. (See full grade distribution table.) These courses were REL 131 and SOC 101. (Both courses are in category III.) Religion 131 had 26 grades of “I.” Sixteen of those grades were from an independent study course that does not track with the university semester system and the other 10 grades of “I” came from a single instructor with large sections. The situation is similar in the Sociology Department. Eight of the 10 “I” grades were awarded to students enrolled in an independent study course. Grades for the independent study courses are not awarded on the regular semester schedule. Other groupings of courses with grades of “I” at 1% or greater were the English composition courses and the capstone/writing intensive category. This category represents 99 courses.

For spring, 2005, the greatest change in the success rate was found in MAT 101. In fall, 2004, 60% of students successfully completed the course. In spring, 2005, only 47% of students in MAT 101 successfully completed the course. The committee will request an explanation from the Math department to explain this phenomenon.

### **Capstone and Upper Level Writing Intensive Courses**

Syllabi for writing intensive and capstone classes from the colleges of health, science and technology and business have been collected and are being reviewed by the committee. Several units had not developed upper-level WI or capstone courses because students entering as freshman in 2004 would be the first students required to be under the “new” core. This practice is cause for concern because after the 2003-2004 *Bulletin* was published, any student could claim the new curriculum. A survey of the grade distributions for writing intensive courses demonstrated that many units did offer courses for very low numbers of students. Thirty six percent of the writing intensive courses reported grades for less than 10 students. Perhaps this was a mechanism to provide the courses for the few upper level students who had claimed the 2003-2004 *Bulletin*.

### **Assessment of Category II General Education Core Courses.**

The committee requested course syllabi, specific learning objectives, and student outcomes from the courses in category II (math, science, and computer competency). These materials have been reviewed by the committee. The Math Department gives a pre and post test to measure outcomes. For MAT 101 (College Algebra) in spring, 2005, 506 students took the pretest and earned an average grade of 7.32. At the completion of the semester, 380 students took the post test and earned an average grade of 34.72, for an increase of 474%. For MAT 101E (Explorations in Algebra) in spring 2005, 52 student took the pretest and earned an average grade of 10.1%. At the completion of the semester, 44 students took the post test and earned an average grade of 31.6%, for an increase of 313%. The committee accepted these scores as acceptable progress.

The chairs and directors of the various units which offer courses in category II were notified on January 31, 2005 of the need for the following information:

1. Learning objectives that reflect the goals found in the *Bulletin* statement. Learning objectives must include the learning activities that correspond to the objective. Objectives must be written using terminology that is measurable. IF detailed learning objectives are included in the syllabus distributed to students, this document is not necessary. Deadline for submission is February 21, 2005.
2. Test items or activities used for evaluation of the objectives. Deadline for submission is March 28, 2005.
3. Composite data from all sections of the course to demonstrate student outcomes of the evaluation of the objectives. Deadline for submission can be extended to May 23, 2005 to allow for collection of student outcomes from spring semester.
4. As much data remained unreported, two extensions of the above time frame were given. The first extension was to May 31, 2005, and a second extension was to June 14, 2005.

The Biology Department and the Polymer Science Department have not submitted materials beyond the syllabus, with the exception of BSC 103, which supplied documentation of a project that fulfills the writing component of the course. The most recent communication with Pat Biesiot, assessment coordinator for CoST) was September 23, 2005.

The committee reviewed the student outcomes from the 14 (of 19) combined lecture and laboratory courses which make up category II. **The committee accepted the outcomes as acceptable, but noted that objectives that require computation, calculation, or critical thinking skills often fell below the desired outcome.** The committee has requested each unit to address the areas for which student outcomes fell below the standards set by the unit. The committee will request revised objectives and outcomes on July 11, 2005. A reminder will be sent to units that have not sent the requested materials.

The courses or tests which were identified to document computer competency are listed on a spreadsheet. Most units chose CSC 100 (Introduction to Computing) or LIS 201 to fulfill the computer competency requirement. Computer Science and Statistics, Paralegal Studies, and Library Information Systems compiled impressive documentation of student outcomes. Several units chose to integrate learning objectives for computer skills into courses in the major. These are noted on the spreadsheet. Education students must pass the Basic Technology Literacy Exam (BTLE) to be admitted to professional education courses. The BTLE has a pass rate of 88%. The committee reviewed the various computer courses, outcomes, and tests and found the outcomes were acceptable.

## **Recommendations**

Recommendations are attached. Materials on which these recommendations were based are currently in TEC 344. At the end of this AY, materials will be moved to space provided by the Graduate Office.

Mary Lux, Chair  
Margot Hall (member 2004-2005)  
Bobby Middlebrooks  
Stan Hauer  
Ann Blackwell  
Donna Davis (member 2004 – 2005, ex-officio member 2005 – 2006))  
Amy Young  
Jon Carr  
Patsy Anderson  
Pat Smith  
Taralynn Harstsell  
Vivan Carver  
Michael Forster  
Jeff Evans (ex-officio member)

**COMPUTER COMPETENCY - SUMMER, 2005**

College	Departments	Course to meet computer competency	Status of Course
Arts and Letters	American studies	LIS 201	complete submission
	Anthropology	LIS 201	complete submission
	English	LIS 201	complete submission
	Foreign Language	LIS 201	complete submission
	Advertising	LIS 201	complete submission
	Journalism	LIS 201	complete submission
	Radio/Television/Film	LIS 201	complete submission
	Political Science	LIS 201	complete submission
	Speech Communication	LIS 201	complete submission
	Sociology	SOC 460, SOC 462	complete submission
	International Studies	HIS 491	objectives, no data until 1/06
	Art	ART 311, ART 312, ART 313	no objectives or data 9/05
	Music	MUS 321, MUS 322	objectives, no data available
	Music Industry	CSC 145	complete submission
	Theater	THE 103	no outcomes (9/05)
	Dance	DAN 491	outcomes to be collected in Sp 06
	Interior Design	ENT 120, ENT 320	ENT 120 discontinued. CSS 100 will replace
	History	HIS 300, HIS 400	objectives, no data until 1/06
	Philosophy	PHI 480	objectives, no data until 1/06
	Paralegal Studies	PLS 385	complete submission
Business	Accounting	CSC 100	complete submission
	Management Information	CSC 100	complete submission
	Economics	CSC 100	complete submission
	Finance	CSC 100	complete submission
	Business Administration	CSC 100	complete submission
	Hospitality Management	CSC 100	complete submission
	Management	CSC 100	complete submission
	Marketing	CSC 100	complete submission
	Economics (with Math)	LIS 201	complete submission
	Economics (Social Science)	LIS 201	complete submission
College	Departments	Course to meet computer competency	Status of Course
Business	Fashion Merchansing	FM 436, FM 437, FM 438	no objective submitted, outcomes to be collected next time courses are taught
	Education and Psychology		
	All education majors	BLTE	complete submission
	Psychology	PSY 361, 418	complete submission
	Technology Education	BTE 102, 361, 363, 440	objectives, no outcomes
Health			
	Athletic Training	CSC 100	complete submission

	Recreation	CSC 100	complete submission
	Sports Medicine	CSC 100	complete submission
	Therapeutic Recreation	CSC 100	complete submission
	Medical Technology	CSC 100	complete submission
	Social Work	CSC 100	complete submission
	Community Health Sciences	CSC 100	complete submission
	Coaching and Sports Admin.	MIS 300	CSC 100 is prerequisite
	Nursing	The following NSG courses have computer competency objectives: 305, 315, 306, 310, 318	complete submission
	Kinesiology	CSC 100	complete submission
	Nutrition	The following NFS courses have computer competency objectives: 463, 330L, 362, 480, 463	data to be collected next time courses are taught
	Education of the Deaf	BTLE	complete submission
Science and Technology			
	Architectural Eng. Tech.	CSC 100	complete submission
	Construction Eng. Tech.	CSC 100	complete submission
	Geography/Geology	CSC 100	complete submission
	Software Eng. Tch.	CSC 100	complete submission
	Computer Science (Statistics)	CSC 100	complete submission
	Biology	CSS 240 or CSS330	complete submission
	Chemistry and Biochemistry	CSS 240 or CSS330	complete submission
	Physics and Astronomy	CSS 240 or CSS330	complete submission
	Polymers/High Perf. Materials	CSS 240 or CSS330	complete submission
	Marine Science	CSS 240 or CSS330	complete submission
	Mathematics	CSS 240, CSS 330, or CSC 100	
	Administration of Justice	CSC 309	syllabus, no objectives or outcomes
	Computer Eng. Tech	Program curriculum demonstrates competency	
	Electronic Eng. Tech	Program curriculum demonstrates competency	
	Computer Science	Program curriculum demonstrates competency	

Academic Council Minutes  
The University of Southern Mississippi  
November 7, 2005

The Academic Council met at 3:30 p.m. on November 7, 2005, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Patsy Anderson, Dr. Jon Carr, Dr. Vivian Carver, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Taralynn Hartsell, Dr. Stan Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William (Bill) Powell, Dr. Thelma Roberson, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Thelma J. Roberson for Dr. Ann Blackwell, Dr. Ben Velasquez for Dr. Jane Boudreaux, Dr. Myron Henry for Dr. Michael Forster, Dr. Patsy Anderson for Dr. James Pat Smith, and Dr. Bobby Middlebrooks for Dr. Judith Williams.

The following non-voting members were present: Ms. Nancy Kaul, Ms. Debby Hill, Mr. Greg Pierce, Dr. Willie Pierce, and Dr. Denise VonHerrmann for Dr. Elliott Pood.

The following guests were present: Dr. Cynthia Chatham, Dr. Joan Exline, Ms. Donna Fielder, Dr. Gwen Pate, Ms. Dawn Porter, and Dr. Joe Whitehead.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. Dr. Anderson moved and Dr. Young seconded a motion to approve the agenda. The motion passed.

3.0 Reports

3.1 Chair Report

3.1.1 Joint Academic Council – Graduate Council Committee

Dr. Evans stated that ECO 101 was approved by the joint Academic and Graduate Councils Committee for alternative non-traditional delivery.

3.1.2 124 Hour Degree Programs

Dr. Evans stated that the meeting with Dr. Grimes was cancelled last week; therefore we did not have the opportunity to discuss the 124-hour degree program in person. Dr. Evans did indicate to Dr. Grimes that Council would go forward with the request for colleges to submit college program changes as a package.

We would request colleges to set-up the different programs in table form to indicate whether they have been approved by the College Curriculum Committee or only involve changes in electives.

Dr. Evans stated that the College of Health and the College of Business have presented their requests to Council for approval. We will need program changes from the other three colleges by December 2005.

Dr. Young moved and Dr. Velasquez seconded a motion to direct Dr. Jeff Evans to meet with the Provost and also get clarification from IHL about prerequisites on the 124-hour degree program. The motion passed.

### 3.1.3 Correction of Clerical Errors

Dr. Evans indicated that in the June 2005 minutes a new bachelors program in HPR with Polymer Science was approved. As part of that program, which passed, as recorded in the minutes, several courses were approved along with that program. These courses were not listed in the course summary of the June 2005 minutes. However, they have been added to the summary of the June 2005 minutes as follows: HPR 327, 419 as modified courses and HPR 395, 441, 493 as new course additions.

In converting from BULL to Peoplesoft some courses were listed as inactive. One of those courses is an Engineering Technology course (ENT 240) which should be active and will be offered spring 2006.

Dr. Evans stated that Dr. William (Bill) Powell of Faculty Senate is now officially serving on the Calendar Committee.

Dr. Evans received an email stating that Academic Council was offering money to faculty involved in the Quality Enhancement Program (QEP). Dr. Lux indicated that this allocation is not true.

### 3.1.4 SACS

Dr. Exline stated that the Off-Site Committee of the Southern Association of Colleges and Schools is reviewing the reaffirmation materials for the 2005 ten year cycle. She was asked to be available between 7:30 and 10:30 a.m. to answer any questions that may arise. Shortly thereafter we will receive a written report, possibly asking for additional information from the Off-site Committee. The onsite team will then visit in April 2006.

The Assessment Committee reviewed the department's assessment and has been sent back to the departments for revision.

### 3.2 Chair-Elect Report

Dr. Davis expressed concern about students failing all courses except orientation, in which they earn one credit hour. The one credit hour appearing on the students' record prevents them from suspension. She asked that the Academic Standards Committee review this issue. Dr. Davis asked for clarification about what should be on syllabi. Dr. Evans requested that an Ad Hoc Committee be formed to work with Learning Enhancement Center (LEC) in reference to these standards.

### 3.3 Standing Committees

3.3.1 Academic Standards – Dr. Ben Velasquez, Chair – No report.

3.3.2 Bylaws – Dr. Thelma Roberson, Chair – No report.

3.3.3 Elections – Dr. Ras Pandey, Chair – No report.

3.3.4 General Education – Dr. Mary Lux, Chair

Dr. Lux presented Council with a report from the General Education Committee. The Committee has received the CORE course objectives and outcomes for the five Biology courses and the Polymer Science course. There will be no further action until other materials are received as requested. All units were asked to submit either revisions or explanations to address any outcome that had not met the success rate indicated in the specific objectives. Emails have been sent to the Chairs of all Departments describing requests for writing intensive and capstone courses and ENG 101 and 102.

Dr. Lux stated that the fall seminar for the Quality Enhancement Program (QEP) is almost complete. There is a writing lab under construction in the International building and a meeting will be scheduled to discuss location of a speaking lab.

3.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

The Intercollegiate Committee made the following proposal regarding developing a mechanism to review proposed courses for course duplication. It is the responsibility of all members of the Academic Council to review new course proposals; all members should review the course in question to see if it potentially duplicates a course already in existence. If there is a concern about potential course duplication, the member should either inform the chair of the Intercollegiate Committee or raise the issue when the course comes before the Academic Council for discussion. Once a concern about potential course duplication is raised, the course will be tabled immediately. In cases where a concern about potential course duplication is raised (and the course in question tabled), the Intercollegiate Committee will be asked to review the two courses in question – the proposed course and the existing course – to see if there is any actual duplication.

The Intercollegiate Committee's review would consist of a comparison of the two course descriptions and syllabi as well as, if necessary, appropriate follow-up with the departments in question.

The committee would determine whether there is actual duplication, in part or in whole and would, then, report back to the Academic Council as a whole at the next Council meeting, making an appropriate recommendation.

4.0 Approval of the Minutes

Dr. Evans presented the October 3, 2005 for approval. Dr. Young moved and Dr. Powell seconded a motion to approve the minutes. The motion passed.

5.0 Course Proposals

5.1 Old "Course" Business

5.2 New "Course" Business

5.2.1 **College of Arts and Letters**

*Department of Philosophy and Religion*

Dr. Evans presented the addition of REL 341, 445, and 446 for approval. Dr. Hauer moved and Dr. Young seconded a motion to approve these additions as a group. The motion passed.

Dr. Hauer moved and Dr. Young seconded a motion to approve the addition of REL 341, 445, and 446. The motion passed.

Dr. Evans presented the modification of THE 103 for approval.

Dr. Hauer moved and Dr. Powell seconded a motion to approve the modification of THE 103. The motion passed.

Dr. Evans presented the modification of THE 202 for approval.

Dr. Davis moved and Dr. Young seconded a motion to approve the modification of THE 202. The motion passed.

Dr. Evans stated that the request to modify THE 315, 320, 411, 416, 417, 418, and 450 due to changing prerequisites does not require Council approval.

5.2.2 **College of Business**

*Department of Management and Marketing*

Dr. Evans presented the request to modify Fashion Merchandising Degree. Dr. Young moved and Dr. Powell seconded a motion to table the modification of Fashion Merchandising Degree pending clarification of the 124 hour degree requirement. The motion passed.

### 5.2.3 **College of Education and Psychology**

#### *Department of Psychology*

Dr. Evans presented the request to add PSY 493. Dr. Young moved and Dr. Drummond seconded a motion to add PSY 493. The motion passed.

Dr. Evans presented the request to modify PSY 370 and 375.

Dr. Powell moved and Dr. Young seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Lux seconded a motion to approve the modification of PSY 370 and 375. The motion passed.

Dr. Evans stated that BTE 322 remains tabled per the department's request.

### 5.2.4 **College of Health**

Dr. Evans presented the request of proposed changes to reach 124 hour degree programs; Department of Community Health, Department of Medical Technology, School of Social Work, Department of Nutrition and Food Systems, Speech Language Pathology/Audiology Degree, School of Human Performance and Recreation and changes to reach 128 hour degree programs for the School of Nursing – BSN program. Dr. Lux moved and Dr. Young seconded the motion to table these proposed changes. The motion passed.

Dr. Anderson moved and Dr. Velasquez seconded a motion to remove the proposed changes to reach 128 hour degree programs in the School of Nursing – BSN program from the table. The motion passed.

Dr. Anderson moved and Dr. Velasquez seconded a motion to approve the School of Nursing – BSN program. The motion passed.

### 5.2.5 **College of Science and Technology**

No new course business.

## 6.0 New Business

Dr. Evans received an email request asking Council to develop a policy statement regarding double majors. He read the following statement.

“Students who are completing two majors simultaneously must complete a minimum of XX hours (to be determined) of course work that is specific to each major not used to satisfy the second major. The degree requirements major to satisfy both majors must be approved by the Chairs and Deans of each department and college granting the degrees.”

Ms. Hill stated that faculty advisers and degree auditors needed clarification as to how many courses could be used twice to satisfy two separate degree programs.

Dr. Young moved and Dr. Middlebrooks seconded a motion stating that if students meet requirements for the individual degree, they may receive as many degrees as approved by Council. The motion passed.

7.0 Adjourn

Dr. Evans adjourned the meeting at 4:55 p.m. The next Academic Council meeting is scheduled for December 5, 2005.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

ACADEMIC COUNCIL MINUTES SUMMARY  
November 7, 2005

**College of Arts and Letters**

*Department of Philosophy and Religion*

Add:	REL 341	<u>Jews and Judaism.</u> Three hours. Effective fall 2006.
Add:	REL 445	<u>Islam and Politics.</u> Three hours. Effective fall 2006.
Add:	REL 446	<u>Women in Islam.</u> Three hours. Effective fall 2006.

*Department of Theatre and Dance*

Modify:	THE 103	<u>Introduction to Theatre.</u> Four hours.
To:	THE 103	<u>Introduction to Theatre.</u> Three hours. Effective spring 2006.
Modify:	THE 202	<u>Introduction to Lights/Sound.</u>
To:	THE 212	<u>Introduction to Lights/Sound.</u> Effective spring 2006.

**College of Business**

*Department of Management and Marketing*

**Tabled:                    Modification of Fashion Merchandising Degree.**

**College of Education and Psychology**

*Department of Psychology*

Add:	PSY 493	<u>Advanced Behavioral Research Methods.</u> Three hours. Effective summer 2006.
Modify:	PSY 370	<u>Child Psychology.</u>
To:	PSY 270	<u>Child Psychology.</u> Effective summer 2006.

Modify: PSY 375 Developmental Psychology.  
To: PSY 275 Developmental Psychology.  
Effective summer 2006.

**College of Health**

**Tabled: 124 Hour Degree Plan for Medical Technology**

**Tabled: 124 Hour Degree Plan for School of Human  
Performance and Recreation**

**Tabled: 124 Hour Degree Plan for Nutrition and Food Systems**

**Tabled: 124 Hour Degree Plan for Speech and Hearing Sciences**

**Tabled: 124 Hour Degree Plan for School of Social Work**

**Tabled: 124 Hour Degree Plan for Community Health Sciences**

*School of Nursing*

Add: 128 Hour Degree Plan for Bachelor of Science Degree in  
Nursing and Changes in the Nursing Prerequisites.  
Effective spring 2006.

Academic Council Minutes  
The University of Southern Mississippi  
December 5, 2005

The Academic Council met at 3:30 p.m. on December 5, 2005, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Trellis Green, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William Powell, Dr. Thelma Roberson, Dr. James Pat Smith, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Ms. Kathleen Wells for Dr. Lin-Miao Agler, Dr. Kathy Yadrack for Dr. Jane Boudreaux, and Dr. Mary Lux for Dr. Vivian Carver.

The following non-voting members were present: Dr. Peter Fos, Ms. Debby Hill, Ms. Nancy Kaul, Mr. Greg Pierce, and Dr. Denise Vonherrmann for Dr. Elliott Pood.

The following guests were present: Dr. Cynthia Chatham, Dr. Kara Craig, Ms. Donna Fielder, Ms. Wynde Fitts, Ms. Lorie Fulton, Dr. Gwen Pate, Ms. Dawn Porter, and Dr. Julie Sanford.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. Dr. Young moved and Dr. Anderson seconded a motion to approve the agenda. The motion passed.

3.0 Reports

3.1 Chair Report

3.1.1 Gulf Coast Update

Dr. Evans stated that Dr. Grimes gave an update regarding the Gulf Coast Campus. Forty percent (40%) of students returned for the fall 2005 term. There is concern that this percentage will be lower spring term 2006 due to students taking jobs as they become available. Dr. Grimes stated that there are no plans to rebuild the Aquarium. Dr. Grimes identified Gulf Coast Campus Faculty as Champions.

3.1.2 Joint Academic Council – Graduate Council Committee for Program Reviews

Dr. Evans stated that this issue would be discussed during the Academic Standards Committee report; however, there are 1700 undergraduate programs to review.

Only six (6) of them are full reviews where an external accrediting agency has not already looked at them. Dr. Evans sent an e-mail of the report of the Joint Committee on which Council will be required to vote.

#### 3.1.3 Online Degree Programs

Dr. Evans stated that each College was asked by the Provost to present a fully on-line program which would start next fall (2006). Dr. Cynthia Moore, with the assistance of Dr. Lin Harper, will coordinate the approval process through the Colleges, Departments, and Academic/Graduate Councils. The Academic Council will have to review one program. More discussion will follow during the Academic Standards Committee report. This Committee has been asked to formulate a review policy.

#### 3.1.4 124 Hour Degree Programs

Dr. Evans reported that the College Board staff never did reply to his request for clarification on the 124 hour degree programs. Dr. Grimes asked Dr. Evans not to talk with the College Board without his permission in the future; however, Dr. Evans was free to talk with the University Attorney about whether or not Dr. Grimes had that authority. Dr. Grimes stated that it is up to individual departments to judge the meaning of developmental curriculum pre-requisite. Preparative courses do not count as part of the 124 credit hour requirement so it is up to Council to judge any questions about pre-requisites in the 124 hour programs. Dr. Evans stated that the College of Education and Psychology have their plans together but the PEC has to look over some of them. Therefore, they will have to be considered at another date. If the plans are handled in January, at a called meeting, they will make the undergraduate bulletin for next year if approved. Dr. Evans will be conducting an on-line poll as to when would be a good time to conduct the January 2006 called meeting.

#### 3.1.5 Alternate Delivery of Courses

There have been questions about alternate delivery of courses and concern from a number of faculty regarding intersession courses properly maintaining course integrity for every course that is offered in that format. Dr. Evans placed discussion of this issue under New Business.

A number of people have inquired about the last day to withdraw/drop or add, as well as the difference between an administrative withdrawal and a regular withdrawal. Mr. Greg Pierce stated that the last day to withdraw/drop or add is Thursday, December 8, 2005 at 5:00 p.m. Rosters will be generated on Friday, December 9, 2005.

For students withdrawing from the University, grade of “WP” does default as opposed to a “WF”. If a faculty member wants to change the “WP” grade they would need to send in a change of grade form. Mr. Pierce added that the withdrawal process begins in the Dean’s office. Grades are due on December 22, 2005 at 11:00 a.m. sharp. Dr. Evans stated that there are some concerns that came out of the SACS review of the reaffirmation report. There are still areas in which improvement is needed. More discussion on this topic will be discussed under the General Education Committee report.

### 3.2 Chair-Elect Report

Dr. Davis expressed concern about there being no funding for IVN and WEBCT courses for the upcoming fiscal year and that the Distance Education Committee was preparing an amended request of funding. The amended request included the number of courses/students served by these technologies as well as the amount of incremental tuition dollars represented.

### 3.3 Standing Committees

#### 3.3.1 Academic Standards – Dr. Ben Velasquez, Chair

Dr. Velasquez presented to the Council the following documents (which were e-mailed to Council members prior to the meeting):

The Program Review SELF-STUDY FORMAT and the PROGRAM REVIEW PROCESS AND DATES FOR 2005-2006. The program review guidelines include the SELF-STUDY FORMAT that explain what accredited and unaccredited programs need to submit as part of the program review process. The SELF-STUDY FORMAT provides a template for academic units to follow in completing the internal program review portion. In addition, the Council was presented with the REVIEWER’S SHEET that external reviewers would use during the program review process. Dr. Velasquez asked Dr. Evans about the list of programs that would be reviewed, and Dr. Evans responded that he e-mailed the list just before today’s (December 5, 2005) Academic Council meeting. Dr. Evans reported that there are 17 programs that need reviewing this year. Lastly, Dr. Velasquez presented the tentative timeline outlining the dates that need to be met during the program review process. The Council voiced concern on the ability of the academic unit to complete the self-study in such a short time frame. In addition, Council voiced concern on the feasibility of conducting the program review to insure the quality of the self-study. After a short discussion, the Council moved to adjourn into Executive Session. Dr. Velasquez moved and Dr. Hauer seconded a motion that Council adjourn into executive session at 4:20 for voting members only to further discuss the Academic Standards report. The motion passed.

Dr. Velasquez moved and Dr. Anderson seconded a motion for Council to reconvene at 4:50. The motion passed.

Dr. Roberson moved and Dr. Anderson seconded a motion stating that all business not attended to by 5:30 be postponed for discussion at the January 2006 called meeting. The motion passed.

Council suggested that the dates be modified for the program review process as follows:

1. By **February 15, 2006**, the program and Dean will provide to the Provost four names of possible external reviewers. The Provost will select and contact the external reviewers for review of the Self-Study document which will be provided to the by March 8 and for a site visit after March 12<sup>th</sup>.
2. By **April 1, 2006**, programs for review.
3. Two Academic or Graduate Council members appointed by Dr. Ben Velasquez for the Academic Council and Dr. Jane Hudson for the Graduate Council (one of which is on the Program Review Committee) will review the Self-Study from **April-May 1, 2006**.
4. The Dean will review the Self-Study from **April-May 1, 2006**.
5. By **May 15, 2006**, the program must submit copies of the Self-Study to the External Reviewers.
6. External reviewers will be invited to campus **September 6, 2006**.
7. Programs must submit to Academic Council (Dr. Velasquez) or Graduate Council (Dr. Hudson) the following items:
  - a. Self-Study
  - b. Council Review (program need not resubmit)
  - c. Dean's Review
  - d. Documentation of changes made to the Self-Study as a result of the Council and Dean's review.
  - e. External Reviewer's Review
  - f. Documentation of program improvement plans based on all reviews.

All the above documents must be sent to Dr. Velasquez or Dr. Hudson by **October 15, 2006**. The Academic or Graduate Council will review all the documents in the month of **October 15, 2006**.

8. For programs accredited by an external agency, the following information should be provided to Academic Council (Dr. Velasquez) or Graduate Council (Dr. Hudson) by **November 10, 2006**.
  - Name of accrediting agency.

- List the degree program(s) accredited by the external accrediting agency. (Note: if one degree program is accredited by the external accrediting agency, but another program is not, the one not accredited by the external accrediting agency must go through the internal Program Review process. For example: if the undergraduate program is accredited by an external agency, but the graduate program is not, then the graduate program must go through the internal Program Review process).
- Date the program was last reviewed by the external accrediting agency.
- A copy of the last accreditation report from the external accrediting agency.
- A list of improvements made and/or plans to make improvements based on any recommendations/suggestions made by the external accrediting agency in the last report.

Dr. Velasquez moved and Dr. Smith seconded a motion to accept the date changes for the program review process for 2005-2006 and 2006-2007. The motion passed.

This committee was also asked to develop some criteria for evaluating on-line processes. Dr. Velasquez stated that the Committee needs to meet to discuss this issue further.

Dr. Lux moved and Dr. Powell seconded a motion to approve the guidelines that were given to the departments and external reviewers (SELF-STUDY FORMAT and REVIEWER'S SHEET) as to how the review process will be handled. The motion passed.

### 3.3.2 Bylaws – Dr. Thelma Roberson, Chair

Dr. Roberson stated that the Bylaws Committee was charged with making the decision of whether or not the Academic Council should have one or two documents for the group's Constitution and Bylaws. Members of the Committee were asked to independently investigate what other campus organizations were doing in this regard. Kathleen Wells reported that the Graduate Council moved to a single document about five (5) years ago based on a review of the revised 10<sup>th</sup> edition of Robert's Rules of Order. {Provide a copy of the following excerpt.}

“...it is now recommended practice that all of a society's rules of this kind {constitution and bylaws} be combined into a single instrument called the “bylaws,” or in some societies called the “constitution” – or the “constitution and bylaws,” even when it is only one document.” RONR (10<sup>th</sup> ed.), p.12, 1-11.

Committee members were polled by e-mail. Dr. Roberson, on behalf of the Bylaws Committee, moved that the Council align its Constitution and Bylaws with the recommendations provided in Robert's Rules of Order and move to a single document. The motion passed. The Committee also welcomes further discussion on this matter.

### 3.3.3 Elections – Dr. Ras Pandey, Chair

Dr. Pandey stated that the Election Committee member from each respective college/unit will prepare the ballot, distribute it to faculty, collect them, and count them. Listed below are the persons in charge:

- Amy Young: Arts and Letters
- Taralynn Hartsell: Education and Psychology
- Lin-Miao Agler: (replacing Judith Williams): Gulf Coast
- Jane Boudreaux: Health
- Kathleen Wells: Library
- Ras Pandey: Science and Technology

Election deadlines are first round, January 23-February 10; second round, February 21-March 10; and third round, March 20-March 31.

### 3.3.4 General Education – Dr. Mary Lux, Chair

Dr. Lux stated that it has been called to the attention of the General Education Committee that there is no specificity in the terminology in the bulletin as to how the CORE will be assessed. We need target numbers and more specific objectives. This committee has been charged with making changes. Dr. Lux provided Council with a copy of an example of what has been done for a specific course.

Dr. Evans stated that a SACS reviewer of our reaffirmation report said our course proposals need to be linked to assessment. Dr. Evans suggested we need to include in the course approval process a mechanism that if a new course is being added that somehow the Chair of the Department tie this to assessment. Dr. Evans noted that another slot be added to the course proposal form rationale for adding courses for assessment results. This was referred to the General Education Committee for further consideration.

### 3.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

No report.

## 4.0 Approval of the Minutes

Dr. Evans presented the November 7, 2005 for approval. Dr. Young moved and Dr. Anderson seconded a motion to approve the minutes. The motion passed.

## 5.0 Course Proposals

### 5.1 Old “Course” Business

#### 5.1.1 Tabled Courses

Dr. Evans stated that BTE 332 remained tabled. He moved the College of Health’s proposal under new business.

### 5.2 New “Course” Business

Dr. Evans suggested that these courses be taken a department at a time. Dr. Velasquez moved and Dr. Anderson seconded a motion to approve courses by department. The motion passed.

#### 5.2.1 **College of Arts and Letters – 124 Hour Degree Plans and Course Proposals**

##### *Department of Anthropology*

Dr. Evans presented the program modifications for BA in Anthropology and BA in Sociology for approval.

Dr. Young moved and Dr. Drummond seconded a motion to approve the program modification for BA in Anthropology and BA in Sociology. The motion passed.

##### *Department of Art and Design*

Dr. Evans presented the program modifications for BA Art, BA Museum Studies, BFA Drawing and Painting, BFA Sculpture, BFA Graphic Communication, BFA Art Education, and BS Interior Design for approval.

Dr. Hauer moved and Dr. Drummond seconded a motion to approve the program modifications for BA Art, BA Museum Studies, BFA Drawing and Painting, BFA Sculpture, BFA Graphic Communication, BFA Art Education, and BS Interior Design. The motion passed.

##### *Department of English*

Dr. Evans presented the program modifications for BA in English and BA in English Licensure for approval.

Dr. Hauer moved and Dr. Young seconded a motion to approve the program modifications for BA in English and BA in English Licensure pending PEC approval.

Dr. Evans presented the request to add ENG 313, 410, 416, 441, 474, 475, 476 and to modify ENG 470 and 471.

Dr. Hauer moved and Dr. Young seconded a motion to approve the additions and modifications as a group. The motion passed.

Dr. Hauer moved and Dr. Young seconded a motion to approve the addition of ENG 313, 410, 416, 441, 474, 475, 476, and the modification of ENG 470 and 471. The motion passed.

*Department of Foreign Languages*

Dr. Evans presented the program modifications for BA Foreign Languages (French Emphasis, Spanish Emphasis, Two Language Emphasis and Foreign Languages Licensure Emphasis).

Dr. Powell moved and Dr. Young seconded a motion to approve the program modifications for BA Foreign Languages (French Emphasis, Spanish Emphasis, Two Language Emphasis, and Foreign Languages Licensure Emphasis). The motion passed.

*Department of History*

Dr. Evans presented the request to delete HIS 403, 412, 420, 441, 443, 451, 488L, and 494.

Dr. Drummond moved and Dr. Anderson seconded a motion to approve the deletion of HIS 403, 412, 420, 441, 443, 451, 488L, and 494. The motion passed.

Dr. Evans presented the request to add HIS 204.

Dr. Drummond moved and Dr. Hauer seconded a motion to approve the addition of HIS 204. The motion passed.

Dr. Evans presented the request to modify HIS 488.

Dr. Drummond moved and Dr. Young seconded a motion to approve the modification of HIS 488. The motion passed.

Dr. Evans presented the request to approve the program modifications for BA History, BA History (Social Studies Licensure), BA International Studies, and BA International Studies (Comparative Americas Emphasis).

Dr. Drummond moved and Dr. Young seconded a motion to approve the program modifications for BA History, BA History (Social Studies Licensure), BA International Studies, and BA International Studies (Comparative Americas Emphasis). The motion passed.

6.0 New Business

There was no new business discussed.

7.0 Adjourn

Dr. Evans adjourned the meeting at 5:30 p.m. The next Academic Council meeting will be a called meeting scheduled for January 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

ACADEMIC COUNCIL MINUTES SUMMARY  
December 5, 2005

**College of Education and Psychology**

*Department of Technology Education*

**Tabled:**                    **BTE 332**                    **Professional Presence and  
Its Influence.**

**College of Arts and Letters**

*Department of Anthropology and Sociology*

Modify:                    BA in Anthropology 128 hours.

To:                         BA in Anthropology 124 hours. Effective fall 2006.

Modify:                    BA in Sociology 128 hours.

To:                         BA in Sociology 124 hours. Effective fall 2006.

*Department of Art & Design*

Modify:                    BA Art 136 hours.

To:                         BA Art 124 hours. Effective fall 2006.

Modify:                    BA Museum Studies 130 hours.

To:                         BA Museum Studies 124 hours. Effective fall 2006.

Modify:                    BFA Drawing and Painting 130 hours.

To:                         BFA Drawing and Painting 124 hours. Effective fall 2006.

Modify:                    BFA Sculpture 144 hours.

To:                         BFA Sculpture 124 hours. Effective fall 2006.

Modify:                    BFA Graphic Communication 133 hours.

To:                         BFA Graphic Communication 124 hours. Effective fall 2006.

Modify:                    BFA Art Education 133 hours.

To:                         BFA Art Education 124 hours. Effective fall 2006.

Modify: BS Interior Design 128 hours.

To: BS Interior Design 124 hours. Effective fall 2006.

*Department of English*

Modify BA English 128 hours.

To: BA English 124 hours. Effective fall 2006.

Modify: BA English Licensure 128 hours.

To: BA English Licensure 124 hours. Effective fall 2006.

Add: ENG 313 Survey of Multiethnic Literature. Three hours. Effective fall 2006.

Add: ENG 410 Studies in Ethnic Literature. Three hours. Effective fall 2006.

Add: ENG 416 Literature of the Transatlantic World. Three hours. Effective spring 2006.

Add: ENG 441 Topics in Literary Theory. Three hours. Effective fall 2006.

Add: ENG 474 Studies in Colonial and Early American Literature. Three hours. Effective fall 2006.

Add: ENG 475 Studies in American Modernism. Three hours. Effective fall 2006.

Add: ENG 476 American Literature After 1945. Three hours. Effective fall 2006.

Modify: ENG 470 Survey of the American Literary Renaissance.

To: ENG 470 Studies in Antebellum Literature, 1820-1870. Effective spring 2006.

Modify:	ENG 471	<u>Survey of the Rise of Realism in American Literature.</u>
To:	ENG 471	<u>Studies in American Literature of Realism and Naturalism.</u> Effective spring 2006.
<b>NO ACTION:</b>	<b>ENG 494</b>	<b><u>Practice Teaching in English I &amp; II.</u></b>
<b>NO ACTION:</b>	<b>ENG 495</b>	<b><u>Practice Teaching in English I &amp; II.</u></b>

*Department of Foreign Languages*

Modify:	BA Foreign Languages (French Emphasis, Spanish Emphasis, Two Language Emphasis, Foreign Languages Licensure Emphasis) 128 hours.
To:	BA Foreign Languages (French Emphasis, Spanish Emphasis, Two Language Emphasis, Foreign Languages Licensure Emphasis) 124 hours. Effective fall 2006.

*Department of History*

Delete:	HIS 403	<u>Africa, History and Cinema.</u> Effective fall 2006.
Delete:	HIS 412	<u>History of Brazil.</u> Effective fall 2006.
Delete:	HIS 420	<u>Exploration &amp; Discovery.</u> Effective fall 2006.
Delete:	HIS 441	<u>History of Nationalism.</u> Effective fall 2006.
Delete:	HIS 443	<u>Revolution, Reaction, &amp; Fascism in Southern Europe.</u> Effective fall 2006.
Delete:	HIS 451	<u>Imperial France &amp; Its Overseas Cultures.</u> Effective fall 2006.

Delete: HIS 488L Secondary Social Studies  
In Methods Lab. Effective  
fall 2006.

Delete: HIS 494 Topics in Mexican History.  
Effective fall 2006.

Add: HIS 204 Exploring History. Three  
hours. Effective fall 2006.

Modify: HIS 488 Methods of Teaching Social  
Studies.

To: HIS 488 Methods of Teaching Social  
Studies & Practicum.  
Effective fall 2006.

Modify: BA History 128 hours.

To: BA History 124 hours. Effective fall 2006.

Modify: BA History (Social Studies Licensure) 138 hours.

To: BA History (Social Studies Licensure) 124 hours.  
Effective fall 2006.

Modify: BA International Studies 128 hours.

To: BA International Studies 124 hours.  
Effective fall 2006.

Modify: BA International Studies (Comparative Americas  
Emphasis) 128 hours.

To: BA International Studies (Comparative Americas  
Emphasis) 124 hours. Effective fall 2006.

Academic Council Minutes  
The University of Southern Mississippi  
December 13, 2005

The Academic Council met at 3:30 p.m. on December 13, 2005, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Ann Blackwell, Dr. Vivian Carver, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Stan Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. Ben Velasquez, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Mary Lux for Dr. Lin-Miao Agler, Dr. Mary Lux for Dr. Patsy Anderson, Dr. Ben Velasquez for Dr. Jane Boudreaux, Dr. Amy Young for Dr. Michael Forester, Dr. Ann Blackwell for Dr. Taralynn Hartsell, Dr. Amy Young for Dr. William Powell, Dr. Ann Blackwell for Dr. Thelma Roberson, Dr. Elizabeth Drummond for Dr. James "Pat" Smith, and Dr. Bobby Middlebrooks for Dr. Judith Williams.

The following non-voting members were present: Ms. Debby Hill, Ms. Nancy Kaul, Mr. Greg Pierce, and Dr. Denise von Herrmann for Dr. Elliott Pood.

The following guests were present: Ms. Donna Fielder, Ms. Wynde Fitts, Dr. Ed Mann, Dr. Katherine Nugent, Dr. Gwen Pate, Ms. Dawn Porter, and Dr. Joe B. Whitehead.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. Dr. Evans indicated the following changes:

- ENG 494, 495 be removed from the agenda
- DED 491 changed to DAN 491
- CSS 244 changed to CSS 444

Dr. Young moved and Dr. Drummond seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

The minutes from December 5, 2005 and December 13, 2005 will be approved at the next Academic Council meeting.

4.0 Course Proposals

4.1 Old "Course" Business

4.1.1 There was no old course business.

4.2 New “Course” Business

4.2.1 **College of Arts and Letters – 124 Hour Degree Plans and Course Proposals.**

*Department of Military Science*

Dr. Evans presented the request to add MSL 111 and MSL 395. Dr. Drummond moved and Dr. Lux seconded a motion to table the addition of MSL 111 and MSL 395. The motion passed.

*School of Mass Communication and Journalism*

Dr. Evans presented the request to approve the program modifications for BA Advertising, BA Journalism (News-Editorial Emphasis), (Photojournalism Concentration Emphasis), (Public Relation Emphasis), and BA Radio, Television, and Film (Broadcast Journalism Emphasis), (Film Emphasis), (Radio-Television Production Emphasis).

Dr. Young moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Drummond seconded a motion to approve the program modifications for BA Advertising, BA Journalism (News-Editorial Emphasis), (Photojournalism Concentration Emphasis), (Public Relation Emphasis), and BA Radio, Television, and Film (Broadcast Journalism Emphasis), (Film Emphasis), (Radio-Television Production Emphasis). The motion passed.

*School of Music*

Dr. Evans presented the request to modify MUS 100.

Dr. Drummond moved and Dr. Young seconded a motion to approve the modification of MUS 100. The motion passed.

Dr. Evans presented the request to modify MUS 103, 104, 203, 204, and MUP 299, and 499.

Dr. Drummond moved and Dr. Davis seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Lux seconded a motion to approve the modification of MUS 103, 104, 203, 204, and MUP 299, and 499. The motion passed.

Dr. Evans presented the request to approve the program modifications for B.M. Music (All Emphasis Areas) and B.M.E. (All Emphasis Areas).

Dr. Carver moved and Dr. Young seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Carver seconded a motion to approve the program modifications for B.M. Music (All Emphasis Areas) and B.M.E. (All Emphasis Areas). The motion passed.

*Department of Philosophy and Religion*

Dr. Evans presented the request to approve the program modifications for BA Philosophy.

Dr. Young moved and Dr. Lux seconded a motion to approve the program modification for BA Philosophy. The motion passed.

*Department of Political Science, International Development and Affairs*

Dr. Evans presented PS 101 and 301. Dr. Young moved and Dr. Drummond seconded a motion to withdraw the modification of PS 101 and 301 from the agenda and to add the approval of the 124 hour degree plan for Political Science. The motion passed.

Dr. Young moved and Dr. Davis seconded a motion to approve the 124 hour degree plan for Political Science. The motion passed.

*Department of Speech Communication*

Dr. Evans presented the request to approve the modification for BA Speech Communication.

Dr. Young moved and Dr. Lux seconded a motion to approve the modification for BA Speech Communication. The motion passed.

Dr. Evans presented the request to approve the modification for BA Speech Communication Licensure (suspension of admission).

Dr. Drummond moved and Dr. Young seconded a motion to approve the modification for BA Speech Communication Licensure. The motion passed.

Dr. Evans presented the request to approve the modification for BA Communication.

Dr. Hauer moved and Dr. Davis seconded a motion to approve the modification for BA Communication. The motion passed.

*Department of Theatre and Dance*

Dr. Evans presented the request to delete DED 362, modify DED 360, 361, and add THE 212L.

Dr. Davis moved and Dr. Young seconded a motion to withdraw the request to delete DED 362, modify DED 360, 361, and add THE 212L. The motion passed.

Dr. Evans presented the request to modify DAN 491.

Dr. Young moved and Dr. Drummond seconded a motion to approve the modification of DAN 491. The motion passed.

Dr. Evans presented the request to approve the modification for BFA Dance Performance and Choreography and BA Theatre.

Dr. Young moved and Dr. Middlebrooks seconded a motion to approve the modifications of these programs as a group. The motion passed.

Dr. Young moved and Dr. Drummond seconded a motion to approve the modification for BFA Dance Performance and Choreography and BA Theatre. The motion passed.

*Division of Undergraduate Studies*

Dr. Evans presented the request to add UNV 325. Dr. Drummond moved and Dr. Young seconded a motion to approve the addition of UNV 325. The motion passed.

4.2.2 **College of Business**

*Department of Management and Marketing*

Dr. Evans presented the request to approve BS Fashion Merchandising. Dr. Young moved and Dr. Davis seconded a motion to approve BS Fashion Merchandising. The motion passed.

4.2.3 **College of Education and Psychology**

*Department of Psychology*

Dr. Evans presented the request to add PSY 440. Dr. Blackwell moved and Dr. Young seconded a motion to add PSY 440. The motion passed.

*Department of Technology Education*

Dr. Evans presented the request to modify BTE 200 and BTE 480. Dr. Blackwell moved and Dr. Young seconded a motion to approve the request to approve these modifications as a group. The motion passed.

Dr. Blackwell moved and Dr. Young seconded a motion to approve the modification of BTE 200 and BTE 480. The motion passed.

Dr. Evans presented the request to approve the modifications for Technology Education (BS Business Technology Education, BS Office Administration, and BS Technical and Occupational Education).

Dr. Blackwell moved and Dr. Davis seconded a motion to approve these degree modifications as a group. The motion passed.

Dr. Blackwell moved and Dr. Davis seconded a motion to approve the modifications for Technology Education (BS Business Technology Education, BS Office Administration, and BS Technical and Occupational Education). The motion passed.

*Department of Curriculum, Instruction, and Special Education*  
Dr. Evans presented the request to modify Elementary Education K-8 and Special Education K-12 programs. Dr. Drummond moved and Dr. Young seconded a motion to table the request to modify Elementary Education K-8 and Special Education K-12 programs. The motion passed.

4.2.4 **College of Health**

*Department of Speech and Hearing Sciences*

Dr. Evans presented the request to modify SHS 211. Dr. Hauer moved and Dr. Davis seconded a motion to approve the modification of SHS 211.

Dr. Evans presented the request to approve the modification for B.S. Speech-Language Pathology & Audiology and B.A. Education of the Deaf. Dr. Young moved and Dr. Lux seconded a motion to table the modification for B.S. Speech-Language Pathology & Audiology and B.A. Education of the Deaf. The motion passed.

4.2.5 Tabled Courses Scheduled for Consideration after Course Modifications Approved Under New Business

**College of Health 124 Hour Degree Plans**

*Department of Community Health Sciences*

Dr. Evans presented the request to approve the modifications for College of Health - B.S. Community Health Sciences.

Dr. Carver moved and Dr. Young seconded a motion to approve the modifications for B.S. Community Health Sciences. The motion passed.

*Department of Nutrition and Food Systems*

Dr. Evans presented the request to approve the modifications for B.S. Nutrition and Dietetics.

Dr. Nugent withdrew the request to modify B.S. Nutrition and Dietetics.

*School of Human Performance and Recreation*

Dr. Evans presented the request to modify HPR 274. Dr. Carver moved and Dr. Lux seconded a motion to approve the modification of HPR 274. The motion did not pass.

Dr. Evans presented the request to modify HPR 441. Dr. Hauer moved and Dr. Young seconded a motion to approve the modification of HPR 441. The motion passed.

Dr. Evans presented the request to approve the modifications for B.S. Recreation-Recreation Administration, B.S. Recreation-Therapeutic Recreation, B.S. Human Performance Physical Education-Teacher Licensure, B.S. Athletic Training, B.S. Human Performance-Kinesiotherapy, B.S. Human Performance-Exercise Science, B.S. Coaching Sport Education, and B.S. Sport Management.

Dr. Davis moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Carver seconded a motion to approve the modifications for B.S. Recreation-Recreation Administration, B.S. Recreation-Therapeutic Recreation, B.S. Human Performance Physical Education-Teacher Licensure, B.S. Athletic Training (**NOTE: This includes HPR 274 as a two (2) hour course**), B.S. Human Performance-Kinesiotherapy, B.S. Human Performance-Exercise Science, B.S. Coaching Sport Education, and B.S. Sport Management. The motion passed.

#### *School of Social Work*

Dr. Evans presented the request to approve the modification for B.S.W. Social Work. Dr. Carver moved and Dr. Young seconded a motion to approve the modification for B.S.W. Social Work. The motion passed.

#### *School of Nursing*

Dr. Evans presented the request to delete NSG 350, 415, and add NSG 331, 340, 353, 353L.

Dr. Carver moved and Dr. Lux seconded a motion to approve these deletions and additions as a group. The motion passed.

Dr. Carver moved and Dr. Lux seconded a motion to approve the deletion of NSG 350, 415, and the addition of NSG 331, 340, 353, 353L. The motion passed.

#### 4.2.6 **College of Science and Technology**

##### *Department of Administration of Justice*

Dr. Evans presented the request to approve the modification for BS Administration of Justice (Juvenile Justice Emphasis) and BS Forensic Science (Administration of Justice Emphasis, Anthropology Emphasis, Biological Sciences Emphasis, Chemistry and Biochemistry Emphasis, Physics Emphasis, Polymer Science Emphasis).

Dr. Carver moved and Dr. Pandey seconded a motion to approve these modifications as a group. The motion passed.

Dr. Davis moved and Dr. Carver seconded a motion to approve the modifications for BS Administration of Justice (Juvenile Justice Emphasis) and BS Forensic Science (Administration of Justice Emphasis, Anthropology Emphasis, Biological Sciences Emphasis, Chemistry and Biochemistry Emphasis, Physics Emphasis, Polymer Science Emphasis). The motion passed.

*Department of Biological Sciences*

Dr. Evans presented the request to approve the modification for BS Biological Sciences (Environmental Biology Emphasis, Microbiology Emphasis, Molecular Biology Emphasis), BS Biological Sciences-Licensure, BS Marine Biology.

Dr. Middlebrooks moved and Dr. Young seconded a motion to approve these modifications as a group. The motion passed.

Dr. Middlebrooks moved and Dr. Blackwell seconded a motion to approve the modification for BS Biological Sciences (Environmental Biology Emphasis, Microbiology Emphasis, Molecular Biology Emphasis), BS Biological Sciences-Licensure, BS Marine Biology. The motion passed.

*Department of Chemistry and Biochemistry*

Dr. Evans presented the request to approve the modification for BS Chemistry, Chemistry Licensure Emphasis, Chemistry ACS Certified Emphasis, Chemistry Emphasis, Biochemistry ACS Certified Emphasis, Biochemistry Emphasis.

Dr. Young moved and Dr. Lux seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Lux seconded a motion to approve the modifications for BS Chemistry, Chemistry Licensure Emphasis, Chemistry ACS Certified Emphasis, Chemistry Emphasis, Biochemistry ACS Certified Emphasis, Biochemistry Emphasis. The motion passed.

*School of Computing*

Dr. Evans presented the request to delete CSS 444. Dr. Pandey moved and Dr. Davis seconded a motion to approve the deletion of CSS 444. The motion passed.

Dr. Evans presented the request to add CSS 346, CSS 446, and CSC 423.

Dr. Lux moved and Dr. Pandey seconded a motion to approve these additions as a group. The motion passed.

Dr. Carver moved and Dr. Lux seconded a motion to approve the addition of CSS 346, CSS 446, and CSC 423. The motion passed.

Dr. Evans presented the request to approve the modification for BS Computer Science, BS Computer Engineering Technology, BS Electronic Engineering Technology, and BS Information Technology.

Dr. Lux moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Carver moved and Dr. Lux seconded a motion to approve the modification for BS Computer Science, BS Computer Engineering Technology, BS Electronic Engineering Technology, and BS Information Technology. The motion passed.

#### *School of Construction*

Dr. Evans presented the request to modify ACT 348, 349, 352, 450, and 451.

Dr. Carver moved and Dr. Lux seconded a motion to approve these modifications as a group. The motion passed.

Dr. Lux moved and Dr. Carver seconded a motion to approve the modification of ACT 348, 349, 352, 450, and 451. The motion passed.

Dr. Evans presented the request to approve the modification for BS Architectural Engineering Technology, BS Construction Engineering Technology, and BS Industrial Engineering Technology.

Dr. Davis moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Lux seconded a motion to approve the modification for BS Architectural Engineering Technology, BS Construction Engineering Technology, and BS Industrial Engineering Technology. The motion passed.

#### *Department of Geography and Geology*

Dr. Evans presented the request to approve the modifications for BA Geography, BS Geography, BA Geographic Information Technology, BS Geographic Information Technology, and BS Geology (Environmental Emphasis, Marine Emphasis).

Dr. Lux moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Carver moved and Dr. Lux seconded a motion to approve the modifications for BA Geography, BS Geography, BA Geographic Information Technology, BS Geographic Information Technology, and BS Geology (Environmental Emphasis, Marine Emphasis). The motion passed.

#### *Department of Mathematics*

Dr. Evans presented the request to approve the modification for BS Mathematics and BS Mathematics-Licensure.

Dr. Lux moved and Dr. Carver seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Carver seconded a motion to approve the modifications for BS Mathematics and BS Mathematics-Licensure. The motion passed.

*Department of Physics and Astronomy*

Dr. Evans presented the request to approve the modification for BS Physics and BS Physics-Licensure.

Dr. Pandey moved and Dr. Drummond seconded a motion to approve these modifications as a group. The motion passed.

Dr. Carver moved and Dr. Pandey seconded a motion to approve the modifications for BS Physics and BS Physics-Licensure. The motion passed.

## 5.0 Reports

### Chair's Report

#### Program Review Status

Dr. Evans reported what had occurred after the Academic Council had passed an alternate program review timeline in its December 5<sup>th</sup> Council meeting. The following paragraph is that report. Dr. Evans had notified the members of the Joint Academic Council-Graduate Council Program Review Committee of the alternate timeline passed by Academic Council on December 5, 2005. He also notified Dr. Joan Exline and Dr. Susan Siltanen of the alternate timeline. Dr. Exline then met with Dr. Evans, Dr. Susan Ross, Dr. Jane Hudson of the Joint Academic Council-Graduate Council Committee and with Academic Council member Dr. Mary Lux and discussed the timeline. In the discussion, Dr. Exline said the University told SACS in the reaffirmation report (submitted in the fall of 2005) that we were going to do these reviews this year. Dr. Exline felt if we did not comply we could possibly be given a warning by SACS. Dr. Exline preferred that Councils follow the original timeline with unit's self studies being due on March 1 and external reviews taking place in March, but she agreed that some program reviews would not be complete until into the summer. The Joint Academic Council-Graduate Council Program Review Committee met again and developed a second alternate timeline that some of the units' program reviews could follow. At that point there two timelines. In one timeline the review process would be complete by April 1 and in the second timeline some departments would finish by the end of summer semester. Dr. Exline made a request to Institutional Research that it provide data for many of the self-study review questions by the second week of January 2006. Dr. Evans, Dr. Velasquez, Dr. Susan Ross, Dr. Susan Siltanen, and Dr. Jane Hudson met with the Dean's Council on December 12, 2005 and discussed the review process with the Deans and Provost. It was pointed out to the Deans that the Graduate and Academic Councils had passed the guidelines by June of 2005 and they had been informed of the review guidelines in the summer of 2005. The two timelines for the review process were also discussed.

The Deans expressed concern about being able to complete the review by April 1. They were reminded of the second timeline and that they had the freedom to choose which self-study items the different units in their college should address. Graduate Council met on December 12, 2005 and voted to approve the revised timelines and to accompany the timelines with a cover letter to the administration identifying the Council's concerns of the time frame of the review and how it impacted the units' ability to obtain and consider information vital to the program review process. The Graduate Council invited Academic Council to be co-signers of that letter.

After discussion of the Chair's report, Dr. Velasquez moved and Dr. Drummond seconded a motion to accept the invitation to jointly write a letter to Dr. Exline and the Provost with Graduate Council expressing these concerns. The motion passed.

Dr. Henry moved and Dr. Velasquez seconded a motion that the Academic Council adopts the original and alternate schedules for the 2005-2006 program review cycles with the following wording: "Units are urged to follow the original Program Review dates if at all possible. However, if units find during the process that they need to employ the alternate Program Review dates (the delayed schedule) to ensure the integrity of the Self Study and the program review, they may do so. The dean of the appropriate college should be kept advised as to the likelihood that a unit with programs under review will need to adopt the delayed schedule." The motion passed. (SEE TIMELINES LISTED BELOW).

#### Timeline 1

##### PROGRAM REVIEW PROCESS AND DATES FOR 2005-2006:

"Units are urged to follow the original Program Review dates if at all possible. However, if units find during the process that they need to employ the alternate Program Review dates (the delayed schedule) to ensure the integrity of the Self Study and the program review, they may do so. The dean of the appropriate college should be kept advised as to the likelihood that a unit with programs under review will need to adopt the delayed schedule."

1. By **January 17, 2006**, the program and Dean will provide to the Provost four names of possible external reviewers. The Provost will select and contact the external reviewers for the review of the Self-Study document.
2. By **March 1, 2006**, programs for review (see attachment A) should provide answers and appendices (where indicated) to the self-study questions (see attachment B). The program should provide one copy to the Dean and two copies to the Academic Council (Dr. Ben Velasquez, Box 5142) or Graduate Council (Dr. Jane Hudson, Box 5134), and a copy to the external reviewer.

3. Review of the Self-Study by the Dean, Academic or Graduate Council, and the External Reviewers (includes site visit) will occur during the month of **March 2006**. Academic or Graduate Council Program Review Committee chairs and the primary Self-Study reader shall attend the exit interview for informational purposes only. Please notify Dr. Velasquez or Dr. Hudson of the site visit date.
4. Programs must submit to Academic Council (Dr. Velasquez) or Graduate Council (Dr. Hudson) the following items by **April 1, 2006**:
  - a. Self-Study
  - b. Council Review
  - c. Dean's Review
  - d. External Reviewer's Review
5. Documentation of program improvement plans based on all reviews must be submitted to the Academic (Dr. Velasquez) or Graduate Council (Dr. Hudson) by **May 1, 2006**.
6. The Academic or Graduate Council will review all the documents in the month of **May 2006**, and develop final recommendations for the program faculty and administration, Dean, and Provost. The Provost in consultation with the Dean and the program faculty and administration will be responsible for implementation of program improvement plans.
7. For programs accredited by an external agency, the following information should be provided to Academic Council (Dr. Velasquez) or Graduate Council (Dr. Hudson) by **March 1, 2006**:
  - Name of accrediting agency.
  - List the degree program(s) accredited by the external accrediting agency. (Note: if one degree program is accredited by the external accrediting agency, but another program is not, the one not accredited by the external accrediting agency must go through the internal Program Review process. For example: if the undergraduate program is accredited by an external agency, but the graduate program is not, then the graduate program must go through the internal Program Review process).
  - Date the program was last reviewed by the external accrediting agency.
  - A copy of the last accreditation report from the external accrediting agency.
  - A list of improvements made and/or plans to make improvements based on any recommendations/suggestions made by the external accrediting agency in the last report.

Note: The procedure described above will be implemented for 2005-2006 cycle only. A revised procedure starting the process in March 2006 will be implemented for the 2006-2007 cycle.

## Timeline 2 – The Delayed Schedule

### ALTERNATIVE PROGRAM REVIEW PROCESS AND DATES FOR 2005-2006:

“Units are urged to follow the original Program Review dates if at all possible. However, if units find during the process that they need to employ the alternate Program Review dates (the delayed schedule) to ensure the integrity of the Self Study and the program review, they may do so. The dean of the appropriate college should be kept advised as to the likelihood that a unit with programs under review will need to adopt the delayed schedule.” Passed by Academic Council December 13, 2006.

1. By **January 17, 2006**, the program and Dean will provide to the Provost four names of possible external reviewers. The Provost will select and contact the external reviewers for review of the Self-Study document and site visit during April or May 2006.
2. By **April 1, 2006**, programs for review (see attachment A) should provide answers and appendices (where indicated) to the self-study questions (see attachment B). The program should provide one copy to the Dean and two copies to the Academic Council (Dr. Velasquez, Box 5142) or Graduate Council (Dr. Jane Hudson, Box 5134), and a copy to each external reviewer.
3. Review of the Self-Study by the Dean, Academic or Graduate Council, and the External Reviewers (includes site visit) will occur during the months of **April and May 2006**. Academic or Graduate Council Program Review Committee chairs and the primary Self-Study reader shall attend the exit interview for informational purposes only. Please notify Dr. Velasquez or Dr. Hudson of the site visit date.
4. Programs must submit to Academic Council (Dr. Velasquez) or Graduate Council (Dr. Hudson) the following items by **June 1, 2006**:
  - a. Self-Study
  - b. Council Review
  - c. Dean’s Review
  - d. External Reviewer’s Review
5. Documentation of program improvement plans based on all reviews must be submitted to the Academic (Dr. Velasquez) or Graduate Council (Dr. Hudson) by **July 1, 2006**.

6. The Academic or Graduate Council will review all the documents in the month of **July 2006** and develop final recommendations for the program faculty and administration, Dean, and Provost. The Provost in consultation with the Dean and the program faculty and administration will be responsible for implementation of program improvement plans.

6.0 New Business

- 6.1 Alternative Delivery of Courses and Intercession Courses
- 6.2 Degree Plans and 64 Hour Senior College/45 Hour of 300-400 Level/Last 32 Hour At USM
- 6.3 USM Courses Taught in High Schools

Dr. Evans stated that the three items of new business will be discussed in the new year.

7.0 Adjourn

Dr. Evans adjourned the meeting at 5:12 p.m. The next Academic Council meeting is scheduled for February 6, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair



Modify: BA Radio, Television, and Film: Radio-Television  
Production Emphasis 128 hours.

To: BA Radio, Television, and Film: Radio-Television  
Production Emphasis 124 hours. Effective fall 2006.

*School of Music*

Modify MUS 100 Music Fundamentals.

To: MUS 099 Music Fundamentals.  
Effective fall 2006.

Modify: MUS 103 Developing Aural Skills.  
Two hours.

To: MUS 101L Developing Aural Skills.  
One hour. Effective fall  
2006.

Modify: MUS 104 Developing Aural Skills II.  
Two hours.

To: MUS 102L Developing Aural Skills II.  
One hour. Effective fall  
2006.

Modify: MUS 203 Advanced Aural Skills.  
Two hours.

To: MUS 201L Advanced Aural Skills.  
One hour. Effective fall  
2006.

Modify: MUS 204 Advanced Aural Skills II.  
Two hours.

To: MUS 202L Advanced Aural Skills II.  
One hour. Effective fall  
2006.

Modify: MUP 299 Recital Class. One hour.

To: MUP 299 Recital Class. No hours.  
Effective fall 2006.

Modify: MUP 499 Recital Class. One hour.

To: MUP 499 Recital Class. No hours.  
Effective fall 2006.

Modify: BM in Music: Wind Instruments 137 hours.

To: BM in Music: Wind Instruments 128 hours.  
Effective fall 2006.

Modify: BM in Music: Performance Emphasis-Voice 141 hours.

To: BM in Music: Performance Emphasis-Voice 128 hours. Effective fall 2006.

Modify: BM in Music: Performance Emphasis-Strings 138 hours.

To: BM in Music: Performance Emphasis-Strings 128 hours. Effective fall 2006.

Modify: BM in Music: Performance Emphasis-Piano 136 hours.

To: BM in Music: Performance Emphasis-Piano 128 hours. Effective fall 2006.

Modify: BM in Music: History and Literature Emphasis 146 hours.

To: BM in Music: History and Literature Emphasis 128 hours. Effective fall 2006.

Modify: BM in Music: Performance Emphasis-Percussion 137 hours.

To: BM in Music: Performance Emphasis-Percussion 128 hours. Effective fall 2006.

Modify: BM in Music: Composition Emphasis 137 hours.

To: BM in Music: Composition Emphasis 128 hours.  
Effective fall 2006.

Modify: BM in Music: Jazz Studies Emphasis 143 hours.  
To: BM in Music: Jazz Studies Emphasis 128 hours.  
Effective fall 2006.

Modify: B.M.E.- Music Education: Choral Emphasis-  
Keyboard 150 hours.  
To: B.M.E.- Music Education: Choral Emphasis-  
Keyboard 130 hours. Effective fall 2006.

Modify: B.M.E.- Music Education: Choral Emphasis-Vocal  
150 hours.  
To: B.M.E.- Music Education: Choral Emphasis-Vocal  
130 hours. Effective fall 2006.

Modify: B.M.E.- Music Education: Instrumental Emphasis  
153 hours.  
To: B.M.E. – Music Education: Instrumental Emphasis  
130 hours. Effective fall 2006.

Modify: B.M.E. – Music Education: Choral Emphasis-  
Guitar 152 hours.  
To: B.M.E. – Music Education: Choral Emphasis-  
Guitar 130 hours. Effective fall 2006.

*Department of Philosophy and Religion*

Modify: BA Philosophy 128 hours.  
To: BA Philosophy 124 hours. Effective fall 2006.

*Department of Political Science, International Development and Affairs*

Modify: BA Political Science 128 hours.  
To: BA Political Science 124 hours. Effective fall  
2006.

*Department of Speech Communication*

Modify: BA Speech Communication 128 hours.  
To: BA Speech Communication 124 hours. Effective  
fall 2006.

Modify: BA Speech Communication Licensure 135 hours.  
To: BA Speech Communication Licensure 124 hours.  
(Suspension of Admission). Effective fall 2006.  
Modify: BA Communication 128 hours.  
To: BA Communication 124 hours. Effective fall 2006.

*Department of Theatre and Dance*

Modify: DAN 491 Senior Seminar.  
To: DAN 491 Senior Capstone Experience  
in Dance. Effective fall  
2006.  
Modify: BFA Dance Performance and Choreography  
Emphasis 144 hours.  
To: BFA Dance Performance and Choreography  
Emphasis 136 hours. Effective fall 2006.  
Modify: BA Theatre 128 hours.  
To: BA Theatre 124 hours. Effective fall 2006.

*Division of Undergraduate Studies*

Add: UNV 325 Peer Educators as  
Paraprofessionals. Three  
hours. Effective spring  
2006.

**College of Business**

*Department of Management and Marketing*

Modify: BS Fashion Merchandising 128 hours.  
To: BS Fashion Merchandising 120 hours.  
Effective fall 2006.

**College of Education and Psychology**

*Department of Psychology*

Add: PSY 440 Forensic Psychology. Three hours. Effective summer 2006.

*Department of Technology Education*

Modify: BTE 200 Introduction to Business Communication.

To: BTE 200 Business English. Effective fall 2006.

Modify: BTE 480 Organizational Communication.

To: BTE 380 Organizational Communication. Effective fall 2006.

Modify: BS Business Technology Education 133 hours.

To: BS Business Technology Education 124 hours. Effective fall 2006.

Modify: BS Office Administration 128 hours.

To: BS Office Administration 124 hours. Effective fall 2006.

Modify: BS Technical and Occupational Education 128 hours.

To: BS Technical and Occupational Education 124 hours. Effective fall 2006.

*Department of Curriculum, Instruction, and Special Education*

**Tabled: Elementary Education K-8 and Special Education K-12 Programs.**

**College of Health**

*Department of Speech and Hearing Sciences*

Modify:	SHS 211	<u>Introduction to Communication Disorders.</u>
To:	SHS 211	<u>Introduction to Communication Disorders.</u> On-line correspondence Format. Effective fall 2006.
<b>Tabled:</b>	<b>B.S. Speech-Language Pathology &amp; Audiology</b>	
<b>Tabled:</b>	<b>B.A. Education of the Deaf</b>	

*Department of Community Health Sciences*

Modify:	B.S. Community Health Sciences 128 hours.
To:	B.S. Community Health Sciences 124 hours. Effective fall 2006.

*Department of Nutrition and Food Systems*

Modify:	B.S. Nutrition and Dietetics 128 hours.
To:	B.S. Nutrition and Dietetics 124 hours. Effective fall 2006.

*School of Human Performance and Recreation*

Modify:	B.S. Recreation Administration 128 hours.	
To:	B.S. Recreation Administration 124 hours. Effective fall 2006.	
Modify:	B.S. Therapeutic Recreation 133 hours.	
To:	B.S. Therapeutic Recreation 124 hours. Effective fall 2006.	
Modify:	HPR 441	<u>Practicum in Sport Administration.</u> Three hours.
To:	HPR 441	<u>Practicum in Sport Administration.</u> Three-Nine hours. Effective summer 2006.

Modify: B.S. Human Performance Physical Education-  
Teacher Licensure 128 hours.

To: B.S. Human Performance Physical Education-  
Teacher Licensure 124 hours. Effective fall 2006.

Modify: B.S. Athletic Training 128 hours.

To: B.S. Athletic Training 124 hours. Effective fall  
2006.

Modify: B.S. Human Performance-Kinesiotherapy 128  
hours.

To: B.S. Human Performance-Kinesiotherapy 124  
hours. Effective fall 2006.

Modify: B.S. Human Performance-Exercise Science 128  
hours.

To: B.S. Human Performance-Exercise Science 124  
hours. Effective fall 2006.

Modify: B.S. Coaching Sport Education 128 hours.

To: B.S. Coaching Sport Education 124 hours.  
Effective fall 2006.

Modify: B.S. Sport Management 128 hours.

To: B.S. Sport Management 124 hours. Effective fall  
2006.

*School of Social Work*

Modify: B.S.W. Social Work 129 hours.

To: B.S.W. Social Work 124 hours. Effective fall 2006.

*School of Nursing*

Delete: NSG 350 Pathopharmacology I.  
Effective fall 2006.

Delete: NGS 415 Professional  
Development IV.  
Effective fall 2006.

Add: NSG 331 Health Care of Older Adults. Two hours.  
Effective fall 2006.

Add: NSG 340 Pathophysiology.  
Three hours.  
Effective fall 2006.

Add: NSG 353 Psychiatric Mental Health Nursing.  
Three hours.  
Effective fall 2006.

Add: NSG 353L Psychiatric Mental Health Nursing Lab.  
Two hours. Effective fall 2006.

**College of Science and Technology**

*Department of Administration of Justice*

Modify: BS Administration of Justice 134 hours.

To: BS Administration of Justice 124 hours.  
Effective fall 2006.

Modify: BS Administration of Justice (Juvenile Justice Emphasis) 134 hours.

To: BS Administration of Justice (Juvenile Justice Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Administration of Justice Emphasis) 128 hours.

To: BS Forensic Science (Administration of Justice Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Anthropology Emphasis) 127 hours.

To: BS Forensic Science (Anthropology Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Biological Sciences Emphasis) 129-130 hours.

To: BS Forensic Science (Biological Sciences Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Chemistry and Biochemistry Emphasis) 125 hours.

To: BS Forensic Science (Chemistry and Biochemistry Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Physics Emphasis) 132 hours.

To: BS Forensic Science (Physics Emphasis) 124 hours. Effective fall 2006.

Modify: BS Forensic Science (Polymer Science Emphasis) 130 hours.

To: BS Forensic Science (Polymer Science Emphasis) 124 hours. Effective fall 2006.

*Department of Biological Sciences*

Modify: BS Biological Sciences 128 hours.

To: BS Biological Sciences 124 hours. Effective fall 2006.

Modify: BS Biological Sciences (Environmental Biology Emphasis) 128 hours.

To: BS Biological Sciences (Environmental Biology Emphasis) 124 hours. Effective fall 2006.

Modify: BS Biological Sciences (Microbiology Emphasis) 128 hours.

To: BS Biological Sciences (Microbiology Emphasis) 124 hours. Effective fall 2006.

Modify: BS Biological Sciences (Molecular Biology Emphasis) 128 hours.

To: BS Biological Sciences (Molecular Biology Emphasis) 124 hours. Effective fall 2006.



Add: CSC 423 Information Retrieval.  
Three hours.  
Effective spring 2006.

Add: CSS 446 Advanced Java.  
Three hours.  
Effective fall 2006.

Modify: BS Computer Science: Computer Science  
Emphasis 128 hours.

To: BS Computer Science: Computer Science  
Emphasis 124 hours. Effective fall 2006.

Modify: BS Computer Engineering Technology 131 hours.

To: BS Computer Engineering Technology 124 hours.  
Effective fall 2006.

Modify: BS Electronics Engineering Technology 128 hours.

To: BS Electronics Engineering Technology 124 hours.  
Effective fall 2006.

Modify: BS Information Technology 128 hours.

To: BS Information Technology 124 hours. Effective  
fall 2006.

*School of Construction*

Modify: ACT 348 Modeling and  
Animation  
Applications I.

To: ACT 348 Construction  
Modeling and  
Animation I.  
Effective summer  
2006.

Modify:	ACT 349	<u>Modeling and Animation Applications II.</u>
To:	ACT 349	<u>Construction Modeling and Animation II.</u> Effective summer 2006.
Modify:	ACT 352	<u>Digital Imaging.</u>
To:	ACT 352	<u>Construct Imaging.</u> Effective summer 2006.
Modify:	ACT 450	<u>Virtual Reality Applications I.</u>
To:	ACT 450	<u>Virtual Reality in Construction I.</u>
Modify:	ACT 451	<u>Virtual Reality Applications II.</u>
To:	ACT 451	<u>Virtual Reality in Construction II.</u> Effective summer 2006.
Modify:	BS Architectural Engineering Technology 130 hours.	
To:	BS Architectural Engineering Technology 124 hours. Effective fall 2006.	
Modify:	BS Construction Engineering Technology 128 hours.	
To:	BS Construction Engineering Technology 124 hours. Effective fall 2006.	
Modify:	BS Industrial Engineering Technology 128 hours.	
To:	BS Industrial Engineering Technology 124 hours. Effective fall 2006.	

*Department of Geography and Geology*

- Modify: BA Geography 128 hours.
- To: BA Geography 124 hours. Effective fall 2006.
- Modify: BS Geography 128 hours.
- To: BS Geography 124 hours. Effective fall 2006.
- Modify: BA Geography: Geographic Information Technology Emphasis 128 hours.
- To: BA Geography: Geographic Information Technology Emphasis 124 hours. Effective fall 2006.
- Modify: BS Geology 128 hours.
- To: BS Geology 124 hours. Effective fall 2006.
- Modify: BS Geology (Environmental) 137 hours.
- To: BS Geology (Environmental) 124 hours. Effective fall 2006.
- Modify: BS Geology (Marine) 128 hours.
- To: BS Geology (Marine) 124 hours. Effective fall 2006.

*Department of Mathematics*

- Modify: BS Mathematics 128 hours.
- To: BS Mathematics 124 hours. Effective fall 2006.
- Modify: BS Mathematics (Licensure) 128 hours.
- To: BS Mathematics (Licensure) 124 hours. Effective fall 2006.

*Department of Physics and Astronomy*

- Modify: BS Physics 128 hours.
- To: BS Physics 124 hours. Effective fall 2006.

Modify: Physics (Licensure) 130 hours.

To: Physics (Licensure) 124 hours. Effective fall 2006.

**UNIVERSITY OF SOUTHERN MISSISSIPPI**

**Program Review Cycle**

<b>College</b>	<b>Programs</b>	<b>Accrediting Body/ Internal Review</b>
<b>AY 2003-2004</b>		
COAL	B.F.A. Dance	NASD
COAL	B.A. Art	NASAD
COAL	B.F.A. Art	NASAD
COAL	M.A.E. Art	NASAD
COAL	M.F.A. Art	NASAD
COAL	B.A. Theatre	NAST
COAL	B.F.A. Theatre	NAST
COAL	M.F.A. Theatre	NAST
COST	B.S. Computer Engineering Technology	ABET
COST	B.S. Electronics Engineering Technology	ABET
COST	B.S. Software Engineering Technology	ABET
COST	M.S. Engineering Technology	ABET
COST	B.S. Architectural Engineering Technology	ABET
COST	B.S. Construction Engineering Technology	ABET
COST	B.S. Industrial Engineering Technology	ABET
<b>AY 2004-2005</b>		
COAL	B.M. Music	NASM
COAL	B.A. Music	NASM
COAL	B.M.E. Music	NASM
COAL	M.M. Music	NASM
COAL	M.M.E. Music	NASM
COAL	Ph.D. Music	NASM
COAL	D.M.A. Music	NASM
COAL	D.M.E. Music	NASM
COAL	B.A. Journalism and Mass Communication	ACEJMC
COAL	M.A. Journalism and Mass Communication	ACEJMC
COAL	Ph.D. Journalism and Mass Communication	ACEJMC
COAL	B.S. Interior Design	FIDER
COAL	Aerospace Studies (Program Only - no degree offered)	USAF Cadet Command
COAL	Military Science (Minor Only - no degree offered)	US Army Cadet Command
COH	B.S. Medical Technology	NAACLS
COST	B.S. Computer Science	ABET
COST	M.S. Computer Science	ABET

<b>AY 2005-2006</b>		
COAL	B.A. Foreign Languages and Literature	Internal Review
COAL	M.A.T.L. Foreign Languages and Literature	Internal Review
COAL	B.A. History	Internal Review
COAL	M.A. History	Internal Review
COAL	Ph.D. History	Internal Review
COAL	Aerospace Studies (Program Only - no degree offered)	USAF Cadet Command
COEP	B.S. Elementary Ed (K-4)	ACEI
COEP	B.S. Elementary Ed (K-8)	ACEI
COEP	B.S. Special Education (K-12)	CEC
COEP	M.Ed. Reading	IRA
COEP	M.S. Reading	IRA
COEP	Ed.S. Reading	IRA
COEP	Ed.D. Reading	IRA
COEP	Ph.D. Reading	IRA
COEP	B.S. Special Education	CEC
COEP	M.Ed. Special Education	CEC
COEP	M.S. Special Education	CEC
COEP	Ed.S. Special Education	CEC
COEP	M.Ed. Curriculum and Instruction	Internal Review
COEP	M.S. Curriculum and Instruction	Internal Review
COEP	Ed.S. Curriculum and Instruction	Internal Review
COEP	Ed.D. Curriculum and Instruction	Internal Review
COEP	Ph.D. Curriculum and Instruction	Internal Review
COEP	M.S. Early Intervention (Child/Fam Studies)	Internal Review
COEP	M.S. Early Intervention (Curr, Inst, Sp Ed)	Internal Review
COEP	MAT (Master of Art in Teaching)	Internal Review
COEP	M.Ed. Education Administration	ELCC
COEP	Ed.S. Education Administration	ELCC
COEP	Ed.D. Education Administration	ELCC
COEP	Ph.D. Education Administration	ELCC
COH	B.A. Education of the Deaf	CED
COH	MSW Social Work	CSWE
COH	BSW Social Work	CSWE
COH	MPH Community Health Sciences	CEPH
COH	B.S. Physical Education	NASPE/NCATE
COH	B.S. Human Performance - Kinesiotherapy	CAAHEP
COH	B.S. Recreation	NRPA
COH	B.S. Spt Coaching Ed (pending IHL approval)	NCACE
COH	B.S. Sport Mgt (pending IHL approval)	NASSM
COST	M.S. Science Education	NCATE

COST	Ph.D. Science Education	NCATE
COST	B.S. Chemistry and Biochemistry	Certification by ACS
COST	M.S. Chemistry and Biochemistry	Certification by ACS
COST	Ph.D. Chemistry and Biochemistry	Certification by ACS
COST	B.S. Mathematics	Internal Review
COST	M.S. Mathematics	Internal Review
COST	M.S. Coastal Sciences	Internal Review
COST	Ph.D. Coastal Sciences	Internal Review
COST	B.A./B.S. Geography	Internal Review
COST	M.S. Geography	Internal Review
COST	B.S. Geology	Internal Review
COST	M.S. Geology	Internal Review
COST	M.S. Marine Science	Internal Review
COST	M.S. Hydrographic Science	Internal Review
COST	Ph.D. Marine Science	Internal Review
COST	B.S. Polymer Science	Internal Review
COST	M.S. Polymer Science and Engineering	Internal Review
COST	Ph.D. Polymer Science and Engineering	Internal Review
<b>AY 2006-2007</b>		
COAL	B.A. English	Internal Review
COAL	M.A. English	Internal Review
COAL	Ph.D. English	Internal Review
COAL	B.A. Philosophy and Religious Studies	Internal Review
COAL	M.A. Philosophy and Religious Studies	Internal Review
COAL	Undergraduate Studies (Program Only - no degree offered)	Internal Review
COEP	B.A. Psychology	Internal Review
COEP	B.S. Psychology	Internal Review
COEP	M.A. Psychology	Internal Review
COEP	M.S. Psychology	Internal Review
COEP	B.S. Soc & Rehab Services	Internal Review
COEP	M.S. Counseling Psychology	CACREP
COEP	Ph.D. Clinical Psychology	ALA
COEP	Ph.D. Experimental Psychology	Internal Review
COEP	Ph.D. School Psychology	APA/NASP
COEP	Ph.D. Industrial/Organizational Psychology	Internal Review
COH	B.S. Community Health Sciences	Internal Review
COH	Ph.D. Nursing	Internal Review
COH	B.S. Nutrition and Dietetics	CADE, mid-point review of 10 year accreditation
COH	M.A. Speech-Language Pathology	ASHA
COH	Au.D. Audiology	ASHA
COST	B.A. Administration of Justice	Internal Review

COST	M.A./M.S. Administration of Justice	Internal Review
COST	Ph.D. Administration of Justice	Internal Review
COST	M.S. Economic Development (traditional format)	Internal Review
COST	M.S. Economic Development (online format)	Internal Review
COST	M.S. Workforce Training and Development	Internal Review
<b>AY 2007-2008</b>		
COAL	B.A. Anthropology and Sociology	Internal Review
COAL	M.A. Anthropology and Sociology	Internal Review
COAL	B.A. Political Science	Internal Review
COAL	M.A. Political Science	Internal Review
COAL	Ph.D. Political Science	Internal Review
COAL	B.A. Speech Communication	Internal Review
COAL	M.A. Speech Communication	Internal Review
COAL	Ph.D. Speech Communication	Internal Review
COAL	Military Science (Minor Only - no degree offered)	US Army Cadet Command
COB	BSBA Accounting	AACSB - International
COB	MPA Accounting	AACSB - International
COB	BSBA Management Information Systems	AACSB - International
COB	BA Economics	AACSB - International
COB	BSBA Economics	AACSB - International
COB	BSBA International Business	AACSB - International
COB	BSBA Finance	AACSB - International
COB	BSBA Business Administration	AACSB - International
COB	MBA Business Administration	AACSB - International
COB	BSBA Management	AACSB - International
COB	BSBA Marketing	AACSB - International
COB	BSBA Tourism Management	AACSB - International
COEP	M.S. Family & Consumer Studies	Internal Review
COEP	Ph.D. Counseling Psychology	APA
COH	B.S. Athletic Training	CAATE
COH	Ph.D. Nutrition and Food Systems	Internal Review
COH	M.S. Medical Technology	Internal Review
COST	B.S. Information Technology	ABET
COST	B.S. Biological Sciences	Internal Review
COST	B.S. Marine Biology	Internal Review
COST	M.S. Biological Sciences	Internal Review
COST	Ph.D. Biological Sciences	Internal Review
COST	B.S. Physics	Internal Review
COST	M.S. Physics	Internal Review
COST	Ph.D. Computational Sciences	Internal Review

<b>AY 2008-2009</b>		
COH	B.S. Human Performance-Exercise Science	ACSM, initial process towards accreditation
<b>AY 2009-2010</b>		
COEP	M.Ed. Education Administration	ELCC
COEP	Ed.S. Education Administration	ELCC
COEP	Ed.D. Education Administration	ELCC
COEP	Ph.D. Education Administration	ELCC
COEP	M.Ed. Adult Education	Internal Review
COEP	Ed.S. Adult Education	Internal Review
COEP	Ed.D. Adult Education	Internal Review
COEP	Ph.D. Adult Education	Internal Review
COEP	Ed.S. Higher Education Administration	Internal Review
COEP	Ed.D. Higher Education Administration	Internal Review
COEP	Ph.D. Higher Education Administration	Internal Review
COEP	M.S. Counseling & Personnel Services	Internal Review
COH	B.S. Medical Technology	NAACLS, self-study is due
COH	M.S. Nutrition and Food Systems	Internal Review
<b>AY 2010-2011</b>		
COEP	B.S. Child & Family Studies	AAFCS
COEP	B.S. Family & Consumer Science Education	AAFCS
COEP	B.S. Business Technology Education	Internal Review
COEP	B.S. Office Administration	Internal Review
COEP	B.S. Technical and Occupational Education	Internal Review
COEP	M.S. Instructional Technology	Internal Review
COEP	M.S. Technology Education	Internal Review
<b>AY 2011-2012</b>		
COEP	B.A. Library and Information Science	Internal Review
COEP	B.A. Library and Information Science/with Media	Internal Review
COEP	SLIS (Specialist) Library and Information Science	Internal Review
COEP	SLIS (Specialist) Library and Information Science	Internal Review
COEP	MLIS Library and Information Science	ALA
COEP	MLIS Library and Information Science/with Media	ALA
<b>AY 2012-2013</b>		
COEP	M.S. Early Intervention	Internal Review
COEP	M.S. Marriage & Family Therapy	CAMFT
COEP	B.S. Elementary Ed (K-4)	ACEI
COEP	B.S. Elementary Ed (K-8)	ACEI
COEP	B.S. Special Education (K-12)	CEC
COEP	M.Ed. Reading	IRA
COEP	M.S. Reading	IRA

COEP	Ed.S. Reading	IRA
COEP	Ed.D. Reading	IRA
COEP	Ph.D. Reading	IRA
COEP	B.S. Special Education	CEC
COEP	M.Ed. Special Education	CEC
COEP	M.S. Special Education	CEC
COEP	Ed.S. Special Education	CEC
COEP	M.Ed. Curriculum and Instruction	Internal Review
COEP	M.S. Curriculum and Instruction	Internal Review
COEP	Ed.S. Curriculum and Instruction	Internal Review
COEP	Ed.D. Curriculum and Instruction	Internal Review
COEP	Ph.D. Curriculum and Instruction	Internal Review
COEP	M.S. Early Intervention	Internal Review
COEP	MAT (Master of Art in Teaching)	Internal Review
COH	B.S.N. Nursing	CCNE
COH	M.S.N. Nursing	CCNE

## Attachment B

### SELF-STUDY FORMAT

The self-study document should address only the issues in the list below approved by the unit administrator, dean, AC/GC program review committees, and provost. For ease of reference, the sections of the self-study should be numbered to correspond to the issues in this list. **(Just enter answers on this Word document under each item)** The document should directly and succinctly address each issue, and should be only as long as necessary. Each section of the self-study should review the current situation and suggest improvements to be implemented over the next seven years. Thus, the document should provide the basis for future action.

Attachments should be added where indicated and as you believe will enhance meaningfully the self-study. Address either undergraduate #3 or graduate #4, not both. **Make copies:** 1 copy for your Dean, 2 copies for Academic or Graduate Council, 2 copies for the External Reviewers and 1 copy for the Provost.

Programs should contact Susan Siltanen in the Office of Graduate Studies if data is needed.

**If the program has an external accrediting agency**, the program should submit:

- Name of accrediting agency.
- List the degree program(s) accredited by the external accrediting agency. (Note: if one degree program is accredited by the external accrediting agency, but another program is not, the one not accredited by the external accrediting agency must go through the internal Program Review process. For example: if the undergraduate program is accredited by an external agency, but the graduate program is not, then the graduate program must go through the internal Program Review process).
- Date the program was last reviewed by the external accrediting agency.
- A copy of the last accreditation report from the external accrediting agency.
- A list of improvements made and/or plans to make improvements based on any recommendations/suggestions made by the external accrediting agency in the last report.

#### Internal Program Review Self-Study format:

1. School, department, or program goals for the review process: Briefly describe what each unit hopes to achieve with the review process. This is an opportunity to emphasize for the readers of the self-study the major issues that the review will address.
2. Unit Mission, Goals, and Objectives: Provide a copy of the current mission, goals, and objectives (Attachment A). Be sure to articulate how the unit mission, goals, and objectives articulate with those of the college and the university.

3. Undergraduate Program
  - 3.1 Audience:
    - a. Is the program strategically oriented to serve a particular audience (or audiences) and meet University objectives?
    - b. Does the program have a sound reputation for academic quality?
    - c. What evidence (employer feedback, alumni feedback, placement in graduate programs) is used to evaluate the audience?
  - 3.2 Curriculum:
    - a. Is the curriculum up-to-date and comparable to that of other departments, schools, or programs that are considered strong and admirable?
    - b. Is the teaching of speaking and writing skills integrated into the curriculum?
    - c. Do upper-level courses have prerequisites appropriate for advanced study?
  - 3.3 Learning Outcomes:
    - a. Does the school's or department's assessment program show that students acquire core knowledge and skills appropriate to the discipline? If not, what changes to the curriculum should be considered?
    - b. What data are used to evaluate and measure learning outcomes?
  - 3.4 Effectiveness:
    - a. Is there evidence showing that students complete their degree with appropriate knowledge, skills, and professional accomplishments?
    - b. Does the program effectively prepare students for professional employment or graduate programs after graduation?
    - c. What evidence is reviewed to evaluate effectiveness?
  - 3.5 Student quality:
    - a. Are admissions to the major appropriately selective and are top applicants successfully recruited and retained?
    - b. If necessary, what steps could be taken to improve these measures?
  - 3.6 Independent Learning:
    - a. Do students have adequate opportunities for independent research/scholarly activity, internships, and service learning? If not, how could these opportunities be enhanced?
  - 3.7 Student satisfaction:
    - a. Are students pleased with their experiences in the program and with the opportunities it offers them?
  - 3.8 Honors:
    - a. Does the Honors College attract a reasonable level of student participation and provide appropriately enriched experiences for Honors students?
    - b. What changes or enhancements might be proposed?
  - 3.9 Dual classes:
    - a. How many combined undergraduate/graduate courses are part of the required undergraduate curriculum in your unit?
    - b. How are differences in research and independent learning addressed in combined classes?
  - 3.10 Faculty credentials:
    - a. Do all faculty, adjuncts, and graduate student teaching assistants meet minimum SACS and other accrediting requirements of 18 graduate credit hours in area of teaching?
    - b. Are other standards applied in your unit? If so, what are those standards? (As graduate faculty credentials standards are higher than those in undergraduate programs, only faculty not approved for graduate faculty status need to be reviewed)
4. Graduate Program
  - 4.1 Audience:
    - a. Is the program strategically oriented to serve a particular audience (or audiences) and meet University objectives?
    - b. Does the program have a sound reputation for academic quality?
    - c. What evidence demonstrates sound reputation for academic quality (national rankings, employer feedback, alumni feedback)
  - 4.2 Curriculum:
    - a. Is the curriculum up-to-date and comparable to the curriculum of departments at other institutions that are considered strong and admirable?
    - b. Does it provide an appropriate balance between formal courses and independent work?
    - c. What evidence is used to justify this?
  - 4.3 Effectiveness:
    - a. Is there evidence showing that students complete their degree with appropriate knowledge, skills, and professional accomplishments?
    - b. Does the program effectively prepare students for professional employment after graduation?

- c. What evidence is used to evaluate effectiveness?
  - 4.4 Student quality:
    - a. Are admissions appropriately selective and are top applicants successfully recruited and retained? If necessary, what steps could be taken to improve these measures?
  - 4.5 Learning outcomes:
    - a. Does the unit's assessment program show that students acquire core knowledge and skills appropriate to the discipline? If not, what changes to the curriculum should be considered?
    - b. What data are reviewed to evaluate learning outcomes?
  - 4.6 Student satisfaction:
    - a. Are students pleased with their experiences in the program and with the opportunities it offers them?
  - 4.7 Independent learning:
    - a. Do theses, dissertations, and projects offer sufficient opportunities for independent scholarly/research activity?
  - 4.8 Dual classes:
    - a. How many combined undergraduate/graduate courses are part of the required graduate curriculum in your unit?
    - b. How are differences in research and independent learning addressed in combined classes?
  - 4.9 Graduate Policies and Procedures:
    - a. Does your program have a published or online handbook which clearly outlines residency requirements, thesis and dissertation options, qualifying exams, fraternization policies, and grade requirements?
    - b. Are graduate students required to attend a departmental orientation?
  - 4.10 Faculty credentials:
    - a. Do all faculty teaching graduate level classes and who serve or chair master's committees meet basic requirements set forth by the Graduate Faculty Credentials Committee in the Graduate Council?
    - b. How often are credentials reviewed in your unit?
- 5. Assessment Plans
 

Ideally, assessment should be a process that helps units identify strengths and weaknesses and make continuous improvements. In this spirit, it is necessary that with each formal cycle and with interim reviews, assessment plans also be modified, updated and approved.

  - 5.1 Results of assessment:
    - a. Is the unit's mechanism for program assessment adequate?
    - b. Describe any changes in the program made in the past five years as a result of assessment.
  - 5.2 Improvements:
    - a. What steps are being planned to improve the assessment mechanism?
- 6. General Education Curriculum, and Honors Curriculum
  - 6.1 Contributions to the GEC:
    - a. What have been the unit's contributions to the general education curriculum over the past eight years?
    - b. Are those contributions adequate or could other contributions be made?
    - c. Does your unit have an adequate budget to teach GEC courses?
    - d. How are writing and other communication skills addressed in GEC courses that your unit offers?
    - e. Of the essential skills (writing, math, and oral communication), and the other areas (1) acquisition and integration of knowledge, (2) aesthetic understanding, (3) development of logical and critical thinking, and (4) responsibility, self and society areas incorporated in the GEC, which do your courses cover?
    - f. How are learning outcomes assessed in each of these areas addressed in your unit?
  - 6.2 GEC class size distribution:
    - a. Does the class sizes in the GEC make the most effective use of faculty resources in your unit while maintaining high quality in these classes?
  - 6.3 Adequacy of the GEC:
    - a. How is the general education curriculum addressing the needs of students in your programs?
    - b. How do students meet the writing and speaking requirements specified within the GEC?
    - c. How are degree plans monitored to insure that GEC requirements are met?
  - 6.4 Honors courses:
    - a. What have been the unit's contributions to honors sections over the past five years?
    - b. Are those contributions adequate or could other contributions be made?
  - 6.5 Faculty credentials:

- a. How many faculty in your unit are certified/qualified to teach speaking intensive and writing intensive courses in the GEC?
  - b. How are these credentials reviewed?
- 7. Special Programs
  - 7.1 Contributions to special credit only programs:
    - a. What have been your units contributions to special programs such as co-ops, summer graduate education, and study abroad over the last eight years?
    - b. How are teaching loads and budgetary requirements met to cover these programs?
  - 7.2 Contributions to non-credit special programs:
    - a. What have been your unit's contributions to non-credit programs such as workshops, camps, science fair, REUs (Research Experiences for Undergraduates) over the last eight years?
    - b. How are teaching loads and budgetary requirements met to cover these programs?
- 8. Instructional Productivity, Class Sizes, and On-Line/Non-Traditional Teaching
  - 8.1 Productivity:
    - a. Are the unit's FTE, SCHs and other measures of instructional productivity (number of majors, graduation rates, graduate enrollments, etc.) acceptable in comparison with other units in the University and with similar units elsewhere given department commitments to honors sections, writing intensive and speaking intensive classes and other classes where caps on enrollments are low to control for quality? If these numbers are low, what steps can be taken to improve them?
  - 8.2 Class size distribution:
    - a. Does the distribution of class sizes make the most effective use of faculty resources, consistent with the demands of the discipline and received appropriate approvals?
    - b. Are there opportunities to adjust class sizes, eliminate unproductive offerings, or achieve other economies while maintaining academic quality?
  - 8.3 Online, hybrid, and other non-traditional format courses:
    - a. Has the department or school made appropriate use of distance learning technology?
    - b. Is the number of non-traditional course offerings in the major or program appropriate to the discipline?
    - c. How are issues of academic integrity addressed in non-traditional formats?
  - 8.4 How many FTEs are generated by adjunct and graduate teaching assistants in your units? (staffing analysis formulae)
  - 8.5 Faculty credentials:
    - a. How many faculty in your unit have credentials to teach speaking intensive, writing intensive, online, and other non-traditional format classes?
    - b. How do faculty attain the skills and credentials (workshops, certification)?
- 9. External Partnerships
  - 9.1 Advisory Board:
    - a. Does the unit have an external advisory board or similar body? If so, how does it function? If not, should one be established?
  - 9.2 Local connections:
    - a. Does the unit have appropriate connections with local agencies and corporations that facilitate research interactions, internships for students, and local economic development?
    - b. Could such connections be established or improved?
  - 9.3 National and International connections:
    - a. Does the unit have connections with national and international corporations and agencies that facilitate research interactions or internships for students?
    - b. Could such connections be established or improved?
  - 9.4 Alumni relations:
    - a. What efforts have been made to cultivate alumni and friends, and to seek financial contributions for departmental programs?
    - b. How effective are those efforts and how might they be improved?
- 10. Scholarly Productivity and Professional Development
  - 10.1 Research, scholarship, or creative activity:
    - a. What have been the accomplishments of tenured and tenure-track faculty over the past five years and are reasonable expectations in this area being met? Consider such measures as the percentage of faculty who regularly published, displayed, or performed their work (as appropriate), the quality of the venues in which their work has appeared, recognition in the form of awards, prizes, editorial appointments, professional society involvement, etc. Note:

Faculty vitas will be attached to the self study so only a summary of accomplishments with notable highlights is necessary in this section.

- 10.2 External support:
  - a. Does the school or department have an appropriate level of external support via grants and contracts, given funding opportunities in the discipline and the accomplishments of the faculty?
  - b. Are there unexplored avenues for external support that should be explored?
- 10.3 Technology transfer:
  - a. Has the faculty pursued opportunities in the development of intellectual property and in technology transfer?
  - b. Are such opportunities available that should be explored?
- 10.4 Faculty development and workload flexibility:
  - a. Does the unit have a program for faculty development that encourages the establishment of strong programs of research, scholarship, or creative activity and guidelines for workload assignments that require alternative contributions for faculty without such programs?
  - b. Are criteria for reappointment, tenure, and promotion clear and understood among the faculty?
  - c. Do new faculty receive adequate start-up funds to begin research or creative activities?
  - d. Do faculty have opportunities for sabbatical leaves?
- 10.5 Mentoring of junior faculty:
  - a. Are junior faculty given appropriate guidance in instruction and professional development, including clear guidelines for tenure and promotion and regular written feedback on their work by the appropriate personnel option?
  - b. If the unit does not have a formal mentoring program, should one be established?
- 11. Administration of the School, Department, or Program
  - 11.1 Governance document:
    - a. Does the unit have a written instrument of governance or similar document sufficient to ensure that faculty and staff understand how important decisions are made? If not, is such a document needed?
  - 11.2 Unit administration:
    - a. Are the roles of director, chair, coordinators, and other faculty members holding administrative appointments clearly specified?
    - b. Are such appointments properly compensated (by salary and/or release time)?
  - 11.3 Communication
    - a. Are communications between the director, chair, or coordinator and the faculty, staff, and students effective?
    - b. Should changes be made to ways in which intra-unit communication is carried out?
    - c. Are communications by the director, chair, or coordinator effective within the college, the university, and the community?
    - d. Is the director, chair, or coordinator effectively communicating and encouraging faculty to collaborate with others in the college and across the university?
  - 11.4. Staff support:
    - a. Are sufficient staff assigned to the unit to support the essential activities of faculty and students? If not, what are the highest priorities for new positions?
  - 11.5. Administrative credentials:
    - a. Do directors, chairs, and coordinators hold the highest terminal degrees in their areas?
  - 11.6. Supervision and training of graduate teaching assistants:
    - a. Do GTAs receive special training (or take particular courses) to acquire good teaching skills?
    - b. Who observes and mentors GTAs in classroom/lab situations?
- 12. Resources
  - 12.1. Operating budget:
    - a. Is the operating budget of the unit sufficient to support its essential activities? If not, what are the highest priorities for an increase in operating funds?
  - 12.2. Tenure-track faculty positions:
    - a. Does the unit have sufficient tenure-track faculty positions? If not, what would justify a request for additional positions and to what areas should those positions be allocated?
  - 12.3. Non-tenure track positions:
    - a. Does the department have an appropriate allocation of continuing non-tenure track instructor positions and funds to hire part-time lecturers?
    - b. Should plans be made to convert vacated non-tenure track positions to tenure-track lines?
  - 12.4. Physical facilities:
    - a. Are the unit's physical facilities (offices, computers, laboratories) adequate to support its essential operations? If not, what modifications or additions should be considered?

- 12.5. Library: (Be sure to address different needs with undergraduate and graduate programs.
  - a. In consultation with the library resources committee, specify how your program library needs have been assessed and addressed.
  - b. Are university library resources sufficient for programs in your unit?
  - c. How are funds allocated for library resources?
- 12.6. Graduate assistantship stipends:
  - a. Is support available for graduate students sufficient for the graduate program to be competitive regionally or nationally as appropriate to its goals?
  - b. Do you have enough GAs to meet the unit's mission and goals?

## Attachment C

### REVIEWER'S SHEET

Purpose of Program Review: The purpose of the Academic or Graduate Council review is to assist the academic programs with their improvement efforts. The purpose is not to be punitive. The Academic or Graduate Council review is one of the reviews in the Program Review process that includes reviews by the program faculty and administration, dean, academic or graduate council, external reviewers, and provost.

Please rate each item and comment when necessary in the comment area. Also, complete a summary statement.

- 4 – Response supports an affirmative conclusion
- 3 – Response supports an affirmative conclusion but response is weak
- 2 – Response does not support an affirmative conclusion
- 1 – Response is inadequate
- 0 – Response is not provided

Both reviewers should agree on the report and summary statement, so that only one sheet is returned for Academic or Graduate Council action.

1. The school, department, or program goals for the review process were briefly described. (This includes what each unit hopes to achieve with the review process. This is an opportunity to emphasize for the readers of the self-study the major issues that the review will address.)  
 Rating: \_\_\_\_\_  
 Comment: \_\_\_\_\_
  
2. Unit Mission, Goals, and Objectives: Provide a copy of the current mission, goals, and objectives. Be sure to articulate how the unit mission, goals, and objectives articulate with those of the college and the university.  
 Rating: \_\_\_\_\_  
 Comment: \_\_\_\_\_
  
3. Undergraduate Program
  - 3.1 Audience:
    - a. Is the program strategically oriented to serve a particular audience (or audiences) and meet University objectives?
    - b. Does the program have a sound reputation for academic quality?
    - c. What evidence (employer feedback, alumni feedback, placement in graduate programs) is used to evaluate the audience?
 Rating: \_\_\_\_\_  
 Comment: \_\_\_\_\_
  
  - 3.2 Curriculum:
    - a. Is the curriculum up-to-date and comparable to that of other departments, schools, or programs that are considered strong and admirable?
    - b. Is the teaching of speaking and writing skills integrated into the curriculum?
    - c. Do upper-level courses have prerequisites appropriate for advanced study?
 Rating: \_\_\_\_\_  
 Comment: \_\_\_\_\_
  
  - 3.3 Learning Outcomes:

- a. Does the school's or department's assessment program show that students acquire core knowledge and skills appropriate to the discipline? If not, what changes to the curriculum should be considered?
- b. What data are used to evaluate and measure learning outcomes?

Rating: \_\_\_\_\_

Comment:

3.4 Effectiveness:

- a. Is there evidence showing that students complete their degree with appropriate knowledge, skills, and professional accomplishments?
- b. Does the program effectively prepare students for professional employment or graduate programs after graduation?
- c. What evidence is reviewed to evaluate effectiveness?

Rating: \_\_\_\_\_

Comment:

3.5 Student quality:

- a. Are admissions to the major appropriately selective and are top applicants successfully recruited and retained?
- b. If necessary, what steps could be taken to improve these measures?

Rating: \_\_\_\_\_

Comment:

3.6 Independent Learning:

- a. Do students have adequate opportunities for independent research/scholarly activity, internships, and service learning? If not, how could these opportunities be enhanced?

Rating: \_\_\_\_\_

Comment:

3.7 Student satisfaction:

- a. Are students pleased with their experiences in the program and with the opportunities it offers them?

Rating: \_\_\_\_\_

Comment:

3.8 Honors:

- a. Does the Honors College attract a reasonable level of student participation and provide appropriately enriched experiences for Honors students?
- b. What changes or enhancements might be proposed?

Rating: \_\_\_\_\_

Comment:

3.9 Dual classes:

- a. How many combined undergraduate/graduate courses are part of the required undergraduate curriculum in your unit?
- b. How are differences in research and independent learning addressed in combined classes?

Rating: \_\_\_\_\_

Comment:

3.10 Faculty credentials:

- a. Do all faculty, adjuncts, and graduate student teaching assistants meet minimum SACS and other accrediting requirements of 18 graduate credit hours in area of teaching?
- b. Are other standards applied in your unit? If so, what are those standards? (As graduate faculty credentials standards are higher than those in undergraduate programs, only faculty not approved for graduate faculty status need to be reviewed)

Rating: \_\_\_\_\_

Comment:

4. Graduate Program

4.1 Audience:

- a. Is the program strategically oriented to serve a particular audience (or audiences) and meet University objectives?
- b. Does the program have a sound reputation for academic quality?
- c. What evidence demonstrates sound reputation for academic quality (national rankings, employer feedback, alumni feedback)

Rating: \_\_\_\_\_

Comment:

4.2

Curriculum:

- a. Is the curriculum up-to-date and comparable to the curriculum of departments at other institutions that are considered strong and admirable?
- b. Does it provide an appropriate balance between formal courses and independent work?
- c. What evidence is used to justify this?

Rating: \_\_\_\_\_

Comment:

4.3

Effectiveness:

- a. Is there evidence showing that students complete their degree with appropriate knowledge, skills, and professional accomplishments?
- b. Does the program effectively prepare students for professional employment after graduation?
- c. What evidence is used to evaluate effectiveness?

Rating: \_\_\_\_\_

Comment:

4.4

Student quality:

- a. Are admissions appropriately selective and are top applicants successfully recruited and retained? If necessary, what steps could be taken to improve these measures?

Rating: \_\_\_\_\_

Comment:

4.5

Learning outcomes:

- a. Does the unit's assessment program show that students acquire core knowledge and skills appropriate to the discipline? If not, what changes to the curriculum should be considered?
- b. What data are reviewed to evaluate learning outcomes?

Rating: \_\_\_\_\_

Comment:

4.6

Student satisfaction:

- a. Are students pleased with their experiences in the program and with the opportunities it offers them?

Rating: \_\_\_\_\_

Comment:

4.7

Independent learning:

- a. Do theses, dissertations, and projects offer sufficient opportunities for independent scholarly/research activity?

Rating: \_\_\_\_\_

Comment:

4.8

Dual classes:

- a. How many combined undergraduate/graduate courses are part of the required graduate curriculum in your unit?
- b. How are differences in research and independent learning addressed in combined classes?

Rating: \_\_\_\_\_

Comment:

4.9

Graduate Policies and Procedures:

- a. Does your program have a published or online handbook which clearly outlines residency requirements, thesis and dissertation options, qualifying exams, fraternization policies, and grade requirements?
- b. Are graduate students required to attend a departmental orientation?

Rating: \_\_\_\_\_

Comment:

4.10

Faculty credentials:

- a. Do all faculty teaching graduate level classes and who serve or chair master's committees meet basic requirements set forth by the Graduate Faculty Credentials Committee in the Graduate Council?
- b. How often are credentials reviewed in your unit?

Rating: \_\_\_\_\_

Comment:

5. Assessment Plans

Ideally, assessment should be a process that helps units identify strengths and weaknesses and make continuous improvements. In this spirit, it is necessary that with each formal cycle and with interim reviews, assessment plans also be modified, updated and approved.

5.1 Results of assessment:

- a. Is the unit's mechanism for program assessment adequate?
- b. Describe any changes in the program made in the past five years as a result of assessment.

Rating: \_\_\_\_\_

Comment:

5.2 Improvements:

- a. What steps are being planned to improve the assessment mechanism?

Rating: \_\_\_\_\_

Comment:

6. General Education Curriculum, and Honors Curriculum

6.1 Contributions to the GEC:

- a. What have been the unit's contributions to the general education curriculum over the past eight years?
- b. Are those contributions adequate or could other contributions be made?
- c. Does your unit have an adequate budget to teach GEC courses?
- d. How are writing and other communication skills addressed in GEC courses that your unit offers?
- e. Of the essential skills (writing, math, and oral communication), and the other areas (1) acquisition and integration of knowledge, (2) aesthetic understanding, (3) development of logical and critical thinking, and (4) responsibility, self and society areas incorporated in the GEC, which do your courses cover?
- f. How are learning outcomes assessed in each of these areas addressed in your unit?

Rating: \_\_\_\_\_

Comment:

6.2 GEC class size distribution:

- a. Does the class sizes in the GEC make the most effective use of faculty resources in your unit while maintaining high quality in these classes?

Rating: \_\_\_\_\_

Comment:

6.3 Adequacy of the GEC:

- a. How is the general education curriculum addressing the needs of students in your programs?
- b. How do students meet the writing and speaking requirements specified within the GEC?
- c. How are degree plans monitored to insure that GEC requirements are met?

Rating: \_\_\_\_\_

Comment:

6.4 Honors courses:

- a. What have been the unit's contributions to honors sections over the past five years?
- b. Are those contributions adequate or could other contributions be made?

Rating: \_\_\_\_\_

Comment:

6.5 Faculty credentials:

- a. How many faculty in your unit are certified/qualified to teach speaking intensive and writing intensive courses in the GEC?
- b. How are these credentials reviewed?

Rating: \_\_\_\_\_

Comment:

7. Special Programs

7.1 Contributions to special credit only programs:

- a. What have been your units contributions to special programs such as co-ops, summer graduate education, and study abroad over the last eight years?
- b. How are teaching loads and budgetary requirements met to cover these programs?

Rating: \_\_\_\_\_

Comment:

7.2 Contributions to non-credit special programs:

- c. What have been your unit's contributions to non-credit programs such as workshops, camps, science fair, REUs (Research Experiences for Undergraduates) over the last eight years?
- a. How are teaching loads and budgetary requirements met to cover these programs?

Rating: \_\_\_\_\_

Comment:

8. Instructional Productivity, Class Sizes, and On-Line/Non-Traditional Teaching

8.1 Productivity:

- a. Are the unit's FTE, SCHs and other measures of instructional productivity (number of majors, graduation rates, graduate enrollments, etc.) acceptable in comparison with other units in the University and with similar units elsewhere given department commitments to honors sections, writing intensive and speaking intensive classes and other classes where caps on enrollments are low to control for quality? If these numbers are low, what steps can be taken to improve them?

Rating: \_\_\_\_\_

Comment:

8.2 Class size distribution:

- a. Does the distribution of class sizes make the most effective use of faculty resources, consistent with the demands of the discipline and received appropriate approvals?
- b. Are there opportunities to adjust class sizes, eliminate unproductive offerings, or achieve other economies while maintaining academic quality?

Rating: \_\_\_\_\_

Comment:

8.3 Online, hybrid, and other non-traditional format courses:

- a. Has the department or school made appropriate use of distance learning technology?
- b. Is the number of non-traditional course offerings in the major or program appropriate to the discipline?
- c. How are issues of academic integrity addressed in non-traditional formats?

Rating: \_\_\_\_\_

Comment:

8.4 How many FTEs are generated by adjunct and graduate teaching assistants in your units? (staffing analysis formulae)

Rating: \_\_\_\_\_

Comment:

8.5 Faculty credentials:

- a. How many faculty in your unit have credentials to teach speaking intensive, writing intensive, online, and other non-traditional format classes?
- b. How do faculty attain the skills and credentials (workshops, certification)?

Rating: \_\_\_\_\_

Comment:

9 External Partnerships

9.1 Advisory Board:

- a. Does the unit have an external advisory board or similar body? If so, how does it function? If not, should one be established?

Rating: \_\_\_\_\_

Comment:

9.2 Local connections:

- a. Does the unit have appropriate connections with local agencies and corporations that facilitate research interactions, internships for students, and local economic development?
- b. Could such connections be established or improved?

Rating: \_\_\_\_\_

Comment:

- 9.3 National and International connections:
- Does the unit have connections with national and international corporations and agencies that facilitate research interactions or internships for students?
  - Could such connections be established or improved?
- Rating: \_\_\_\_\_  
Comment:
- 9.4 Alumni relations:
- What efforts have been made to cultivate alumni and friends, and to seek financial contributions for departmental programs?
  - How effective are those efforts and how might they be improved?
- Rating: \_\_\_\_\_  
Comment:
10. Scholarly Productivity and Professional Development
- 10.1 Research, scholarship, or creative activity:
- What have been the accomplishments of tenured and tenure-track faculty over the past five years and are reasonable expectations in this area being met? Consider such measures as the percentage of faculty who regularly published, displayed, or performed their work (as appropriate), the quality of the venues in which their work has appeared, recognition in the form of awards, prizes, editorial appointments, professional society involvement, etc. Note: Faculty vitas will be attached to the self study so only a summary of accomplishments with notable highlights is necessary in this section.
- Rating: \_\_\_\_\_  
Comment:
- 10.2 External support:
- Does the school or department have an appropriate level of external support via grants and contracts, given funding opportunities in the discipline and the accomplishments of the faculty?
  - Are there unexplored avenues for external support that should be explored?
- Rating: \_\_\_\_\_  
Comment:
- 10.3 Technology transfer:
- Has the faculty pursued opportunities in the development of intellectual property and in technology transfer?
  - Are such opportunities available that should be explored?
- Rating: \_\_\_\_\_  
Comment:
- 10.4 Faculty development and workload flexibility:
- Does the unit have a program for faculty development that encourages the establishment of strong programs of research, scholarship, or creative activity and guidelines for workload assignments that require alternative contributions for faculty without such programs?
  - Are criteria for reappointment, tenure, and promotion clear and understood among the faculty?
  - Do new faculty receive adequate start-up funds to begin research or creative activities?
  - Do faculty have opportunities for sabbatical leaves?
- Rating: \_\_\_\_\_  
Comment:
- 10.5 Mentoring of junior faculty:
- Are junior faculty given appropriate guidance in instruction and professional development, including clear guidelines for tenure and promotion and regular written feedback on their work by the appropriate personnel option?
  - If the unit does not have a formal mentoring program, should one be established? (11.3.1.3.)
- Rating: \_\_\_\_\_  
Comment:
11. Administration of the School, Department, or Program
- 11.1 Governance document:

- a. Does the unit have a written instrument of governance or similar document sufficient to ensure that faculty and staff understand how important decisions are made? If not, is such a document needed?

Rating: \_\_\_\_\_

Comment:

11.2 Unit administration:

- a. Are the roles of director, chair, coordinators, and other faculty members holding administrative appointments clearly specified?
- b. Are such appointments properly compensated (by salary and/or release time)?

Rating: \_\_\_\_\_

Comment:

11.3 Communication

- a. Are communications between the director, chair, or coordinator and the faculty, staff, and students effective?
- b. Should changes be made to ways in which intra-unit communication is carried out?
- c. Are communications by the director, chair, or coordinator effective within the college, the university, and the community?
- d. Is the director, chair, or coordinator effectively communicating and encouraging faculty to collaborate with others in the college and across the university?

Rating: \_\_\_\_\_

Comment:

11.4 Staff support:

- a. Are sufficient staff assigned to the unit to support the essential activities of faculty and students? If not, what are the highest priorities for new positions?

Rating: \_\_\_\_\_

Comment:

11.5 Administrative credentials:

- a. Do directors, chairs, and coordinators hold the highest terminal degrees in their areas?

Rating: \_\_\_\_\_

Comment:

11.6 Supervision and training of graduate teaching assistants:

- a. Do GTAs receive special training (or take particular courses) to acquire good teaching skills?
- b. Who observes and mentors GTAs in classroom/lab situations?

Rating: \_\_\_\_\_

Comment:

12. Resources

12.1 Operating budget:

- a. Is the operating budget of the unit sufficient to support its essential activities? If not, what are the highest priorities for an increase in operating funds?

Rating: \_\_\_\_\_

Comment:

12.2 Tenure-track faculty positions:

- a. Does the unit have sufficient tenure-track faculty positions? If not, what would justify a request for additional positions and to what areas should those positions be allocated?

Rating: \_\_\_\_\_

Comment:

12.3 Non-tenure track positions:

- a. Does the department have an appropriate allocation of continuing non-tenure track instructor positions and funds to hire part-time lecturers?
- b. Should plans be made to convert vacated non-tenure track positions to tenure-track lines?

Rating: \_\_\_\_\_

Comment:

12.4 Physical facilities:

- a. Are the unit's physical facilities (offices, computers, laboratories) adequate to support its essential operations? If not, what modifications or additions should be considered?

Rating: \_\_\_\_\_

Comment:

12.5 Library: (Be sure to address different needs with undergraduate and graduate programs.

- a. In consultation with the library resources committee, specify how your program library needs have been assessed and addressed.
- b. Are university library resources sufficient for programs in your unit?
- c. How are funds allocated for library resources?

Rating: \_\_\_\_\_

Comment:

12.6 Graduate assistantship stipends:

- a. Is support available for graduate students sufficient for the graduate program to be competitive regionally or nationally as appropriate to its goals?
- b. Do you have enough GAs to meet the unit's mission and goals?

Rating: \_\_\_\_\_

Comment:

RECOMMENDATION TO ACADEMIC OR GRADUATE COUNCIL:

Academic Council Minutes  
The University of Southern Mississippi  
January 30, 2006  
Called Meeting

The Academic Council met at 3:30 p.m. on January 30, 2006 in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Jane Boudreaux, Dr. Donna Davis, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Stan Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. Bill Powell, Dr. James Pat Smith, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Mary Lux for Dr. Ann Blackwell, Dr. William Powell for Dr. Elizabeth Drummond, and Dr. Mary Lux for Dr. Taralynn Hartsell.

The following non-voting members were present: Ms. Debby Hill, Ms. Nancy Kaul, and Mr. Greg Pierce.

The following guests were present: Dr. Joan Exline, Ms. Donna Fielder, Ms. Joy Hamilton, Ms. Kathryn Stringer, and Ms. Dawn Porter.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. Dr. Young moved and Dr. Pandey seconded a motion to approve the agenda. The motion passed.

3.0 Chair's Report

- A. SACS Comments Handout
- B. Background Information Handout
- C. Chair's Concerns

Dr. Evans stated this meeting is essentially about the Core, learning outcomes, and learning objectives for the Core. He asked Council to look over the report from the off-site SACS reviewers. The report is as follows.

**3.5.1**The institution identifies college-level competencies within the general education core and provides evidence that graduates have attained those competencies.

**X Non-Compliance**

“The institution revised its General Education Curriculum (GEC) and established a new set of outcomes for students, beginning in 2003. The GEC identified five broad principles and 14 core student learning outcomes.

However, the core outcome statements are vague and very broad and do not appear to identify attainable and measurable outcomes appropriate for college students. Thus, the Off-Site Committee could not determine that the institution has identified college-level competencies within its general education core.

Furthermore, the institution presents no evidence of the alignment between these broad and somewhat vague outcome statements and the test it has chosen to administer, the Collegiate Assessment of Academic Proficiency (CAAP). The University discusses standardized testing of math, science, critical thinking, social science, reading and writing through the CAAP and its relationship to ACT, but does not indicate how these areas specifically relate to each of the student learning outcomes. Furthermore, while the comparison of the scores of USM graduates to learning, the lack of any demonstrated alignment renders such results almost meaningless in term of indicating the achievement of the institution's stated general education outcomes.

Further, the institution does not provide student learning outcome objective statements with targeted levels of accomplishment. It should be noted that the use of grades is not an effective method for measuring student learning outcomes.”

Dr. Evans sent an email to Council in January 2006 giving a background overview of what has transpired for the months of December 2005 and January 2006. He presented a short version of that background over-view as follows:

Dr. Evans would like SACS concerns to be met, and that the University is in compliance with SACS requirements. He hopes that this remains the responsibility of Faculty and Academic Council using the resources available to us within the University and that we work together to accomplish this. After Dr. Evans and Dr. Lux met with Dr. Sullivan, the SACS consultant, and Dr. Joan Exline and Joy Hamilton on January 13, an expanded General Education Committee of the Council was formed and given the charge of developing more specific learning outcomes starting with the current 14 Core learning objectives as the base from which to work. The expanded General Education Committee of the Council met on January 20 and discussed how to best address SACS concerns. This Council Committee has continued to develop more specific learning outcomes. Some of these were developed with the help of Institutional Effectiveness. Dr. Evans said we were under a very short time frame to respond to SACS. We should also look at the Core objectives at a longer range than just the next two weeks.

#### 4.0 General Education Committee Report – Chair, Dr. Mary Lux

Dr. Lux stated that the purpose of the assessments is to find the areas that need improvement and we have found some areas in the Core which need improvement. We need to plan for revisions to the Core by including discussion of such a plan on a future agenda. Some of the 14 Core objectives in the bulletin will need to be revisited.

One of the problems with the current objectives is they are not measurable and we need to be careful with the terminology we use as we revise these objectives. We should be able to put better terminology in place as we receive information from the various units that offer the Core courses. Another problem the Committee encounters is the challenge of collecting information as an advisory Committee. The Committee may not receive responses to requests for information such as revised syllabi, course objectives and outcomes. The Committee sends requests to Deans and Chairs. Perhaps the reason we do not receive a response is because we cannot take any action if we do not receive the information requested. This is a problem. Being advisory only and having no power, and not able to gather materials we need in order to do assessment, this problem needs to be addressed. Dr. Lux stated that Council will need to come up with a time table relating to revisions and changes in the Core.

- 5.0 Institutional Effectiveness Report – Director, Ms. Joy Hamilton  
Ms. Hamilton presented the Council with three reports: (1) 04-05 assessment reports for general education curriculum lower level courses, (2) 04-05 science assessment reports, and (3) assessment plans for 05-06 general education curriculum lower level courses. Ms. Hamilton noted she has been assisting Chairs and faculty of these general education courses to help them with their assessment process. Ms. Hamilton stated that Institutional Effectiveness (IE) is not trying to push down learning outcomes because IE is dependent on faculty's knowledge of the learning occurring in the courses and how the courses are being assessed. Ms. Hamilton reiterated that a smaller group of faculty including many GEC members developed the more specific learning outcomes that were presented to the Chairs.

SACS wants to see the learning outcome, what students think, do, or know, how they are measured, and then the results. In our previous response to the off-site review team, we did not provide sufficient evidence of assessment. Institutional Effectiveness is working individually with different areas that need assistance.

- 6.0 Assistant to the President for Accreditation – Dr. Joan Exline  
Dr. Exline stated that we plan to submit the best possible case using the current learning outcomes by adding two measurable objectives and providing the outcome data, when possible. We would also like to submit a plan of action for how you want to adapt the current learning outcomes to be more measurable or to develop new learning outcomes. SACS does not expect us to be perfect but to make an effort to pull this together and follow a plan to be more solid next year. Members of Academic Council will be asked to meet with this team to see if Council feels comfortable with your charge and the direction you are taking. Dr. Exline extended the offer to support, help, and provide the extra administrative link that Council does have at this time.

Dr. Exline explained her view of the process for responding to SACS concerns about the Core. Dr. Sullivan, SACS consultant, suggested that Academic Council assemble members that would re-evaluate the learning objectives of the Core and prepare more specific learning outcomes as part of a longer process of continued Core assessment. The role of her office was to help you get the information together and construct a plan.

For some areas where the expanded General Education Committee had not provided new learning outcomes, Institutional Effectiveness simply proposed learning outcomes to give departments something to react to. She said our response to SACS needs to demonstrate the good and not so good parts of our Core, and then explain how we are going to fix it.

7.0 Council Member's Concerns –

It was asked that information about the Collegiate Assessment of Academic Proficiency (CAAP) be clarified. Dr. Exline stated that the CAAP exam was selected by the General Education Committee as a pilot assessment tool as a result of weaknesses discovered during the reaffirmation audit relative to assessment of the Core. The CAAP will be administered again this year to provide comparison data. For the response to SACS, we need to do a better job of tightening the link between the learning outcomes and the test results.

8.0 Action Items – Considered for Approval

- A. Current process of our response to SACS.
- B. GEC will have final approval of our response to SACS about Core learning outcomes.
- C. Revision of Core Learning Outcomes.
- D. Continued Assessment of Core.

Dr. Evans presented items A and B for approval. Dr. Boudreaux moved and Dr. Smith seconded a motion to continue with the process and have the General Education Committee (GEC) review anything drafted by Institutional Effectiveness. The motion passed.

Dr. Evans presented item C for approval. Dr. Smith moved and Dr. Velasquez seconded a motion to adopt a plan that will involve the following steps.

1. Review existing objectives and learning outcomes in the Core and recommend changes to Academic Council by the May 2006 meeting along with expanding the General Education Committee.
2. Continue gathering and analyzing data on Core curriculum and learning outcomes through the summer to see what revisions that data suggest and make recommendations back to Council in fall 2006.
3. Address Capstone assessment and test data in spring 2007 with implementation of fall 2007.

The motion passed.

Dr. Evans presented item D for approval. Dr. Walker moved and Dr. Young seconded a motion to continue the current assessment of the Core. The motion passed.

9.0 Adjourn

Dr. Evans adjourned the meeting at 5:05 p.m. The next Academic Council meeting is scheduled for February 6, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

Academic Council Minutes  
The University of Southern Mississippi  
February 6, 2006

The Academic Council met at 3:30 p.m. on February 6, 2006, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jane Boudreaux, Dr. Vivien Carver, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William Powell, Dr. Thelma Roberson, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: There were no proxies.

The following non-voting members were present: Ms. Debby Hill, Ms. Nancy Kaul, and Mr. Greg Pierce.

The following guests were present: Dr. Joan Exline, Ms. Donna Fielder, Mr. Desmond Fletcher, Ms. Joy Hamilton, Dr. Lin Harper, Dr. Katherine Nugent, Dr. Gwen Pate, Ms. Dawn Porter, Ms. Sheri Rawls, Dr. Joe Whitehead Jr., and Dr. Alvin Williams.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. He stated that Dr. Willie Pierce requested that the College of Education course and program proposals be withdrawn at this time. Dr. Young requested discussion on the wording of how correspondence courses are described. Dr. Evans noted that discussion of this topic would be added under New Business (6.4). Dr. Hauer moved and Dr. Young seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

Dr. Evans presented the December 5, 2005 and December 13, 2006 minutes for approval. Dr. Young moved and Dr. Drummond seconded a motion to approve both sets of minutes. The motion passed.

4.0 Reports

4.1 Chair Report and Provost Meeting

Dr. Evans reported on the Provost meeting that took place on January 31, 2006 with Dr. Grimes, Dr. Exline, Dr. Davis and himself. Different things going on within Council and various concerns were discussed with the Provost.

One topic of discussion was a request from Nutrition and Dietetics for an alternate route to meet the writing intensive course requirement in which the Provost had expressed concern.

Dr. Grimes emailed Dr. Evans, indicating that Dr. Exline has been appointed as his liaison to the Council.

#### 4.1.1 Gulf Coast Update

We asked about the Gulf Coast, it is in the College Boards hands. The University, as a week ago, did not know what they were going to do. That has not changed any and we are not sure how they are going to decide.

#### 4.1.2 124 Hour Degree Programs

Dr. Evans stated that he and Dr. Willie Pierce discussed the College of Education and Psychology and their 124 hour degree plans. Dr. Pierce will send, as Council requested, a complete package of all the degree plans for Education and Psychology to Council for action in March 2006.

#### 4.1.3 Other – Assessment and Course Proposals, Program Review, Learning Outcomes

Dr. Evans indicated that discussion on assessment and course proposals will be discussed under 4.3.4 General Education Committee report (GEC).

Dr. Evans reminded Dr. Velasquez that program reviews are coming up March 1, 2006. Academic Council's Academic Standards Committee will be receiving these along with the various people beyond that Committee to review programs.

Dr. Evans stated that Council met January 30, 2006 to discuss learning outcomes. Council did pass a motion approving the process that is ongoing, and that the GEC will have final approval of the narrative that will be sent to SACS.

Ms. Joy Hamilton reported that the Office of Institutional Effectiveness is collecting and compiling assessment plans and reports from the general education courses. Most courses have submitted their information. Ms. Hamilton confirmed she would provide the narrative for the GEC focused report to Dr. Evans and Dr. Lux for their review.

Dr. Evans stated that Dr. Exline requested, from the Deans and Chairs, information on new hires be submitted for summer by March 15, 2006 for the Faculty Credentials Committee to review.

- 4.2 Chair-Elect Report  
Dr. Davis stated that delivery over WEBCT is the same as utilization of the WEBTRAIN.
- 4.3 Standing Committees
- 4.3.1 Academic Standards – Dr. Ben Velasquez, Chair  
Dr. Velasquez stated that he would like to form a joint committee between Academic/Graduate Councils to develop criteria for approving online programs. In addition, Dr. Velasquez will contact Committee members to discuss other business of the Committee such as syllabi guidelines to be established by the Academic Standards Committee.
- 4.3.2 Bylaws – Dr. Thelma Roberson, Chair  
Dr. Roberson stated that the Bylaws Committee recognizes that the work of other committees may necessitate changes in bylaws. Therefore, the Bylaws Committee requests that the chair of each standing committee send recommendations for changes to the Bylaws Committee to Dr. Thelma Roberson within the next two weeks for consideration.
- 4.3.3 Elections – Dr. Ras Pandey, Chair  
Dr. Pandey stated that the first round of voting is underway. Representatives budgeted to the Gulf Coast campus are elected separately. That voting is also underway.
- 4.3.4 General Education – Dr. Mary Lux, Chair  
Dr. Lux moved and Dr. Carver seconded a motion requesting to move forward with the 24 student limit for capstone and writing intensive courses to the administration for approval. The motion passed.

At the request of Academic Council, Mr. Greg Pierce agreed the Registrar's Office would enforce the policy requiring a class limit of 24 students on writing intensive courses. Mr. Pierce requested Council members remind their areas of the current policy.

Dr. Lux reported that a statement should be added to course proposal forms relating to assessment results. This request was made by SACS. Dr. Evans and Dr. Lux along with Graduate Council will come up with a solution to the wording for this addition. Dr. Powell moved and Dr. Young seconded a motion to allow Dr. Evans and Dr. Lux to come up with a solution for the wording of this request.

Dr. Lux stated that a subcommittee of the GEC should be formed to address concerns with the Core.

This subcommittee could begin with the objectives as they currently are written or investigate possible modifications, rewording, or combining of objectives that may be redundant. She suggested that someone other than herself chair this subcommittee.

She also noted that we need to begin in the case that SACS still expresses concern over the current assessment criteria. Formation of and preliminary work by the subcommittee would continue to demonstrate that we understand that there are concerns to be addressed.

#### 4.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

Dr. Drummond stated that the Intercollegiate Committee has no report due to Military Science courses being withdrawn.

### 5.0 Course Proposals

#### 5.1 Old “Course” Business

##### 5.1.1 Tabled Courses not Scheduled for Consideration

Dr. Evans stated that BTE 332 remain tabled.

##### 5.1.2 Other Tabled Courses

Dr. Evans stated that MSL 111, MSL 395, and Elementary Education K-8 and Special Education K-12 Programs remain tabled.

The following courses (DED 306, DED 361, DED 362, and THE 212L) were **withdrawn** from the agenda at the December 13, 2005 meeting.

### **College of Health**

#### *Department of Speech and Hearing Sciences*

Dr. Evans presented the request to add B.S. Speech-Language Pathology and Audiology Degree.

Dr. Boudreaux moved and Dr. Velasquez seconded a motion to remove B.S. Speech-Language Pathology and Audiology Degree from the table. The motion passed.

Dr. Boudreaux moved and Dr. Velasquez seconded a motion to add B.S. Speech-Language Pathology and Audiology Degree. The motion passed.

Dr. Evans presented the request to add B.A. Education of the Deaf (128 hour exemption).

Dr. Boudreaux moved and Dr. Velasquez seconded a motion to remove B.A. Education of the Deaf (128 hour exemption) from the table. The motion passed.

Dr. Boudreaux moved and Dr. Carver seconded a motion to add B.A. Education of the Deaf (128 hour exemption). The motion passed.

## 5.2 New “Course” Business

Dr. Evans suggested that these courses be taken a department at a time. Dr. Velasquez moved and Dr. Anderson seconded a motion to approve taking courses by department. The motion passed.

### 5.2.1 **College of Arts and Letters**

*Department of Philosophy and Religion*

Dr. Evans presented the request to delete REL 435 and REL 451. Dr. Young moved and Dr. Velasquez seconded a motion to delete REL 435 and REL 451 as a group. The motion passed.

Dr. Powell moved and Dr. Young seconded a motion to approve the deletion of REL 435 and REL 451. The motion passed.

Dr. Evans presented the request to add REL 320.

Dr. Young moved and Dr. Drummond seconded a motion to approve the addition of REL 320. The motion passed.

### 5.2.2 **College of Business**

Dr. Evans presented the request to add an 18 hour minor in Business that includes 500 level courses.

Dr. Roberson moved and Dr. Carver seconded a motion to table the addition of an 18 hour minor in Business that includes 500 level courses. The motion passed.

*Department of Management and Marketing*

Dr. Evans presented the request to modify MKT 300.

Dr. Young moved and Dr. Powell seconded a motion to approve the modification of MKT 300. The motion passed.

### 5.2.3 **College of Education and Psychology**

*School of Library and Information Science*

The 124 hour degree plan was withdrawn at the request of Dr. Willie Pierce, College Dean.

### 5.2.4 **College of Health**

*Department of Nutrition and Food Systems*

Dr. Evans presented the request to approve the 124 hour degree plan for Nutrition and Food Systems.

Dr. Boudreaux moved and Dr. Velasquez seconded a motion to approve the 124 hour degree plan for Nutrition and Food Systems. The motion did not pass.

### 5.2.5 **College of Science and Technology**

*School of Construction*

Dr. Evans presented the request to modify ENT 240.

Dr. Young moved and Dr. Powell seconded a motion to approve the modification of ENT 240. The motion passed.

Dr. Evans presented the request to modify AEC 204, 204L, 240, 316, 340, 340L, and BCT 400, 445, 445L, 458, 458L, and 480. Dr. Pandey moved and Dr. Lux seconded a motion to approve the modification of these courses as a group. The motion did not pass.

Dr. Velasquez moved and Dr. Roberson seconded a motion to modify AEC 204. The motion passed.

Dr. Davis moved and Dr. Young seconded a motion to table the modification of AEC 204L. The motion passed.

Dr. Pandey moved and Dr. Young seconded a motion to modify AEC 240. The motion passed.

Dr. Pandey moved and Dr. Lux seconded a motion to modify AEC 316. The motion passed.

Dr. Carver moved and Dr. Pandey seconded a motion to modify AEC 340. The motion passed.

Dr. Davis moved and Dr. Young seconded a motion to table the modification of AEC 340L. The motion passed.

Dr. Drummond moved and Dr. Powell seconded a motion to table the modification of BCT 400. The motion passed.

Dr. Henry moved and Dr. Carver seconded a motion to approve the modification of BCT 445, 445L, 458, 458L, and 480 as a group. The motion passed.

Dr. Lux moved and Dr. Velasquez seconded a motion to approve the modification of BCT 445, 445L, 458, 458L, and 480. The motion did not pass.

Dr. Pandey moved and Dr. Velasquez to approve the modification of BCT 445, 458, and 480 as a group. The motion passed.

Dr. Velasquez moved and Dr. Lux seconded a motion to approve the modification of BCT 445, 458, and 480. The motion passed.

Dr. Davis moved and Dr. Velasquez seconded a motion to table the modification of 445L. The motion passed.

Dr. Davis moved and Dr. Velasquez seconded a motion to table the modification of 458L. The motion passed.

## 6.0 New Business

### 6.1 Alternative Delivery of Courses and Intercession Courses

No discussion.

### 6.2 Degree Plans and 64 Hour Senior College/45 Hour of 300-400 Level/Last 32 Hour at USM

No discussion.

### 6.3 USM Courses Taught in High Schools

No discussion.

### 6.4 Wording of Correspondence Courses

No discussion.

7.0 Adjourn

Dr. Evans adjourned the meeting at 5:15 p.m. The next Academic Council meeting will be a called meeting scheduled for March 6, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair



**College of Health**

*Department of Speech and Hearing Sciences*

Add: B.S. Speech-Language Pathology and Audiology Degree. Effective fall 2006.

Add: B.A. Education of the Deaf (128 hour exemption) Effective fall 2006.

*Department of Nutrition and Food Systems*

**DID NOT PASS: 124 Hour Degree Plan for Nutrition and Food Systems.**

**College of Science and Technology**

*School of Construction*

Modify: ENT 240 Statics.

To: AEC 240 Statics. Effective summer 2006.

Modify: AEC 204 Building Materials.  
Face to face format.

To: AEC 204 Building Materials.  
Face to face and on-line correspondence format.  
Effective fall 2006.

**Tabled: AEC 204L Building Materials Lab.**

Modify: AEC 240 Statics.  
Face to face format.

To: AEC 240 Statics. Face to face and on-line correspondence format. Effective fall 2006.

Modify: AEC 316 Electrical Systems.  
Face to face format.

To: AEC 316 Electrical Systems.  
Face to face and online correspondence format.  
Effective fall 2006.

Modify:	AEC 340	<u>Strength of Materials.</u> Face to face format.
To:	AEC 340	<u>Strength of Materials.</u> Face to face and online correspondence format. Effective fall 2006.
<b>Tabled:</b>	<b>AEC 340L</b>	<b><u>Strength of Materials Lab.</u></b>
<b>Tabled:</b>	<b>BCT 400</b>	<b><u>Senior Project.</u></b>
Modify:	BCT 445	<u>Soils and Foundations.</u> Face to face format.
To:	BCT 445	<u>Soils and Foundations.</u> Face to face and on-line correspondence format. Effective fall 2006.
<b>Tabled:</b>	<b>BCT 445L</b>	<b><u>Soils and Foundations Lab.</u></b>
Modify:	BCT 458	<u>Construction Scheduling and Planning.</u> Face to face format.
To:	BCT 458	<u>Construction Scheduling and Planning.</u> Face to face and on-line correspondence format. Effective fall 2006.
<b>Tabled:</b>	<b>BCT 458L</b>	<b><u>Construction Scheduling and Planning.</u></b>
Modify:	BCT 480	<u>Construction Safety.</u> Face to face format.
To:	BCT 480	<u>Construction Safety.</u> Face to face and on-line correspondence format. Effective fall 2006.

Academic Council Minutes  
The University of Southern Mississippi  
March 6, 2006

The Academic Council met at 3:30 p.m. on March 6, 2006, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jane Boudreaux, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Trellis Green, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William Powell, Dr. Donald Redalje, Dr. Thelma Roberson, Dr. James Pat Smith, Dr. Ben Velasquez, Dr. David Walker, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Mary Lux for Dr. Vivian Carver and Dr. Thelma Roberson for Ms. Kathleen Wells.

The following non-voting members were present: Dr. Harold Doty, Ms. Nancy Kaul, Ms. Debby Hill, Mr. Greg Pierce, Dr. Willie L. Pierce, and Dr. Denise von Herrmann for Dr. Elliott Pood.

The following guests were present: Dr. Francis Daniel, Dr. Lajuan Davis, Dr. Joan Exline, Dr. Renee Falconer, Ms. Donna Fielder, Dr. Diane Fisher, Mr. Desmond Fletcher, Ms. Joy Hamilton, Dr. Lin Harper, Dr. Elgen Hillman, Dr. John Koepfel, Dr. Ed Mann, Dr. Melanie J. Norton, Dr. Katherine Nugent, Dr. Gwen Pate, Dr. Jerry Phillips, Ms. Dawn Porter, Mr. Darko Velichkovski, and Dr. Joe Whitehead Jr.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. He stated that the agenda be modified with the following additions.

- Review of On-line Course Syllabi as 6.4.
- Graduate Assistantships as 6.5
- Five Year MBA Program as 6.6
- MSL 111 and MSL 395 were withdrawn in a previous meeting

Dr. Young moved and Dr. Powell seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

Dr. Evans presented the January 30, 2006 and February 6, 2006 minutes for approval.

Dr. Young moved and Dr. Drummond seconded a motion to approve the January 30, 2006 minutes. The motion passed.

Dr. Young moved and Dr. Roberson seconded a motion to approve the February 6, 2006 minutes. The motion passed.

## 4.0 Reports

### 4.1 Chair Report

Dr. Evans appointed Dr. Donald Redalje to fill in for Dr. Judith Williams on Council and any Committees she serves on until the end of the spring 2006 term.

#### 4.1.1 Response to SACS

(SACS Item 3.5.1 Core Learning Outcomes)

Since the February 6, 2006 Council meeting the response was written and submitted to SACS. Dr. Evans was the primary writer of the response with editorial assistance from GEC members, Ms. Joy Hamilton, Director of Institutional Effectiveness (IE), our SACS consultant, and Dr. Joan Exline. Dr. Evans commended Ms. Hamilton and Ms. Kathryn Stringer of IE on a great job of compiling data and preparing the many tables needed for the response. The actual narrative was three (3) pages and a narrative of a history of the Core development was in the Appendix. With the appendices the response to these items was about 65 pages. The summary paragraph of the response is shown below.

*In summary, the University believes we have presented evidence of compliance with item 3.5.1. We have shown the CAAP aligns well with both the old Core and many of the new Core's learning objectives. The CAAP results demonstrated college-level learning. We have divided the Core's 14 learning objectives into a more specific set of assessable learning outcomes. Over half of the freshman-and-sophomore-level Core courses have been assessed for accomplishment of learning objectives with over 220 different assessments completed. The results of all assessments reveal an average of 68% of the targets were met. Assessment of the Core learning objectives continue with assessment of all courses planned for spring 2006.*

#### 4.1.2 Assessment Linked to Course Proposals

SACS Item 3.4.1 Linkage of Course Proposals to Assessment Results.

At the last meeting the Council gave Dr. Mary Lux and Dr. Evans the authority to provide a mechanism for linking assessment results to course proposals. Here is the statement of what was chosen for inclusion on the course proposal forms and required for course proposals.

“Explain how assessment results were used in the determination of this action (deletion, addition, modification, etc).”

The Deans, Chairs, and Directors have been notified by email that this requirement is in effect for proposals sent in on or after March 1, 2006.

#### 4.1.3 Appointment of GEC Subcommittee

A subcommittee of the General Education Committee (GEC) was formed on February 28, 2006. This Committee consists of Dr. Ann Blackwell as Chair with Dr. Patsy Anderson, Dr. Jane Boudreaux, Dr. Jon Carr, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Bobby Middlebrooks, and Dr. Amy Young as members. Ex-officio members are Dr. Jeffrey Evans, Dr. Donna Davis, and Dr. Mary Lux. The main charge to this subcommittee was to address the revision of Core Objectives to become more specific and assessable.

Dr. Evans asked Dr. Exline to give Council a SACS update. Dr. Exline provided Council with the following tentative SACS timeline. SACS will be arriving on the Hattiesburg Campus on Monday, April 3, 2006. On Tuesday morning, April 4, 2006 they will leave the Hattiesburg Campus at 8:30 a.m. and go to the Gulf Coast Campus. They will break into (3) three teams. Team One will be going to Jackson County, Team Two to the Long Beach Campus, and Team Three to GCRL. They hope to be back on the Hattiesburg Campus on that day at 1:00 p.m. at which time they will begin their Hattiesburg visit. They will meet first with Dr. Thames and the Leadership Team. In the afternoon they will spend time with the Quality Enhancement Program (QEP) Leadership Team. At 4:30 p.m. they will break into groups meeting with Faculty Senate, General Education Committee (GEC), and again with the QEP Leadership Team. Everyone will be on hold on Wednesday, April 5, 2006 from 9:00 a.m. until 12:00 noon. SACS will focus on the QEP and will be holding that time for any compliance questions they may have. SACS may have additional core assessment questions. If this is the case Dr. Exline will ask for assistance. At 1:00 p.m., Wednesday, April 5, 2006 SACS will conduct a special question and answer session. Then they will write up their findings and continue to review the documents. SACS will hold an exit conference on Thursday morning, April 6, 2006.

The Office of Institutional Effectiveness will be facilitating the CAAP exam during April. Ms. Joy Hamilton requested Academic Council members to encourage faculty in their departments to participate. Faculty who are willing to participate should contact Ms. Hamilton. The CAAP is one of the assessments used to evaluate the General Education Curriculum.

#### 4.2 Chair-Elect Report

Dr. Davis stated that the Distance Learning subcommittee dealing with the upgrade of the WEBCT will be sending questionnaires to faculty and students for input. Dr. Davis encouraged Council members to participate in this questionnaire.

If in addition to the questionnaire anyone has any comments regarding what they would like to see in the upgrade or any concerns about the upgrade, send comments or concerns to any Committee member so that they may review before upgrading this software.

#### 4.3 Standing Committees

##### 4.3.1 Academic Standards – Dr. Ben Velasquez, Chair

Dr. Velasquez stated this Committee has been charged with online degree programs and syllabi requirements. Dr. Evans inquired about Program Review. Dr. Velasquez indicated that the only Program Review received is from Elementary Education K-4 and K-8 undergraduate. Dr. Evans reminded Council of the two deadlines of March 1 and April 1 for receipt of program review materials from units.

##### 4.3.2 Bylaws – Dr. Thelma Roberson, Chair

Dr. Roberson stated that the Bylaws Committee was charged with combining the existing Constitution and Bylaws of the Academic Council into a single document. The Bylaws Committee solicited feedback from the Council, particularly from Standing Committee Chairs, and reviewed the current Robert's Rules of Order and the Graduate Council Constitution to guide its work.

The Committee recommended having the Constitution, which is the founding document of the organization, and then having things like elections, budget, procedural matters and proposal submissions move into a policies manual. This manual would be updated on a regular basis and the Constitution would be more of a stand alone document.

Dr. Roberson will send this draft via email for all to review for discussion at the April 2006 Academic Council meeting.

The Bylaws Committee makes the following recommendations.

- 1) Adopt the Proposed Draft Constitution
- 2) Create a policies manual to include specific information on elections, submission of proposals, and other "procedural" issues not specifically outlined in the Constitution (most of this information was contained in the document currently referred to as the Bylaws)

Summary of changes noted in the new document:

- 1) New Format: Aligns document with Robert's Rules of Order. Articles replace Divisions and Sections replace Articles.
- 2) New Wording highlighted in Proposed Draft Constitution.

- 3) Omissions from Old Constitution (recommended for Policies Manual).
  - a. Division 2, Article 2, Election Information
  - b. Division 4, Article 2, Submission of Proposals
  - c. Division 3, Article 1, Budget
- 4) Omissions from Bylaws (recommended for Policies Manual).
  - a. Division 1, Academic Council Elections
  - b. Division 2, Elections Committee
  - c. Division 3, Elections of Council Officers
  - d. Division 5, General Education Committee (except 5.1.1)
  - e. Division 7, Intercollegiate Curriculum Committee (except 7.1.1)
  - f. Division 8, Academic Standards Committee (except 8.1.1)
  - g. Division 9, Bylaws Committee (except 9.1.1)
- 5) Change language from “Special Committee” to “Ad Hoc” Committee.

#### 4.3.3 Elections – Dr. Ras Pandey, Chair

Dr. Pandey stated that elections are moving into the third and final round of voting. Results should be available in April.

#### 4.3.4 General Education – Dr. Mary Lux, Chair

Dr. Lux stated that the GEC had to review ENG 101 and 102, the writing intensive courses and the capstone courses for Academic Year 2005-2006. A portion of the outcomes from ENG 101 have been received and the outcomes from ENG 102 are expected at the end of spring semester. The number of submissions for capstone and writing intensive courses has been underwhelming. In fall 2004 there were 99 sections of writing intensive and capstone courses offered. We have received material for approximately (12) twelve courses. [Note: Actual count is complete submissions for (15) fifteen courses.] Apparently most departments are waiting to collect the data and submit materials for the spring.

Dr. Lux reported that the campus community is expected to be knowledgeable about the QEP when the SACS site visitors come. The plan in place at this time is a (2) two stage plan. Faculty enhancement seminars are being offered to help faculty integrate the writing and speaking components into the capstone courses. The more important phase is the student outcome-how students improve in their writing and speaking skills as a result of the improved assignments in the written and oral components of the capstone courses. This is the current plan. It is possible that when SACS comes they will have further recommendations for the QEP.

Dr. Lux stated that a new writing lab has opened on the second floor of the International Building. It is staffed with personnel from the English Department and is open a limited number of hours.

Any student may use the facility but students enrolled in capstone or writing intensive courses are being encouraged to use the facility.

A speaking lab has been developed and is available for use. The speaking lab is located on the first floor of the Cook Library. There is a consultation room and a room equipped with a podium, computer, and video camera. The intent is to offer students assistance in the development and performance aspects of speaking assignments. The room is staffed with personnel from the Speech Communication Department.

Dr. Lux would like Council members to share this information with others on campus. Dr. Lux and the QEP Leadership will be happy to hear your comments now and in the future concerning all aspects of the QEP.

4.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair  
No report.

5.0 Course Proposals

5.1 Old “Course” Business

5.1.1 Tabled Courses not Scheduled for Consideration

Dr. Evans presented the request to remove an 18 hour minor in Business that includes 500 level courses from the table.

Dr. Roberson moved and Dr. Young seconded a motion to remove an 18 hour minor in Business that includes 500 level courses from the table. The motion passed.

Dr. Young moved and Dr. Roberson seconded a motion to approve the request to add an 18 hour minor in Business that includes 500 level courses. The motion passed.

Dr. Evans presented the request to remove BTE 332 from the table. Dr. Roberson moved and Dr. Blackwell seconded a motion to remove BTE 332 from the table. The motion passed with a vote of 11-yes and 10-no.

Dr. Drummond requested that BTE 332 remain tabled due to possible course duplication. The Intercollegiate Committee will review this program.

Dr. Evans presented the request to remove AEC 204L, AEC 340L, BCT 400, BCT 445L, and BCT 458L from the table.

Dr. Pandey moved and Dr. Boudreaux seconded a motion to remove AEC 204L, AEC 340L, BCT 400, BCT 445L, and BCT 458L from the table. The motion passed.

Dr. Boudreaux moved and Dr. Pandey seconded a motion to approve the request to modify AEC 204L, AEC 340L, BCT 445L, and BCT 458L as a group. The motion passed.

Dr. Boudreaux moved and Dr. Pandey seconded a motion to approve the request to modify AEC 204L, AEC 340L, BCT 445L, and BCT 458L. The motion passed.

Dr. Pandey moved and Dr. Boudreaux seconded a motion to approve the addition of BCT 400. Dr. Smith moved and Dr. Pandey seconded a motion to approve the addition with a friendly amendment as follows: “Approve BCT 400 experimentally and provisionally for no longer than two years so that data can be gathered comparing the effectiveness of online delivery of capstone communication intensive courses. It is understood that this experimental offering of BCT 400 will not be claimed as a precedent for other departments until the Academic Council reviews the results of the experiment and determines whether capstone courses should be made available online beyond this experimental course and period.” The motion passed.

#### 5.1.2 Other Tabled Courses

Dr. Evans stated Elementary Education K-8 and Special Education K-12 Programs remain tabled.

The following courses (DED 306, DED 361, DED 362, and THE 212L) were **withdrawn** from the agenda at the December 13, 2005 meeting.

### 5.2 New “Course” Business

#### 5.2.1 College of Arts and Letters

##### *Department of Military Science*

Dr. Evans presented the request to modify MSL 101, 102, 201, 202, 301, 302, 401, and 402.

Dr. Drummond moved and Dr. Powell seconded a motion to approve the modification of these courses as a group. The motion passed.

Dr. Drummond moved and Dr. Roberson seconded a motion to approve the request to modify MSL 101, 102, 201, 202, 301, 302, 401, and 402. The motion passed.

##### *School of Music*

A request was made to withdraw EI 304, 332, and 410.

Dr. Evans presented the request to add EI 303, 370, 419, 421, 430, 431, 432, 441, and 461.

Dr. Velasquez moved and Dr. Young seconded a motion to approve the addition of EI 303, 370, 419, 421, 430, 431, 432, 441, and 461 as a group. The motion passed.

##### *Department of Theatre and Dance*

Dr. Evans presented the request to modify DED 360, DED 361, and delete DED 362.

Dr. Young moved and Dr. Roberson seconded a motion to approve the modifications and delete as a group. The motion passed.

Dr. Young moved and Dr. Roberson seconded a motion to approve the modification of DED 360, DED 361, and the deletion of DED 362. The motion passed.

Dr. Evans presented the request to add THE 212L.

Dr. Smith moved and Dr. Young seconded a motion to approve the addition of THE 212L. The motion passed.

5.2.2 **College of Business**

*Department of Tourism Management*

Dr. Evans presented the request modify TM 345.

Dr. Powell moved and Dr. Davis seconded a motion to approve the request to modify TM 345. The motion passed.

5.2.3 **College of Education and Psychology**

*Department of Child and Family Studies*

Dr. Evans presented the request to approve the modification for B.S. Child and Family Studies, Child Development, Child Development with Licensure, Child Life, Family Relations, and B.S. Family and Consumer Sciences Education.

Dr. Blackwell moved and Dr. Davis seconded a motion to approve these modifications as a group. The motion passed.

*Department of Curriculum, Instruction, and Special Education*

Dr. Blackwell moved and Dr. Davis seconded a motion to approve the modification for B.S. Child and Family Studies, Child Development, Child Development with Licensure, Child Life, Family Relations, and B.S. Family and Consumer Sciences Education. The motion passed.

Dr. Evans presented the request to approve the modification for B.S. Elementary Education K-4, B.S. Elementary Education K-8, and B.S. Special Education.

Dr. Roberson moved and Dr. Velasquez seconded a motion to approve these modifications as a group. The motion passed.

Dr. Roberson moved and Dr. Smith seconded a motion to approve the modification for B.S. Elementary Education K-4, B.S. Elementary Education K-8, and B.S. Special Education. The motion was denied.

Dr. Henry moved and Dr. Powell seconded a motion to reconsider the modification for B.S. Elementary Education K-4, B.S. Elementary Education K-8, and B.S. Special Education. The motion passed.

Dr. Henry moved and Dr. Anderson seconded a motion to table the modification for B.S. Elementary Education K-4, B.S. Elementary Education K-8, and B.S. Special Education until the leadership of the USM College of Education and Psychology presents relevant data and information on credit hour requirements for peer colleges of education in states that have overall credit hour limitations that are similar to the 124 hour limitation the Board of Trustees is mandating in Mississippi (e.g., Florida's 120 credit limitation for public universities). The motion passed.

*School of Library and Information Science*

Dr. Evans presented the request to approve the modification for B.A. Library and Information Science and B.A. Library Information Science (Licensure).

Dr. Drummond moved and Dr. Powell seconded a motion to approve these modifications as a group. The motion passed.

Dr. Young moved and Dr. Blackwell seconded a motion to approve the modification for B.A. Library and Information Science and B.A. Library Information Science (Licensure). The motion passed.

*Department of Technology Education*

These programs passed during the December 13, 2005 Academic Council meeting.

*Department of Psychology*

Dr. Evans presented the request to approve the modification for B.S. Psychology.

Dr. Young moved and Dr. Davis seconded a motion to approve the modification for B.S. Psychology.

The motion passed.

Dr. Velasquez moved and Dr. Anderson seconded a motion to adjourn the meeting. The motion was denied.

5.2.4 **College of Health**

*School of Human Performance & Recreation*

Dr. Evans presented the request approve the addition of HPR 342, HPR 446, the modification of HPR 203, HPR 311, HPR 311L, HPR 330, HPR 410, and HPR 412.

Dr. Velasquez moved and Dr. Powell seconded a motion to table the addition of HPR 342, HPR 446, and the modification of HPR 203, HPR 330, HPR 410, and HPR 412. The motion passed.

Dr. Velasquez moved and Dr. Young seconded a motion to approve the modification for HPR 311 and HPR 311L. The motion passed.

### 5.2.5 College of Science and Technology

#### *School of Construction*

Dr. Evans presented the request to modify IET 406.

Dr. Pandey moved and Dr. Young seconded a motion to approve the modification of IET 406. The motion passed.

Dr. Evans presented the request to add IET 370.

Dr. Pandey moved and Dr. Drummond seconded a motion to approve the modification of IET 370. The motion passed.

## 6.0 New Business

### 6.1 Alternative Delivery of Courses and Intersession Courses

No discussion.

### 6.2 Degree Plans: The 64 Hour Senior College/45 Hour of 300-400 Level/Last 32 Hour at USM

Dr. Evans presented the request to reduce hours required for a degree. Dr. Lux moved and Dr. Young seconded a motion to reduce hours required for a degree as follows: 64 to 62 hours earned from a (4) four year institution. The motion passed.

### 6.3 USM Courses Taught in High Schools

No discussion.

### 6.4 Review of Online Syllabi

Dr. Powell expressed concern about a student named “Review, Course” added to his roster. The Office of Distance Education Support and the Learning Enhancement Center staff are checking on the structure of online courses, in particular whether the syllabi contained expected components, dates are current, etc.

However, the review was done without informing faculty and was being carried out by offices not directly in the academic line of authority. Dr. Powell has no problem with peers or a Chair or Dean reviewing a syllabus. He also expressed the view that it was the responsibility of Faculty Councils to determine course/syllabi components.

Dr. Evans asked if Council would like to make a statement.

Dr. Powell stated that he has received an email message from the LEC stating that representatives from Academic Council, Graduate Council, and Faculty Senate help review the syllabi, which is a step in the right direction, except that it is still using standards that faculty has not dealt with or developed. Dr. Henry moved and Dr. Davis seconded a motion that the Executive Committee draft a statement to the Provost expressing concern about this intrusion and the development and delivery of academic curriculum outside of normal academic channels. The motion passed.

### 6.6 Graduate Assistantships

No discussion.

6.7 Five Year MBA Program  
No discussion.

7.0 Adjourn

Dr. Evans adjourned the meeting at 6:05 p.m. The next Academic Council meeting is scheduled for April 3, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

## ACADEMIC COUNCIL MINUTES SUMMARY

March 6, 2006

### College of Arts and Letters

#### *Department of Military Science*

Modify:	MSL 101	<u>Foundations of Officership.</u> Four hours.
To:	MSL 101	<u>Leadership and Personal Development.</u> Three hours. Effective fall 2006.
Modify:	MSL 102	<u>Basic Leadership</u> Four hours.
To:	MSL 102	<u>Tactical Leadership.</u> Three hours. Effective fall 2006.
Modify:	MSL 201	<u>Individual Leadership Study.</u>
To:	MSL 201	<u>Innovative Team Leadership.</u> Effective fall 2006.
Modify:	MSL 202	<u>Leadership and Teamwork.</u>
To:	MSL 202	<u>Foundations of Tactical Leadership.</u> Effective fall 2006.
Modify:	MSL 301	<u>Leadership and Problem Solving.</u>
To:	MSL 301	<u>Adaptive Tactical Leadership.</u> Effective fall 2006.
Modify:	MSL 302	<u>Leadership and Ethics.</u>
To:	MSL 302	<u>Leadership in Changing Environments.</u> Effective fall 2006.
Modify:	MSL 401	<u>Leadership and Management.</u>
To:	MSL 401	<u>Developing Adaptive Leadership.</u> Effective fall 2006.

Modify: MSL 402 Officership.  
To: MSL 402 Leadership in a Complex World. Effective fall 2006.

*School of Music*

Add: EI 303 Entertainment Industry Survey. Three hours. Effective fall 2006.  
Add: EI 370 Talent Management. Three hours. Effective fall 2006.  
Add: EI 419 International Music Industry. Three hours. Effective fall 2006.  
Add: EI 421 History of the Recording Industry. Three hours. Effective fall 2006.  
Add: EI 430 Live Production Management. Three hours. Effective fall 2006.  
Add: EI 431 Music Publishing. Three hours. Effective fall 2006.  
Add: EI 432 Record Company Operations. Three hours. Effective fall 2006.  
Add: EI 441 Live Production Business. Three hours. Effective fall 2006.  
Add: EI 461 Entertainment Law. Three hours. Effective fall 2006.

*Department of Theatre and Dance*

Modify: DED 360 Methods in Dance Education K-12.  
To: DED 360 Methods in Dance Education K-12. Writing intensive. Effective fall 2006.

Modify:	DED 361	<u>Practicum in Dance Education.</u> Three hours.
To:	DED 361	<u>Practicum in Dance Education.</u> Two hours. Effective fall 2006.
Delete:	DED 362	<u>Dance Teaching Methods II.</u> Effective fall 2006.
Add:	THE 212L	<u>Intro to Tech Lights/Sound Lab.</u> One hour. Effective fall 2006.

### **College of Business**

Add:	18 Hour Minor in Business that Includes 500 Level Courses. Effective fall 2006.
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#### *Department of Tourism Management*

Modify:	TM 345	<u>Quality Services Management.</u>
To:	TM 345	<u>Quality Services Management.</u> On-line correspondence format. Effective fall 2006.

### **College of Education of Psychology**

#### *Department of Technology Education*

<b>Tabled:</b>	<b>BTE 332</b>	<b><u>Professional Presence and Its Influence.</u></b>
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#### *Department of Child and Family Studies*

Modify:	B.S. Child and Family Studies 128 hours.
To:	B.S. Child and Family Studies 124 hours. Effective fall 2006.
Modify:	B.S. Child Development 128 hours.
To:	B.S. Child Development 124 hours. Effective fall 2006.

Modify: B.S. Child Development with Licensure 128 hours.  
To: B.S. Child Development with Licensure 124 hours.  
Effective fall 2006.

Modify: B.S. Child Life 128 hours.  
To: B.S. Child Life 124 hours.  
Effective fall 2006.

Modify: B.S. Family Relations 128 hours.  
To: B.S. Family Relations 124 hours.  
Effective fall 2006.

Modify: B.S. Family and Consumer Sciences Education  
131 hours.  
To: B.S. Family and Consumer Sciences Education  
124 hours. Effective fall 2006.

*Department of Curriculum, Instruction, and Special Education*

**Tabled: Elementary Education K-4, Elementary  
Education K-8 and Special Education  
K-12 Programs.**

*School of Library and Information Science*

Modify: B.A. Library and Information Science 128 hours.  
To: B.A. Library and Information Science 124 hours.  
Effective fall 2006.

Modify: B.A. Library Information Science Licensure 131  
hours.  
To: B.A. Library Information Science Licensure  
124 hours. Effective fall 2006.

*Department of Psychology*

Modify: B.S. Psychology 128 hours.  
To: B.S. Psychology 124 hours. Effective fall 2006.

## **College of Health**

### *School of Human Performance & Recreation*

<b>Tabled:</b>	<b>HPR 342</b>	<b><u>Sport Management &amp; Leadership.</u></b>
<b>Tabled:</b>	<b>HPR 466</b>	<b><u>Sport Facility and Event Management.</u></b>
<b>Tabled:</b>	<b>HPR 203</b>	<b><u>Introduction to Sport Administration.</u></b>
<b>Tabled:</b>	<b>HPR 330</b>	<b><u>Issues in Sport Administration.</u></b>
<b>Tabled:</b>	<b>HPR 410</b>	<b><u>Sport Promotion and Fund Raising.</u></b>
<b>Tabled:</b>	<b>HPR 412</b>	<b><u>The Sport Enterprise.</u></b>
Modify:	HPR 311	<u>Emergency Health Care.</u>
To:	HPR 311	<u>Athletic Training Emergency Care.</u> Effective summer 2006.
Modify:	HPR 311L	<u>Emergency Health Care Lab.</u>
To:	HPR 311L	<u>Athletic Training Emergency Care Lab.</u> Effective summer 2006.

## **College of Science and Technology**

### *School of Construction*

Modify:	AEC 204L	<u>Building Materials Lab.</u> Face to face format.
To:	AEC 204L	<u>Building Materials Lab.</u> Face to face and on-line correspondence format. Effective fall 2006.

Modify:	AEC 340L	<u>Strength of Materials Lab.</u> Face to face format.
To:	AEC 340L	<u>Strength of Materials Lab.</u> Face to face and online correspondence format. Effective fall 2006.
Modify:	BCT 400	<u>Senior Project.</u> Face to face format.
To:	BCT 400	<u>Senior Project.</u> Face to face and online correspondence format. Effective fall 2006.
Modify:	BCT 445L	<u>Soils and Foundations Lab.</u> Face to face format.
To:	BCT 445L	<u>Soils and Foundations Lab.</u> Face to face and on-line correspondence format. Effective fall 2006.
Modify:	BCT 458L	<u>Construction Scheduling and Planning Lab.</u> Face to face format.
To:	BCT 458L	<u>Construction Scheduling and Planning Lab.</u> Face to face and on-line correspondence format. Effective fall 2006.
Modify:	IET 406	<u>Industrial Automation.</u> Face-to-face format.
To:	IET 406	<u>Industrial Automation.</u> Online correspondence format. Effective fall 2006.
Add:	IET 370	<u>Logistics.</u> Three hours. Effective fall 2006.

Academic Council Minutes  
The University of Southern Mississippi  
April 3, 2006

The Academic Council met at 3:30 p.m. on April 3, 2006, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jon Carr, Dr. Vivian Carver, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William Powell, Dr. Donald Redalje, Dr. Ben Velasquez, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Ben Velasquez for Dr. Jane Boudreaux, Dr. Jon Carr for Dr. Trellis Green, Ms. Kathleen Wells for Dr. Thelma Roberson, and Dr. Taralynn Hartsell for Dr. David Walker.

The following non-voting members were present: Ms. Nancy Kaul and Mr. Greg Pierce.

The following guests were present: Dr. Patricia Biesiot, Dr. Lindsey Blom, Dr. Cynthia Chatham, Dr. Dave Davies, Col. James Drago, Ms. Donna Fielder, Dr. Ed Mann, Dr. Chris Meyers, Dr. Frank Moore, Dr. Katherine Nugent, Ms. Dawn Porter, Ms. Sheri Rawls, and Dr. Joe B. Whitehead Jr.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. He stated that the agenda be modified with the following additions.

- Alternative Learning Format Topics as 6.4.

Dr. Young moved and Dr. Lux seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

Dr. Evans presented the March 6, 2006 minutes for approval.

Dr. Young moved and Dr. Velasquez seconded a motion to approve the minutes. The motion passed.

4.0 Reports

4.1 Chair Report

Dr. Evans appointed Dr. Donald Redalje to fill in for Dr. Judith Williams on Council and any Committees she serves on until the end of the spring 2006 term.

#### 4.1.1 SACS (Schedule)

Dr. Evans stated that SACS is on the Gulf Coast Campus today, April 3, 2006 and will be on the Hattiesburg Campus on Tuesday, April 4, 2006 and Wednesday, April 5, 2006 and will meet with faculty, staff, and the administration. Academic Council's General Education Committee (GEC) will be meeting with the SACS team on Wednesday, April 5, 2006. SACS will conclude with an exit interview on Thursday morning, April 6, 2006.

Dr. Evans stated that the joint Academic and Graduate Council's Program Review Committee established guidelines that will allow the next round of program reviews to be completed by May 1, 2007. Programs to be reviewed will be reminded of the upcoming review. (See attached timeline).

#### 4.1.2 Provost Meeting

Dr. Evans reported that he and Dr. Donna Davis met with the Provost and discussed the following topics. Assistance in getting assessment materials from Colleges in a timely manner.

Dr. Grimes agreed to discuss this request with Deans. Dr. Evans expressed Council's concern about the Graduate Assistantship draft.

Dr. Exline agreed to check with Dr. Kristi Motter about USM teaching in High Schools. She also agreed to have the faculty teaching those courses and give assessment reports by the May 1, 2006 meeting. Dr. Motter will be asked to speak with Council on this topic at the May 2006 meeting.

Dr. Evans gave the Provost an update of at least ten activities that Council was doing for the Administration that did not include course proposal review or program review. Dr. Grimes did agree that Council was handling a heavy load this academic year and stated that the issues given to us to consider did not have to be done all at one time.

We agreed that the Curriculum and Instruction and Special Education degree programs and the Nutrition program would remain as is in the 2006-2007 undergraduate bulletin since we had not been given an adequate opportunity to evaluate the CISE programs and had rejected Nutrition's proposal. Dr. Grimes told us to be deliberate in our review of undergraduate degree programs that exceeded the 124 hour limit. He also said he did not see how we could have a program meeting its writing intensive requirement in parts of multiple courses.

#### 4.1.3 Chair Appointments to Committees

(Master Facility Planning Committee)-

Dr. David Walker has been appointed to serve on this committee.

(Teaching Evaluation Committee)-

Dr. Evans asked for any volunteers to serve on this committee.

(Syllabi Review Committee)-

This Committee's charge is to determine if certain components should be online and what they should be. Should the Syllabi Review Committee be reviewing syllabi or should the different units review them. There will be a representative from Graduate Council, Faculty Senate, Academic Council, and Council of Chairs on this Committee.

Ms. Rawls felt that anyone volunteering to serve on this Committee needs to know that this is a very time consuming project. Dr. Powell stated that faculty have primary responsibility for the curriculum which is quoted out of the SACS standard. If faculty wish to advocate to an external office, then faculty need to express their view points.

Dr. Evans announced that a spring online course workshop is scheduled for April 18, 2006 and all are invited to attend.

Academic Council gave Dr. Lux and Dr. Evans the latitude to meet SACS concerns about SACS item 3.4.1, the linkage of course proposals with assessment. This was done in concert with Graduate Council representatives. A sentence was added on the course proposal in which Council can view on the Academic Council Website under course and program proposals. The Course Proposal Guidelines section was expanded and gives further details of what is expected from Colleges in preparing course or program proposals. The course proposal forms include a statement requesting a rationale as to how assessment results were used in proposing a course addition, modification, or deletion.

#### 4.1.4 May 1, last scheduled Council meeting followed by first Council meeting of newly elected Council

Dr. Evans stated that the current Council will convene Chaired by Dr. Jeffrey Evans to handle business and after adjournment the new Council will convene Chaired by Dr. Donna Davis to elect a Chair-Elect and Corresponding Secretary for the next academic year 2006-2007.

#### 4.2 Chair-Elect Report

No report.

### 4.3 Standing Committees

#### 4.3.1 Academic Standards – Dr. Ben Velasquez, Chair

Dr. Velasquez stated that the program review process being undertaken by both the Academic Council and Graduate Council is underway. Dr. Jane Hudson is coordinating the graduate program review for the Graduate Council. The Academic Standards committee will review undergraduate programs.

Both external accredited programs and programs without external accreditation will be reviewed. We have a room over in McCain Library that has been reserved for storage of the documents that will be reviewed. To date we have received documents from HPR, Chemistry, Administration of Justice, and History. Dr. Velasquez will contact members of the Academic Standards committee about reviewing the documents. It is the committee's wish to complete the review by the end of April 2006. The committee will work on guidelines for online programs. Some progress has been made in developing guidelines with Graduate Council.

#### 4.3.2 Bylaws – Dr. Thelma Roberson, Chair

No report.

#### 4.3.3 Elections – Dr. Ras Pandey, Chair

Dr. Pandey stated that Academic Council elections, with the exception of the College of Arts and Letters, are complete. The Elections Committee is now in the process of conducting elections for Grade Review Council.

#### 4.3.4 General Education – Dr. Mary Lux, Chair

Dr. Lux stated that writing intensive and capstone course material that have been received to date are being reviewed. Many departments that teach the courses for both fall and spring apparently are waiting to collect the data and submit materials at the end of the spring term. The GEC is requesting that the material for writing intensive and capstone courses be submitted on the four (4) column assessment sheets used for core courses and program review. The committee does require assessment of fourteen core objectives, but only data on how the writing intensive and capstone courses are assessed with regard to the writing and speaking parts of that course. It will also be necessary to have targets for the specific objectives and to indicate how outcomes will be used for course revision.

Dr. Lux reported that there is a policy in the undergraduate bulletin on page 95 under **“Writing Requirement”** that is not in compliance with IHL's policy. The policy in the undergraduate bulletin is as follows:

*Students scoring 17 or above on the English language portion of the ACT must enroll in English 101 during their first semester at the university.*

IHL's policy states it is recommended that students scoring 17, 18, 19 must enroll in an appropriate developmental course.

Dr. Lux recommended that the wording be changed to be in compliance with IHL's policy. The text should read:  
*"Students scoring below 17 on the English language portion of the ACT must enroll in ENG 099 (Introduction to Composition). Students scoring 17, 18, or 19 on the English language portion of the ACT are encouraged to enroll in ENG 099 during their first semester at the university. Students scoring 20 or greater on the English language portion of the ACT must enroll in ENG 101 (Composition One) during their first semester at the university."*  
Dr. Young moved and Dr. Davis seconded a motion to change the wording in the undergraduate bulletin on page 95 under "**Writing Requirement**" to be in compliance with IHL. The motion passed.

#### 4.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

The Intercollegiate Committee was charged with reviewing BTE 332 for possible course duplication. The committee solicited feedback from departments and programs that have courses that BTE 332 might have potentially duplicated, notably Speech Communications, Fashion Merchandising and Foreign Languages. After reviewing the information, the committee determined that while there are some similarities, there did not exist sufficient duplication.

It should be noted, moreover, that none of the departments or programs contacted voiced opposition to the proposed course. As a result, it is the recommendation of the Intercollegiate Committee that BTE 332 go forward to the Academic Council as a whole for full and regular consideration.

### 5.0 Course Proposals

#### 5.1 Old "Course" Business

##### 5.1.1 Tabled Courses or Programs

Dr. Evans stated that COEP – Degree plans for Curriculum and Instruction and Special Education will be considered for approval at the May 1, 2006 meeting.

Dr. Velasquez requested that the COH courses HPR 203, 330, 342, 410, 412, and 466 remain tabled.

##### 5.1.2 Courses referred to Intercollegiate Committee for consideration of possible course duplication

###### *Department of Technology Education*

Dr. Evans presented the request to add BTE 332.

Dr. Young moved and Dr. Velasquez seconded a motion to accept the Intercollegiate Committee recommendation to consider the addition of BTE 332. The motion passed.

Dr. Blackwell moved and Dr. Hartsell seconded a motion to approve the addition of BTE 332. The motion passed.

(Twelve (12) yes; Eleven (11) no.)

## 5.2 New “Course” Business

Dr. Drummond moved and Dr. Young seconded a motion to proceed with entertaining the following courses. The motion passed.

### 5.2.1 **College of Arts and Letters**

#### *Department of Art and Design*

Dr. Evans presented the request to add ARE 457, 470, and 480.

Dr. Young moved and Dr. Powell seconded a motion to approve these courses as a group. The motion passed.

Dr. Young moved and Dr. Davis seconded a motion to approve the addition of ARE 457, 470, and 480. The motion passed.

#### *Department of History*

Dr. Evans presented the request to add HIS 351, delete HIS 419, and modify HIS 453, 457, 459, 464, 465, 466, 478, 479, 481, 482, and 483.

Dr. Hauer moved and Dr. Powell seconded a motion to approve these courses as a group. The motion passed.

Dr. Drummond moved and Dr. Young seconded a motion to approve the addition of HIS 351, deletion of HIS 419, and the modification of HIS 453, 457, 459, 464, 465, 466, 478, 479, 481, 482, and 483. The motion passed.

#### *Department of Military Science*

Dr. Evans presented the request to include MSL 101 and 102 in the General Education Core Curriculum for students in Army ROTC.

Dr. Drummond moved and Dr. Powell seconded a motion that MSL 101 and 102 be approved as standing core substitutions in fulfillment of category V (Decision-Making and Responsibility) of the General Education Curriculum for contracted Cadets in the Army ROTC program. The motion passed.

Council **did not** approve the interdisciplinary minor in Leadership.

#### *School of Music*

Dr. Evans presented the request to add MUS 452.

Dr. Young moved and Dr. Drummond seconded a motion to approve the addition of MUS 452. The motion passed.

### 5.2.2 **College of Business**

No new proposals received by March 22 deadline.

### 5.2.3 **College of Education and Psychology**

No new proposals received by March 22 deadline.

### 5.2.4 **College of Health**

#### *School of Nursing*

Dr. Evans presented the request approve the addition of NSG 409.

Dr. Young moved and Dr. Anderson seconded a motion to approve the addition of NSG 409. The motion passed.

*School of Human Performance and Recreation*

Dr. Evans presented the request to approve a Dual-Major in Sport Coaching Education and Physical Education (licensure).

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve a Dual-Major in Sport Coaching Education and Physical Education (licensure). The motion passed.

**No NEW COURSES needed for approval. Courses for Degree already exist.**

Dr. Evans presented the request to modify HPR 409.

Dr. Velasquez moved and Dr. Drummond seconded a motion to approve the modification of HPR 409. The motion passed.

Dr. Evans presented the request to modify HPR 340 and 341.

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve these courses as a group. The motion passed.

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve the modification of HPR 340 and 341. The motion passed.

Dr. Evans presented the request to modify HPR 309.

Dr. Velasquez moved and Dr. Anderson seconded a motion to table HPR 309. The motion passed.

Dr. Evans presented the request to modify HPR 274.

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve the modification of HPR 274. The motion passed.

**5.2.5 College of Science and Technology**

*Department of Biological Sciences*

Dr. Evans presented the request to modify BSC 404 and 404L.

Dr. Middlebrooks moved and Dr. Young seconded a motion to approve the modification of BSC 404 and 404L. The motion passed.

**6.0 New Business**

**6.1 Alternative Delivery of Courses and Intersession Courses**

Dr. Evans stated that this is an opportunity for Council to voice their concern related to these courses. Dr. Evans indicated that this was referred to Academic Standards during the beginning of the year to Academic Standards particularly alternative delivery of courses. Dr. Velasquez, Chair of the Academic Standards Committee, stated that this topic is currently under discussion by this Committee.

Dr. Velasquez asked for clarification on the consistency and lack of communication of how credit hours are counted for Mini Session courses. He stated that if a student is taking 17 hours in the fall and then takes a 3 hour Mini Session course is there a risk of the student going over the amount of hours they are allowed to take. He also inquired about Financial Aid.

Mr. Greg Pierce stated that this is the primary reason that Mini Session courses are attached to a particular semester so Financial Aid will count. Dr. Powell stated that there are concerns about faculty group involvement in the approval of Mini Session courses. Concern was expressed on how Mini Session courses are approved or alternative delivery of courses. Dr. Velasquez asked if a course meets the required credit hours, number of contact minutes, does that go to IHL. Mr. Pierce stated that each 2250, which is a three hour class, that does meet the IHL contact minute requirement.

Dr. Henry asked Mr. Pierce what type of audience is particularly interested in these types of courses. Mr. Pierce stated it is his understanding the academic departments requested a Mini Session for a variety of reasons. One is to assist students with academic problems and two to assist students in expediting completion of degree requirements. Council expressed concern on how students could keep up, if they cannot keep up in an eight week course then how would they be able to keep up in courses that last two to three weeks.

Dr. Lux moved and Dr. Anderson seconded a motion that Core courses are offered in Mini Session being a one-two week format that those syllabi have to be submitted for approval and assessment provided for approval upon Academic approval. The motion passed.

Dr. Evans referred this to the Academic Standards Committee.

6.2 Graduate Assistantships Draft Document

Dr. Evans will write an expression of concern to the Provost about Graduate Assistantships.

6.3 Teaching Load Draft Document

Dr. Evans presented Council with a copy of the Faculty Teaching Load Policy draft #3. This topic will be discussed further at the May 1, 2006 meeting.

6.4 Alternative Learning Format

Dr. Powell expressed concern about alternative learning pay.

7.0 Adjourn

Dr. Evans adjourned the meeting at 6:05 p.m. The next Academic Council meeting is scheduled for May 1, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

## ACADEMIC COUNCIL MINUTES SUMMARY

March 6, 2006

### **College of Education and Psychology**

#### *Department of Technology Education*

Add: BTE 332 Professional Presence and Its Influence. Three hours. Effective summer 2006.

### **College of Arts and Letters**

#### *Department of Art and Design*

Add: ARE 457 Aesthetics and Art Criticism. Three hours. Effective fall 2006.

Add: ARE 470 Technology in the Art Classroom. Three hours. Effective fall 2006.

Add: ARE 480 Psychology of Art. Three hours. Effective fall 2006.

#### *Department of History*

Add: HIS 351 U.S. Military History 1860 to the Present. Three hours. Effective fall 2006.

Delete: HIS 419 War and Society in Modern Africa. Effective fall 2006.

Modify: HIS 453 Environmental History of the South.

To: HIS 470 Environmental History of the South. Effective fall 2006.

Modify: HIS 457 History of Religion in America.

To: HIS 459 History of Religion in America. Effective fall 2006.

Modify:	HIS 459	<u>Eastern Europe in the 20<sup>th</sup> Century.</u>
To:	HIS 453	<u>Eastern Europe in the 20<sup>th</sup> Century.</u> Effective fall 2006.
Modify:	HIS 464	<u>Modern America, 1877-1919.</u>
To:	HIS 464	<u>The Gilded Age and Progressive Era, 1877-1919.</u> Effective fall 2006.
Modify:	HIS 465	<u>Twentieth-century America, 1919-1945.</u>
To:	HIS 465	<u>Prosperity, Depression, &amp; War in America 1919-1945.</u> Effective fall 2006.
Modify:	HIS 466	<u>Our Times.</u>
To:	HIS 466	<u>America Since 1945.</u> Effective fall 2006.
Modify:	HIS 478	<u>Studies in Civil Rights.</u>
To:	HIS 478	<u>Topics in African-American History.</u> Effective fall 2006.
Modify:	HIS 479	<u>Studies in United States History.</u>
To:	HIS 479	<u>Topics in American History.</u> Effective fall 2006.
Modify:	HIS 481	<u>Topics in Early Modern European History.</u>
To:	HIS 481	<u>Topics in Pre-Modern European History.</u> Effective fall 2006.
Modify:	HIS 482	<u>Studies in European History.</u>
To:	HIS 482	<u>Topics in Modern European History.</u> Effective fall 2006.

Modify: HIS 483 Studies in the History of Spanish South America.

To: HIS 483 Topics in Latin American History. Effective fall 2006.

*Department of Military Science*

Modify: MSL 101 Leadership and Personal Development.

To: MSL 101 Leadership and Personal Development. A standing core substitutions fulfillment of category V (Decision-Making and Responsibility) of the General Education Curriculum for contracted Cadets in the Army ROTC Program. Effective fall 2006.

Modify: MSL 102 Introduction to Tactical Leadership.

To: MSL 102 Introduction to Tactical Leadership. A standing core substitutions fulfillment of category V (Decision-Making and Responsibility) of the General Education Curriculum for contracted Cadets in the Army ROTC Program. Effective fall 2006.

*School of Mass Communication and Journalism*

Modify: MCJ 111L Radio Production Lab.  
Zero hours.

To: MCJ 111L Radio Production Lab.  
One hour. Effective fall 2006.

Modify: MCJ 140 TV Production Lab.  
Zero hours.

To: MCJ 140 TV Production Lab.  
One hour. Effective fall 2006.

*School of Music*

Add: MUS 452 Orchestral Repertoire Class.  
Two hours. Effective fall 2007.

*Department of Philosophy and Religion*

Modify: PHI 499 British Studies.  
To: PHI 499 Philosophical Studies  
Abroad. Effective fall 2007.

**College of Health**

*School of Nursing*

Add: NSG 409 Health Policy, Economics,  
and Leadership. Three hours.  
Effective spring 2007.

*School of Human Performance and Recreation*

**Tabled: HPR 203 Introduction to Sport**  
**Administration.**

**Tabled: HPR 330 Issues in Sport**  
**Administration.**

**Tabled: HPR 342 Sport, Management &**  
**Leadership.**

**Tabled: HPR 410 Sport Promotion and Fund**  
**Raising.**

**Tabled: HPR 412 The Sport Enterprise.**

**Tabled: HPR 466 Sport Facility and Event**  
**Management.**

Add: Dual-Major: Physical Education & Sports Coaching Education.  
Effective fall 2006.

**Tabled: HPR 309 First Aid.**

Modify:	HPR 274	<u>Taping and Wrapping.</u> Two hours.
To:	HPR 274	<u>Taping and Wrapping.</u> Three hours. Effective summer 2006.
Modify:	HPR 340	<u>Coaching Golf.</u> Two hours.
To:	HPR 340	<u>Coaching Golf.</u> Three hours. Effective summer 2006.
Modify:	HPR 341	<u>Coaching Tennis.</u> Two hours.
To:	HPR 341	<u>Coaching Tennis.</u> Three hours. Effective summer 2006.
Modify:	HPR 409	<u>Psycho &amp; Socio Aspects Of Human Performance.</u>
To:	HPR 409	<u>Sport and Exercise Psychology.</u> Effective fall 2006.

**College of Science and Technology**  
*Department of Biological Sciences*

Modify:	BSC 404	<u>Field Biology.</u> Fixed title.
To:	BSC 404	<u>Field Biology.</u> Variable titles and two (2) repeats Effective fall 2006.
Modify:	BSC 404L	<u>Field Biology Laboratory.</u> Fixed title.
To:	BSC 404L	<u>Field Biology Laboratory.</u> Variable titles and two (2) repeats. Effective fall 2006.

## **PROGRAM REVIEW PROCESS AND DATES FOR 2006-2007:**

1. By **April 1, 2006 and again by September 1, 2006**, Academic Council and Graduate Council should remind Deans and Chairs/Directors of programs to be reviewed of this Program Review process.
2. By **November 30, 2006**, the program and Dean will provide to the Provost four names of possible external reviewers. The Provost will select and contact the external reviewers for review of the Self-Study document.
3. By **February 1, 2007** programs for review (see attachment A) should provide answers and appendices (where indicated) to the self-study questions (see attachment B). Nine (9) copies are needed: 1 copy for your Dean, 2 copies for your External Reviewers, 1 copy for the Provost, 2 copies for the Academic Council, 2 copies for the Graduate Council, and 1 file copy for the Graduate Studies office.
4. Review of the Self-Study by the Dean, Academic or Graduate Council, and the External Reviewers (includes site visit) will occur during the month of **February, 2007**. Academic or Graduate Council Program Review Committee chairs and the primary Self-Study reader shall attend the exit interview for informational purposes only. Please notify the Graduate Studies office of the exit interview times.
5. Reviews of the Self-Study Report will be sent to the program from the Dean, Academic and/or Graduate Councils, and the External Reviewers by **March 1, 2007**.
6. Programs must be sure that the Graduate Studies office has the following items by **April 1, 2007**:
  - a. Self-Study
  - b. Academic or Graduate Council Program Review Committee Review
  - c. Dean's Review
  - d. External Reviewer's Review
  - e. **Documentation of program improvement plans based on all reviews.**
7. The Academic or Graduate Council will review Executive Summaries of all the reviews in the month of **April, 2007**, and develop final recommendations for the program faculty and administration, Dean, and Provost. (All documents will be available in designated place in the Graduate Studies office for both Academic and Graduate Council members to review if they so desire.) The Provost in consultation with the Dean and the program faculty and administration will be responsible for implementation of program improvement plans.
8. **For programs accredited by an external agency**, the following information should be provided to the Graduate Studies office (5 copies: 2 copies for the Academic Council; 2 copies for the Graduate Council; and one copy to be filed in the Graduate Studies office.) by **February 1, 2007**:
  - Name of accrediting agency.
  - List the degree program(s) accredited by the external accrediting agency. (Note: if one degree program is accredited by the external accrediting agency, but another program is not, the one not accredited by the external accrediting agency must go through the internal Program Review process. For example: if the undergraduate program is accredited by an external agency, but the graduate program is not, then the graduate program must go through the internal Program Review process)
  - Date the program was last reviewed by the external accrediting agency.
  - A copy of the last accreditation report from the external accrediting agency.
  - A list of improvements made and/or plans to make improvements based on any recommendations/suggestions made by the external accrediting agency in the last report.

Academic Council Minutes  
The University of Southern Mississippi  
May 1, 2006

The Academic Council met at 3:30 p.m. on May 1, 2006, in R.C. Cook Union, Room H, with Dr. Jeff Evans, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Patsy Anderson, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Mary Lux, Dr. Bobby Middlebrooks, Dr. Ras Pandey, Dr. William Powell, Dr. Donald Redalje, Dr. Ben Velasquez, Dr. David Walker, Ms. Kathleen Wells, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Ms. Kathleen Wells for Dr. Lin-Miao Agler, Dr. Ann Blackwell submitted a proxy, Dr. Ben Velasquez for Dr. Jane Boudreaux, Dr. Mary Lux for Dr. Vivian Carver, Dr. Amy Young for Dr. Michael Forster, Dr. David Walker for Dr. Taralynn Hartsell, Dr. Stanley Hauer for Dr. James Pat Smith and Dr. Thelma Roberson submitted a proxy.

The following non-voting members were present: Dr. Katherine Nugent for Dr. Peter J. Fos, Ms. Nancy Kaul, Ms. Debby Hill, Dr. Willie Pierce Mr. Greg Pierce, and Dr. Jeanne Gillespie for Dr. Elliott Pood.

The following guests were present: Dr. Adel Ali, Ms. Michelle Arrington, Mr. Steven A. Blesse', Dr. Cynthia Chatham, Dr. Dan Drane, Dr. Joan Exline, Ms. Donna Fielder, Ms. Joy Hamilton, Dr. Lin Harper, Ms. Adrienne R. Lee, Ms. Evadna Lyons, Dr. Chris Meyers, Dr. Steve Oshrin, Dr. Gwen Pate, Ms. Dawn Porter, Ms. Sheri Rawls, Dr. Julie Sanford, Dr. Andrew Strelzoff, Dr. Joe B. Whitehead Jr., and Dr. Alvin Williams.

1.0 Call to Order

The meeting was called to order at 3:30 p.m. with Dr. Evans presiding.

2.0 Adoption of the Agenda

Dr. Evans presented the agenda for approval. He stated that the agenda be modified as follows:

- Add HPR 309 under 4.1.1
- Add International Studies Curriculum change under 4.2.1
- Add three (3) courses for Curriculum and Instruction CIR 308 & 308L and CIR 407L under 5.2.3

Dr. Young moved and Dr. Velasquez seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

Dr. Evans presented the April 2, 2006 minutes for approval.

Dr. Lux moved and Dr. Velasquez seconded a motion to approve the minutes. The motion passed.

## 4.0 Course Proposals

### 4.1 Old "Course" Business

#### 4.1.1 Tabled Courses or Programs

##### COEP – Degree plans for Curriculum, Instruction and Special Education.

Dr. Evans presented the request to approve the degree plans for Curriculum, Instruction and Special Education.

Dr. Walker moved and Dr. Anderson seconded a motion to remove the degree plans for Curriculum, Instruction and Special Education from the table. The motion passed.

Dr. Young moved and Dr. Anderson seconded a motion to approve the degree plans for Curriculum, Instruction and Special Education. In discussion of the plan, concerns were expressed about that the whole general education core was being used as prerequisites and not counted in hours of the program. It was pointed out that every other program in the school has the general education core as part of its required hours in their degree plan while the CISE plan would not. Another concern was that the large number of hours could lengthen the stay of students in the program. Although a check of graduation rates within four years of entrance into USM showed the CISE students graduate at about the same rate as other programs. Another concern was the question of fairness to other programs. It was noted that many programs had cut their hours which reduced the number of hours for their students and for their programs (potentially reducing revenue and their programs). Some of these programs had asked for exemptions from the 124 hour rule and were denied. If the CISE plans were approved so as to preserve hours in CISE programs then they felt it would be unfair to the programs that had been cut. It was also said that if the CISE programs were approved then some of the previously cut programs would come back with a request to label courses as prerequisites so as to increase the overall length of the previously cut programs in other Colleges. A further concern was that the CISE programs presented were not clear as to how many hours the students had to take including the degree plan and prerequisites. This concern related to whether students would be able to easily see how many total hours they must take in the CISE programs. This was a problem noted by SACS in their reaffirmation review (in the mid 1990's) that USM did not always make clear the total hours in the degree programs in its catalog. The motion **did not** pass. (4 yes; 17 no)

##### COH – HPR 309

Dr. Evans presented the request to modify HPR 309.

Dr. Velasquez moved and Dr. Anderson seconded a motion to remove HPR 309 from the table. The motion passed.

Dr. Velasquez moved and Dr. Lux seconded a motion to approve the modification of HPR 309. The motion passed.

COH – Courses HPR 203, 330, 342, 410, 412, and 466.  
Dr. Velasquez moved and Dr. Anderson seconded a motion to remove HPR 203, 330, 342, 410, 412, and 466 from the table. The motion passed.

Dr. Evans presented the request to modify HPR 203.  
Dr. Velasquez moved and Dr. Young seconded a motion to approve the modification of HPR 203. The motion passed.

Dr. Evans presented the request to modify HPR 330.  
Dr. Velasquez moved and Dr. Anderson seconded a motion to table HPR 330. The motion passed.

Dr. Evans presented the request to add HPR 342.  
Dr. Young moved and Dr. Drummond seconded a motion to approve the addition of HPR 342. The motion passed.

Dr. Evans presented the request to modify HPR 410.  
Dr. Young moved and Dr. Drummond seconded a motion to approve the modification of HPR 410. The motion passed.

Dr. Evans presented the request to modify HPR 412.  
Dr. Velasquez moved and Dr. Anderson seconded a motion to approve the modification of HPR 412. The motion passed.

Dr. Evans presented the request to add HPR 466.  
Dr. Young moved and Dr. Drummond seconded a motion to approve the addition of HPR 466. The motion passed.

## 4.2 New “Course” Business

### 4.2.1 **College of Arts and Letters**

#### *Department of Philosophy and Religion*

Dr. Evans presented the request to add REL 350, 351, 447 and PHI 333.

Dr. Hauer moved and Dr. Velasquez seconded a motion to approve the addition of these courses as a group. The motion passed.

Dr. Hauer moved and Dr. Velasquez seconded a motion to approve the addition of REL 350, 351, 447, and PHI 333. The motion passed.

#### *School of Music*

Dr. Evans presented the request to modify the Entertainment Industry (management track) from B.A. degree to B.S. degree.  
Dr. Young moved and Dr. Powell seconded a motion to table the request to modify the Entertainment Industry (management track) from B.A. degree to B.S. degree. The Council’s concern was that there was not enough information provided for approval of the new B.S. degree. The motion to table passed.

Dr. Evans presented the request to delete the Entertainment Industry promotions major.

Dr. Young moved and Dr. Drummond seconded a motion to delete the Entertainment Industry promotions major. The motion passed.

Dr. Evans presented the request to add an Entertainment Industry (EI) minor.

Dr. Young moved and Dr. Powell seconded a motion to approve the addition of an Entertainment Industry (EI) minor. The motion passed.

#### *Department of History*

Dr. Evans presented the request to delete HIS 473 from the 12-hour International Studies core (although it would still count as part of the 21-hours of General International Studies coursework, if students choose to take it) and add HIS 424.

Dr. Drummond moved and Dr. Young seconded a motion to delete HIS 473 from the 12-hour International Studies core (although it would still count as part of the 21-hours of general International Studies coursework, if students choose to take it) add HIS 424. The motion passed.

#### 4.2.2 **College of Business**

##### *School of Accountancy and Information Systems*

Dr. Evans presented the request to add MIS 476, MIS 495 and to modify MIS 320 and MIS 406.

Dr. Davis moved and Dr. Young seconded a motion to table the addition of MIS 476, MIS 495 and modification of MIS 320 and MIS 406. The motion passed.

##### *Department of Management and Marketing*

Dr. Evans presented the request to add a Pharmaceutical Sales Major.

Dr. Young moved and Dr. Velasquez seconded a motion to approve the addition of Pharmaceutical Sales Major. The motion passed contingent upon receipt of acceptable learning outcomes and assessment methods for the program. These are to be turned in to the Director of Institutional Effectiveness who will submit them to the University's Assessment Committee for review.

Dr. Evans presented the request to modify Fashion Merchandising from BS to BSBA.

Dr. Powell moved and Dr. Young seconded a motion to approve the modification of Fashion Merchandising from BS to BSBA. The motion passed contingent upon receipt of acceptable learning outcomes and assessment methods for the program. These are to be turned in to the Director of Institutional Effectiveness who will submit them to the University's Assessment Committee for review.

Dr. Evans presented the request to add an emphasis area in General Management.

Dr. Young moved and Dr. Powell seconded a motion to approve the addition of a new emphasis area in General Management. The motion passed contingent upon receipt of acceptable learning outcomes and assessment methods for the program. These are to be turned in to the Director of Institutional Effectiveness who will submit them to the University's Assessment Committee for review.

Dr. Evans presented the request to modify a management emphasis area in Human Resource Management.

Dr. Young moved and Dr. Anderson seconded a motion to approve the modification of a management emphasis area in Human Resource Management. The motion passed.

Dr. Evans presented the request to modify a management emphasis in Production/Operations Management.

Dr. Young moved and Dr. Anderson seconded a motion to approve the modification of a management emphasis in Production/Operations Management. The motion passed.

#### *Department of Tourism Management*

Dr. Evans presented the request to modify TM 240, 358, 445, 476, and HM 100, 375, 479, and 494.

Dr. Velasquez moved and Dr. Young seconded a motion to approve the modification of these courses as a group. The motion passed.

Dr. Velasquez moved and Dr. Davis seconded a motion to approve the modification of TM 240, 358, 445, 476, and HM 100, 375, 479, and 494. The motion passed. It was noted that TM 476 title was too long and would have to be shortened to acceptable length.

#### 4.2.3 **College of Education and Psychology**

##### *Department of Curriculum, Instruction and Special Education*

Dr. Evans presented the request to modify CIE 306, 403, CIR 308, 308L, 309, 309L, 310, 407, 407L, 408, 408L, 412, 412L, and SPE 121, 301, 331, 342, 400, 401, 402, 403, 405, 430, 431, 442, 451, 460, 461, 470, 477, 481, 492, 497, and 498.

Dr. Drummond moved and Dr. Walker seconded a motion to approve the modification of these courses as a group. The motion passed.

Dr. Drummond moved and Dr. Walker seconded a motion to approve the modification of CIE 306, 403, CIR 308, 308L, 309, 309L, 310, 407, 407L, 408, 408L, 412, 412L, and SPE 121, 301, 331, 342, 400, 401, 402, 403, 405, 430, 431, 442, 451, 460, 461, 470, 477, 481, 492, 497, and 498. The motion passed. It was noted that some of the courses had identical course descriptions and that CISE would have to modify some of the descriptions to correct that problem.

#### 4.2.4 **College of Health**

##### *School of Nursing*

Dr. Evans presented the request to approve the conversion of RN-BSN program to online method of instruction.

Dr. Young moved and Dr. Lux seconded a motion to table the conversion of RN-BSN program to online method of instruction. The motion passed. This was tabled because the Academic Council was still working with Graduate Council to provide the guidelines to evaluate online degree programs.

Dr. Evans presented the request to modify NSG 348, 348L, 462, and 468.

Dr. Velasquez moved and Dr. Young seconded a motion to approve the modification of NSG 348, 348L, 462, and 468. The motion passed.

Dr. Evans presented the request to add NSG 400, 416, 416L, 441, 445, 445L, and 458L.

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve the addition of these courses as a group. The motion passed.

Dr. Velasquez moved and Dr. Anderson seconded a motion to approve the addition of NSG 400, 416, 416L, 441, 445, 445L, and 458L. The motion passed.

Dr. Evans presented the request to delete NSG 305, 306, 336, 336L, and 352.

Dr. Velasquez moved and Dr. Young seconded a motion to approve these deletions as a group. The motion passed.

Dr. Velasquez moved and Dr. Young seconded a motion to approve the deletion of NSG 305, 306, 336, 336L, and 352. The motion passed.

#### 4.2.5 **College of Science and Technology**

##### *School of Computing*

Dr. Evans presented the request to add a minor in Software Engineering.

Dr. Young moved and Dr. Drummond seconded a motion to approve the addition of a minor in Software Engineering. The motion passed.

Dr. Evans presented the request to add CSC 416 and 417.

Dr. Drummond moved and Dr. Young seconded a motion to approve the addition of CSC 416 and 417. The motion passed.

Dr. Evans presented the request to add minor in Information Security.

Dr. Henry moved and Dr. Powell seconded a motion to approve the addition of a minor in Information Security. The motion passed.

Dr. Evans presented the request to add ITC 441, 442, 445, 446, 447.

Dr. Pandey moved and Dr. Young seconded a motion to approve these additions as a group. The motion passed.

Dr. Young moved and Dr. Pandey seconded a motion to approve the addition of ITC 441, 442, 445, 446, 447. The motion passed.

*Department of Marine Science*

Dr. Evans presented the request to add B.S. Degree in Marine Science.

Dr. Carr moved and Dr. Powell seconded a motion to table the addition of B.S. Degree in Marine Science. The motion passed.

The tabling of the proposal was because some of the courses in the degree plan had not been presented to and approved by the College of Science and Technology as well as Academic Council.

## 5.0 Reports

### 5.1 Chair Report

Dr. Evans thanked Council for another year of service on Academic Council. He stated that this has been an extraordinary year. Each committee of the Council has been productive. He thanked the Committee Chairs, Dr. Mary Lux, Dr. Ann Blackwell, Dr. Elizabeth Drummond, Dr. Ras Pandey, Dr. Thelma Roberson, and Dr. Benito Velasquez. He noted that their hard work and the work of the whole Council are greatly appreciated. The Council has contributed to making improvements that increase student learning. Some of the contributions are as follows:

1. Review of assessment of student learning in the General Education Curriculum. This work will continue with the new council. (Thank you to Ms. Joy Hamilton of Institutional Effectiveness for working with the Council.)
2. Development of more specific learning outcomes for the Core. This work will continue with the new Council.
3. Complete review of established undergraduate programs in conjunction with Graduate Council's review of the graduate programs of the same units.
4. Evaluated every department's or schools' plans to meet the IHL 124 credit hour undergraduate maximum.
5. Held special meeting and advised the Provost on Katrina recovery issues.
6. Began developing guidelines for online programs.
7. Evaluated and made recommendations on a multitude of course and program proposals. (Thank you to the Registrar and his office for working with us.)
8. Council members served on numerous committees working towards SACS reaffirmation and met with the SACS on-site teams.

9. We expressed our concerns to the Provost, Dr. Jay Grimes, and the Assistant to the President, Dr. Joan Exline on issues relating to undergraduate programs and the university. (Thank you to both Dr. Grimes and Dr. Exline for straightforward discussion of issues and working with the Council.)
10. We worked towards condensation of the Council's constitution and by-laws into one consistent document.
11. We took time to really evaluate in depth each item sent to the Council and question where we saw problems. I hope our new Council will continue to closely examine each issue.

A final thanks to Ms. Kathleen Wells who has served well as Corresponding Secretary the last two years and will be leaving the Council.

Thank you to Dr. Donna Davis who has served as Chair-Elect and we wish her well now that she will become Chair. She has a thoughtful approach to that responsibility.

Ms. Nancy Kaul has served the Council over the years as member, Chair, and Parliamentarian. Thank you Ms. Kaul for keeping us straight.

Our Council's response to issues brought before us was built on the previous Councils and their leadership. Most recently that leadership has included, Dr. Amy Young, Dr. Tim Rehner, Dr. Ben Velasquez, and Dr. Mary Lux. Our appreciation goes out to you all.

Dr. Evans stated that nominations are being made to nominate individuals to serve on the Graduate Assistantship Committee. He nominated Dr. Donna Davis and Dr. Bobby Middlebrooks from the Academic Council. Council approved.

## 5.2 Chair-Elect Report

The University will pilot a new version of WebCT, Campus Edition 6 in the fall of 2006. The plan is to fully implement the upgraded version in the spring of 2007.

## 5.3 Standing Committees

### 5.3.1 Academic Standards – Dr. Ben Velasquez, Chair

Dr. Velasquez stated that the Committee members had begun the Program Review process. This process should be completed by the end of May 2006. He noted that the key focus here is unaccredited programs. The Committee will be meeting later in the future to discuss accredited programs.

In addition, he received an email from the Graduate Council agreeing to Academic Standards working in conjunction to pro-rated policy on online programs.

### 5.3.2 Bylaws – Dr. Thelma Roberson, Chair

No report.

### 5.3.3 Elections – Dr. Ras Pandey, Chair

Dr. Pandey reported that Academic Council elections, with the exception of the College of Arts and Letters, are complete. Grade Review Council elections are in the second round.

### 5.3.4 General Education – Dr. Mary Lux, Chair

Dr. Lux stated that due to data not being collected yet from the spring the GEC has no final report. The data was to be turned in after the end of the semester. This term the GEC has looked at the learning objects in which a subcommittee was formed. Dr. Ann Blackwell is Chair of that Committee and has looked at the Core Learning outcome, consolidating, tearing down, restating, etc. Dr. Lux presented Council with a partial report of the work this subcommittee has done thus far.

The General Education Core Subcommittee met five times in March and April. The first priority of the subcommittee was to review the GEC learning outcomes and make appropriate modifications. The goal was to insure that the learning outcomes of the GEC represent the knowledge and skills that faculty members believe every graduate of the University should possess.

At present, the GEC learning outcomes have been reduced from fourteen to nine. The subcommittee will do a final review of the learning outcomes on May 2. After the final review, the learning outcomes will be disseminated throughout the University to allow feedback from all faculty members.

Additional steps in the process will include discussion of specific courses linked to learning outcomes and devising a plan to communicate more effectively with faculty members, particularly those responsible for assessment of learning outcomes in core classes. A priority established by the subcommittee is to make the process as manageable as possible.

### 5.3.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

No report.

## 6.0 New Business

### 6.1 Graduate Assistantships

Dr. Middlebrooks stated that a letter is being generated by the Graduate Council in regards to concerns about graduate assistantships.

### 6.2 Teaching Load Draft Documents

Dr. Evans stated that this topic will be discussed during the June 2006 called meeting.

6.3 USM in High Schools – Assessment Reports

Dr. Evans stated that this topic will be discussed during the June 2006 called meeting.

7.0 Adjourn

Dr. Evans adjourned the meeting at 5:50 p.m. The next Academic Council meeting is scheduled for June 5, 2006.

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Greg Pierce, Recording Secretary

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Jeffrey Evans, Chair

ACADEMIC COUNCIL MINUTES SUMMARY

May 1, 2006

**College of Arts and Letters**

*Department of Philosophy and Religion*

Add:	REL 350	<u>Religion and Violence.</u> Three hours. Effective spring 2007.
Add:	REL 351	<u>Theories of Religious Experience.</u> Three hours. Effective fall 2006.
Add:	REL 447	<u>Dreams in Judaism, Christianity and Islam.</u> Three hours. Effective spring 2007.
Add:	PHI 333	<u>Philosophy of Love And Sexuality.</u> Three hours. Effective spring 2007.

*School of Music*

<b>Tabled:</b>	<b>Entertainment Industry (management track) From B.A. degree to B.S. degree.</b>
Delete:	Entertainment Industry Promotions Major. Effective summer 2006.
Add:	Entertainment Industry (EI) Minor. Effective fall 2006.

*Department of History*

Modify:	HIS 473	<u>Twelve (12)-hour International Studies Core.</u>
To:	HIS 424	<u>Twelve (12)-hour International Studies Core.</u> Effective fall 2006.

**(Continues to count as part of the 21-hours of General International Studies coursework, if students choose to take it.)**

**College of Business**

*School of Accountancy and Information Systems*

<b>Tabled:</b>	<b>MIS 320</b>	<b><u>E-Business Application Strategies.</u></b>
<b>Tabled:</b>	<b>MIS 406</b>	<b><u>Data Communications.</u></b>
<b>Tabled:</b>	<b>MIS 476</b>	<b><u>Management Information Technology for Casino/Resort Operations.</u></b>
<b>Tabled:</b>	<b>MIS 495</b>	<b><u>International Issues in Information Systems.</u></b>

*Department of Management and Marketing*

Add:	Pharmaceutical Sales Major. Effective fall 2006.
Modify:	B.S. Fashion Merchandising.
To:	B.S.B.A. Fashion Merchandising. Effective fall 2006.
Add:	Management Emphasis Area in General Management. Effective fall 2006.
Modify:	Management Emphasis in Human Resource Management. To remove MGT 480 and MGT 495.
To:	Management Emphasis in Human Resource Management. To include MGT 468, 470, and 472. Effective fall 2006.
Modify:	Production/Operations Management Emphasis. To remove MGT 495 and MIS 310.
To:	Production/Operations Management Emphasis. To include MGT 364 and 455. Effective fall 2006.

*Department of Tourism Management*

Modify:	TM 240	<b><u>Introduction to Travel &amp; Tourism.</u></b>
To:	TM 340	<b><u>Dimensions of Tourism.</u></b> Effective fall 2006.

Modify:	TM 358	<u>Basic Restaurant Operations Management.</u> Three hours.
To:	TM 358	<u>Restaurant Operations Management.</u> Four hours. Effective fall 2006.
Modify:	TM 445	<u>Hotel and Restaurant Financial Management.</u>
To:	TM 445	<u>Hospitality Cost Controls.</u> Effective fall 2006.
Modify:	TM 476	<u>Technology in Casino/Resort Operations.</u>
To:	TM 476	<u>Management Information Systems in Casino/Resort Operations.</u> Effective fall 2006.
Modify:	HM 100	<u>Principles of Hospitality Management.</u> Three hours.
To:	TM 200	<u>Introduction to Hospitality &amp; Tourism.</u> Two hours. Effective fall 2006.
Modify:	HM 375	<u>Bar &amp; Beverage Management.</u>
To:	TM 375	<u>Bar &amp; Beverage Management.</u> Effective fall 2006.
Modify:	HM 479	<u>Internship.</u>
To:	TM 479	<u>Internship.</u> Effective fall 2006.
Modify:	HM 494	<u>Tourism Destination Development.</u>
To:	TM 494	<u>Tourism Destination Development.</u> Effective Fall 2006.

**College of Education and Psychology**

*Department of Curriculum, Instruction and Special Education*

<b>Tabled:</b>	<b>Degree plans for Curriculum, Instruction and Special Education.</b>	
Modify:	CIE 306	<u>Language &amp; Cognitive Develop in Elementary School.</u>
To:	CIR 306	<u>Intro to Literacy Integrate Language Arts Approach.</u> Effective fall 2006.
Modify:	CIE 403	<u>Kindergarten and Primary Education.</u>
To:	CIE 303	<u>Kindergarten and Primary Education.</u> Effective fall 2006.
Modify:	CIR 308	<u>Language and Literacy Development.</u>
To:	CIR 308	<u>Early Literacy Instruction I K-4.</u> Effective fall 2006.
Modify:	CIR 308L	<u>Language and Literacy Development Laboratory.</u>
To:	CIR 308L	<u>Early Literacy Instruction I Clinic K-4.</u> Effective fall 2006.
Modify:	CIR 309	<u>Literacy I Theoretical Foundations.</u>
To:	CIR 309	<u>Early Literacy Instruction I K-8.</u> Effective fall 2006.
Modify:	CIR 309L	<u>Literacy I: Theoretical Foundations Laboratory.</u>
To:	CIR 309L	<u>Early Literacy Instruction I Clinic K-8.</u> Effective fall 2006.

Modify:	CIR 310	<u>Research and Pedagogy in Content Area Literacy.</u>
To:	CIR 310	<u>Lit III Research &amp; Pedagogy in Content Area Literacy.</u> Effective fall 2006.
Modify:	CIR 407	<u>Literacy II: Pedagogical Practices.</u>
To:	CIR 407	<u>Early Literacy Instruction II K-8.</u> Effective fall 2006.
Modify:	CIR 407L	<u>Literacy II: Pedagogical Practices Laboratory.</u>
To:	CIR 407L	<u>Early Literacy Instruction II Clinic K-8.</u> Effective fall 2006.
Modify:	CIR 408	<u>Literature and Literacy Methods in K-4.</u>
To:	CIR 408	<u>Early Literacy Instruction II K-4.</u> Effective fall 2006.
Modify:	CIR 408L	<u>Literature and Literacy Methods in K-4 Laboratory.</u>
To:	CIR 408L	<u>Early Literacy Instruction II Clinic K-4.</u> Effective fall 2006.
Modify:	CIR 412	<u>Literacy III: Assessment for Literacy Development.</u>
To:	CIR 412	<u>Literacy IV: Assessment and Instruction.</u> Effective fall 2006.
Modify:	CIR 412L	<u>Literacy III: Assessment for Literacy Development Lab.</u>
To:	CIR 412L	<u>Literacy IV: Assessment and Instruction Clinic.</u> Effective fall 2006.

Modify:	SPE 121	<u>Introduction to Field Experience in Special Education.</u>
To:	SPE 121	<u>Introduction to Field Experience in SPE.</u> Effective summer 2006.
Modify:	SPE 301	<u>Practicum in Systematic Interventions for Challenging Behavior.</u> One-three hours.
To:	SPE 301	<u>Practicum in Systematic Interventions for Challenging Behavior.</u> One hour. Effective summer 2006.
Modify:	SPE 331	<u>Practicum in Academic Instruction.</u>
To:	SPE 331	<u>Practicum: Teaching Academic.</u> Effective summer 2006.
Modify:	SPE 342	<u>Practicum for Life/Functional Skills.</u>
To:	SPE 342	<u>Practicum: Transition/Life Skills.</u> Effective summer 2006.
Modify:	SPE 400	<u>The Psychology and Education of Exceptional Individuals.</u>
To:	SPE 400	<u>Psychology &amp; Education Of Exceptional Children.</u> Effective summer 2006.
Modify:	SPE 401	<u>Systematic Interventions for Challenging Behaviors.</u>
To:	SPE 401	<u>Systematic Interventions for Challenging Behaviors.</u> (Change course description) Effective summer 2006.

Modify:	SPE 402	<u>General Methods in Special Education.</u>
To:	SPE 402	<u>General Teaching Methods in Special Education.</u> Effective summer 2006.
Modify:	SPE 403	<u>Assessment of Students with Mild/Moderate Disabilities.</u>
To:	SPE 403	<u>Educational Evaluation of Exceptional Children.</u> Effective summer 2006.
Modify:	SPE 405	<u>Early Intervention for Children with Special Needs.</u>
To:	SPE 405	<u>Early Intervention for Children with Special Needs.</u> (Change course description.) Effective summer 2006.
Modify:	SPE 430	<u>An Introduction to Learning Disabilities.</u>
To:	SPE 430	<u>Introduction to High-Incidence Disabilities.</u> Effective summer 2006.
Modify:	SPE 431	<u>Program for Elementary Students with Mild/Moderate Disabilities.</u>
To:	SPE 431	<u>Teaching Academics to Students with Disabilities.</u> Effective summer 2006.
Modify:	SPE 442	<u>Intervention and Transitional Policies for Mild/Moderate Disabilities.</u>
To:	SPE 442	<u>Transition/Life Skills: Students with Disabilities.</u> Effective summer 2006.

Modify:	SPE 451	<u>Classroom Management.</u>
To:	SPE 451	<u>Classroom and School Management Systems/ Strategies.</u> Effective summer 2006.
Modify:	SPE 460	<u>Characteristics and Education of Gifted Students.</u>
To:	SPE 460	<u>Characteristics and Education of Gifted Students.</u> Effective summer 2006.
Modify:	SPE 461	<u>Instructional Strategies for Teaching High Ability.</u>
To:	SPE 461	<u>Instruction of High Ability and Gifted Students.</u> Effective summer 2006.
Modify:	SPE 470	<u>Legal Aspects of Special Education.</u>
To:	SPE 470	<u>Legal Aspects of Special Education.</u> (Change course description.) Effective summer 2006.
Modify:	SPE 477	<u>Developmental Disabilities in Early Childhood.</u>
To:	SPE 477	<u>Developmental Disabilities in Early Childhood.</u> (Change course description.) Effective summer 2006.
Modify:	SPE 481	<u>Student Teaching Mild/ Moderate Disabilities.</u>
To:	SPE 481	<u>Student Teaching: High-Incidence Disabilities.</u> Effective summer 2006.

Modify:	SPE 492	<u>Special Problems in Special Education.</u>
To:	SPE 492	<u>Special Problems in Special Education.</u> (Change course description.) Effective summer 2006.
Modify:	SPE 497	<u>Professional Collaboration in Developmental Disabilities.</u>
To:	SPE 497	<u>Professional Collaboration in DD Services.</u> Effective summer 2006.
Modify:	SPE 498	<u>Families of the Developmentally Disabled.</u>
To:	SPE 498	<u>Families of Individuals with Disabilities.</u> Effective summer 2006.

**College of Health**  
*School of Nursing*

<b>Tabled:</b>	<b>Conversion of RN-BSN Program to Online Method of Instruction.</b>	
Modify:	NSG 348	<u>Community Health Nursing.</u> Two hours.
To:	NSG 355	<u>Public Health Nursing RN.</u> Three hours. Effective spring 2007.
Modify:	NSG 348L	<u>Community Health Nursing Lab.</u> Three hours.
To:	NSG 355L	<u>Public Health Nursing RN Lab.</u> Two hours. Effective spring 2007.
Modify:	NSG 462	<u>Ethics, Critical Thinking and Decision Making.</u>
To:	NSG 470	<u>Ethics and Critical Thinking.</u> Effective spring 2007.

Modify:	NSG 468	<u>Contemporary Issues in Nursing.</u>
To:	NSG 463	<u>Contemporary Issues and Trends in Nursing.</u> Effective spring 2007.
Add:	NSG 400	<u>Introduction to Research and Theory in Nursing.</u> Three hours. Effective spring 2007.
Add:	NSG 416	<u>Nursing Care of Childbearing Women and Families.</u> Three hours. Effective spring 2007.
Add:	NSG 416L	<u>Nursing Care of Childbearing Women &amp; Families Lab.</u> Two hours. Effective spring 2007.
Add:	NSG 441	<u>Senior Seminar in Leadership in Nursing.</u> Three hours. Effective fall 2007.
Add:	NSG 445	<u>Public Health Nursing.</u> Three hours. Effective fall 2007.
Add:	NSG 445L	<u>Public Health Nursing Laboratory.</u> Two hours. Effective fall 2007.
Add:	NSG 458L	<u>Role Transition Preceptorship.</u> Two Hours. Effective fall 2007.
Delete:	NSG 305	<u>Professional Development I.</u> Effective fall 2006.
Delete:	NSG 306	<u>Introduction to Nursing Research.</u> Effective fall 2006.
Delete:	NSG 336	<u>Nursing Care of Childbearing Women and Families.</u> Effective fall 2006.

Delete: NSG 336L Nursing Care of Childbearing Women and Families Lab.  
Effective fall 2006.

Delete: NSG 352 Pathophysiology II.  
Effective fall 2006.

*School of Human Performance & Recreation*

Modify: HPR 203 Introduction to Sport Administration. Two hours.

To: HPR 203 Introduction to Sport Management. Three hours.  
Effective summer 2006.

Modify: HPR 309 First Aid.

To: HPR 217 First Aid. On-line  
correspondence format.  
Effective summer 2006.

Add: HPR 342 Sport Management & Leadership. Three hours.  
Effective fall 2006.

Modify: HPR 410 Sport Promotion and Fund Raising.

To: HPR 410 Introduction to Sport Marketing. Effective  
summer 2006.

Modify: HPR 412 The Sport Enterprise.

To: HPR 412 Sport Economics.  
Effective summer 2006.

Add: HPR 466 Sport Facility and Event Management. Three hours.  
Effective fall 2006.

**College of Science and Technology**

*School of Computing*

Add: Minor in Software Engineering.  
Effective fall 2006.

Add:	CSC 416	<u>Software Project Planning and Management.</u> Three hours. Effective fall 2006.
Add:	CSC 417	<u>Software Process Management.</u> Three hours. Effective fall 2006.
Add:	Minor in Information Security.	Effective fall 2006.
Add:	ITC 441	<u>Firewalls and Virtual Private Networks.</u> Three hours. Effective spring 2007.
Add:	ITC 442	<u>Intrusion Detection Systems.</u> Three hours. Effective spring 2007.
Add:	ITC 445	<u>Information Security Auditing.</u> Three hours. Effective spring 2007.
Add:	ITC 446	<u>Information Security Information Assurance.</u> Three hours. Effective spring 2007.
Add:	ITC 447	<u>Information Security Forensics.</u> Three hours. Effective spring 2007.

*Department of Marine Science*

**Tabled: B.S. Degree in Marine Science.**

Academic Council Minutes  
The University of Southern Mississippi  
May 1, 2006

The 2006-2007 Academic Council met at 5:50 p.m. on May 1, 2006, in R.C. Cook Union, Room H, with Dr. Donna Davis, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Patsy Anderson, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Stanley Hauer, Dr. Myron Henry, Dr. Adrienne Lee, Dr. Bobby Middlebrooks, Dr. Stephen Oshrin, Dr. William Powell, Dr. Donald Redalje, Dr. David Walker, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Ms. Kathleen Wells for Dr. Ann Blackwell, Dr. Ben Velasquez for Dr. Jane Boudreaux, Dr. Amy Young for Dr. Michael Forster, Dr. David Walker for Dr. Taralynn Hartsell, Dr. Donald Redalje for Dr. Maury Meylan, Dr. Stanley Hauer for Dr. James Pat Smith and Ms. Kathleen Wells for Dr. Thelma Roberson.

The following non-voting members were present: Ms. Nancy Kaul, Ms. Debby Hill, and Mr. Greg Pierce.

The following guests were present: Ms. Donna Fielder and Ms. Dawn Porter

1.0 Call to Order

The meeting was called to order at 5:50 p.m. with Dr. Davis presiding.

2.0 Adoption of the Agenda

Dr. Davis presented the agenda for approval.

Dr. Young moved and Dr. Drummond seconded a motion to approve the agenda.

The motion passed.

3.0 Approval of the Minutes

No minutes to approve.

4.0 Chair Report

Dr. Davis stated that Council will meet June 5, 2006. Dr. Drummond will continue to Chair the Intercollegiate Committee until new members are named for the 2006-2007 academic year. Dr. Jeff Evans has agreed to Chair the General Education Committee. Dr. Davis asked that other members that have not rotated off Council continue to work until new committee chairs and members are appointed.

Dr. Davis welcomed new members. Dr. Maurice Meylan - College of Science and Technology; Dr. Thelma Roberson – College of Education and Psychology; Ms. Adrienne R. Lee – Library; Dr. James McGuire, Dr. Stephen Oshrin, and Dr. Michael Forster – College of Health.

5.0 New Business

5.1 Election of Officers

5.1.1 Chair-Elect

Dr. Davis opened the floor for nominations for Chair-Elect for the 2006-2007 academic year. Dr. Taralynn Hartsell was nominated. As there were not other nominees, Dr. Hauer moved and Dr. Drummond seconded a motion to elect Dr. Taralynn Hartsell as Chair-Elect for 2006-2007. The motion passed.

5.1.2 Corresponding Secretary

Dr. Davis opened the floor for nominations for Corresponding Secretary for the 2006-2007 academic year. Ms. Adrienne R. Lee was nominated. As there were no other nominees, Dr. Oshrin moved and Dr. Powell seconded a motion to elect Ms. Adrienne R. Lee as Corresponding Secretary for 2006-2007. The motion passed.

6.0 Adjourn

Dr. Davis adjourned the meeting at 6:10 p.m. The next Academic Council meeting is scheduled for June 5, 2006.

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Greg Pierce, Recording Secretary

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Donna Davis, Chair

Academic Council Minutes  
The University of Southern Mississippi  
June 12, 2006

The Academic Council met at 3:00 p.m. on June 12, 2006, in Cook Library, Room 123 with Dr. Donna Davis, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Patsy Anderson, Dr. Ann Blackwell, Dr. Jon Carr, Dr. Donna Davis, Dr. Elizabeth Drummond, Dr. Jeffrey Evans, Dr. Michael Forster, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Bobby Middlebrooks, Dr. William Powell, Dr. Donald Redalje, Dr. Thelma Roberson, Dr. David Walker, Ms. Adrienne Lee, and Dr. Amy Young.

The following voting members were represented by proxies to constitute a quorum: Dr. Bobby Middlebrooks for Dr. Myron Henry and Dr. Stanley Hauer for Dr. Steve Oshrin.

The following non-voting members were present: Dr. Peter J. Fos, Dr. Joe Whitehead for Dr. Rex Gandy, Ms. Debby Hill, Ms. Nancy Kaul, Mr. Greg Pierce, and Dr. Jeanne Gillespie for Dr. Elliott Pood.

The following guests were present: Dr. Cynthia Chatham, Dr. Charles Elliott, Dr. Joan Exline, Ms. Donna Fielder, Ms. Joy Hamilton, Ms. Evadna Lyons, Dr. Tim Rehner, Dr. Julie Sanford, Dr. Andrew Strelzoff, Dr. Ben Velasquez, and Ms. Kathleen Wells.

1.0 Call to Order

The meeting was called to order at 3:00 p.m. with Dr. Davis presiding.

2.0 Adoption of the Agenda

Dr. Davis presented the agenda for approval. She stated that the agenda be modified as follows:

- Discussion of WebCT/IVN Charges (5.5)
- Election of a representative of Council to serve on the Alternative Course Delivery Fees Committee (5.6)
- Add: Degree Program in Marine Science under 6.2.5

Dr. Redalje moved and Dr. Blackwell seconded a motion to approve the agenda as modified. The motion passed.

3.0 Approval of the Minutes

Dr. Davis presented the May 1, 2006 minutes for approval.

Dr. Young moved and Dr. Powell seconded a motion to approve the minutes. The motion passed.

4.0 Reports

4.1 Chair Report- Dr. Donna Davis  
No report.

4.2 Chair-Elect Report – Dr. Taralynn Hartsell  
No report.

4.3 Distance Education Support – Dr. Lin Harper

No report.

4.4 Standing Committees

4.4.1 Academic Standards – Dr. Ben Velasquez, Chair

Dr. Velasquez presented Council with a draft of the Graduate Council/Academic Council policy for evaluation and proposal of on-line programs.

Dr. Hauer moved and Dr. Powell seconded a motion to delete all but the last sentence of the second paragraph and change from **American with Disabilities Act Section 508** to **Rehabilitation Act Section 508**. The motion passed.

Dr. Drummond moved and Dr. Powell seconded a motion to omit the third paragraph pending consultation from the SREB consultant. The motion passed.

Dr. Powell moved and Dr. Walker seconded a motion to make the following changes. The motion passed.

Under **Determination of Program Need**

- Change number 6 **from**: What percentage of Program will be completed via distance learning (on-line)? **to**: Will students be required to visit on campus? If yes, explain;
- Combine numbers 7 and 8 from; 7. What percentage of Program will require campus visits? 8. Will students be allowed to combine on-campus (face to face) AND distance learning (on-line) courses within this degree? **to**: 7. Will students be allowed to combine on-campus (face to face) AND distance learning (on-line) courses within this degree? If yes, explain.

Under **Student Performance and Security**

- Omit number 4; What is the process and role of the faculty in this evaluation?

Under **Access and Use of Learning Resources**

- Change number 2 **from**; Are there adequate resources available online to support a degree program [rather than individual courses]? **to**; Are there adequate resources available online to support a degree program [rather than individual courses]? Describe the learning resources available on-line.
- Change number 3 **from**; Does the program have the expectation that students may require access to and use of non-online resources to complete the program. **to**; Does the program have the expectation that students may require access to and use of non-online resources to complete the program. Students may need to use physical resources (library or laboratory/clinical setting). If yes, explain.

Under **Faculty/Student Interaction and Mentoring**

- Add a new item number 2 as follows:  
Describe the program that will be available to students online (e.g. program website, student handbook, etc.) to furnish essential program information.

Dr. Powell moved and Dr. Walker seconded a motion to accept the changes listed below which were presented by Dr. Evans. The motion passed.

Under **Determination of Program Need**

- Add parenthesis to number 1 as follows:  
(include what assessment results have led to proposing an on-line degree program).

Under **Student Performance and Security**

- Add a new item number 4 as follows:  
How will the program handle General Education Core requirements, oral communication components, capstone, and writing intensive areas related to the General Education Core.
- Add a new item number 5 as follows:  
Submit assessment plan for program.

Dr. Walker moved and Dr. Powell seconded a motion to approve the draft with the changes approved above by this body. The motion passed.

4.4.2 Bylaws – Dr. Thelma Roberson, Chair  
No report.

4.4.3 Elections  
No report.

4.4.4 General Education – Dr. Jeff Evans, Chair  
Dr. Evans reported that assessment results of all core courses for the academic year 2005-2006 were due on June 7. As of June 9<sup>th</sup> results for 60% of those courses have been turned in to Institutional Effectiveness. Eighty-five percent of the computer competency assessment results have been received by Institutional Effectiveness. The General Education Committee of the Council will be examining all those results this summer in preparation for the SACS report due in the fall. In addition to the assessment results, the GEC will take a close examination of the unit's use of assessment results for each core course.

Dr. Ann Blackwell, Chair of the GEC Subcommittee stated that this committee has been meeting all of the spring semester. At this point, fourteen core learning outcomes have been reduced to nine.

This was accomplished by combining similar learning outcomes and eliminating redundancy. The goal is to make the assessment process of the General Education Core more manageable. Dr. Blackwell presented Council with a handout of the most recent version to evaluate. Dr. Blackwell recognized the following members of this subcommittee, Dr. Amy Young, Dr. Jeff Evans, Dr. Donna Davis, Dr. Taralynn Hartsell, Dr. Stanley Hauer, Dr. Bobby Middlebrooks, and Dr. Jane Boudreaux.

#### 4.4.5 Intercollegiate – Dr. Elizabeth Drummond, Chair

Dr. Drummond stated that HPR 330 was tabled at the May 2006 meeting due to possible duplication with a Sociology course. The Human Performance and Recreation department has requested that this course be withdrawn.

#### 4.4.6 SACS Update – Dr. Joan Exline

Dr. Exline stated that the report from the Reaffirmation Committee has been received. Our response to their recommendations is due at the end of September 2006. Examples of issues to address include:

- How we use technology to improve student learning
- Methods for evaluating the General Education Curriculum
- Plans for space on the Gulf Coast campus in the short term and long term
- A Master Campus and Facility Plan for the Hattiesburg campus
- The system audit from last year and any corrective action plans

Dr. Exline reported she is currently searching for a QEP Director and a Director of Institutional Effectiveness. She invited Council to attend Ms. Joy Hamilton's going away reception on June 29, 2006 at 3:30 p.m. in the Dome.

Ms. Joy Hamilton reported that the CAAP results are in and a report is being prepared for the GEC which should be presented to Academic Council at the fall 2006 meeting.

### 5.0 New Business

#### 5.1 Approval of On-line Program Guidelines

No discussion.

#### 5.2 Academic Integrity Policy

Dr. Hauer stated that he wrote Dr. Joe Paul concerning this issue and has not received any feedback from his office. Dr. Exline offered to follow-up on this issue concerning an Academic Honor Code (in-class cheating).

#### 5.3 Review of Off-campus Offerings

Dr. Davis stated that this topic is in reference to offering MAT 101 to area high schools. She asked that this topic be discussed further at the fall 2006 meeting.

- 5.4 Presentation of Prior Service Plaques – Dr. Jeff Evans  
Dr. Evans presented prior service plaques to the following individuals and thanked them for their hard work.
- Ms. Kathleen Wells, who served as Corresponding Secretary for 2004-2006.
  - Dr. Tim Rehner, who served as Chair of Academic Council for 2003-2004.
  - Dr. Amy Young, who served as Chair of Academic Council for 2004-2005.

- 5.5 IVN/WebCT  
Dr. Powell stated that there was discussion of a fee being added for WebCT. There is currently a \$10.00 per credit hour fee for on-line courses. This summer, if there is a WebCT supplement course, students will be assessed an additional \$10.00 per credit hour fee. Dr. Powell expressed concern about a possible increase of these fees without students being made aware of these increases.  
Dr. Powell moved and Dr. Young seconded a motion expressing concern to the Administration about the imposing of a \$10.00 credit hour fee for IVN courses and WebCT supplement courses. The motion passed.

- 5.6 Election of a Council Representative to Serve on the Alternative Course Delivery Fees Committee  
Dr. Davis stated that the Council of Chairs has requested that Council elect a representative to serve on a Committee to look at faculty pay that falls outside the standard compensation, which includes alternative learning courses, on-line courses, overloads, and adjunct pay. Dr. Davis asked for any nominations. Dr. Stanley Hauer was nominated.  
Dr. Powell moved and Dr. Young seconded a motion to close nominations and nominate Dr. Hauer to represent Academic Council. The motion passed.

## 6.0 Course Proposals

### 6.1 Old “Course” Business

#### 6.1.1 Tabled Courses or Programs

Conversion of RN-BSN degree program to on-line instruction.  
Dr. Anderson moved and Dr. Middlebrooks seconded a motion to remove the modification of NSG 310, 318, 320L, 348L, 454, 454L, 464 and RN-BSN degree program to on-line instruction from the table. The motion passed.

Dr. Powell moved and Dr. Middlebrooks seconded a motion to approve the modification of NSG 310, 318, 320L, 348L, 454, 454L, 464 and RN-BSN degree program to on-line instruction as a group. The motion passed.

Dr. Young moved and Dr. Anderson seconded a motion to approve the modification of NSG 310, 318, 320L, 348L, 454, 454L, 464 and RN-BSN degree program to on-line instruction. The motion passed.

Dr. Davis presented the request to modify the Entertainment Industry degree.

Dr. Young and Dr. Powell seconded a motion to remove the Entertainment Industry degree from the table. The motion passed.

Dr. Hauer moved and Dr. Roberson seconded a motion to modify the Entertainment Industry Management Track from a BA to a BS degree. The motion passed.

Dr. Young moved and Dr. Anderson seconded a motion to move the entire Entertainment Industry Degree from School of Mass Communication and Journalism to the School of Music. The motion passed.

6.2 New "Course" Business

6.2.1 **College of Arts and Letters**

No new courses presented.

6.2.2 **College of Business**

No courses presented.

6.2.3 **College of Education and Psychology**

No courses presented.

6.2.4 **College of Health**

No new courses presented.

6.2.5 **College of Science and Technology**

*Department of Geography and Geology*

Dr. Davis presented the request to add GHY 409.

Dr. Middlebrooks moved and Dr. Young seconded a motion to add GHY 409. The motion passed.

*Department of Marine Science*

Dr. Davis presented the request to add MAR 210, 310, 366, 366L, 367, 411, 412, 413, 414, 415, 416, 417, 431, 489, and 497.

Dr. Powell moved and Dr. Young seconded a motion to approve these courses as a group. The motion passed.

Dr. Young moved and Dr. Anderson seconded a motion to approve MAR 210, 310, 366, 366L, 367, 411, 412, 413, 414, 415, 416, 417, 431, 489, and 497. The motion passed.

Dr. Davis presented the request to add a degree program in Marine Science.

Dr. Drummond moved and Dr. Powell seconded a motion to remove the degree program in Marine Science from the table.

Dr. Redalje moved and Dr. Anderson seconded a motion to add a degree program in Marine Science. The motion passed.

7.0 Adjourn

Dr. Davis adjourned the meeting at 4:50 p.m. The next Academic Council meeting is scheduled for September 11, 2006.

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Greg Pierce, Recording Secretary

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Donna Davis, Chair

ACADEMIC COUNCIL MINUTES SUMMARY

June 12, 2006

**College of Health**

*School of Nursing*

Modify:	NSG 310	<u>Theory and Research.</u>
To:	NSG 317	<u>Introduction to Research and Theory in Nursing.</u> On-line correspondence format. Effective fall 2007.
Modify:	NSG 318	<u>Professional Communication.</u>
To:	NSG 319	<u>Professional Communication and Role Development.</u> On-line correspondence format. Effective fall 2007.
Modify:	NSG 320L	<u>Health Assessment and Promotion Lab.</u>
To:	NSG 320L	<u>Health Assessment and Promotion Lab.</u> On-line correspondence format. Effective fall 2007.
Modify:	NSG 348L	<u>Community Health Nursing Lab.</u>
To:	NSG 355L	<u>Public Health Nursing Practicum RN.</u> On-line correspondence format. Effective fall 2007.
Modify:	NSG 454	<u>Professional Nursing Practice.</u>
To:	NSG 451	<u>Professional Nursing Practice and Standards.</u> On-line correspondence format. Effective fall 2007.
Modify:	NSG 454L	<u>Professional Nursing Practice Lab.</u>
To:	NSG 451L	<u>Professional Nursing Practice and Standards Practicum.</u> On-line correspondence format. Effective fall 2007.

Modify:	NSG 464	<u>Leadership and Management.</u>
To:	NSG 464	<u>Leadership and Management.</u> On-line correspondence format. Effective fall 2007.
Modify:	RN-BSN Program.	
To:	RN-BSN Program:	On-line correspondence format. Effective fall 2007.

### **College of Arts and Letters**

#### *School of Music*

Modify:	Entertainment Industry (management track) B.A. degree and remove from School of Mass Communication and Journalism.
To:	Entertainment Industry (management track) B.S. degree and add to the School of Music. Effective fall 2006.

### **College of Science and Technology**

#### *Department of Geography and Geology*

Add:	GHY 409	<u>Geography of the Southwestern United States.</u> Three hours. Effective summer 2006.
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#### *Department of Marine Science*

Add:	MAR 210	<u>The Oceans.</u> Three hours. Effective fall 2007.
Add:	MAR 310	<u>Field Methods in Marine Science.</u> Three hours. Effective fall 2007.
Add:	MAR 366	<u>Ocean Acoustics.</u> Three hours. Effective fall 2007.
Add:	MAR 366L	<u>Ocean Acoustics Laboratory.</u> One hour. Effective fall 2007.
Add:	MAR 367	<u>Waves and Tides.</u> Three hours. Effective fall 2007.
Add:	MAR 411	<u>Remote Sensing of the Ocean.</u> Three hours. Effective fall 2007.

Add:	MAR 412	<u>Introduction to Hydrography.</u> Three hours. Effective fall 2007.
Add:	MAR 413	<u>Management of Oceanographic Data.</u> Three hours. Effective fall 2007.
Add:	MAR 414	<u>Marine GIS.</u> Three hours. Effective fall 2007.
Add:	MAR 415	<u>Marine Metadata.</u> Two hours. Effective fall 2007.
Add:	MAR 416	<u>Nautical Science.</u> Two hours. Effective fall 2007.
Add:	MAR 417	<u>Ocean Policy and Management.</u> Three hours. Effective fall 2007.
Add:	MAR 431	<u>Basic Marine Science Instrumentation.</u> Three hours. Effective fall 2007.
Add:	MAR 489	<u>Marine Science Seminar.</u> One hour. Effective fall 2007.
Add:	MAR 497	<u>Senior Practicum.</u> Two hours. Effective fall 2007.
Add:	Degree Program in Marine Science. Effective fall 2007.	