Academic Council Minutes
The University of Southern Mississippi
September 14, 2009

The Academic Council met at 3:30 p.m. on September 14, 2009, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Virginia Berry, Dr. Dan Capper, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Elizabeth Haynes, Dr. Mark Klinedinst, Dr. Mary Lux, Dr. David Marchman, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Mary McNeese, Dr. Sarah Morgan, Dr. Shahded Naghshpour, Dr. Stacy Reischman Dr. Marek Steedman, Dr. Sharon Topping and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Richard Conville for Dr. Elaine Molaison.

The following non-voting members were present: Carolyn Cawthon, Ms. Nancy Kaul, Mr. Greg Pierce, Dr. Jeanne Gillespie for Dr. Denise VonHermann and Dr. William Powell.

The following guests were present: Dr. Kuppareddi Balamurugan, Dr. Joyous Bethel, Dr. Patricia Biesiot, Dr. Chris Campbell, Dr. Kara Craig, Ms. Julie Howdeshell, Dr. Kevin Kuehn, Mr. Corey Latta, Captain Vickie Lorensen, Ms. Kathryn Lowery, Dr. Amy Miller, Dr. Frank Moore, Ms. Dawn Porter, Dr. Julie Reid, Ms. Desiree Rodriguez, Dr. Jerry Ross, Dr. Leah Fonder-Solano and Dr. Charles Tardy.

1.0   Call to Order
        The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
        Dr. Haynes presented the agenda with the following amendments for approval:

        • Postpone item number 5.2.1.2.c. for the proposal to modify IDS 402
        • Postpone item number 5.2.1.3.a & b for the proposal to modify REL 320 & PHI 356
        • Postpone item number 5.2.1.6.a. for the proposal to modify ARA 202
        • Postpone item number 5.2.4.2.a. for the proposal to add PHY 103 & 103L to GEC

        Dr. Masterson moved and Dr. Conville seconded a motion to approve the amended agenda.
        The motion passed.

3.0   Approval of the minutes
        Dr. Haynes presented the May 4, 2009 minutes for approval. Dr. Barry moved and Dr. Reischman
        seconded a motion to approve the May 4, 2009 minutes. The motion passed.

4.0   Election of Officers
        4.1   Chair-elect
                Dr. Haynes nominated Tammy Barry as Chair-elect and opened the floor for other nominations
                from Council. The Council made no other nominations so Dr. Haynes called the question and
                Council approved Tammy Barry as Chair-elect for the 2009-2010 Academic year.

4.2　Corresponding secretary

Dr. Haynes nominated Sharon Topping as Corresponding Secretary and opened the floor for other nominations from Council. The Council made no other nominations so Dr. Haynes called the question and Council approved Sharon Topping as Corresponding Secretary for the 2009-2010 Academic year.

5.0　Course Proposals

5.1　Old "Course" Business

No old course business.

5.2　New Course Proposals

5.2.1　College of Arts & Letters

Department of Anthropology & Sociology

Dr. Haynes presented the request to add SOC 360. Dr. Conville moved and Dr. Capper seconded a motion to approve the addition of SOC 360. The motion passed.

Office of Interdisciplinary Studies

Dr. Haynes presented the request to add the minor American Indian Studies. Dr. Capper moved and Dr. Conville seconded a motion to approve the addition of the minor American Indian Studies. The motion passed.

Dr. Haynes presented the request to modify IDS 301. Dr. Materson moved and Dr. Capper seconded a motion to approve the modification of IDS 301. The motion passed.

Department of Speech Communication

Dr. Haynes presented the request to add SCM 340. Dr. McNeese moved and Dr. Conville seconded a motion to approve the addition of SCM 340. The motion passed.

Dr. Haynes presented the request to add SCM 445. Dr. Barry moved and Masterson seconded a motion to approve the addition of SCM 445. The motion passed.

School of Mass Communication & Journalism

Dr. Haynes presented the request to modify the minor in Journalism with the concentrations in Photojournalism and Public Relations and the minor in Radio-Television Film with the concentrations in Media Production and Film. Dr. Berry moved and Dr. Conville seconded a motion to approve the modification of the minor in Journalism with the concentrations in Photojournalism and Public Relations and the minor in Radio-Television Film with the concentrations in Media Production and Film. The motion passed.

5.2.2　College of Education & Psychology

Department of Psychology

Dr. Haynes presented the request to modify PSY 385. Dr. Barry moved and Dr. Lux seconded a motion to approve the modification of PSY 385. The motion passed.

Dr. Haynes presented the request to modify PSY 491. Dr. Berry moved and Dr. Barry seconded a motion to approve the modification of PSY 491. The motion passed.

Dr. Haynes presented the request to modify PSY 492 & PSY 492H. Dr. McNeese moved and Dr. Topping seconded a motion to approve the modification of PSY 492 & PSY 492H. The motion passed.

5.2.3 College of Health
School of Social Work
Dr. Haynes presented the request to add SWK 411. Dr. Lux moved and Dr. Masterson seconded a motion to approve the addition of SWK 411. The motion passed.

5.2.4 College of Science & Technology
Department of Biological Sciences
Dr. Haynes presented the request to add BSC 392. Dr. Lux moved and Dr. Masterson seconded a motion to approve the addition of BSC 392. The motion passed.

Dr. Haynes presented the request to add BSC 474. Dr. Masterson moved and Dr. Conville amended the request not to allow the course to be repeatable. The motion passed. Dr. Masterson moved and Dr. Morgan seconded a motion to approve the addition of BSC 474 as amended. The motion passed.

School of Criminal Justice
Dr. Haynes presented the request to modify the degree program name from B.S. in Forensic Science with emphasis in Administration of Justice to B.S. in Forensic Science with emphasis in Criminal Justice. Mr. Fletcher moved and Dr. Lux seconded a motion to approve the modification of the degree program name B.S. in Forensic Science with emphasis in Administration of Justice to B.S. in Forensic Science with emphasis in Criminal Justice. The motion passed.

Dr. Haynes presented the request to delete FSC 310 & FSC 310L. Mr. Fletcher moved and Dr. Topping seconded a motion to approve the deletion of FSC 310 & FSC 310L. The motion passed.

6.0 Reports
6.1 Chair Report-Dr. Elizabeth Haynes
Over the summer Dr. Haynes represented Academic Council as a member of the Academic Planning Group. She also participated in the Chairs and Directors' Summit, as did Dr. Conville as Chair of GEC Committee and Dr. Masterson as Chair of Program Review Committee. Dr. Haynes stated they she is in the process of revising the AC website so there may be temporary glitches. The hope is that it will be more functional when the revision is completed. Her goals for this year are as follows: Revise and update forms, Maintain transparency of AC's policies and actions as well as Good communication with stakeholders.

6.2 Chair-Elect Report-Dr. Tammy Barry
Dr. Barry stated that she is happy to serve as Chair-Elect and to offer support to our Chair, Dr. Haynes, during this academic year. She has had many responsibilities over the summer without the benefit of an Executive Committee so Dr. Barry is eager to help her now. She plans to continue her contributions to the GEC committee as an ex-officio member and looks forward to the opportunity to serve with Council and for Council as AC Chair-Elect.

6.3 Secretary Report-Dr. Sharon Topping
No report.

6.4   SACS/QEP/Alternative Learning
        Ms. Howdeshell reported that the grand opening of the new facility for the Hattiesburg
        Speaking Center will be this Thursday, September 17th from 11:30 to 1:00 p.m. It is exciting to
        see the space come to life as envisioned by the QEP Leadership Team. The Speaking Center is
        located on the first floor of Cook Library just past Starbucks and the Writing Center. All
        are invited to tour the new space and the resources it has to offer. Drinks and desserts will be
        on hand.

        Also, applications are now being received for the Spring 2010 QEP Faculty Seminar on
        Writing and Speaking Pedagogy. Information about the seminar along with the online
        application is on the QEP Web site: www.usm.edu/qep. The deadline for applying is
        September 30, 2009

6.5   Standing Committees – Review of Membership
        6.5.1   Academic Standards – Dr. Dan Capper
                See attached.

        6.5.2   Bylaws – Dr. Sarah Morgan
                No report.

        6.5.3   Elections – Dr. Mary Nell McNeese
                1. The following Academic Council representatives were elected for 3-year terms
                    ending 05/12:
                    a. **Honors Representative**: Dr. Marek D. Steedman
                    b. **Library Representative**: Steven Turner
                    c. **College of Health**: Drs. Virginia S. Berry and Kathleen R. Masters
                    d. **College of Education and Psychology**: Dr. David P. Daves
                2. The 2009-2010 elections committee's first meeting is scheduled for September 22nd,
                    where we will discuss issues such as whether or not the upcoming Academic
                    Council and Grade Review Council elections should remain electronic and how
                    those elections could be completed by their respective deadlines.

        6.5.4   General Education – Dr. Richard Conville.
                See attached.

        6.5.5   Intercollegiate – Dr. Stacy Reischman
                No report.

        6.5.6   Program Reviews-Dr. Doug Masterson
                No report.

8.0   Adjourn
        Dr. Haynes adjourned the meeting at 5:00 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters

Department of Anthropology & Sociology

Add: SOC 360   Globalization. 3hours. Face to face format.
                                             Effective fall 2010.

Office of Interdisciplinary Studies

Add: Minor in American Indian Studies. Effective spring 2010.

Modify: IDS 301   Foundations in Interdisciplinary Studies.
                                             Face to face format.

To: IDS 301   Foundations in Interdisciplinary Studies.
                                             Face to face, interactive video and online delivery
                                             format. Effective spring 2010.

Department of Speech Communication

Add: SCM 340   Intercultural Communication. 3 hours.
                                             Face to face format. Effective fall 2010.

Add: SCM 445   Crisis Communication. 3 hours.
                                             Face to face format. Effective fall 2010.

School of Mass Communication & Journalism

Modify: The minor in Journalism with the concentrations in
                                             Photojournalism and Public Concentrations.

Modify: The minor in Radio-Television Film with the concentrations in
                                             Media Production and Film.

College of Education & Psychology

Department of Psychology

Modify: PSY 385   Applied Behavior Analysis. 1-3 hours.

To: PSY 385   Applied Behavior Analysis. 3 hours.
                                             Effective spring 2010.

Modify: PSY 491   Research in Psychology. 1-3 hours.

To: PSY 491   Research in Psychology. 1-6 hours.
                                             Effective spring 2010.

Modify:	PSY 492	Special Problems in Psychology. Pass/Fail
To:	PSY 492	Special Problems in Psychology. A-F Grading. Effective spring 2010.
Modify:	PSY 492H	Special Problems in Psychology. Pass/Fail
To:	PSY 492H	Special Problems in Psychology. A-F Grading. Effective spring 2010.

College of Health
School of Social Work

Add:	SWK 411	Spirituality in Social Work Practice. 3 hours. Face to face and online delivery format. Effective spring 2010.

College of Science and Technology
Department of Biological Sciences

Add:	BSC 392	Pre-Professional Externship. 1 hour. Face to face format. Effective spring 2010.
Add:	BSC 474	Comparative Endocrinology. 3 hours. Face to face format. Effective spring 2010.

School of Criminal Justice

Modify:	B.S. in Forensic Science with Emphasis in Administration of Justice.
To:	B.S. in Forensic Science with Emphasis in Criminal Justice. Effective spring 2010.

Delete:	FSC 310	Introduction to Forensic Science. Effective spring 2010.
Delete:	FSC 310L	Introduction to Forensic Science Lab. Effectives spring 2010.

Subject: Ambiguous language in the Administrative Withdrawal policy

Here is the description of the Administrative Withdrawal policy as found on pages 70-71 of the 09-10 Bulletin:

Administrative Withdrawal

A university transcript is a legal document that provides a true and accurate account of academic performance. An alteration to a student's history of academic performance as reflected by a university transcript should be done only if there is a compelling rationale for doing so.

On rare occasions, **academic performance is severely affected** *by some emotional or personal tragedy beyond the control of the student. If a timely withdrawal was impossible or overlooked, a procedure known as* **administrative withdrawal (AW)** *may be an option. This policy does* **not** *apply to situations where students stopped going to classes, simply performed poorly after transferring to Southern Miss from another academic institution or wanted to make "minor adjustments" to their transcripts. Administrative withdrawal is specifically intended for students who were negatively affected by some extenuating circumstance that was beyond their control (e.g. the death of an immediate family member, a severe illness or incapacitation, a debilitating accident).*

A student who wishes to petition for an administrative withdrawal (AW) should be aware of the following **criteria:**

    a. *The academic record under review indicates that the student was consistently in good academic standing (GPA >or = to 2.0) prior to* <u>and</u> <u>subsequent</u> *to the semester in question. In other words, the student must have completed at least one additional semester (at least 9 hours in fall or spring or at least 6 hours in summer) beyond the semester for which administrative withdrawal is being requested.*

    b. *The student is currently enrolled and the petition for administrative withdrawal is filed prior to his or her graduation.*

    c. *The student cannot use AW for the semester in which he or she is currently enrolled.*

    d. *The problem encountered by the student was debilitating and beyond his or her control.*

    e. *The student is able to document the nature and extent of the problem.*

    f. *Administrative withdrawal can be used only* **once** *during a student's academic career.*

    g. *The designation of AW is assigned to* **all** *courses taken during the semester in question.*

In order for a Petition for Administrative Withdrawal to be considered, the following protocol must be followed:

    a. *The request for administrative withdrawal must be initiated and approved by the chair or director of the student's current department. If the student was a major in a different department during the semester for which administrative withdrawal is requested, then the chair or director of that department must also approve the request.*

    b. *The Office of the Vice President for Student Affairs must provide a statement verifying that the information in the student's statement is accurate and correct.*

    c. *The dean of the college in which the student was a major during the semester for which academic withdrawal is requested must approve the petition for administrative withdrawal. If the student is currently a major in a different college, then the dean of that college must also approve the request.*

    d. *A petition approved by the dean(s) will be forwarded to the provost for final approval.*

    e. *The provost shall communicate the decision to the student, the chair or director of the student's current major and, if applicable, the chair of the student's former major, the appropriate dean/s and the registrar.*

    f. *The petition for administrative withdrawal shall be acted upon within 10 working days from the receipt by each of the following: the chair(s) or director(s), the dean(s) and the provost.*

    g. *Southern Miss Gulf Coast students should contact the Office of the Academic Dean, Gulf Coast, to initiate this protocol.*

The **petition** *for administrative withdrawal must contain the following documents:*

    a. *A concise but thorough statement written by the student that details the circumstances responsible for the* **poor academic performance.**

    b. *Written approval from the current department supporting the student's petition for administrative withdrawal. If the student was a major in a different department during the semester in question, then additional approval must be obtained from the chair or director of that department.*

    c. *Written approval from the dean of the college in which the student was a major during the semester in question that supports the student's petition for administrative withdrawal. If the student is currently a major in a different college, then an additional statement of approval must be obtained from the dean of that college.*

    d. *Evidence (e.g., a physician's statement) supporting the claims made in the petition and the written statement from the Office of Student Affairs.*

    e. *A complete set of official transcripts exhibiting all college-level course work.*

Faculty members have called attention to some potentially problematic ambiguous language in this policy, such as the phrase, "academic performance is severely affected" (second paragraph) or the phrase, "poor academic performance" (subsection "a" under the petition section). These phrases appear above in bold. Faculty members have expressed reservations about offering administrative withdrawals to students whose "poor academic performance" still resulted in a gpa above 2.0 for the semester in question, since a 2.0 still leaves the student in good academic standing, or offering administrative withdrawal to students who later retake courses from the semester in question for higher grades. Faculty members calling attention to this potential problem have requested specific quantifiable benchmarks for assessing things like "poor academic performance."

However, some members of the Academic Standards committee have recommended that the language in the policy remain unchanged. They argue that the vague language is a virtue which enables judgment calls by the student's advisor, department chair, and Dean, provided that the student provides sufficient evidence for justification. It is argued that a student who normally has a gpa of, say, 4.0, would be quite adversely affected if their gpa for a semester fell to, say, 2.1, even though this performance still is considered to be in good academic standing. In this argument, it is a student's right to determine whether "academic performance is severely affected," provided that the student submits substantiating evidence. In this argument, setting specific quantifiable benchmarks would harm some students and therefore administrative withdrawal is best left to an evidence-based judgment by administrators.

The Academic Standards committee was split in our discussion of this issue, as some faculty favored changing the policy and some favored leaving it as it is.

Therefore the current recommendation of the Academic Standards committee on this issue is to leave the policy unchanged for now. However, we wish to study the issue further and perhaps bring forward different recommendations in the future.

GEC report for Sep AC minutes

Accomplishments **last year**
        1. Initiated a GEC Handbook
        2. Proposed revisions in
                a. guidelines of adding, modifying and deleting courses
                b. guidelines for proposal content
                c. guidelines for proposals for GEC courses
        3. Proposed a policy streamlining transfer of credits
        4. Proposed a policy creating standards for syllabi for GEC courses

        All these are in process this year and are in various stages of completion.

        Dr. Conville represented the GEC and AC at the Annual Provost's meeting with chairs and directors July 8 and presented a Powerpoint on the GEC.

        This AY the GEC priorities include

        1. Continuation of the Handbook project
        2. Creation of an assessment schedule for GEC and Capstone courses
        3. Analysis of Capstone course syllabi
        4. Alignment of GEC Learning Outcomes and GEC course categories

        Today, the GEC is bringing two proposals, one to create a calendar for the timely introduction of GEC-related Proposals to the AC and the other to hold in place (i.e., accept no new courses into) the current GEC categories 1-5 until more assessment data are collected.

        Richard L. Conville, Chair, GEC
        092109

Proposals from the GEC to the AC meeting September 14, 2009

Issue #1

All proposal s involving additions, deletions, or modifications to courses in the General Education Curriculum (GEC) must be submitted to the Academic Council (AC) by November 15. This deadline is to ensure adequate time for the GEC Committee to review proposals, request any needed changes or additional information, and approve proposals for inclusion on the February agenda of the AC. The February AC meeting is the final meeting where proposals involving Bulletin changes for the following academic year are considered and voted on.

Dr. Haynes presented this proposal and Council approved.

Issue #2

Significant efforts to improve assessment of the General Education Curriculum (GEC) courses are underway. To provide adequate time for implementation of these efforts and to obtain needed data to inform decisions regarding the GEC, addition of new courses to the first five GEC categories (GEC 01- GEC 05) will not be considered until September 2011(and pending Academic Council approval at that time). This timing is also consistent with the mid-cycle evaluation for SACS.

Dr. Haynes presented this proposal. Dr. McNeese moved and Dr. Berry seconded a motion to amend the moratorium to be from November 15, 2009 through November 15, 2010. The motion passed.

Dr. Haynes then presented the amended proposal and Council approved.

The Academic Council met at 3:30 p.m. on October 5, 2009, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Virginia Berry, Dr. Dan Capper, Dr. Cynthia Catham, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Stanley Hauer, Dr. Elizabeth Haynes, Dr. Mark Klinedinst, Dr. Mary Lux, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Mary McNeese, Dr. Elaine Molaison, Dr. Stacy Reischman Dr. Marek Steedman, and Dr. Sharon Topping.

The following voting members were represented by proxies to constitute a quorum:
Dr. Douglas Masterson for Dr. Sarah Morgan and Desmond Fletcher for Dr. David Marchman

The following non-voting members were present: Carolyn Cawthon, Ms. Nancy Kaul, Mr. Greg Pierce, and Dr. Jeanne Gillespie for Dr. Denise VonHermann

The following guests were present: Ms. Sonia Adams, Ms. Mary Jane Barmettler, Dr. Patricia Biesiot, Ms. Diane Fisher, Ms. Debbie Ford, Dr. Elgen Hillman, Ms. Julie Howdeshell, Mr. Corey Latta, Ms. Kathryn Lowery, Dr. Gwen Pate, Dr. K.E. Hughes, Ms. Dawn Porter, Ms. Desiree Rodriguez, Mr. Jerry Ross, Dr. Leah Fonder-Solano Dr. Christopher Sirola, and Dr. Kathy Yadrick.

1.0   Call to Order
        The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
        Dr. Haynes presented the agenda with the following amendments for approval:

        •   Item number 4.1.1.2. needs to be changed from IDS 401 to ID 402
        •   Item number 4.2.1.1.c can be removed from the agenda because it does not require
                Council approval.

        Dr. Berry moved and Dr. Conville seconded a motion to approve the amended agenda.
        The motion passed.

3.0   Approval of the minutes
        Dr. Haynes stated that the September 14, 2009 minutes would be presented for approval at the
        November meeting.

4.0   Course Proposals
        4.1   Old "Course" Business
                4.1.1   College of Arts & Letters
                        Department of Foreign Languages & Literatures
                        Dr. Haynes presented the request to add ARA 202. Dr. Hauer moved and Dr. Lux
                        seconded a motion to approve the addition of ARA 202. The motion passed.

                        Office of Interdisciplinary Studies
                        Dr. Haynes presented the request to modify IDS 402. Dr. Hauer moved and Dr. Berry
                        seconded a motion to approve the modification of IDS 402. The motion passed.

4.1.2 College of Science & Technology
Department of Physics & Astronomy
Dr. Haynes presented the request to add PHY 103 & PHY 103L to the GEC. Dr. Conville recommends approval of the addition of PHY 103 & PHY 103L to the GEC on behalf of the GEC Committee. Council approved the recommendation.

4.2 New Course Proposals
4.2.1 College of Business
Department of Business Economics and Decision Sciences
Dr. Haynes presented the request to add BA 492. Dr. Berry moved and Dr. Topping seconded a motion to approve the addition of BA 492. The motion passed.

Dr. Haynes presented the request to modify ECO 101, ECO 201, ECO 202, ECO 305, ECO 336, BA 301 & BA 303. Dr. Hauer moved and Dr. Conville seconded a motion to request consideration of these courses as a group. The motion passed. Dr. Masterson moved and Dr. Berry seconded a motion to approve the modification of ECO 101, ECO 201, ECO 202, ECO 305, ECO 336, BA 301 & BA 303. The motion passed.

School of Accountancy & Management Information Systems
Dr. Haynes presented the request to modify MIS 309. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of MIS 309. The motion passed.

Dr. Haynes presented the request to modify ACC 300. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of ACC 300. The motion passed.

Dr. Haynes presented the request to modify the degree plan. Dr. Berry moved and Dr. Barry seconded a motion to approve the modification of the degree plan. The motion passed.

Department of Marketing & Fashion Merchandising
Dr. Haynes presented the request to add a certificate in Professional Selling. Dr. Berry moved and Dr. Topping seconded a motion to approve the certification in Professional Selling. The motion passed.

4.2.2 College of Education & Psychology
Department of Curriculum, Instruction & Special Education
Dr. Haynes presented the request to modify SPE 121, SPE 301, SPE 331, SPE 342, SPE 351, SPE 402, SPE 430, SPE 451, and SPE 481. Mr. Fletcher moved and Dr. McNeese seconded a motion to request consideration of these courses as a group. The motion passed. Dr. Berry moved and Mr. Fletcher seconded a motion to approve the modification of SPE 121, SPE 301, SPE 331, SPE 342, SPE 351, SPE 402, SPE 430, SPE 451, and SPE 481. The motion passed.

4.2.3 College of Health
School of Nursing
Dr. Haynes presented the request to modify NSG 464. Dr. Conville recommends approval of the modification of NSG 465 on behalf of the GEC Committee. Council approved the recommendation.

Dr. Haynes presented the request to modify NSG 451. Dr. Berry moved and Dr. Masterson seconded a motion to approve the modification of NSG 451. The motion passed.

Dr. Haynes presented the request to add NSG 357. Dr. Berry moved and Dr. Lux seconded a motion to approve the addition of NSG 357. The motion passed.

Dr. Haynes presented the request to modify the Nursing degree plan-RN completion (BSN). Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of the Nursing degree plan-RN completion (BSN). The motion passed.

Department of Nutrition & Food Systems
Dr. Haynes presented the request to add a Nutrition Science emphasis to the B.S. in Nutrition & Dietetics. Dr. Barry moved and Mr. Fletcher seconded a motion to table the addition of a Nutrition Science emphasis to the B.S. in Nutrition & Dietetics. The motion passed. This proposal requires a Library impact statement before approval.

School of Social Work
Dr. Haynes presented the request to modify SWK 430. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of SWK 430. The motion passed.

5.0   Reports
   5.1   Chair Report-Dr. Elizabeth Haynes
             No report.

   5.2   Chair-Elect Report-Dr. Tammy Barry
             No report.

   5.3   Secretary Report-Dr. Sharon Topping
             No report.

   5.4   SACS/QEP/Alternative Learning
             Ms. Lowery stated that the University Assessment Committee review of 2008-2009 Academic and Administrative Assessment Reports is under way. The two-phase review will be complete in December.

             Ms. Howdeshell stated that the QEP Advisory Board met September 18. The Board has established four committees for the semester.

   1. The Seminar/Software Selection Committee will be reviewing the applications for the QEP Faculty Seminar and selecting 12 fellowship recipients and alternates. The committee will also be reviewing software/technology options for helping students and faculty.

   2. The Centers' Budget Committee will be examining other sources of funding for the centers and looking at sustainable budgeting.

   3. The Assessment Committee will be reviewing the Spring 2009 capstone assessment data and planning for Spring 2010 assessment and data collection.

4. The Capstone Syllabi Committee is partnering with the General Education Curriculum Committee to review capstone syllabi to determine if the GEC Writing and Speaking requirements are being met and to make recommendations for the GEC Handbook.

The next meeting of the QEP Advisory Board will be October 23rd at 11 in the Speaking Center Workshop Room.

5.5   Standing Committees – Review of Membership
    5.5.1   Academic Standards – Dr. Dan Capper
        No report.

    5.5.2   Bylaws – Dr. Sarah Morgan
        No report.

    5.5.3   Elections – Dr. Mary Nell McNeese
        See attached.

    5.5.4   General Education – Dr. Richard Conville.
        The GEC subcommittees made updating reports on their work-- Handbook (Stacy R.), Capstone Syllabi (Doug M.), and Learning Outcomes (Tammy B.). Dr. Reischman reported that the Handbook is materializing; we are working in committee on sections to present to AC at our next meeting. Topics to be presented soon include a periodic review of GEC 01-09 including procedures and a schedule.

    5.5.5   Intercollegiate – Dr. Stacy Reischman
        No report.

    5.5.5   Program Reviews-Dr. Doug Masterson
        Dr. Masterson stated that the Program Review Committee met and assigned the following tasks for the year:
            -Biological sciences will be internally reviewed by December.

        The following programs will be delayed:
            -Nutrition: one year delay due to accreditation issues
            -Speech/Hearing Science: Two year delay due to graduate accreditation
            -Community Health Sciences: One year delay

        Geography and Geology need to submit their reviews

        And the following programs are externally accredited and executive summaries will be issued on their accrediting results:
            -Professional Education Unit (NCATE):
                (includes: BA/BS Licensure programs)
            -Kinesiotherapy:
            -Sport Coaching Education:
            - Recreation (two emphasis areas/one summary):
            -Phlebotomy:
            -Athletic Training:
            - Construction Engineering Technology (two emphasis areas/one summary):

6.0   Old Business
        No old business.

7.0   New Business
        No new business.

8.0   Adjourn
        Dr. Haynes adjourned the meeting at 5:00 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters
Department of Foreign Languages & Literatures

Add:	ARA 202.	Intermediate Arabic II. 3hours. Face to face format. Effective spring 2010.

Office of Interdisciplinary Studies

Modify:	IDS 402	Capstone in Interdisciplinary Studies. Face to face format.
To:	IDS 402	Capstone in Interdisciplinary Studies. Face to face, online delivery and interactive video format. Effective spring 2010.

College of Business
Department of Business Economics & Decision Sciences

Add:	BA 492	Special Problems in Business Administration. 1-6 hours. Face to face format. Effective spring 2010.
Modify:	ECO 101	Basic Economics. Face to face format.
To:	ECO 101	Basic Economics. Face to face and online delivery format. Effective spring 2010.
Modify:	ECO 201	Principles of Macroeconomics. Face to face format.
To:	ECO 201	Principles of Macroeconomics. Face to face and online delivery format. Effective spring 2010.
Modify:	ECO 202	Principles of Microeconomics. Face to face format.
To:	ECO 202	Principles of Microeconomics. Face to face and online delivery format. Effective spring 2010.
Modify:	ECO 305	Economic Issues. Face to face format.
To:	ECO 305	Economic Issues. Face to face and online delivery format. Effective spring 2010.

Modify:	ECO 336	Survey of International Economics. Face to face format.
To:	ECO 336	Survey of International Economics. Face to face and online delivery format. Effective spring 2010.
Modify:	BA 301	Managerial Statistics I. Face to face format.
To:	BA 301	Managerial Statistics I. Face to face and online delivery format. Effective spring 2010.
Modify:	BA 303	Regression Analysis. Face to face format.
To:	BA 303	Regression Analysis. Face to face and online delivery format. Effective spring 2010.

School of Accountancy and Information Systems

Modify:	MIS 309	Business Process Systems and Control.
To:	ACC 309	Business Process Systems and Control. Effective fall 2010.
Modify:	ACC 300	Managerial Accounting.
To:	ACC 220	Managerial Accounting. Effective fall 2010.
Modify:		The Accounting BSBA degree program curriculum will change under three areas. Under DEG 01. ACC 320 will be changed to ACC 220. Under DEG 02. ACC 320, ACC 309 and ACC 480 will be added and ACC 402 will be removed. Under DEG 03 both courses will be removed. Effective spring 2010.

Department of Marketing & Fashion Merchandising

Add:	Undergraduate Certificate in Professional Selling. Effective spring 2010.

College of Education & Psychology
Department of Curriculum, Instruction & Special Education

Modify:	SPE 121	Introduction to Field Experience in Special Education. Face to face format.
To:	SPE 121	Introduction to Field Experience in Special Education. Face to face, online delivery and interactive video format. Effective spring 2010.

Modify:	SPE 301	Practicum: Interventions for Challenging Behavior. Face to face format.
To:	SPE 301	Practicum: Interventions for Challenging Behavior. Face to face, online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 331	Practicum: Teaching Academics. Face to face format.
To:	SPE 331	Practicum: Teaching Academics. Face to face, online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 342	Practicum: Transition/Life Skills. Face to face format.
To:	SPE 342	Practicum: Transition/Life Skills. Face to face online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 351	Practicum: School and Classroom Management. Face to face format.
To:	SPE 351	Practicum: School and Classroom Management. Face to face, online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 402	General Teaching Methods in Special Education. Face to face format.
To:	SPE 402	General Teaching Methods in Special Education. Face to face, online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 430	Introduction to High Incidence Disabilities. Face to face format.
To:	SPE 430	Introduction to High Incidence Disabilities. Face to face, online delivery and interactive video format. Effective spring 2010.
Modify:	SPE 451	Classroom and School Management Systems/ Strategies. Face to face format.
To:	SPE 451	Classroom and School Management Systems/ Strategies. Face to face, online delivery and interactive video format. Effective spring 2010.

Modify:	SPE 481	Student Teaching: High-Incidence Disabilities. Face to face format.
To:	SPE 481	Student Teaching: High-Incidence Disabilities. Face to face, online delivery and interactive video format. Effective spring 2010.

College of Health
School of Nursing

Modify:	NSG 464	Nursing Leadership and Management. 6 hours.
To:	NSG 464	Nursing Leadership and Management. 4 hours. Effective spring 2010.
Modify:	NSG 451	Professional Nursing Practice and Standards. 4 hours.
To:	NSG 451	Professional Nursing Practice and Standards. 3 hours. Effective spring 2010.
Add:	NSG 357	Pathophysiology for Registered Nurses. 3 hours. Online delivery format. Effective fall 2010.
Modify:	Revision of RN to BSN curriculum course sequencing.	

Department of Nutrition & Food Systems

Tabled:	**Addition of Nutrition Science emphasis to B.S. in Nutrition and Dietetics.**

School of Social Work

Modify:	SWK 430	Field Education. 3-9 hours.
To:	SWK 430	Field Education. 9 hours. Effective spring 2010.

College of Science and Technology
Department of Physics & Astronomy

Add:	PHY 103 was approved to be added back to the GEC.
Add:	PHY 103L was approved to be added back to the GEC

Election Committee Report for Oct 2009

The Elections Committee met on Sept. 22nd and offers the following report:

1. We will continue to use the online balloting for both the Academic Council Elections and the Grade Review Council Elections.

2. We will conduct the 2 elections at the same time on the same ballot using the same email link. The elections will be carefully separated into 2 questions on the ballot using **<u>bold, underlined typeface</u>** to draw attention to the fact that there are indeed 2 different elections and which election is which.

3. The start date for the elections will be March 8, 2010. The test run would be scheduled from March 8-March 17. The first round would be scheduled from March 22-March 31. The second round would be scheduled from April 1-April 10. If necessary, the third round would be scheduled from April 11-April 20. Results would be forwarded to the chairs of the Academic and the Grade Review Councils prior to May 1.

4. In December, we will set a meeting day/time for a January meeting.

5. Stan Hauer, Dave Beckett, and Mark Klinedinst would serve on the By-Laws compliance subcommittee. This subcommittee would be responsible for drawing up the list of requirements for the 2 elections from the respective By-Laws.

6. Marek Steedman, Kathy Masters, and Mary Nell McNeese would serve on the Balloting subcommittee. This subcommittee would be responsible for getting the list of eligible faculty from the Office of Institutional Research, vetting that list with the respective deans, and preparing the test run as well as the three rounds of balloting with assistance from the Office of Institutional Effectiveness based on the list compiled by the By-Laws compliance subcommittee.

The Academic Council met at 3:30 p.m. on November 2, 2009, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Virginia Berry, Dr. Dan Capper, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Stanley Hauer, Dr. Elizabeth Haynes, Dr. Mark Klinedinst, Dr. Mary Lux, Dr. Kathleen Masters, Dr. Mary McNeese, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. Shahdad Naghshpour, Dr. Stacy Reischman Dr. Marek Steedman, and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Sarah Morgan for Dr. Douglas Masterson and Dr. Tammy Barry for Dr. Sharron Topping.

The following non-voting members were present: Ms. Nancy Kaul, Mr. Greg Pierce, Dr. William Powell and Dr. Jeanne Gillespie for Dr. Denise VonHermann

The following guests were present: Ms. Sonia Adams, Dr. Robert Bateman, Dr. Mitchell Berman, Dr. Patricia Biesiot, Dr. David Duhon, Dr. Karen Hostetter, Ms. Julie Howdeshell, Ms. Susan Howell, Dr. Phyllis Jestice, Mr. Corey Latta, Ms. Kathryn Lowery, Dr. Brett Kemker, Dr. Gwen Pate, Ms. Dawn Porter, Ms. Desiree Rodriguez, Dr. Alan Thompson, Dr. Ben Velasquez and Dr. Kathy Yadrick.

1.0   Call to Order
        The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
        Dr. Haynes presented the agenda for approval. Dr. Capper moved and Dr. Berry seconded a motion to approve the agenda. The motion passed.

3.0   Approval of the minutes
        Dr. Haynes presented the September 14, 2009 minutes for approval as well as the October 5, 2009 minutes for approval. Mr. Fletcher moved and Dr. Barry seconded a motion to approve the September 14, 2009 minutes as well as the October 5, 2009 minutes for approval. The motion passed.

4.0   Course Proposals
        4.1   Old "Course" Business
                4.1.1   College of Arts & Letters
                        Department of Philosophy & Religion
                        Dr. Haynes presented the request to modify REL 320. Dr. Conville recommends approval of the modification of REL 320 as a GEC course on behalf of the GEC Committee. Council approved the recommendation.

                        Dr. Haynes presented the request to modify PHI 356. Dr. Conville recommends approval of the modification of PHI 356 as a GEC course on behalf of the GEC Committee. Council approved the recommendation.

4.1.2   College of Health
The Department of Nutrition & Food Systems
Dr. Haynes presented the request to add a Nutrition Science emphasis to the B.S. in Nutrition and Dietetics. Dr. Berry moved and Dr. Lux seconded a motion to approve the addition of a Nutrition Science emphasis to the B.S. in Nutrition and Dietetics. The motion passed.

4.2   New Course Proposals
4.2.1   College of Arts & Letters
Department of Art & Design
Dr. Haynes presented the request to modify ART 494CA. Dr. Hauer moved and Dr. Berry seconded a motion to approve the modification of ART 494CA. The motion passed.

Department of History
Dr. Haynes presented the request to modify HIS 488. Dr. Hauer moved and Dr. Berry seconded a motion to approve the modification of HIS 488. The motion passed.

Dr. Haynes presented the request add HIS 110, HIS 111, and HIS 487. Dr. Hauer moved and Dr. Berry seconded a motion to consider these courses as a group. The motion passed. Dr. Hauer moved and Dr. Daves seconded a motion to approve the additions of HIS 110, HIS 111 & HIS 487. The motion passed.

Dr. Haynes presented the request to modify the History/Social Studies licensure degree plan-HISTSSLBA. Dr. Hauer moved and Dr. Berry seconded a motion to approve the modification of the History/Social Studies licensure degree plan-HISTSSLBA. The motion passed.

4.2.2   College of Business
Department of Finance, Real Estate & Business Law
Dr. Haynes presented the request to add FIN 200 as a GEC course. Dr. Conville recommends approval of the addition of FIN 200 as a GEC course on behalf of the GEC Committee. Council approved the recommendation.

Department of Management & International business
Dr. Haynes presented the request to add IB 300. Dr. Berry moved and Dr. Daves seconded a motion to approve the addition of IB 300. The motion passed.

Dr. Haynes presented the request to modify the International Business degree plan-INLBUSBSBA. Dr. Berry moved and Dr. Morgan seconded a motion to approve the modification of the International Business degree plan- INLUBSBSBA. The motion passed.

4.2.2   College of Education & Psychology
Department of Psychology
Dr. Haynes presented the request to modify PSY 251. Dr. Berry moved and Dr. McNeese seconded a motion to approve the modification of PSY 251. The motion passed.

Dr. Haynes presented the request to modify the Psychology minor. Dr. Lux moved and Dr. Berry seconded a motion to approve the modification of the Psychology minor. The motion passed.

Dr. Haynes presented the request to modify the Psychology degree plans-PSYCHBA & PSYCHBS. Dr. Daves moved and Dr. Barry seconded a motion to approve the modification of the Psychology degree plans –PSYCHBA & PSYCHBS. The motion passed.

4.2.3   College of Health
School of Human Performance & Recreation
Dr. Haynes presented the request to modify HPR 218. Dr. Lux moved and Dr. Berry seconded a motion to approve the modification of HPR 218. The motion passed.

Dr. Haynes presented the request to modify HPR 219. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of HPR 219. The motion passed.

Department of Speech & Hearing Sciences
Dr. Haynes presented the request to modify SHS 306. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of SHS 306. The motion passed.

Department of Nutrition & Food Systems
Dr. Haynes presented the request to add a certificate in Child Nutrition Program Management. Dr. Barry moved and Dr. Molaison seconded a motion to approve the addition of the Certificate in Child Nutrition Program Management. The motion passed.

4.2.4   College of Science & Technology
Department of Chemistry
Dr. Haynes presented the request to modify CHE 392. Dr. Morgan moved and Mr. Fletcher seconded a motion to approve the modification of CHE 392. The motion passed.

Dr. Haynes presented the request to modify CHE 492. Dr. Morgan moved and Dr. Masters seconded a motion to approve CHE 492. The motion passed.

Dr. Haynes presented the request to modify the Chemistry degree plans-CHEBS, CHEACSBS, CHEBIOCBS, and CHELBS. Dr. Lux moved and Dr. Berry seconded a motion to consider the modification of these Chemistry degree plans as a group. The motion passed. Dr. Lux moved and Dr. Masters seconded a motion to approve the modification of the Chemistry degree plans-CHEBS, CHEACSBS, CHEBIOCBS and CHELBS. The motion passed.

School of Construction
Dr. Haynes presented the request to modify AEC 492. Mr. Fletcher moved and Dr. Lux seconded a motion to approve the modification of AEC 492. The motion passed.

Dr. Haynes presented the request to modify the Architectural Engineering Technology degree plan- AETBS, the Construction Engineering Technology degree plan-CONETRCBS, the Industrial Engineering Technology degree plan-IETBS, IETBSGC, IETBSJC and the Industrial Engineering Technology degree plans-IETLOGHBS, IETLOGGBS, and IETLOGJBS. Dr. Lux moved and Dr. Berry seconded a motion to consider these degree plans as a group. The motion passed. Dr. Lux moved and Dr. Berry seconded a motion to approve modification of the Architectural Engineering Technology degree plan- AETBS, the Construction Engineering Technology degree plan-CONETRCBS, the Industrial Engineering Technology degree plan-IETBS, IETBSGC, IETBSJC and the Industrial Engineering Technology degree plans-IETLOGHBS, IETLOGGBS, and IETLOGJBS. The motion passed.

School of Criminal Justice
Dr. Haynes presented the request to modify CJ 480. Dr. Lux moved and Dr. Berry seconded a motion to approve the modification of CJ 480. The motion passed.

Department of Marine Science
Dr. Haynes presented the request to modify the Marine Science degree plan-MARBS. Dr. Berry moved and DR. Morgan seconded a motion to approve the modification of the Marine Science degree plan – MARBS. The motion passed.

Department of Mathematics
Dr. Haynes presented the request to add MAT 100 and add to GEC. Dr. Conville recommends approval of the addition of MAT 100 and its addition to the GEC on behalf of the GEC Committee. Council approved the recommendation.

5.0   Reports
    5.1   Chair Report-Dr. Elizabeth Haynes
             No report.

    5.2   Chair-Elect Report-Dr. Tammy Barry
             No report.

    5.3   Secretary Report-Dr. Sharon Topping
             No report.

    5.4   SACS/QEP/Alternative Learning
             No report.

    5.5   Standing Committees – Review of Membership
        5.5.1   Academic Standards – Dr. Dan Capper
                   No report.

        5.5.2   Bylaws – Dr. Sarah Morgan
                   No report.

        5.5.3   Elections – Dr. Mary Nell McNeese
                   No report.

5.5.4   General Education – Dr. Richard Conville.

Sections were distributed from the GEC handbook that dealt with "GEC Assessment Requirements and Periodic Review Guidelines" and "Periodic Review/Assessment Schedule" It was requested that Academic Council member review these sections and consider them for adoption with a vote in December's meeting.

5.5.5   Intercollegiate – Dr. Stacy Reischman
No report.

5.5.5   Program Reviews-Dr. Doug Masterson
The report was given by Dr. Berry, please see attached.

6.0   Old Business
No old business.

7.0   New Business
7.1   Provisional University Budget Committee- AC representation
Dr. Haynes stated that the University was going to start a Provisional University Budget Committee and asked if there were any nominations to select an Academic Council representative. Dr. David Beckett was nominated and Council approved.

8.0   Adjourn
Dr. Haynes adjourned the meeting at 5:00 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters
Department of Art & Design

Modify:	ART 494CA	Caribbean Studies, Art Studio. 3 hours.
To:	ART 494CA	Caribbean Studies, Art Studio. 4 hours. Effective spring 2010.

Department of History

Modify:	HIS 488	Methods of Teaching Social Studies and Practicum. Prerequisite PSY 374.
To:	HIS 488	Methods of Teaching Social Studies and Practicum. Remove Prerequisite PSY 374. Effective summer 2010.
Add:	HIS 487	Current Issues in History/Social Studies Education. 3 hours. Face to face format. Effective summer 2010.
Add:	HIS 110	Enrichment for Licensure Students I: World History. 1 hour. Face to face format. Effective summer 2010.
Add:	HIS 11 1	Enrichment for Licensure Students II: U.S. History. 1 hour. Face to face format. Effective summer 2010.
Modify:	History/Social Studies Licensure degree plan-HISTSSLBA. Removing REF 400 and PSY 374 and replacing it with HIS 487, HIS 110 and HIS 111. Effective fall 2010.	

Department of Philosophy & Religion

Modify:	REL 320	Tibetan Religions.
To:	REL 320	Tibetan Religions. Writing Intensive. Effective spring 2010.
Modify:	PHI 356	Ethics.
To:	PHI 356	Ethics. Writing Intensive. Effective spring 2010.

College of Business
Department of Finance, Real Estate & Legal Studies

Add: FIN 200   <u>Personal Finance</u>. An existing course being added to the GEC. Effective fall 2010.

Department of Management & International Business

Add: IB 300   <u>Introduction to International Business</u>. 3 hours. Face to face format. Effective fall 2010.

Modify: International Business degree plan-INLBUSBSBA. Removal of ECO 340, ECO 345, ECO 436 and the option of ECO 498. and replacing it with the addition of IB 300, making both MGT 495 and MKT 495 requirements and then adding the requirement of an additional approved 400-level business course. Effective fall 2010.

College of Education & Psychology
Department of Psychology

Modify: PSY 251   <u>Applied Psychology.</u>

To: PSY 251   <u>Careers in Psychology</u>. Effective summer 2010.

Modify: Revising the Psychology minor to require 18 hours of Psychology courses exclusive of PSY 110. Also PSY 251 should be listed as an option for the minor.

Modify: Revising the Psychology degree plan- PSYCHBA & PSYCHBS Allowing either degree plan for BA or BS to require 3 additional hours in Psychology courses changing the requirement from 15 total hours to 18. Effective fall 2010.

College of Health
School of Human Performance & Recreation

Modify: HPR 218   <u>Athletics Training and Therapeutic Terminology</u>. Face to face format.

To: HPR 218   <u>Athletics Training and Therapeutic Terminology</u>. Face to face and online delivery format. Effective spring 2010.

Modify: HPR 219   <u>Introduction to Athletic Training</u>. Face to face format.

To: HPR 219   <u>Introduction to Athletic Training</u>. Face to face and online delivery format. Effective spring 2010.

Department of Speech & Hearing Sciences

Modify: SHS 306 <u>Basic Neuroanatomy in Speech Language Pathology</u>. Face to face format.

To: SHS 306 <u>Basic Neuroanatomy in Speech Language Pathology</u>. Face to face and online delivery format. Effective summer 2010.

Department of Nutrition & Food Systems

Add: An 18 hour Certificate in Child Nutrition Program Management. Effective spring 2010.

College of Science and Technology
Department of Chemistry

Modify: CHE 392 <u>Introduction to Research</u>. 2 completions allowed.

To: CHE 392 <u>Introduction to Research</u>. 4 completions allowed. Effective spring 2010.

Modify: CHE 492 <u>Special Projects</u>. Capstone course.

To: CHE 492 <u>Special Problems</u>. Remove as capstone course option. Effective spring 2010.

Modify: Chemistry degree plan-CHEBS. Remove CHE 492 as an option for the capstone course. Also under the major area of study requirements the existing course CHE 410 was added and the Chemistry electives were reduced from 6 hours to 5. Effective fall 2010.

Modify: Chemistry (ACS Certified) degree plan-CHEACSBS. Remove CHE 331 from the major area of study requirements and replace it with CHE 410. Effective fall 2010.

Modify: Chemistry (Biochemistry) degree plan- CHEBIOCBS. Replace CHE 492 with CHE 496 as the Capstone requirement. Under the Major Area of Study add the existing course CHE 410 and then reduce the Chemistry electives from 4 hours to 3. Effective fall 2010.

Modify: Chemistry (Licensure) degree plan- CHELBS. Replace the Capstone requirement of CHE 492 with SME 489 and SME 490. Modify the electives to require CHE 392 plus electives as needed with adviser's approval. Effective fall 2010.

School of Construction

Modify: AEC 492   Special Problems. Lecture- face to face format.

To: AEC 492   Special Problems. Lecture- face to face, out of state-face to face and out of country-face to face. Effective spring 2010.

Modify: Architectural Engineering Technology degree plan-AETBS. Removing AEC 240, AEC 340 and AEC 340L and replacing them with AEC 270, ACT 401, AEC 496 and ACT 301. For the additional requirements there will be an option for MAT 136 or MAT 167 or CSS 211 or PSY 360. Also there will be another option of MAT 137 or MAT 168 or AEC 390. Effective fall 2010.

Modify: Construction Engineering Technology degree plan- CONETBS & CONETGBS. Removing BCT 300, AEC 240, AEC 340 and AEC 340L and replacing these courses with AEC 300, AEC 270, ACT 301, the addition of an approved technical elective (3 hours). There is also a change removing the requirement of the lab for BCT 336 and AEC 454. For the additional requirements there will be an option for MAT 136 or MAT 167 or CSS 211 or PSY 360. Also there will be another option of MAT 137 or MAT 168 or AEC 390. Effective fall 2010.

Modify: Construction Engineering Technology (Residential Construction)- CONETRCBS & CONETRCGBS. Removing AEC 240, AEC 340 and AEC 340L and replacing these courses with AEC 270 and AEC 300. There is also a change removing the requirement of the lab for AEC 454. For the additional requirements there will be an option for MAT 136 or MAT 167 or CSS 211 or PSY 360. Also there will be another option of MAT 137 or MAT 168 or AEC 390. FIN 300 will also be added as an additional requirement. Effective fall 2010.

Modify: Industrial Engineering Technology-IETBS, IETBSGC, IETBSJC. Removing AEC 240, AEC 340, AEC 340L, CHE 104 and CHE 104L, CSC 320 and AEC 330 and replacing these courses with AEC 270 and AEC 300. For the additional requirements there will be an option for MAT 136 or MAT 167. Also there will be another option of MAT 137 or MAT 168. Effective fall 2010.

Modify: Industrial Engineering Technology (Logistics)- IETLOGHBS, IETLOGGBS, & IETLOGJBS. Removing AEC 320, IET 300 and replacing these courses with AEC 300, IET 414, IET 470, IET 471, and IET 472. Under the additional requirements CHE 104, CHE 104L, MAT 326, CSC 320 and CSC 422 will be removed and replaced with MGT 325. There will be an option for MAT 136 or MAT 167. Also there will be another option of MAT 137 or MAT 168.
Effective fall 2010.

Modify: CJ 480   Seminar in Criminal Justice. Face to face format.

To: CJ 480   Seminar in Criminal Justice. Face to face, online
                                         delivery and interactive video format.
                                         Effective spring 2010.

Modify: Marine Science degree plan- MARBS. Removing PHY 201/L and
                   PHY 202/L as an option for the science requirement. Under the
                   additional requirements adding MAT 168 as a requirement and then also
                   adding the option to select 1 course sequence of either PHY 111/L and
                   PHY 112/L or PHY 201/L and PHY 202/L. Effective fall 2010.

Add: MAT 100   Quantitative Reasoning. 3 hours. Face to face
                                         format. Effective spring 2010.

PROGRAM REVIEW COMMITTEE REPORT

Virginia Berry provided the Program Review Committee report. It was reported that the Committee had recently reviewed the Department of Construction Engineering Technology emphasis areas of Construction Management and Residential Construction. Following the external review team visit on September 27 – 30, 2008, a report from that body dated February 26, 2009 informed the Department of Construction Engineering Technology that both of these emphasis areas' national accreditation had been renewed for the next six years, expiring in 2014.

The Program Review Committee also recently reviewed the Department of Recreation emphasis areas of Recreation Management and Therapeutic Recreation. Following the external review team visit on April 24 – 26, 2006, a report from that body placed these programs on conditional probation until October, 2007 due to some identified weaknesses/concerns. Following the corrections of some of the weaknesses, a letter dated November 13, 2007, stated that the conditional probation was continued. Subsequent to this continued probationary status, the Department successfully completed additional modifications. In a letter dated April 10, 2008, full accreditation of both emphasis areas was awarded through the fall, 2011.

Academic Council Minutes
The University of Southern Mississippi
December 7, 2009

The Academic Council met at 3:30 p.m. on December 7, 2009, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Dan Capper, Dr. Cynthia Chatham, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Elizabeth Haynes, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Sarah Morgan, Dr. Shahdad Naghshpour, Dr. Stacy Reischman Dr. Marek Steedman, and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Sarah Morgan for Dr. Mary Nell McNeese, Dr. Cynthia Chatham for Dr. Mary Lux and Dr. Joanne Burnett for Dr. Stanley Hauer.

The following non-voting members were present: Mr. Greg Pierce, Dr. Patricia Biesiot for Dr. Joe Whitehead and Dr. Denise VonHermann

The following guests were present: Dr. Laurel Abreu, Dr. Dana Fennell, Dr. Diana Fisher, Mr. Corey Latta, Dr. Amy Miller, Ms. Deidra Minor, Dr. Frank Moore, Dr. William Odom, Dr. Gwen Pate, Ms. Dawn Porter, Dr. Cathie Price, Ms. Desiree Rodriguez, Mr. Jerry Ross, Dr. Alan Thompson, and Dr. Teresa Welsh.

1.0   Call to Order
        The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
        Dr. Haynes presented the agenda for approval. Dr. Capper moved and Dr. Barry seconded a motion to approve the agenda. The motion passed.

3.0   Approval of the minutes
        Dr. Haynes presented the November 2, 2009 minutes for approval. Dr. Morgan moved and Dr. Capper seconded a motion to approve the November 2, 2009 minutes for approval. The motion passed.

4.0   Course Proposals
        4.1   Old "Course" Business
                4.1.1   No old course business.

        4.2   New Course Proposals
                4.2.1   College of Arts & Letters
                        Department of English
                        Dr. Haynes presented the request to modify ENG 330. Dr. Daves moved and Dr. Masterson seconded a motion to approve the modification of ENG 330. The motion passed.

                        Department of History
                        Dr. Haynes presented the request to modify the International Studies degree plan. Dr. Barry moved and Dr. Capper seconded a motion to approve the modification of the International Studies degree plan. The motion passed.

School of Mass Communication and Journalism
Dr. Haynes presented the request to add FLM 429. Dr. Conville moved and Dr. Masterson seconded a motion to approve the addition of FLM 429. The motion passed.

Department of Anthropology and Sociology
Dr. Haynes presented the request to modify the Sociology degree plan-SOCIOBA. Dr. Reischman moved and Mr. Fletcher seconded a motion to approve the modification of the Sociology degree plan-SOCIOBA. The motion passed.

Department of Speech Communication
Dr. Haynes presented the request to modify the prefixes for Speech Communication courses. Dr. Reischman moved and Dr. Conville seconded a motion to approve the modification of the prefixes for Speech Communication courses. The motion passed.

4.2.2   College of Business
Department of Business Economics and Decision Sciences
Dr. Haynes presented the request to modify BA 301. Mr. Fletcher moved and Dr. Conville seconded a motion to approve the modification of BA 301. The motion passed.

Department of Casino, Hospitality and Tourism Management
Dr. Haynes presented the request to modify HM 385, TM 340, TM 358, TM 368, TM 375, TM 378, TM 442, TM 444, and TM 445. Dr. Capper moved and Mr. Fletcher seconded a motion to consider these courses as a group. The motion passed. Dr. Barry moved and Dr. Capper seconded a motion to approve the modification of HM 385, TM 340, TM 358, TM 368, TM 375, TM 378, TM 442, TM 444, and TM 445. The motion passed.

Dr. Haynes presented the request to modify TM 494. Dr. Clark moved and Dr. Masters seconded a motion to approve the modification of TM 494. The motion passed.

Dr. Haynes presented the request to modify the Tourism Management degree plan-HRTMBS. Dr Conville moved and Dr. Capper seconded a motion to approve the modification of the Tourism Management degree plan- HRTMBS. The motion passed.

4.2.3   College of Education & Psychology
Department of Curriculum, Instruction and Special Education
Dr. Haynes presented the request to modify CIR 411. Dr. Morgan moved and Dr. Conville seconded a motion to approve the modification of CIR 411. The motion passed.

School of Library and Information Science
Dr. Haynes presented the request to add LIS 436. Dr. Morgan moved and Dr. Conville seconded a motion to approve the addition of LIS 436. The motion passed.

Dr. Haynes presented the request to modify the LIS degree plan-LISBA. Dr. Morgan moved and Dr. Conville seconded a motion to approve the modification of the LIS degree plan- LISBA. The motion passed.

Department of Psychology
Dr. Haynes presented the request to modify PSY 435. Dr. Morgan moved and Dr. Conville seconded a motion to approve the modification of PSY 435. The motion passed.

4.2.4   College of Health
Department of Medical Technology
Dr. Haynes presented the request to remove CHE 420L from curriculum. Dr. Chatham moved and Dr. Capper seconded a motion to remove CHE 420L from curriculum. The motion passed.

4.2.5   College of Science & Technology
Department of Biological Sciences
Dr. Haynes presented the request to modify BSC 340 and BSC 451. Mr. Fletcher moved and Dr. Daves seconded a motion to consider these courses as a group. The motion passed. Mr. Fletcher moved and Dr. Capper seconded a motion to approve the modification of BSC 340 and BSC 451. The motion passed.

Dr. Haynes presented the request to modify the Biological Sciences degree plan-BSCBS, the Biological Sciences (Molecular Biology) degree plan-BSCMBBS, the Biological Sciences (Microbiology) degree plan-BSCMICBS, the Biological Sciences (Environmental Biology) degree plan-BSCEBBS and the Marine Biology degree plan-MARBSCBS. Mr. Fletcher moved and Dr. Daves seconded a motion to consider these degree plan modifications as a group. The motion passed. Mr. Fletcher moved and and Dr. Capper seconded a motion to approve the modification of Biological Sciences degree plan-BSCBS, the Biological Sciences (Molecular Biology) degree plan-BSCMBBS, the Biological Sciences (Microbiology) degree plan-BSCMICBS, the Biological Sciences (Environmental Biology) degree plan-BSCEBBS and the Marine Biology degree plan-MARBSCBS. The motion passed.

School of Construction
Dr. Haynes presented the request to modify BCT 300. Mr. Fletcher moved and Dr. Conville seconded a motion to approve the modification of BCT 300. The motion passed.

Department of Economic and Workforce Development
Dr. Haynes presented the request to modify the Applied Technology degree plan-APPTECBS. Mr. Fletcher moved and Dr. Barry seconded a motion to approve the modification of the Applied Technology degree plan- APPTECBS. The motion passed.

School of Criminal Justice
Dr. Haynes presented the request to modify the Criminal Justice degree plans-CRMJSTBA and CRMJSTGBA as well the Criminal Justice (Juvenile Justice) degree plan- CRM JSTJJBA. Dr. Capper moved and Dr. Masters seconded a motion to consider modification of these degree plans as a group. The motion passed. Dr. Reischman moved and Dr. Capper seconded a motion to approve the modification of the Criminal Justice degree plans-CRMJSTBA and CRMJSTGBA as well the Criminal Justice (Juvenile Justice) degree plan- CRM JSTJJBA. The motion passed.

5.0   Reports
     5.1   Chair Report-Dr. Elizabeth Haynes
        No report.

     5.2   Chair-Elect Report-Dr. Tammy Barry
        No report.

     5.3   Secretary Report-Dr. Sharon Topping
        No report.

     5.4   SACS/QEP/Alternative Learning
        No report.

     5.5   Standing Committees – Review of Membership
        5.5.1   Academic Standards – Dr. Dan Capper
            No report.

        5.5.2   Bylaws – Dr. Sarah Morgan
            No report.

        5.5.3   Elections – Dr. Mary Nell McNeese
            No report.

        5.5.4   General Education – Dr. Richard Conville.
            Dr. Reischman spoke about the GEC Handbook and submitted new portions for the Council to review for the February meeting. The sections were on the GEC 01-05 2,500 word writing requirement and the GEC 07 5,000 word requirement for WI courses.

        5.5.5   Intercollegiate – Dr. Stacy Reischman
            No report.

        5.5.5   Program Reviews-Dr. Doug Masterson
            No report.

6.0   Old Business
The GEC committee presented the GEC Handbook sections, GEC Assessment Requirements and Periodic Review Guidelines and Periodic Review/Assessment Schedule for approval. Council approved the document.

7.0   New Business
No new business.

8.0   Adjourn
Dr. Haynes adjourned the meeting at 5:00 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters
Department of English

Modify:	ENG 330	<u>Communicating in Education</u>. Face to face format.
To:	ENG 330	<u>Communicating in Education</u>. Face to face and and online delivery format. Effective fall 2010.

Department of History

Modify: International Studies BA degree plan plan-Deletion of HIS 201 and HIS 202. Under Section DEG 02.05 change HIS 424 to HIS 424 or HIS 473. Delete section DEG 02.07. Change DEG 02.09 to read "select 21 hours of approved courses" rather than 15. At the bottom , add the statement: "Study abroad is highly recommended for this degree" Effective fall 2010.

School of Mass Communication and Journalism

Add: FLM 429   <u>Internship in Film</u>. 3 hours. Face to face format. Effective summer 2010.

Department of Anthropology & Sociology

Modify: Sociology degree plan-SOCIOBA- Change DEG 01.04. to reflect 04a., 04b., OR 04C. Leave the Foreign language requirement of 12 hours as option 04a. and then adding option 04b to read: Three courses from the following list: ANT 221; ENG 313; GHY 331; GHY 341; HIS 402; HIS 445; PS 331; PS 459; REL 460; SOC 305; SOC 360; SWK 315. Also there is the addition of the 04c option which would read: Nine credit hours in study abroad classes. Effective fall 2010.

Department of Speech Communication

Modify: The prefix for Speech Communication will change from SCM to CMS. Effective summer 2010.

College of Business

Department of Business, Economics and Decision Sciences

Modify:	BA 301	Managerial Statistics I.
To:	BA 201	Managerial Statistics I. Effective fall 2010.

Department of Casino, Hospitality and Tourism Management

Modify:	HM 385	Introduction to the Convention Industry.
To:	TM 385	Introduction to the Convention Industry. Effective fall 2010.
Modify:	TM 340	Dimensions of Tourism.
To:	TM 340	Global Tourism. Effective fall 2010.
Modify:	TM 358	Food and Beverage Operations Management.
To:	TM 358	Food and Beverage Operations. Effective fall 2010.
Modify:	TM 368	Hotel Operations Management.
To:	TM 368	Hotel Operations. Effective fall 2010.
Modify:	TM 375	Beverage Management.
To:	TM 375	Beverage Control and Service. Effective fall 2010.
Modify:	TM 378	Casino and Resort Operations Management.
To:	TM 378	Casino and Resort Operations. Effective fall 2010.
Modify:	TM 442	Hotel and Restaurant Marketing.
To:	TM 442	Strategic Hospitality Sales Leadership. Effective fall 2010.
Add:	TM 444	Tourism Research Methods. 3 hours. Face to face format. Effective fall 2010.
Modify:	TM 445	Hotel and Restaurant Cost Controls.
To:	TM 445	Financial Aspects of Hospitality Operations. Effective fall 2010.

Modify:	TM 494	Tourism Destination Development. No consent required.

To:	TM 494	Strategic Destination Analysis. Consent Required. Capstone course. Effective fall 2010.

Modify: Tourism Management degree plan-HRTMBS
The department is revising this old Hotel, Restaurant and Tourism Management degree program including the updated curriculum requirements for the GEC. Effective fall 2010.

College of Education & Psychology
Department of Curriculum, Instruction, and Special Education

Modify:	CIR 411	Research and Pedagogy in Content Area Literacy. Face to face format.

To:	CIR 411	Research and Pedagogy in Content Area Literacy. Face to face, interactive video and online delivery format. Effective summer 2010.

School of Library and Information Science

Add:	LIS 436	Libraries in American History. 3 hours. Face to face and online delivery format. Effective fall 2010.

Modify: LIS degree plan- LISBA. Change GEC 06 from CSC 100 to LIS 201. Change GEC 07 from ENG 33 to BTE 380. Drop HIS 201 and HIS 202. Change LIS 417 or LIS 418 option to both required. Add LIS 408, LIS 491 and LIS 436. Effective fall 2010.

Department of Psychology

Modify:	PSY 435	Alcohol and Drug Abuse Intervention. Face to face format.

To:	PSY 435	Alcohol and Drug Abuse Intervention. Face to face and online delivery format. Effective fall 2010.

College of Health
Department of Medical Technology

Modify: Medical Technology B.S. Curriculum by deleting CHE 420L. Effective summer 2010.

College of Science and Technology
Department of Biological Sciences

Modify:	BSC 340	Environment Biology.
To:	BSC 340	Introductory Ecology. Effective fall 2010.
Modify:	BSC 451	Mammalian Physiology.
To:	BSC 451	Human Physiology. Effective fall 2010.

Modify: Biological Sciences degree plan- BSCBS
Under DEG 01 add BSC 197, and BSC 340. Change the select 4 hours of course level 300 or 400 from the Department of Biological Sciences to select 6-8 hours course level 300 or 400 from the Department of Biological Sciences. Also there must be a minimum three lab based courses at the 300-400 level in Department of Biological Sciences. BSC 492 Special Problems may be substituted with Departmental permission. Effective fall 2010.

Modify: Biological Sciences (Molecular Biology) degree plan-BSCMBBS
Under DEG 01. add BSC 197. Effective fall 2010.

Modify: Biological Sciences (Microbiology) degree plan-BSCMICBS
Under DEG 01. add BSC 197. Effective fall 2010.

Modify: Biological Sciences (Environmental Biology) degree plan-BSCEBBS
Under DEG 01. add BSC 197. Effective fall 2010.

Modify: Marine Biology degree plan-MARBSCBS
Under DEG 01. add BSC 197. Effective fall 2010.

School of Construction

Modify:	BCT 300	Seminar.
To:	AEC 300	Seminar. Effective summer 2010.

Department of Economic and Workforce Development

Modify: Applied Technology degree plan-APPTECBS
Under DEG 01 ITC 371 and ITC 371L will be replaced with CSS 333, IET 407 will be replaced with IET 414. Under DEG 02 the additional requirements will be changed from 39 hours to 36 hours. There is also addition of a new section DEG 03 for electives at the 300-400 level as needed. Effective fall 2010.

School of Criminal Justice

Modify: Criminal Justice degree plan- CRM JSTBA & CRMJSTBGA
          Under DEG 01. removing the writing intensive designation from course
          CJ 430. Effective fall 2010.

Modify: Criminal Justice (Juvenile Justice) degree plan- CRM JSTJJBA
          Under DEG 01. removing the writing intensive designation from course
          CJ 430. Effective fall 2010.

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Academic Council Minutes
The University of Southern Mississippi
February 1, 2010

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The Academic Council met at 3:30 p.m. on February 1, 2010, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Virginia Berry, Dr. Dan Capper, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Stanley Hauer, Dr. Elizabeth Haynes, Dr. Mary Lux, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Mary Nell McNeese, Dr. Elaine Molaison, Dr. Shahdad Naghshpour, Dr. Marek Steedman, Dr. Sharron Topping and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Douglas Masterson for Dr. Sarah Morgan and Mr. Desmond Fletcher for Dr. Stacy Reischman.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Mr. Greg Pierce, Dr. William Powell and Ms. Nancy Kaul.

The following guests were present: Ms. Mary Jane Barmettler, Dr. Dana Fennell, Dr. Diana Fisher, Dr. Taralynn Hartsell, Ms. Julie Howdeshell, Dr. Phyllis Jestice, Ms. Kathryn Lowery, Dr. Ed Mann, Dr. Amy Miller, Dr. Melanie Norton, Mr. Johnnie Pace, Ms. Dawn Porter, Ms. Desiree Rodriguez, Mr. Jerry Ross, Mr. Darko Velichkovski and Dr. Steve Yuen.

1.0　　Call to Order
　　　　The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0　　Adoption of the Agenda
　　　　Dr. Haynes presented the agenda for approval. Dr. Berry moved and Mr. Fletcher seconded a motion to approve the agenda. The motion passed.

3.0　　Approval of the minutes
　　　　Dr. Haynes presented the December 7, 2009 minutes for approval. Dr. Berry moved and Dr. Lux seconded a motion to approve the December 7, 2009 minutes for approval. The motion passed.

4.0　　Course Proposals
　　　　4.1　　Old "Course" Business
　　　　　　　　4.1.1　　No old course business.

　　　　4.2　　New Course Proposals
　　　　　　　　4.2.1　　College of Arts & Letters
　　　　　　　　　　　　Department of Anthropology and Sociology
　　　　　　　　　　　　Dr. Haynes presented the request to add SOC 427. Dr. Berry moved and Dr. Capper seconded a motion to approve the addition of SOC 427. The motion passed.

　　　　　　　　　　　　Department of Art and Design
　　　　　　　　　　　　Dr. Haynes presented the request to modify the Art B.A. degree (ARTBA). Dr. Lux moved and Dr. Berry seconded a motion to approve the modification of the Art B.A. degree (ARTBA). The motion passed.

Department of History
Dr. Haynes presented the request to add HIS 408, HIS 423 and HIS 438. Dr. Hauer moved and Dr. Berry seconded a motion to consider these courses as a group. The motion passed. Dr. Hauer moved and Dr. Steedman seconded a motion to approve the addition of HIS 408, HIS 423 and HIS 438. The motion passed.

Dr. Haynes presented the request to modify HIS 498. Dr. Hauer moved and Dr. Steedman seconded a motion to approve the modification of HIS 498. The motion passed.

School of Mass Communication and Journalism
Dr. Haynes presented the request to add MCJ 401. Dr. Hauer moved and Dr. Berry seconded a motion to approve the addition of MCJ 401. The motion passed.

School of Music
Dr. Haynes presented the request to modify the Entertainment Industry minor. Dr. Hauer moved and Dr. Berry seconded a motion to approve the modification of the Entertainment Industry minor. The motion passed.

Department of Philosophy and Religion
Dr. Haynes presented the request to add PHI 301. Dr. Capper moved and Dr. Conville seconded a motion to approve the addition of PHI 301. The motion passed.

Dr. Haynes presented the request to modify REL 445 and REL 490. Dr. Capper moved and Dr. Berry seconded a motion to consider these courses as a group. The motion passed. Dr. Capper moved and Dr. Conville seconded a motion to approve the modification of REL 445 and REL 490. The motion passed.

4.2.2   College of Education & Psychology
Department of Curriculum, Instruction and Special Education
Dr. Haynes presented the request to modify CIR 411 and CIR 412. Dr. Berry moved and Dr. Steedman seconded a motion to consider these courses as a group. The motion passed. Dr. Lux moved and Dr. Berry seconded a motion to approve the modification of CIR 411 and CIR 412. The motion passed.

Dr. Haynes presented the request to modify CIS 302 and CIS 313. Dr. Berry moved and Dr. Lux seconded a motion to consider these courses as a group. The motion passed. Dr. Barry moved and Dr. Masters seconded a motion to approve the modification of CIS 302 and CIS 313. The motion passed.

Dr. Haynes presented the request to modify the B.S. Elementary Education. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of the B.S in Elementary Education. The motion passed.

School of Library and Information Science
Dr. Haynes presented the request to suspend admissions to the B.A with licensure program. Dr. Berry moved and Dr. Lux seconded a motion to approve suspension to the B.A. with licensure program. The motion passed.

Department of Technology Education
Dr. Haynes presented the request to modify BTE 102, BTE 201, BTE 361, BTE 363, BTE 452, BTE 456, BTE 456L, BTE 485, IT 375, IT 395 and TOE 447. Dr. Berry moved and Mr. Fletcher seconded a motion to consider these courses as a group. The motion passed. Dr. Berry moved and Dr. Barry seconded a motion to approve the modification of BTE 102, BTE 201, BTE 361, BTE 363, BTE 452, BTE 456, BTE 456L, BTE 485, IT 375, IT 395 and TOE 447. The motion passed.

Dr. Haynes presented the request to modify the Computer Applications endorsement. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of the Computer Applications endorsement. The motion passed.

Dr. Haynes presented the request to modify the degree title from B.S. in Office Administration to B.S. in Instructional Technology. Dr. Daves moved and Mr. Fletcher seconded a motion to approve the modification of the degree title from B.S. in Office Administration to B.S. in Instructional Technology. The motion passed. **Pending IHL approval.**

Dr. Haynes presented the request to modify the Business Technology Education B.S. to Business Technology Education Emphasis in the B.S. in Instructional Technology. Dr. Daves moved and Mr. Fletcher seconded a motion to approve the modification of the Business Technology Education B.S. to Business Technology Education Emphasis in the B.S. in Instructional Technology. The motion passed. **Pending IHL approval.**

Dr. Haynes presented the request to modify the Office Administration B.S. to Administrative Communication Emphasis in the Instructional Technology B.S. Dr. Daves moved and Mr. Fletcher seconded a motion to approve the modification of the Office Administration B.S. to Administrative Communication Emphasis in the Instructional Technology B.S. The motion passed. **Pending IHL approval.**

Dr. Haynes presented the request to add the Instructional Technology Emphasis in the Instructional Technology B.S. Dr. Daves moved and Mr. Fletcher seconded a motion to approve the addition of the Instructional Technology Emphasis in the Instructional Technology B.S. The motion passed. **Pending IHL approval.**

Dr. Haynes presented the request to suspend admissions to the Business Technology Education B.S. and the Office Administration B.S. Dr. Daves moved and Dr. Fletcher seconded a motion to approve the suspension of admissions to the Business Technology Education B.S. and the Office Administration B.S. The motion passed. **Pending IHL approval.**

4.2.3   College of Science & Technology
Department of Chemistry and Biochemistry
Dr. Haynes presented the request to modify CHE 256L. Dr. Masterson moved and Dr. Barry seconded a motion to approve the modification of CHE 256L. The motion passed.

School of Construction
Dr. Haynes presented the request to modify the Construction Engineering Technology degree plan (Residential Construction: CONETRCBS, CONETRCGBS), the Industrial Engineering Technology degree plan (IETBS, IETBSGC and IETBSJC), the Industrial Engineering Technology degree plan (Logistics: IETLOGHBS, IETLOGGBS and IETLOGJBS) and the Interior Design degree plan (INTDESBS). Dr. Berry moved and Dr. Daves seconded a motion to consider the modification of these degree plans as a group. The motion passed. Dr. Berry moved and Dr. Capper seconded a motion to approve the modification of the Construction Engineering Technology degree plan (Residential Construction: CONETRCBS, CONETRCGBS), the Industrial Engineering Technology degree plan (IETBS, IETBSGC and IETBSJC), the Industrial Engineering Technology degree plan (Logistics: IETLOGHBS, IETLOGGBS and IETLOGJBS) and the Interior Design degree plan (INTDESBS). The motion passed.

School of Criminal Justice
Dr. Haynes presented the request to modify CJ 430. Dr. Berry moved and Dr. Lux seconded a motion to approve the modification of CJ 430. The motion passed.

5.0   Reports
    5.1   Chair Report-Dr. Elizabeth Haynes
            Dr. Haynes reported on the proposed textbook policy and the proposed policy for acceptance of the IHL core for students coming from Mississippi community colleges with an AA degree and meeting certain other requirements. Please see attached.

    5.2   Chair-Elect Report-Dr. Tammy Barry
            No report.

    5.3   Secretary Report-Dr. Sharon Topping
            No report.

    5.4   SACS/QEP/Alternative Learning
            No report.

    5.5   Standing Committees – Review of Membership
        5.5.1   Academic Standards – Dr. Dan Capper
                No report.

        5.5.2   Bylaws – Dr. Sarah Morgan
                No report.

        5.5.3   Elections – Dr. Mary Nell McNeese
                Dr. McNeese commented that elections will start in March.

        5.5.4   General Education – Dr. Richard Conville.
                The committee submitted the following Handbook sections to be reviewed for approval at the March meeting: GEC 09 Capstone Requirement and Modification of GEC courses. Please see attached. Two sections were presented again for approval under item 6.1. Please see below.

5.5.5　Intercollegiate – Dr. Stacy Reischman
　　　　No report.

5.5.5　Program Reviews-Dr. Doug Masterson
　　　　No report.

5.6　Report from UPC-Dr. David Beckett, Dr. Bill Powell
　　　No report.

6.0　Old Business
　　61. GEC Handbook sections
　　　　The GEC committee presented the GEC Handbook sections: GEC 01-05 2,500 Word Writing
　　　　Requirement and GEC 07 (Writing Intensive) 5,000 Word Requirement for approval. Council
　　　　approved the document. Please see attached**.**

7.0　New Business
　　7.1　Concurrent service on Academic and Graduate Council.
　　　　Council took no action.

　　7.2　Bylaws committee recommendations.
　　　　The committee presented their recommendations for council to review and vote on at the March
　　　　meeting.

8.0　Adjourn
　　Dr. Haynes adjourned the meeting at 5:00 p.m.

_____　　　　　_____
Greg Pierce, Recording Secretary　　　　　　　Elizabeth Haynes, Chair

College of Arts & Letters
Department of Anthropology and Sociology

Add:	SOC 427	Sociology and Film. 3 hours. Face to face and online delivery format. Effective fall 2010.

Department of Art and Design

Modify:	Art B.A. degree plan (ARTBA)-The addition of one art elective class under DEG 02 will help this degree plan meet the 124 hour requirement. Effective fall 2010.

Department of History

Add:	HIS 408	African American History in Contemporary Film. 3 hours. Face to face format. Effective summer 2010.
Add:	HIS 423	Gay and Lesbian History. 3 hours. Face to face format. Effective summer 2010.
Add:	HIS 438	The Crusades. 3 hours. Face to face format. Effective summer 2010.
Modify:	HIS 498	Jamaican Studies. 3 hours.
To:	HIS 498	Jamaican Studies. 4 hours. Effective summer 2010.

School of Mass Communication and Journalism

Add:	MCJ 401	International Multimedia Storytelling. 4 hours. Face to face format. Effective summer 2010.

Department of Music

Modify:	Entertainment Industry Minor- The school of music is changing their requirements for the minor to give students more options as to what they can take to meet the 19 hour requirement as follows: The minor in Entertainment Industry requires nineteen hours, which must include EI 461, EI 303. Remaining courses can be chosen from any of the following courses: EI 303, 370, 419, 421, 430, 431, 432, 441, 461; MCJ 101, 140, 140L, 411, 454; MUS 105, 405, 491; ECO 202. Effective fall 2010.

Department of Philosophy and Religion

Add:	PHI 301	Philosophy and Film. 3 hours. Face to face format. Effective summer 2010.
Modify:	REL 445	Islam and Politics.
To:	REL 445	Modern Islamic Thought. Effective fall 2010.
Modify:	REL 490	Contemporary Religions Problems.
To:	REL 490	Issues in Religion. Effective fall 2010.

College of Education & Psychology
Department of Curriculum, Instruction, and Special Education

Modify:	CIR 411	Research and Pedagogy in Content Area Literacy
To:	CIR 411	Research and Pedagogy in Content Area Literacy. Add the writing intensive designation. Effective fall 2010.
Modify:	CIR 412	Literacy IV: Assessment and Instruction. Writing Intensive.
To:	CIR 412	Literacy IV: Assessment and Instruction. Remove the writing intensive designation. Effective fall 2010.
Modify:	CIS 302	Classroom Management. Face to face format.
To:	CIS 302	Classroom Management. Face to face, interactive video and online delivery format. Effective summer 2010.
Modify:	CIS 313	Principles of Teaching in High School. Face to face format.
To:	CIS 313	Principles of Teaching in High School. Face to face, interactive video and online delivery format. Effective summer 2010.
Modify:		Elementary Education B.S. degree- The department has changed the required course of ENG 332 to offer the option of ENG 301, 330 or 333. The department also is dropping MAT 309 from the pre-Gold Card requirement. Effective fall 2010.

School of Library and Information Science

| Modify: | The department is suspending admissions to the B.A. with Licensure program. Effective fall 2010. |

Department of Technology Education

Modify:	BTE 102	Intermediate Typewriting & Intro to Word Processing.
To:	IT 102	Keyboarding and Introduction to Word Processing. Effective fall 2010.
Modify:	BTE 201	College Notetaking.
To:	IT 202	Administrative Communication/Notetaking. Effective fall 2010.
Modify:	BTE 361	Computer Applications in Business Education I.
To:	IT 361	Computer Applications in Business Technology I. Effective fall 2010.
Modify:	BTE 363	Computer Applications in Business Education II.
To:	IT 363	Computer Applications in Business Technology II. Effective fall 2010.
Modify:	BTE 452	History and Philosophy of Vocational Education.
To:	IT 452	History and Philosophy of Career/Tech Education. Effective fall 2010.
Modify:	BTE 456	Methods in General & Vocational Business Education.
To:	IT 456	Methods in General & Career/Tech Business Education. Effective fall 2010.
Modify :	BTE 456L	Methods in General and Vocational Business Education.
To:	IT 456L	Methods in General and Career/Technical Business Education Practicum. Effective fall 2010.

Modify:	BTE 485	Administrative Office Management and Procedures.
To:	IT 485	Instructional Technology Capstone. Effective fall 2010.
Modify:	IT 375	Web-Based Instructional Tools.
To:	IT 375	Web-Based Tools. Effective fall 2010.
Modify:	IT 395	Emerging Instructional Presentation Design.
To:	IT 395	Emerging Instructional Technologies. Effective fall 2010.
Modify:	TOE 447	Industrial Human Relations.
To:	IT 447	Human Relations in Instructional Technology. Effective fall 2010.

Modify: Computer Applications endorsement-The department requested the addition of several graduate courses to satisfy the requirements. The IC3 Certification has been added as an option to satisfy the requirement for basic computer literacy. Lastly, CSS 400/500 and CSS 403/503 have been removed because these courses are no longer offered on a regular basis. Effective fall 2010.

Modify: Changing the degree title from B.S. in Office Administration to B.S. in Instructional Technology. **Pending IHL approval.**

Modify: Changing the Business Technology Education B.S. to Business Technology Education emphasis in the B.S. in Instructional Technology. **Pending IHL approval.**

Modify: Changing Office Administration B.S. to Administrative Communication emphasis in the Instructional Technology B.S. **Pending IHL approval**.

Add: Instructional Technology emphasis in the Instructional Technology B.S. **Pending IHL approval.**

Modify :   The department is suspending admissions to Business Technology Education B.S. and Office Administration B.S. **Pending IHL approval.**

College of Science and Technology
Department of Chemistry and Biochemistry

Modify:	CHE 256L	Organic Chemistry II Laboratory. 2 hours.
To:	CHE 256L	Organic Chemistry II Laboratory. 1 hour. Effective summer 2010.

School of Construction

Modify: Construction Engineering Technology (Residential Construction) (CONETRCBS, CONETRCGBS)-The addition of BCT 480 under DEG 01 and to add the option of MKT 300 or FIN 300 under DEG 02. Effective fall 2010.

Modify: Industrial Engineering Technology (IETBS, IETBSGC, IETBSJC) Under DEG 01 EET 101/L will replace AEC 316 and IET 310/L will be deleted. Also, under DEG 02 the is an addition of MGT 325 and MGT 364. Effective fall 2010.

Modify: Industrial Engineering Technology (Logistics) (IETLOGHBS, IETLOGGBS, IETLOGJBS)-Under DEG 01 AEC 300 will be deleted. Under DEG 02 is an addition of MGT 364. There is also an increased selection of the science requirement under GEC 02. Effective fall 2010.

Modify: Interior Design (INTDESBS)-The Writing Intensive requirement will be changed to be optional of either ENG 333 or ACT 322. Modifying ID 310 to 210 and add ID 311 under DEG 01. ACT 234/L will be deleted under DEG 02. Effective fall 2010.

School of Criminal Justice

Modify:	CJ 430	Criminal Procedure. Writing Intensive.
To:	CJ 430	Criminal Procedure. Remove the Writing Intensive designation. Effective fall 2010.

Immediate upon final approval

1. **SYSTEM – APPROVAL FOR FIRST READING OF THE NEW POLICY 616 TEXTBOOK POLICY**

The IHL Textbook Task Force has completed its work in formulating a proposed textbook policy for consideration by the IHL Board and the Board's Student Affairs Committee, and proposes approval for first reading of the below new policy.

616   Textbook Policy

This Textbook Policy establishes minimum system-wide guidelines and goals aimed at addressing the cost of college textbooks and other instructional materials and at ensuring compliance with Section 133 of the federal Higher Education Opportunity Act (HEOA) of 2008.

Each institution in the IHL system shall establish a written policy that includes the following provisions. In this policy, the term textbook is meant to include various types of course materials, including software, electronic files, supplemental materials, and course packs.

1. **Textbook Adoption Deadlines** – Each institution shall establish firm deadlines and procedures for the adoption of textbooks for upcoming semesters. These deadlines and procedures shall be set to enable the institution to fully comply with the HEOA of 2008, including the requirement that textbook information (including ISBN and prices) be provided to students at the time of registration.
    Requirements:
    - Institutions shall establish adoption deadlines that are no later than the beginning of the registration period for succeeding semesters and that provide sufficient time to work with affiliated bookstores to meet the HEOA posting requirements. Additionally, these adoption deadlines shall be at least 40 days prior to the end of the preceding semester, whenever possible, as dictated by registration schedules.
    - The adoption process will include the indication of whether a textbook is required or recommended and should include to the extent possible an indication of whether an alternate (e.g., earlier) edition of the textbook may be used. Timely adoption of textbooks is required for the following course types: lecture, lecture/lab, laboratory, and recitation/discussion. These course types, as designated and defined by the IHL Data Dictionary, are generally assumed to be courses with textbook requirements. Any other courses which at individual institutions historically require textbooks shall be included in the individual institution's adoption policy.

- Department chairs/heads will be responsible for ensuring that all pertinent courses under their authority have adoptions submitted by the deadline, even in instances where no instructor has been assigned for a course section as of the announced adoption deadline date.
- Departments shall be strongly encouraged to adopt the same course materials for all sections of each course.

2. **Minimum Adoption Periods -** Each institution shall establish guidelines that promote a minimum adoption period for textbooks. In this section, textbook refers specifically to a book that is resalable, as opposed to one-time usage materials (e.g., workbooks) or books that have limited resale value.
   - Institutions shall set guidelines for a minimum three-year adoption period for lower division courses. These guidelines may include reasonable exceptions to this requirement for instances when editions go out of print, when substantive changes are made in either the course description or the textbook, or when there is a significant change in the body of knowledge pertinent to the course. Procedures for the authorization of exceptions should include approval at the dean level, after recommendation from a department chair/head.
   - Guidelines shall encourage a minimum textbook adoption period of at least two years for upper division courses. However, it is recognized that, to provide current scholarship in a global marketplace, upper division courses will have more advanced and changing content, that students often wish to build a personal library of books in their major, and that there is a more limited potential for establishing a favorable local buy-back market for such upper division textbooks. Because of these factors, institutional policy will balance the benefits of a minimum adoption period with the selection of the best available textbook.

3. **Dissemination of Textbook Information** – Institutions shall be responsible for providing information on best practices in textbook adoptions to faculty and for providing advice to students on ways to save money on textbook purchases.
   - The institutions or affiliated bookstores shall provide faculty with information and tools for the selection of textbooks, including pricing information and the availability of alternative formats for course materials (e.g., whether textbooks are available in electronic versions) and of separately available components of a bundled textbook;
   - The institutions or affiliated bookstores shall provide students with tips on purchasing textbooks, including the availability of electronic versions, the availability of unbundled textbook components, buy-back and exchange policies, and price-matching policies. Institutions shall provide this

information, including an explanation of the significance of ISBNs, to entering freshmen during orientations or within 30 days prior to the beginning of the fall semester.
- The institutions or affiliated bookstores shall provide faculty and students with results from surveys of student satisfaction with textbooks.

4. **Assessment of Progress** – Institutions shall develop procedures to assess the success of the above practices in containing the costs of textbooks.
   - Assessment strategies shall include: the inclusion of questions on student surveys (e.g., course evaluations) about the value of assigned textbooks; production of reports of the extent of compliance of each institution with the adoption deadlines; information about the costs of the textbooks for the top twenty (highest enrollment) courses; the volume of buy-back purchases at the affiliated bookstores; the number of electronic versions of textbooks being used; and surveys (student and faculty) of the ability of the affiliated bookstore to provide adequate stocking of books.
   - The institutional executive officer of each institution will name a textbook coordinator who will be responsible for the implementation and administration of this policy.
   - Annually, the textbook coordinator will submit such assessment information as required by the assessment plan as an annual assessment report to the Commissioner or his/her designee.
   - The annual assessment report will be made available on the website of the subject institution, as well as on the System website.

STAFF RECOMMENDATION: Board staff recommends approval of this item.

609 TRANSFER OF THE ASSOCIATE OF ARTS DEGREE FROM A
     MISSISSIPPI COMMUNITY/JUNIOR COLLEGE

A. General Policy

IHL institutions will accept for transfer the
Associate of Arts degree from a Mississippi
community/junior college for students (1) with at
least a 2.0 grade point average on a 4.0 scale, as
calculated by the receiving institution, and (2)
earning at least a "C" grade in all courses in the
Associate of Arts degree program. Students meeting
these criteria may begin taking courses within a
declared major upon transferring to an IHL
institution.

1) Students that successfully complete the 30-hour
   IHL Board general education core (*Board Policy
   Section 512 "Core Curriculum"*) within an
   Associate of Arts degree program at a Mississippi
   community/junior college will have satisfied the
   general education core requirements at each IHL
   institution.

2) All non-general education core courses in the
   Associate of Arts degree program may be assigned
   to fulfill the pre-major or elective
   requirements, dependent upon the non-general
   education core courses taken within the Associate
   of Arts degree program and the declared major at
   the IHL institution.

3) Entrance into some majors may require a higher
   grade point average and/or additional pre-
   major/prerequisite courses beyond those courses
   required for the Associate of Arts degree.

B. Articulation Agreement

When students transfer to an IHL institution prior to
completion of an Associate of Arts degree from a
Mississippi community/junior college, IHL institutions
will use the Articulation Agreement between the
Mississippi Board of Trustees of State Institutions of
Higher Learning and the Mississippi State Board for
Community and Junior Colleges to articulate the
transfer of individual courses.

6. GEC 01-05 2,500 Word Writing Requirement

All GEC courses in categories GEC 01-05 (with the exception of Mathematics) are required to include at least 2,500 words of written work as part of the course. (ENG 102 requires 5,000 words). As stated in the Bulletin:

> **Writing and Speaking in the General Education Curriculum**
>
> Fluency in communication is the hallmark of an educated person. Therefore, the General Education Curriculum emphasizes the development of college-level communication skills of all students.
>
> *Writing*. Courses in the first five GEC categories, with the exception of Mathematics, require students to write a minimum of 2500 words. In addition, English 102 requires students to write at least 5000 words. Each degree plan specifies: (1) an upper-level course that is writing intensive and (2) a Capstone. In each of these courses, students are required to write a minimum of 5000 words.

Examples of writing that can satisfy the 2,500 word writing requirement include traditional essays, research papers, reaction papers, lab reports, concert reviews, journals entries, blogs, etc that possess a coherent and connected narrative. The range of these assignments is necessarily broad in order to be applicable to all disciplines that participate in the GEC. The 2,500 word requirement can be met through a multiple writing assignments or through a single 2,500 word assignment. In-class essay exams do not typically count towards this requirement.

In the case of the sciences where students concurrently enroll in lecture and lab sections of a course, the 2,500 word requirement can be met through the lecture portion of the course, through the lab portion of the course, or through a combination of both.

8. GEC 07 (Writing Intensive) 5,000 Word Requirement

Students are required to take an additional course designated as Writing Intensive (WI) that does not include the Capstone requirement. This course is intended to be taken after ENG 101, ENG 102 and ENG 203 and before the Capstone course, usually in the junior year. Departments may elect to develop a program-specific WI course within major courses or have students take an appropriate Academic Council-approved Writing Intensive course in another department. WI courses for each degree plan are listed under category GEC 07 in degree plans in the University Bulletin.

As with the writing requirement in GEC 01-GEC 05 categories, the range of assignments used to meet the 5,000 word requirement is necessarily broad in order to be applicable to all majors and disciplines. Examples of writing that can satisfy the 5,000 word writing requirement include traditional essays, research papers, reaction papers, lab reports, concert reviews, journals entries, blogs, etc that possess a coherent and connected narrative. The 5,000 word requirement can be met through multiple assignments. In-class essay exams do not typically count towards this requirement.

The University Bulletin states the writing requirement of Writing Intensive courses as this:

> GEC writing-intensive courses are defined as those that, while focusing on a specific subject matter (with corresponding readings and discussions), encourage students to think critically and creatively, outline a subject matter or theme, and produce drafts. In writing-intensive courses, students write a minimum of 5,000 words (approximately 20 pages of double-spaced typed text) in discipline-specific papers and assignments. Class enrollment is capped at 24.

This description is approved by the Academic Council and is necessarily broad in order to best accommodate the diversity of majors and disciplines at the university. The statement "discipline-specific" is intended to apply to the discipline of the course, not necessarily to the student in the course.

When a department opts for this requirement to be met through a course offered in a department <u>not</u> their own, the Department offering the Writing Intensive course should be notified and grant approval. A memo to the GEC committee and Academic Council should be submitted in these cases. Departments should also be diligent in understanding the applicability and nature of the writing their majors will be experiencing in the GEC 07 course they select for this requirement if it is not in their home department.

Since Writing Intensive courses are part of the General Education Curriculum, any substantive course changes or modifications need to be sent through the GEC committee and the Academic Council. Requests for changes and modifications should be submitted to these committees with a cover memo summarizing the changes/modifications and appropriate Course Modification forms. Examples of issues that should be forwarded to the GEC committee include, but are not limited to: changes to course objectives, changes in class format/delivery (online, minisession, etc). The GEC committee will act upon all changes and modifications brought before them. It is requested that a representative from the department requesting a change/modification attend the GEC committee meeting in which their changes/modifications are being considered to address potential committee concerns. If a modification/change to a WI course is not reviewed by the GEC committee prior to reaching the Academic Council, timely approval of such cannot be assured.

Courses fulfilling the Writing Intensive (GEC 07) requirement will submit Assessment Plans and Reports and will be assessed in the same manner as courses in GEC categories 01-05. They are likewise included in the periodic review schedule.

10.   **GEC 09 Capstone Requirement**

As stated in the Undergraduate Bulletin:

> Each degree plan identifies a program-specific communication-intensive GEC Capstone. The Capstone must be taken the senior year and must meet the written and oral communication requirements.

Philosophically, Capstone courses are intended to engage students in ways that give them opportunities to synthesize their course of study in a sophisticated manner. While the subject matter of a specific course is decided upon by each department, the Capstone course should be a culminating experience for each student within their major. For some programs, a practical experience is utilized as a Capstone course, eg. student teaching, laboratory research, field experience, etc..

To receive credit for a Capstone course, students must receive a grade of C or better. Class enrollment is capped at 24. Capstone courses typically are at least 3 credit hours.

All GEC 09/Capstone courses are <u>writing intensive</u>, which requires all students to write a minimum of 5,000 words (approximately 20 pages of double-spaced text) in discipline-specific papers and assignments. The written communication component should teach students to focus on a specific subject matter (with corresponding readings and discussions), encourage students to think critically and creatively, outline a subject matter or theme, and produce drafts. Examples of writing that can satisfy the 5,000 word writing requirement include traditional essays, research papers, reaction papers, lab reports, concert reviews, journal entries, blogs, etc. that possess a coherent and connected narrative. The 5,000 word requirement can be met through multiple assignments. The range of these assignments is necessarily broad in order to be applicable to the range of disciplines at USM. It is important that students experience written communication in ways that are germane to and will best serve them in their disciplines. The 5,000 word requirement can be met through a combination of writing assignments or through a single 5,000 word assignment.

All GEC 09/Capstone courses are <u>speaking intensive</u>, which require students to successfully complete a minimum of two graded speeches or two appropriate graded oral communication equivalents**.** The oral communication component should teach rhetorical reasoning, audience adaptation, professionalism and presentation skills including clarity of expression, ideas and voice, as well as prepare students to be critical consumers of professional discourse. Oral presentations can range from formal speeches to small group presentations. Other examples are argumentation, lectures, article presentations, etc.. It is important that students experience oral communication in ways that are germane to and will best serve them in their disciplines.

Additionally, individual programs usually utilize the Capstone course as a means of assessing student achievement of the program's student learning outcomes. For this reason, all GEC 09 courses are subject to annual assessment reporting. Data from each academic year is reported in WEAVE online at the end of the Spring semester. Capstone courses are subject to the GEC periodic review and undergo review by the GEC committee once every three years. (See this document, page ?)

Since Capstone courses are a part of the General Education Curriculum, any substantive course changes or modifications need to be sent through the GEC committee and the Academic Council. Requests for changes and modifications should be submitted to these committees with a cover memo summarizing the changes/modifications and appropriate Course Modification forms. Examples of issues that should be forwarded to the GEC committee include, but are not limited to: changes to course objectives, changes in class format/delivery (online, minisession, etc). The GEC committee will act upon all changes and modifications brought before them. It is requested that a representative from the department requesting a change/modification attend the GEC committee meeting in which their changes/modifications are being considered to address potential committee concerns. If a modification/change to a Capstone course is not reviewed by the GEC committee prior to reaching the Academic Council, timely approval of such cannot be assured.

13.   **Modification of General Education Curriculum courses**

While the Academic Council reviews and votes on course modification for all courses, courses in GEC categories 01-09 must first be reviewed by the GEC committee which then forwards recommendations to the Academic Council. This includes all writing intensive, speaking intensive, computer competency and capstone courses in addition to GEC categories 01-05. (Specific guidelines for modifying writing intensive, speaking intensive, computer competency and capstone courses are detailed in separate sections in this document.)

Directions for modifying a course can be found at http://www.usm.edu/ac_council/Guidelines3-29.html#General_suggestions. Course modifications for GEC courses requiring Academic Council approval will first be reviewed by the GEC committee.

Requests for changes and modifications should be submitted to Academic Council with a cover memo summarizing the changes/modifications and with the appropriate Course Modification form. Modification forms can be found at http://www.usm.edu/ac_council/modifyacourse.html. It is requested that a representative from the department requesting a change/modification attend the GEC committee meeting in which their changes/modifications are being considered to address potential committee concerns. If a modification/change to a GEC course is not reviewed by the GEC committee prior to reaching the Academic Council, timely approval of such cannot be assured.

Academic Council Minutes
The University of Southern Mississippi
March 1, 2010

The Academic Council met at 3:30 p.m. on March 1, 2010, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Dan Capper, Dr. Cynthia Chatham, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Dr. Elizabeth Haynes, Dr. Mark Klinedinst, Dr. Mary Lux, Dr. David Marchman, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. Stacy Reischman and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Dan Capper for Dr. Stanley Hauer and Dr. Marek Steedman, Dr. Sarah Morgan for Dr. Mary Nell McNeese, Douglas Masterson for Dr. Sarah Morgan and Dr. Stacy Reischman for Mr. Desmond Fletcher.

The following non-voting members were present: Dr. Jeanne Gillespie for Dr. Denise Von Herrmann, Dr. Patricia Biesiot for Dr. Joe Whitehead, Mr. Greg Pierce, Dr. William Powell and Ms. Nancy Kaul.

The following guests were present: Ms. Mary Jane Barmettler, Ms. Linda Bass, Mr. William Bentz, Mr. Greg Bullock, Dr. Hollie Filce, Dr. Diana Fisher, Ms. Julie Howdeshell, Dr. Kelly Lester, Mr. Scot Long, Ms. Kathryn Lowery, Mr. Jeremiah Malmberg, Dr. Amy Miller, Mr. Johnnie Pace, Dr. Gwen Pate, Ms. Dawn Porter, Dr. Julie Reid, Dr. Beth Richmond, Ms. Desiree Rodriguez, Dr. Charles Tardy and Dr. Steve Yuen.

1.0   Call to Order
        The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
        Dr. Haynes presented the agenda for approval. Dr. Conville moved and Dr. Masterson seconded a motion to approve the agenda. The motion passed.

3.0   Approval of the minutes
        Dr. Haynes presented the February 1, 2010 minutes for approval. Dr. Masterson moved and Dr. Lux seconded a motion to approve the February 1, 2010 minutes for approval. The motion passed.

4.0   Course Proposals
        4.1   Old "Course" Business
                4.1.1   No old course business.

        4.2   New Course Proposals
                4.2.1   College of Arts & Letters
                        Department of Anthropology and Sociology
                        Dr. Haynes presented the request to add ANT 321. Dr. Conville moved and Dr. Capper seconded a motion to approve the addition of ANT 321. The motion passed.

                        Dr. Haynes presented the request to modify SOC 101. Dr. Barry moved and Dr. Masters seconded a motion to approve the modification of SOC 101. The motion passed.

Dr. Haynes presented the request to add a Certificate of Criminology and Deviance. Dr. Capper moved and Dr. Daves seconded a motion to table the request to add a Certificate of Criminology and Deviance. The motion passed.

Dr. Haynes presented the request to modify the Sociology B.A. to add a B.S. degree option. Dr. Masters moved and Dr. Morgan seconded a motion to approve the modification of the Sociology B.A. to add a B.S. degree option. The motion passed.

Department of History
Dr. Haynes presented the request to add HIS 493. Dr. Capper moved and Dr. Reischman seconded a motion to approve the addition of HIS 493. The motion passed.

Office of Interdisciplinary Studies
Dr. Haynes presented the request to add IDS 491. Dr. Capper moved and Dr. Lux seconded a motion to approve the addition of IDS 491. The motion passed.

Dr. Haynes presented the request to modify IDS 101, 490 and 492. Dr. Capper moved and Dr. Lux seconded a motion to request modification of these courses as a group. The motion passed. Dr. Capper moved and Dr. Lux seconded a motion to approve the modification of IDS 101, 490 and 492. The motion passed.

Department of Theatre and Dance
Dr. Haynes presented the request to modify DAN 130. Dr. Capper moved and Dr. Barry seconded a motion to approve the modification of DAN 130. The motion passed.

Department of Speech Communication
Dr. Haynes presented the request to modify the degree name. Dr. Reischman moved and Dr. Lux seconded a motion to approve the modification of the degree name. The motion passed.

Degree Plan Modifications
Dr. Haynes presented the request to modify any degree plans in the College of Arts & Letters that have been modified due to the addition of new GEC courses. Dr. Lux moved and Dr. Conville seconded a motion to approve the modification of all degree plans that have been affected by the addition of new GEC courses. The motion passed.

4.2.2   College of Education & Psychology
Department of Curriculum, Instruction and Special Education
Dr. Haynes presented the request to modify SPE 301. Dr. Daves moved and Dr. Morgan seconded a motion to approve the modification of SPE 301. The motion passed.

Dr. Haynes presented the request to modify SPE 310. Dr. Molaison moved and Dr. Masters seconded a motion to approve the modification of SPE 310. The motion passed.

Dr. Haynes presented the request to modify SPE 311, 331, 342, 351, 404, 410, 411, 420, 421 and 422. Dr. Daves moved and Dr. Morgan seconded a motion to request modification of these courses as a group. The motion passed. Dr. Capper moved and Dr. Lux seconded a motion to approve the modification of SPE 311, 331, 342, 351, 404, 410, 411, 420, 421 and 422. The motion passed.

Dr. Haynes presented the request to modify SPE 442. Dr. Masterson moved and Dr. Conville seconded a motion to approve the modification of SPE 442. The motion passed.

Dr. Haynes presented the request to modify SPE 480 and SPE 482. Dr. Daves moved and Dr. Capper seconded a motion to request modification of SPE 480 and SPE 482 as a group. The motion passed. Dr. Barry moved and Dr. Conville seconded a motion to approve the modification of SPE 480 and SPE 482. The motion passed.

Dr. Haynes presented the request to modify SPE 478. Dr. Reischman moved and Dr. Lux seconded a motion to approve the modification for SPE 478. The motion passed.

Dr. Haynes presented the request to modify the Special Education Licensure B.S. to add a non licensure degree option. Dr. Lux moved and Dr. Daves seconded a motion to approve the modification of the Special Education Licensure B.S. degree to add a non licensure degree option. The motion passed.

Degree Plan Modifications
Dr. Haynes presented the request to modify any degree plans in the College of Education & Psychology that have been modified due to the addition of new GEC courses. Dr. Barry moved and Dr. Masters seconded a motion to approve the modification of all degree plans that have been affected by the addition of new GEC courses. The motion passed.

4.2.3   College of Science & Technology
Department of Chemistry and Biochemistry
Dr. Haynes presented the request to modify CHE 110 and 110L. Dr. Masterson moved and Dr. Daves seconded a motion to approve the modification of CHE 110 and 110L. The motion passed.

School of Construction
Dr. Haynes presented the request to modify AEC 390, IET 302, IET 400 and IET 480. Dr. Daves moved and Dr. Lux seconded a motion to request modification of these courses as a group. The motion passed. Dr. Masterson moved and Dr. Barry seconded a motion to approve the modification of AEC 390, IET 302, IET 400 and IET 480. The motion passed.

Degree Plan Modifications
Dr. Haynes presented the request to modify any degree plans in the College of Science and Technology that have been modified due to the addition of new GEC courses. Dr. Barry moved and Dr. Lux seconded a motion to approve the modification of all degree plans that have been affected by the addition of new GEC courses. The motion passed.

4.2.4 College of Health
Department of Medical Technology
Dr. Haynes presented the request to modify the degree plan. Dr. Lux moved and Dr. Masters seconded a motion to approve the modification of the medical technology degree plan. The motion passed.

School of Human Performance and Recreation
Dr. Haynes presented the request to modify HPR 404. Dr. Lux moved and Dr. Masterson seconded a motion to approve the modification of HPR 404. The motion passed.

School of Nursing
Dr. Haynes presented the request to modify the degree plan. Dr. Lux moved and Dr. Masters seconded a motion to approve the modification of the nursing degree plan. The motion passed.

Degree Plan Modifications
Dr. Haynes presented the request to modify any degree plans in the College of Health that have been modified due to the addition of new GEC courses. Dr. Masterson moved and Dr. Capper seconded a motion to approve the modification of all degree plans that have been affected by the addition of new GEC courses. The motion passed.

4.2.5 College of Business
Degree Plan Modifications
Dr. Haynes presented the request to modify any degree plans in the College of Business that have been modified due to the addition of new GEC courses. Dr. Conville moved and Dr. Capper seconded a motion to approve the modification of all degree plans in the College of Business that have been affected by the addition of new GEC courses. The motion passed.

5.0 Reports
5.1 Chair Report-Dr. Elizabeth Haynes
Dr. Haynes reported that the textbook policy has been approved, the report is attached. Also the proposed policy for acceptance of the IHL core for students coming from Mississippi community colleges with an AA degree and meeting certain other requirements is still being reviewed. Please see attached.

5.2 Chair-Elect Report-Dr. Tammy Barry
No report.

5.3 Secretary Report-Dr. Sharon Topping
No report.

5.4 SACS/QEP/Alternative Learning
No report.

5.5   Standing Committees – Review of Membership
      5.5.1   Academic Standards – Dr. Dan Capper
              No report.

      5.5.2   Bylaws – Dr. Sarah Morgan
              See below under Old Business, section 6.2.

      5.5.3   Elections – Dr. Mary Nell McNeese
              Please see report attached.

      5.5.4   General Education – Dr. Richard Conville.
              Dr. Reischman presented the handbook sections, Non-traditional formats of GEC courses and online delivery of GEC courses for council to review and be voted on at the April meeting. There will also be a vote for approval on two sections under 6.1 Old businesses below.

      5.5.5   Intercollegiate – Dr. Stacy Reischman
              No report.

      5.5.6   Program Reviews-Dr. Doug Masterson
              No report.

5.6   Report from UPC-Dr. David Beckett, Dr. Bill Powell
      No report.

6.0   Old Business
6.1   Approval of GEC Handbook sections
      The GEC committee presented the GEC Handbook sections, GEC 09 Capstone Requirement and Modification of GEC courses for approval. Council approved the document. Please see attached**.**

6.2   Bylaws committee recommendations.
      The Bylaws committee presented their recommendations for approval. Council approved the document. Please see attached.

7.0   New Business
7.1   No new business.

8.0   Adjourn
      Dr. Haynes adjourned the meeting at 5:15 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters

Department of Anthropology and Sociology

Add:	ANT 321	Immigration and Transnationalism. 3 hours. Face to face format. Effective spring 2011.
Modify:	SOC 101	Understanding Society: Principles of Sociology. Face to face format.
To:	SOC 101	Understanding Society: Principles of Sociology. Face to face and online delivery format. Effective fall 2010.
Tabled:		**Sociology Certificate of Criminology and Deviance.**
Modify:		The Sociology B.A. degree to offer a B.S. degree option. Effective fall 2010.

Department of History

Add:	HIS 493	Ghanaian Studies. 4 hours. Face to face format. Effective summer 2010.

Office of Interdisciplinary Studies

Add:	IDS 491	Practicum in Interdisciplinary Studies. 1-9 hours. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	IDS 101	Introduction to Interdisciplinary Studies. 3 hours. Face to face format.
To:	IDS 101	Introduction to Interdisciplinary Studies. 1-4 hours. Face to face and online delivery format. Effective fall 2010.
Modify:	IDS 490	Topics in Interdisciplinary Studies. 3 hours. Face to face format.
To:	IDS 490	Topics in Interdisciplinary Studies. 1-4 hours. Face to face and online delivery format. Effective fall 2010.

Modify:	IDS 492	Special Problems in Interdisciplinary Studies. 3 hours. Face to face format.
To:	IDS 492	Special Problems in Interdisciplinary Studies. 1-4 hours. Face to face and online delivery format. Effective fall 2010.

Department of Theatre and Dance

Modify:	DAN 130	Dance Appreciation. Face to face format.
To:	DAN 130	Dance Appreciation. Face to face and online delivery format. Effective fall 2010.

Department of Speech Communication

Modify:	The name of the undergraduate degree program be changed from Speech Communication to Communication Studies. Effective summer 2010.

College of Education & Psychology
Department of Curriculum, Instruction, and Special Education

Modify:	SPE 301	Practicum: Interventions for Challenging Behavior. Face to face format.
To:	SPE 401L	Practicum: Interventions for Challenging Behavior. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 310	Student Teaching Screening Observations. Face to face format.
To:	SPE 410L	Practicum: Reading & Writing-Students with Disabilities. Face to face, online delivery format and interactive video format. Effective summer 2010.
Modify:	SPE 311	Student Teaching Clinical Practicum. Face to face format.
To:	SPE 411L	Practicum: Math for students with Disabilities. Face to face, online delivery and interactive video format. Effective summer 2010.

Modify:	SPE 331	Practicum: Teaching Academics. Face to face format.
To:	SPE 431L	Practicum: Teaching Academics. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 342	Practicum: Transition/Life Skills. Face to face format.
To:	SPE 442L	Practicum: Transition/Life Skills. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 351	Practicum: Classroom Management. Face to face format.
To:	SPE 451L	Practicum: Classroom Management. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 404	Problems in Special Education. Face to face format.
To:	SPE 404	Language and Literacy: Students with Disabilities. Face to face, online delivery and interactive video format. Effective summer 2010.
Modify:	SPE 410	Methods in Speech Correction. Face to face format.
To:	SPE 410	Reading and Writing for Students with Disabilities. Face to face, online delivery and interactive video format. Effective summer 2010.
Modify:	SPE 411	Speech and Hearing Problems. Face to face format.
To:	SPE 411	Mathematics for Students with Disabilities. Face to face, online delivery and interactive video format. Effective summer 2010.
Modify:	SPE 420	Phy & Hygiene Eye. Face to face format.
To:	SPE 420	Introduction to Severe/Low Incidence Disabilities. Face to face, online delivery and interactive video

format. Effective summer 2010.

Modify:	SPE 421	Tchg Visually Handi. Face to face format.
To:	SPE 421	Program Development: Severe Disabilities. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 422	Braille. Face to face format.
To:	SPE 422	Skill Development Strategies: Severe Disabilities. Face to face, online delivery and interactive video format. Effective fall 2010.
Modify:	SPE 442	Transition/Life Skills: Students with Disabilities.
To:	SPE 442	Transition/Life Skills: Individuals with Disabilities. Writing Intensive. Effective fall 2010.
Modify:	SPE 480	Stu Tch Mental Ret.
To:	SPE 480	Student Teaching: Mild/Mod Disabilities/Lower Grades. Effective fall 2010.
Modify:	SPE 482	Stu Tch Visually Ha.
To:	SPE 482	Student Teaching: Mild/Mod Disabilities/Upper Grades. Effective fall 2010.
Modify:	SPE 478	Specialized Studies in Developmental Disabilities.
To:	SPE 478	Specialized Studies in Developmental Disabilities. Designated as a capstone course. Effective fall 2010.
Modify:		The Special Education Licensure B.S. by adding a Special Education non-licensure B.S. option. Effective fall 2010.

College of Science and Technology
Department of Chemistry and Biochemistry

Add:	CHE 110	Fundamentals of General, Organic and Biochemistry. 3 hours. Face to face format. Effective fall 2010.
Add:	CHE 110L	Fundamentals of General, Organic and Biochem Lab. 1 hour. Face to face format. Effective fall 2010.

School of Construction

Modify:	AEC 390	Engineering Economics. Face to face format.
To:	AEC 390	Engineering Economics. Face to face and online delivery format. Effective summer 2010.
Modify:	IET 302	Industrial Quality Control. Face to face format.
To:	IET 302	Industrial Quality Control. Face to face, online delivery and interactive video format. Effective summer 2010.
Modify:	IET 400	Senior Project. Face to face format.
To:	IET 400	Senior Project. Face to face and online delivery format. Effective summer 2010.
Modify:	IET 480	Industrial Simulation & Modeling. Face to face format.
To:	IET 480	Industrial Simulation & Modeling. Face to face and online delivery format. Effective summer 2010.

College of Health
Department of Medical Technology

Modify: The Medical Technology degree plan by adding MTC 110 to the curriculum. Effective summer 2010.

School of Human Performance and Recreation

Modify:	HPR 404	Motor Development. Face to face format.
To:	HPR 404	Motor Development. Face to face and online delivery format. Effective summer 2010.

School of Nursing

Modify: The BSN and RN-BSN degree plans to offer CHE 110 & CHE 110L as an option. Effective fall 2010.

Immediate upon final approval

1. **SYSTEM – APPROVAL FOR FIRST READING OF THE NEW POLICY 616 TEXTBOOK POLICY**

The IHL Textbook Task Force has completed its work in formulating a proposed textbook policy for consideration by the IHL Board and the Board's Student Affairs Committee, and proposes approval for first reading of the below new policy.

616   Textbook Policy

> This Textbook Policy establishes minimum system-wide guidelines and goals aimed at addressing the cost of college textbooks and other instructional materials and at ensuring compliance with Section 133 of the federal Higher Education Opportunity Act (HEOA) of 2008.
>
> Each institution in the IHL system shall establish a written policy that includes the following provisions. In this policy, the term textbook is meant to include various types of course materials, including software, electronic files, supplemental materials, and course packs.
>
> 1. **Textbook Adoption Deadlines** – Each institution shall establish firm deadlines and procedures for the adoption of textbooks for upcoming semesters. These deadlines and procedures shall be set to enable the institution to fully comply with the HEOA of 2008, including the requirement that textbook information (including ISBN and prices) be provided to students at the time of registration.
>   Requirements:
>   - Institutions shall establish adoption deadlines that are no later than the beginning of the registration period for succeeding semesters and that provide sufficient time to work with affiliated bookstores to meet the HEOA posting requirements. Additionally, these adoption deadlines shall be at least 40 days prior to the end of the preceding semester, whenever possible, as dictated by registration schedules.
>   - The adoption process will include the indication of whether a textbook is required or recommended and should include to the extent possible an indication of whether an alternate (e.g., earlier) edition of the textbook may be used. Timely adoption of textbooks is required for the following course types: lecture, lecture/lab, laboratory, and recitation/discussion. These course types, as designated and defined by the IHL Data Dictionary, are generally assumed to be courses with textbook requirements. Any other courses which at individual institutions historically require textbooks shall be included in the individual institution's adoption policy.

- Department chairs/heads will be responsible for ensuring that all pertinent courses under their authority have adoptions submitted by the deadline, even in instances where no instructor has been assigned for a course section as of the announced adoption deadline date.
- Departments shall be strongly encouraged to adopt the same course materials for all sections of each course.

2. **Minimum Adoption Periods -** Each institution shall establish guidelines that promote a minimum adoption period for textbooks. In this section, textbook refers specifically to a book that is resalable, as opposed to one-time usage materials (e.g., workbooks) or books that have limited resale value.
   - Institutions shall set guidelines for a minimum three-year adoption period for lower division courses. These guidelines may include reasonable exceptions to this requirement for instances when editions go out of print, when substantive changes are made in either the course description or the textbook, or when there is a significant change in the body of knowledge pertinent to the course. Procedures for the authorization of exceptions should include approval at the dean level, after recommendation from a department chair/head.
   - Guidelines shall encourage a minimum textbook adoption period of at least two years for upper division courses. However, it is recognized that, to provide current scholarship in a global marketplace, upper division courses will have more advanced and changing content, that students often wish to build a personal library of books in their major, and that there is a more limited potential for establishing a favorable local buy-back market for such upper division textbooks. Because of these factors, institutional policy will balance the benefits of a minimum adoption period with the selection of the best available textbook.

3. **Dissemination of Textbook Information –** Institutions shall be responsible for providing information on best practices in textbook adoptions to faculty and for providing advice to students on ways to save money on textbook purchases.
   - The institutions or affiliated bookstores shall provide faculty with information and tools for the selection of textbooks, including pricing information and the availability of alternative formats for course materials (e.g., whether textbooks are available in electronic versions) and of separately available components of a bundled textbook;
   - The institutions or affiliated bookstores shall provide students with tips on purchasing textbooks, including the availability of electronic versions, the availability of unbundled textbook components, buy-back and exchange policies, and price-matching policies. Institutions shall provide this

information, including an explanation of the significance of ISBNs, to entering freshmen during orientations or within 30 days prior to the beginning of the fall semester.
- The institutions or affiliated bookstores shall provide faculty and students with results from surveys of student satisfaction with textbooks.

4. **Assessment of Progress** – Institutions shall develop procedures to assess the success of the above practices in containing the costs of textbooks.
    - Assessment strategies shall include: the inclusion of questions on student surveys (e.g., course evaluations) about the value of assigned textbooks; production of reports of the extent of compliance of each institution with the adoption deadlines; information about the costs of the textbooks for the top twenty (highest enrollment) courses; the volume of buy-back purchases at the affiliated bookstores; the number of electronic versions of textbooks being used; and surveys (student and faculty) of the ability of the affiliated bookstore to provide adequate stocking of books.
    - The institutional executive officer of each institution will name a textbook coordinator who will be responsible for the implementation and administration of this policy.
    - Annually, the textbook coordinator will submit such assessment information as required by the assessment plan as an annual assessment report to the Commissioner or his/her designee.
    - The annual assessment report will be made available on the website of the subject institution, as well as on the System website.

STAFF RECOMMENDATION: Board staff recommends approval of this item.

609 TRANSFER OF THE ASSOCIATE OF ARTS DEGREE FROM A
    MISSISSIPPI COMMUNITY/JUNIOR COLLEGE

A. General Policy

IHL institutions will accept for transfer the
Associate of Arts degree from a Mississippi
community/junior college for students (1) with at
least a 2.0 grade point average on a 4.0 scale, as
calculated by the receiving institution, and (2)
earning at least a "C" grade in all courses in the
Associate of Arts degree program. Students meeting
these criteria _may_ begin taking courses within a
declared major upon transferring to an IHL
institution.

  1) Students that successfully complete the 30-hour
     IHL Board general education core (_Board Policy
     Section 512 "Core Curriculum"_) within an
     Associate of Arts degree program at a Mississippi
     community/junior college will have satisfied the
     general education core requirements at each IHL
     institution.

  2) All non-general education core courses in the
     Associate of Arts degree program _may_ be assigned
     to fulfill the pre-major or elective
     requirements, dependent upon the non-general
     education core courses taken within the Associate
     of Arts degree program and the declared major at
     the IHL institution.

  3) Entrance into some majors _may_ require a higher
     grade point average and/or additional pre-
     major/prerequisite courses beyond those courses
     required for the Associate of Arts degree.

B. Articulation Agreement

When students transfer to an IHL institution prior to
completion of an Associate of Arts degree from a
Mississippi community/junior college, IHL institutions
will use the Articulation Agreement between the
Mississippi Board of Trustees of State Institutions of
Higher Learning and the Mississippi State Board for
Community and Junior Colleges to articulate the
transfer of individual courses.

<u>Report for the Elections Committee-March 1, 2010</u>

1. Pilot Round of the joint Academic Council (A/C) and Grade Review Council (GRC) Election will run from March 8th to March 18. The First Round will run from March 22nd until March 31st.

2. Eleven A/C representatives will be elected and 4 GRC regular representatives will be elected. The two sets of representatives will be elected on the same electronic ballot under separate headings.

3. Three student representatives (one from the Coast and two from the Hattiesburg campuses) will be appointed by the new President of the SGA, ratified by the Student Senate, and recommended by the Vice President for Student Affairs to the President of The University for appointment. Their terms will begin in the fall of 2010.

10. **GEC 09 Capstone Requirement**

As stated in the Undergraduate Bulletin:

> Each degree plan identifies a program-specific communication-intensive GEC Capstone. The Capstone must be taken the senior year and must meet the written and oral communication requirements.

Philosophically, Capstone courses are intended to engage students in ways that give them opportunities to synthesize their course of study in a sophisticated manner. While the subject matter of a specific course is decided upon by each department, the Capstone course should be a culminating experience for each student within their major. For some programs, a practical experience is utilized as a Capstone course, eg. student teaching, laboratory research, field experience, etc..

To receive credit for a Capstone course, students must receive a grade of C or better. Class enrollment is capped at 24. Capstone courses typically are at least 3 credit hours.

All GEC 09/Capstone courses are <u>writing intensive</u>, which requires all students to write a minimum of 5,000 words (approximately 20 pages of double-spaced text) in discipline-specific papers and assignments. The written communication component should teach students to focus on a specific subject matter (with corresponding readings and discussions), encourage students to think critically and creatively, outline a subject matter or theme, and produce drafts. Examples of writing that can satisfy the 5,000 word writing requirement include traditional essays, research papers, reaction papers, lab reports, concert reviews, journal entries, blogs, etc. that possess a coherent and connected narrative. The 5,000 word requirement can be met through multiple assignments. The range of these assignments is necessarily broad in order to be applicable to the range of disciplines at USM. It is important that students experience written communication in ways that are germane to and will best serve them in their disciplines. The 5,000 word requirement can be met through a combination of writing assignments or through a single 5,000 word assignment.

All GEC 09/Capstone courses are <u>speaking intensive</u>, which require students to successfully complete a minimum of two graded speeches or two appropriate graded oral communication equivalents**.** The oral communication component should teach rhetorical reasoning, audience adaptation, professionalism and presentation skills including clarity of expression, ideas and voice, as well as prepare students to be critical consumers of professional discourse. Oral presentations can range from formal speeches to small group presentations. Other examples are argumentation, lectures, article presentations, etc.. It is important that students experience oral communication in ways that are germane to and will best serve them in their disciplines.

Additionally, individual programs usually utilize the Capstone course as a means of assessing student achievement of the program's student learning outcomes. For this reason, all GEC 09 courses are subject to annual assessment reporting. Data from each academic year is reported in WEAVE online at the end of the Spring semester. Capstone courses are subject to the GEC periodic review and undergo review by the GEC committee once every three years. (See this document, page ?)

Since Capstone courses are a part of the General Education Curriculum, any substantive course changes or modifications need to be sent through the GEC committee and the Academic Council. Requests for changes and modifications should be submitted to these committees with a cover memo summarizing the changes/modifications and appropriate Course Modification forms. Examples of issues that should be forwarded to the GEC committee include, but are not limited to: changes to course objectives, changes in class format/delivery (online, minisession, etc). The GEC committee will act upon all changes and modifications brought before them. It is requested that a representative from the department requesting a change/modification attend the GEC committee meeting in which their changes/modifications are being considered to address potential committee concerns. If a modification/change to a Capstone course is not reviewed by the GEC committee prior to reaching the Academic Council, timely approval of such cannot be assured.

13.   **Modification of General Education Curriculum courses**

While the Academic Council reviews and votes on course modification for all courses, courses in GEC categories 01-09 must first be reviewed by the GEC committee which then forwards recommendations to the Academic Council. This includes all writing intensive, speaking intensive, computer competency and capstone courses in addition to GEC categories 01-05. (Specific guidelines for modifying writing intensive, speaking intensive, computer competency and capstone courses are detailed in separate sections in this document.)

Directions for modifying a course can be found at http://www.usm.edu/ac_council/Guidelines3-29.html#General_suggestions. Course modifications for GEC courses requiring Academic Council approval will first be reviewed by the GEC committee.

Requests for changes and modifications should be submitted to Academic Council with a cover memo summarizing the changes/modifications and with the appropriate Course Modification form. Modification forms can be found at http://www.usm.edu/ac_council/modifyacourse.html. It is requested that a representative from the department requesting a change/modification attend the GEC committee meeting in which their changes/modifications are being considered to address potential committee concerns. If a modification/change to a GEC course is not reviewed by the GEC committee prior to reaching the Academic Council, timely approval of such cannot be assured.

Report from the Academic Council By-Laws Committee.
January 27, 2010

The by-laws committee met and recommends that the following two modifications be made to the Academic Council by-laws:

Modification Number 1:
Division 3 Election of Academic Council Officers
Article 4. Nominations
Section 3.4.1

The proposal is to change sentence two of Section 3.4.1 to read:

The elections committee, whenever possible, shall bring preliminary nominations of representatives willing to serve in those offices.

It currently reads "**The Chair-Elect**, whenever possible, shall bring preliminary nominations of representatives willing to serve in those offices.

Reason: It was felt that more nominations would occur from the elections committee, which has representation from all colleges, than from the Chair-Elect alone.

Modification Number 2:
Division 5. General Education Committee.
Article 1. Responsibilities and Duties
Section 5.1.2.6
Currently reads:

> 6.   Review and recommend to the Academic Council the approval or non-approval of all program-specific requests from college curriculum committees for **the substitution or exception** of course and credit hours required for the various curricular components of the General Education Curriculum.

Proposed change:

> 6.   Review and recommend to the Academic Council the approval or non-approval of all program-specific requests from college curriculum committees for **any changes** of course and credit hours required for the various curricular components of the General Education Curriculum.

Reason: It was felt that the current language is confusing and the proposed change clarifies the statement.

The Academic Council met at 3:30 p.m. on April 5, 2010, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Dan Capper, Dr. Cynthia Chatham, Dr. Richard Conville, Dr. David Daves, Mr. Desmond Fletcher, Dr. Stanley Hauer, Dr. Elizabeth Haynes, Dr. Mary Lux, Dr. Kathleen Masters, Dr. Mary Nell McNeese, Dr. Sarah Morgan, Dr. Shahdad Naghshpour, Dr. Stacy Reischman, Dr. Marek Steedman, Dr. Sharron Topping and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Mary Lux for Dr. Virginia Berry, Dr. Sharron Topping for Dr. Stan Clark, Dr. Sarah Morgan for Dr. Douglas Masterson, and Dr. Kathleen Masters for Dr. Elaine Molaison.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Mr. Greg Pierce, Dr. William Powell and Ms. Nancy Kaul.

The following guests were present: Ms. Mary Jane Barmettler, Ms. Linda Bass, Mr. William Bentz, Ms. Robin Carr, Dr. Diana Fisher, Ms. Janice Fletcher, Ms. Julie Howdeshell, Dr. Joseph Kolibal, Mr. Scot Long, Ms. Kathryn Lowery, Mr. Jeremiah Malmberg, Mr. Johnnie Pace, Dr. Tom Pittman, Ms. Dawn Porter, Ms. Desiree Rodriguez and Dr. Jerry Ross.

1.0   Call to Order
       The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0   Adoption of the Agenda
       Dr. Haynes presented the agenda for approval. Dr. McNeese moved and Dr. Lux seconded a motion to approve the agenda. The motion passed.

3.0   Approval of the minutes
       Dr. Haynes presented the March 1, 2010 minutes for approval. Dr. Daves moved and Dr. Morgan seconded a motion to approve the March1, 2010 minutes for approval. The motion passed.

4.0   Course Proposals
       4.1   Old "Course" Business
              4.1.1   No old course business.

       4.2   New Course Proposals
              4.2.1   College of Arts & Letters
                      Department of Foreign Languages
                      Dr. Haynes presented the request to add FRE 331. Dr. Hauer moved and Dr. Steedman seconded a motion to approve the addition of FRE 331. The motion passed.

                      Dr. Haynes presented the request to modify SPA 445. Dr. Hauer moved and Dr. Masterson seconded a motion to approve the modification of SPA 445. The motion passed.

Department of Philosophy and Religion

Dr. Haynes presented the request to add and cross-list with History of REL 327/HIS 326, REL 425/HIS 425, REL 427/HIS 427. Dr. Barry moved and Dr. Daves seconded a motion to request consideration of these courses as a group. The motion passed. Dr. Capper moved and Dr. Lux seconded a motion to approve the addition and cross-list with History of REL 327/HIS 326, REL 425/HIS 425, REL 427/HIS 427. The motion passed.

Dr. Haynes presented the request to add and cross-list with History of REL 459/HIS 459. Dr. Conville moved and Dr. Capper seconded a motion to table the addition and cross-list with History of REL 459/HIS 459. The motion passed. The Council is requesting a complete syllabus.

Department of Theatre and Dance

Dr. Haynes presented the request to modify THE 215. Dr. Reischman moved and Dr. Capper seconded a motion to approve the modification of THE 215. The motion passed.

Dr. Haynes presented the request to modify DAN 130. Dr. McNeese moved and Dr. Masterson seconded a motion to approve the modification of DAN 130. The motion passed.

4.2.2   College of Business
Department of Marketing and Fashion Merchandising

Dr. Haynes presented the request to modify MKT 458. Dr. Naghshpour moved and Dr. Beckett seconded a motion to table MKT 458. The motion passed. Council is requesting more clarification.

Dr. Haynes presented the request to modify the Marketing degree plan. Dr. Barry moved and Dr. Topping seconded a motion to approve the modification of the Marketing degree plan. The motion passed.

4.2.3   College of Education & Psychology
Department of Psychology

Dr. Haynes presented the request to modify PSY 110. Dr. Daves moved and Dr. Masters seconded a motion to approve the modification of PSY 110. The motion passed.

4.2.4   College of Science & Technology
School of Criminal Justice

Dr. Haynes presented the request to modify the Forensics degree plan with an emphasis in Anthropology. Dr. Lux moved and Dr. Masters seconded a motion to approve the modification of the Forensics degree plan with an emphasis in Anthropology. The motion passed.

Department of Mathematics

Dr. Haynes presented the request to modify MAT 099. Dr. Morgan moved and Dr. Lux seconded a motion to approve the modification of MAT 099. The motion passed.

5.0   Reports
    5.1   Chair Report-Dr. Elizabeth Haynes
        No report.

    5.2   Chair-Elect Report-Dr. Tammy Barry
        No report.

    5.3   Secretary Report-Dr. Sharon Topping
        No report.

    5.4   SACS/QEP/Alternative Learning
        No report.

    5.5   Standing Committees – Review of Membership
        5.5.1   Academic Standards – Dr. Dan Capper
            No report.

        5.5.2   Bylaws – Dr. Sarah Morgan
            No report.

        5.5.3   Elections – Dr. Mary Nell McNeese
            The elections committee initiated the pilot round of the academic and grade review council elections from March 8th through March 18th. Feedback from a number of faculty was incorporated into round one of the elections which will be active from March 26th through yesterday. The second round is scheduled from today to April 14th and the final round will run from April 15th until April 24th. The final Academic Council results will be reported at the May 4th meeting and a slate of officer candidates will be presented.

        5.5.4   General Education – Dr. Richard Conville.
            Dr. Barry reported that the Committee scheduled 5 focus groups (for GEC 01-05) in mid-April to discuss the student learning outcomes in the GEC narrative. Emails will be sent to all Chairs of departments with courses in GEC 01-05, asking them to forward to faculty in their department who teach the GEC courses. The focus groups will address the student learning outcomes targeted and assessed by these courses and will determine whether the faculty would like any changes in these outcomes. This is a first step to reshaping the GEC student learning outcomes. Also, there will be a vote for approval on two sections of the GEC handbook under 6.1 Old Business below.

        5.5.5   Intercollegiate – Dr. Stacy Reischman
            No report.

        5.5.6   Program Reviews-Dr. Doug Masterson
            No report.

    5.6   Report from UPC-Dr. David Beckett, Dr. Bill Powell
        No report.

6.0 Old Business
   6.1 Approval for GEC Handbook sections
       The GEC committee presented the following GEC Handbook sections for approval: Non-traditional formats of GEC courses and Online delivery of GEC courses. Council approved the document. Please see attached**.**

7.0 New Business
   7.1 No new business.

8.0 Adjourn
   Dr. Haynes adjourned the meeting at 5:15 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters
Department of Foreign Languages

Add:	FRE 331	French Popular Culture. 3 hours. Face to face format. Effective fall 2010.
Modify:	SPA 445	Topics in Spanish Literature. Face to face format.
To:	SPA 445	Topics in Spanish Literature. Face to face and online delivery format. Effective summer 2010.

Department of Philosophy and Religion

Add:	REL 327	The Rise of Christianity and the Roman Empire. Cross-listed with HIS 326. 3 hours. Face to face format. Effective fall 2010.
Add:	REL 425	Medieval Christianity. Cross-listed with HIS 425. 3 hours. Face to face format. Effective fall 2010.
Add:	REL 427	Reformation Europe. Cross-listed with HIS 427. 3 hours. Face to face format. Effective fall 2010.
Tabled:	**REL 459**	**History of Religion in America. Cross-listed with HIS 459.**

Department of Theatre and Dance

Modify:	THE 215	Dialects.
To:	THE 215	Intermediate Voice for the Actor. Effective fall 2010.
Modify:	DAN 130	Dance Appreciation.
To:	DAN 130	Dance Appreciation. Offered as a minisession. Effective summer 2010.

College of Business
Department of Marketing and Fashion Merchandising

Tabled:	**MKT 458**	**Direct Marketing Management.**

Modify: The Marketing degree plan to allow more of a choice under the DEG 02 section of the degree plan. Effective fall 2010.

College of Education and Psychology
Department of Psychology

Modify: PSY 110 <u>General Psychology</u>. Face to face format.

To: PSY 110 <u>General Psychology</u>. Face to face and online delivery format. Effective fall 2010.

College of Science and Technology
School of Criminal Justice

Modify: The Forensics degree plan with an emphasis in Anthropology the changes are under the DEG 01, DEG 02 and DEG 03 sections of the degree plan. Effective fall 2010.

Department of Mathematics

Modify: MAT 099 <u>Intermediate Algebra</u>. Face to face format.

To: MAT 099 <u>Intermediate Algebra</u>. Face to face and online delivery format. Effective summer 2010.

12. Non-traditional formats of GEC courses

Some GEC 01-09 courses are taught in traditional and non-traditional formats. Such non-traditional courses include those taught in mini-sessions, five week summer sessions, three week sessions, and weekends-only sessions.

Courses already listed in GEC categories 01-09 that wish to be considered for non-traditional formats must first be reviewed by the GEC subcommittee and then be approved by the Academic Council.

For existing GEC courses to be approved for mini-session, five week summer sessions, three week sessions, and weekends-only sessions format, the department must submit the following:

1. A syllabus. The syllabus should include GEC Student Learning Outcomes and a detailed description of course activities.
2. A memo addressing assessment procedures and how courses objectives are to be met in the mini-session format.
3. A syllabus for the course taught in regular semesters, if one is available.

The GEC committee and Academic Council will review these materials to ensure the following:

- that in-class activities be appropriate for achieving stated GEC student learning outcomes.
- that course readings and similar assignments be appropriate for achieving stated course GEC student learning outcomes.
- that graded assignments be appropriate for achieving stated course GEC student learning outcomes.
- that if the course is taught in regular semesters, the non-traditional version of the course must be substantially similar to the version of the course as taught in a regular semester.

As with all GEC courses, those in non-traditional formats are subject to the Periodic Review. (See "Periodic Review" page ?). Non-traditional format courses will be reviewed at the same time as traditional courses of the same title. Findings relevant to achieving GEC student learning outcomes from non-traditional sections will be compared to findings derived from regular session sections of the course. Should the non-traditional version of the course fail to compare favorably to the regular session version in terms of these findings, Academic Council retains the right to rescind course approval for the non-traditional version of the course.

For courses proposing to be added to the General Education Curriculum in a non-traditional format, the above guidelines apply as well as the guidelines for submitting a course to the GEC. (See "Deletion/Addition of GEC courses," page ?)

13. Online delivery formats of GEC courses

Courses already listed in GEC categories 01-09 that wish to be considered for online delivery must first be reviewed by the GEC subcommittee and then be approved by the Academic Council.

For existing GEC courses to be approved for online delivery, the department must submit:

1. A completed Course Modification form
2. A completed Online Course Approval Form

As with all GEC courses, those in online formats are subject to the Periodic Review. (See "Periodic Review" page ?). Online format courses will be reviewed at the same time as traditional courses of the same title.

For courses proposing to be added to the General Education Curriculum in online formats, the above guidelines apply as well as the guidelines for submitting a course to the GEC. (See "Deletion/Addition of GEC courses," page ?)

The Academic Council met at 3:30 p.m. on May 3, 2010, in Cook Library room 123 with Dr. Elizabeth Haynes, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. Stan Clark, Dr. Richard Conville, Dr. David Daves, Dr. Stanley Hauer, Dr. Elizabeth Haynes, Dr. Mary Lux, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Sarah Morgan, Dr. Stacy Reischman, Dr. Marek Steedman, Dr. Sharron Topping and Mr. Steven Turner.

The following voting members were represented by proxies to constitute a quorum:
Dr. Richard Conville, for Dr. David Beckett, Dr. Stephen Oshrin for Dr. Virginia Berry, Dr. Kathleen Masters for Dr. Cynthia Chatham, and Dr. Stacy Reischman for Mr. Desmond Fletcher.

The following non-voting members were present: Dr. Jeanne Gillespie for Dr. Denise VonHermann, Ms. Nancy Kaul, Mr. Greg Pierce, and Dr. William Powell.

The following guests were present: Dr. Lin Agler, Ms. Linda Bass, Dr. Randy Buchanan, Dr. Chris Campbell, Mr. Michael Cottingham, Dr. Laura Downey, Dr. Leisa Flynn, Dr. Chang-Tseh Hsieh, Dr. Matthew Hood, Mr. John House, Ms. Julie Howdeshell, Ms. Joyce Inman, Ms. Kathryn Lowery, Dr. Michael Miles, Mr. Johnnie Pace, Dr. Gwen Pate, Ms. Dawn Porter, Dr. Bob Press, Ms. Sheri Rawls, Dr. Jennifer Sequeira and Dr. Teresa Welch.

1.0 Call to Order
The meeting was called to order at 3:30 p.m. with Dr. Elizabeth Haynes presiding.

2.0 Adoption of the Agenda
Dr. Haynes presented the agenda for approval.
- 4.2.2 – Dr. Haynes requested to remove MGT 364 from the agenda.

Dr. Hauer moved and Dr. Masterson seconded a motion to approve the agenda as amended. The motion passed.

3.0 Approval of the minutes
Dr. Haynes presented the April 5, 2010 minutes for approval. Dr. Conville moved and Dr. Lux seconded a motion to approve the April 5, 2010 minutes for approval. The motion passed.

4.0 Course Proposals
4.1 Old "Course" Business
4.1.1 College of Arts and Letters
Department of Philosophy and Religion
Dr. Haynes presented the request from the Department of Philosophy and Religion to untable REL 459/HIS 459 and remove from the agenda. Dr. Conville moved and Dr. Masterson seconded a motion to untable REL 459/HIS 459 and remove from the agenda. The motion passed.

Department of English
Dr. Hauer presented Council with a report on ENG 101-E. (See attached)

4.1.2 College of Business
Department of Marketing and Fashion Merchandising
Dr. Haynes presented the request to untable MKT 458. Dr. Topping moved and Dr. Lux seconded a motion to untable MKT 458. The motion passed. Dr. Daves moved and Dr. Lux seconded a motion to approve the modification MKT 458. The motion passed.

4.2 New Course Proposals
4.2.1 College of Arts and Letters
Department of Art and Design
Dr. Haynes presented the request to modify the student review process for the Graphic Design emphasis. Dr. Hauer moved and Dr. Lux seconded a motion to approve the modification of the student review process for the Graphic Design emphasis.
The motion passed. (A copy of the approved review process is attached.)

Department of Communication Studies
Dr. Haynes presented the request to add CMS 493 and declare as the capstone.
Dr. Masterson moved and Dr. Topping seconded a motion to approve the addition of CMS 493 and declare as the capstone. The motion passed.

School of Mass Communication and Journalism
Dr. Haynes presented the request to modify MCJ 101. Dr. Hauer moved and Dr. Reischman seconded a motion to approve the modification of MCJ 101. The motion passed.

Dr. Haynes presented the request to relocate the Entertainment Industry program from School of Music to Department of Mass Communication and Journalism. Dr. Hauer moved and Dr. Daves seconded a motion to approve the relocation of the Entertainment Industry program from School of Music to Department of Mass Communication and Journalism. The motion passed.

Department of Political Science, International Development and International Affairs
Dr. Haynes presented the request to add PS 453 to the Human Rights and Liberties minor. Dr. Hauer moved and Dr. Lux seconded a motion to approve the addition of PS 453 to the Human Rights and Liberties minor. The motion passed.

4.2.2 College of Business
School of Accountancy
Dr. Haynes presented the request to add ACC 200L. Dr. Clark moved and Dr. Topping seconded a motion to approve the addition of ACC 200L. The motion passed.

4.2.3 College of Health
School of Human Performance and Recreation
Dr. Haynes presented the request to remove HPR 301L from the degree plans for Exercise Science, Kinesiotherapy, Sport Coaching Education, Physical Education, Athletic Training, Sport and High Performance Materials. Dr. Lux moved and Dr. Topping seconded a motion to approve the removal of HPR 301L from the degree plans for Exercise Science, Kinesiotherapy, Sport Coaching Education, Physical Education, Athletic Training, Sport and High Performance Materials.
The motion passed.

5.0 Reports
5.1 Chair Report-Dr. Elizabeth Haynes
No report.

5.2 Chair-Elect Report-Dr. Tammy Barry
Dr. Barry thanked Dr. Haynes for her leadership as our Academic Council Chair in 2009-2010. She has been a great leader of the Council during a time involving a lot of change. She has been a fantastic mentor to me, and I hope that I can "fill her shoes" next year.

5.3 Secretary Report-Dr. Sharon Topping
No report.

5.4 SACS/QEP/Alternative Learning
No report.

5.5 Standing Committees – Review of Membership
5.5.1 Academic Standards – Dr. Dan Capper
No report.

5.5.2 Bylaws – Dr. Sarah Morgan
No report.

5.5.3 Elections – Dr. Mary Nell McNeese
The elections committee completed the elections of the academic and grade review council. (See attached report)

5.5.4 General Education – Dr. Richard Conville.
Dr. Barry reported that five GEC Student Learning Outcome Focus Groups were conducted in April, one focus group each for GEC Categories 1 through 5. Approximately 50 faculty and instructors teaching the courses in our GEC attended the groups. Attendees provided useful feedback and suggestions for revamping and streamlining the learning outcomes. Everyone was in agreement that changes needed to be made, and there was some consensus in ideas among faculty in most GEC categories about how to make those changes. We have documented all of our notes from the focus groups and they will be considered as the GEC Committee further addresses the student learning outcomes during the next academic year.

5.5.5 Intercollegiate – Dr. Stacy Reischman
No report.

5.5.6 Program Reviews-Dr. Doug Masterson
No report.

5.6   Report from UPC-Dr. David Beckett, Dr. Bill Powell
       No report.

5.7   Report from Sheri Rawls
       Sheri Rawls, Director, the Learning Enhancement Center was a guest speaker. Sheri spoke
       about the University's undertaking of the USM eLearning Initiative to develop and implement
       a long-term plan to improve the quality of online courses and programs, enhance the lever of
       services provided to online students, increase support to faculty teaching in online programs,
       create ongoing marketing and recruiting efforts for online programs, and develop a sustainable
       model for online learning that can help the University grow significantly and fulfill the
       University mission.
       Through this e-Learning Initiative, the University has rolled out a total three (3) new online
       programs and is working on two (2) for the fall 2010 semester.
       Sheri also mentioned the new website for online programs, online classes, and everything else
       online, Eagle Learning Online (ELO). The web address is www.usm.edu/elo. This website
       contains a micro site for each online, hybrid, and executive format degree programs as well as
       available certificate programs and a supplemental endorsement.
       For questions regarding the eLearning Initiative or ELO, please contact: ELO@usm.edu.

6.0   Old Business
       6.1   No old business.

7.0   New Business
       7.1 No new business.

8.0   Adjourn
       Dr. Haynes adjourned the meeting at 5:15 p.m.

_____   _____
Greg Pierce, Recording Secretary   Elizabeth Haynes, Chair

College of Arts & Letters

Department of Communication Studies

Add:	CMS 493	Supplemental Capstone Activities. 1 hour. Face to face format. Effective spring 2011.

School of Mass Communication and Journalism

Modify:	MCJ 101	Survey of Mass Communication. Face to face format.
To:	MCJ 101	Survey of Mass Communication. Face to face and online delivery format. Effective summer 2010.

Department of Political Science, International Development and International Affairs

Modify:	Add PS 453 to the Human Rights and Liberties minor. Effective summer 2010.

College of Business

Department of Marketing and Fashion Merchandising

Modify:	MKT 458	Direct Marketing Management.
To:	MKT 458	Services Marketing. Effective fall 2010.

School of Accountancy

Add:	ACC 200L	Introduction to Financial Accounting Lab. 0 hours. Face to face format. Effective spring 2011.

College of Health

School of Human Performance and Recreation

Modify:	Removal of HPR 301L from the degree plans for Exercise Science, Kinesiotherapy, Sport Coaching Education, Physical Education, Athletic Training, Sport and High Performance Materials. Effective fall 2010

The University of Southern Mississippi
Department of English
Composition I-Expanded **Report**

Introduction
In Fall 2009, The Department of English piloted six sections of the newly designed *Comp I-Expanded* Program targeting proven at-risk students who received an ACT English score below 20. The course design requires students to take ENG 100E: Composition I-Expanded and a corresponding section of ENG 101: Introduction to Composition. The design of *Comp I-Expanded* involves teaching the same four assignments employed in the traditional 101 class, plus two additional assignments. The success of the course centers on three major premises: 1) that this particular student population needs additional time and attention in the composition classroom in order to begin to analyze and understand the academic conventions necessary in college writing; 2) that an extended course with the same instructor and peers will provide these students with an academic and social community that is imperative for retention; and 3) the *Expanded* model provides students with a credit-bearing course that does not carry the negative stigma students tend to associate with the ENG 099 coursework.

The original proposal for the *Expanded* program concentrated on the retention benefits and consequent cost-effectiveness of this program. After one year, we obviously cannot prove that our efforts have been successful in regards to retention. In order to collect this data in the future, the Registrar's Office designed a "student group" for the *Expanded* program. Office staff entered each student enrolled in ENG 100E into the student group, and we will be able to track these students for the rest of their USM careers. In addition, any student who withdrew from the first semester of the course was marked as "inactive" so that we can follow these students as well.

Instead, this report will examine the results of the writing assessment procedures, students' assessments of the course design, challenges, and recommendations. This early research suggests that students clearly benefit from linked classes that provide them with continuity, community, and additional resources.

Writing Assessment
In March 2010, the department performed the assessment measures necessary to compare the written work produced by *Expanded* students with written work produced by students enrolled in traditional 101. The assessment involved rating randomly selected portfolios from all sections of Comp I-Expanded and a corresponding number of randomly selected portfolios from traditional 101 courses. This protocol was already in place as the composition program randomly assigns codes to student portfolios from the 101/102 courses for purposes of programmatic assessment.

In order to ensure comparability of student writing, all *Expanded* students were required to submit their fall portfolios with a self-assessment essay and a revised version of their second project—a review essay. Portfolios from the traditional 101 class were collected for departmental assessment and portfolios that included this same project were pulled for use in this assessment. This means reviewers were rating the same assignment.

Reviewers were asked to rate students on a scale of 1 to 5 in regards to four different prompts with 5 representing "strongly agree" and 1 representing "strongly disagree." Reviewers were asked to rate any question they did not feel could be answered with a rating of 0. Two reviewers responded to each portfolio, and a third accessor reviewed any portfolio in which there was a significant difference between the original two reviewers' scores. These scores were then averaged.

The first two prompts were the GEC assessment questions, and the second two questions were based on the learning outcomes established by the composition program regarding the review assignment. The questions are listed below:

1. The portfolio demonstrates that the student is able to focus on a purpose and present ideas in an organized, logical, and coherent form consistent with that purpose.
2. The portfolio demonstrates that the student can observe conventions of Standard English grammar, punctuation, spelling, and usage.
3. The portfolio demonstrates that the student understands that successful evaluation depends on making claims and supporting them with evidence.
4. The portfolio demonstrates that the student understands the need to establish criteria appropriate to the situation and audience in order to perform successful evaluative writing.

The results of this assessment are extremely positive in regards to the quality of student writing represented by the *Expanded* students. **The *Expanded* students actually outscored the traditional 101 students in three of the four categories.** In fact, the only category in which traditional 101 students were awarded higher scores was the question regarding Standard Edited English. This isn't surprising given that the *Expanded* students as a group have significantly lower scores on standardized testing. It should be pointed out, however, that ratings of the traditional 101 writings were higher than the *Expanded* in this category by only two-tenths of a point.

It is also important to point out that due to the design of the *Expanded* curriculum these students have the opportunity to revise their essays yet another time before submitting their final portfolios at the end of the spring semester. Therefore, it is likely that portfolio ratings regarding the *Expanded* demographic will be even higher at year's end.

Student Assessments
Students have evaluated the program through three different channels at this point: Final Self-Assessment Essays, Fall Teacher Evaluations, and an anonymous electronic survey proctored in February 2010. Student responses from each of these are overwhelmingly positive. In the survey conducted of all six sections this spring, 84.5% of students reported being "very satisfied" or "extremely satisfied" with the course.

One of our primary goals for this program was to create a community for a demographic of students that according to the 2008 IHL Report on Student Retention report their primary reason for dropping out of college is a lack of community. In this survey, 84.5% of students reported

that the *Expanded Composition* program has provided them with an "incredibly supportive" or "very strong" sense of community.

Overall, student responses are extremely positive regarding the course design and implementation. These students are statistically the most at-risk students at the University and their feedback is imperative in ensuring future success of the program and the students who choose to enroll in it. A few examples of *Expanded* students' responses to the program are below:

> "I signed up for this class because of the initial desire to become a better writer. I wanted more out of the education I was receiving and I wanted to expand my capabilities as a writer…I believe it is safe to say that I have evolved in my writing as far as my confidence in my meanings, my focus on initial points, and how to execute it. When I come back in the spring I want to excel even farther." –CY

> "Writing has never been a strong point in my academics. I have barely gotten by in writing papers. I have slowly progressed through the years and that is why I chose to take this class. I knew that I needed help in writing and I knew that I would not lose anything by taking this class. I use to hate letting others read my papers and now I see the importance in it. I can only learn from my previous papers and this class has helped me in understanding the way to write a good paper and how instructors grade the papers I write." –BL

> "I am a more confident writer now than I ever was before. My idea of format has changed, now I take in consideration the criteria I am using and the type of essay I am writing. I will not use the same format for my personal essay as I do for an academic essay. My ability to recognize mistakes in my own writing and thinking through my assignments has given me confidence."–– BR

> "Since I've entered Composition I-Expanded it's been the best decision I've made in college. The class slows down to just the right speed to get the full grasp of the subject at hand to flesh out the full potential of my papers. Comp's classroom is the perfect place for freshman like me that have moved to Hattiesburg from out of state without any of my major friends, and have comfortable environment with people you know to get feedback on your paper to make it better."–– JY

Challenges

As with any pilot project, there are challenges that need to be addressed regarding the program. The first involves enrollment. We scheduled six sections of *Expanded* and purposely left slots available for undeclared majors. There was some miscommunication with advisors so these slots were not filled. The department chose to allow all six sections to continue, but the smaller class size may have actually been problematic as opposed to beneficial in some of the sections.

The Preview presentations were extremely successful. In fact, these presentations allowed us, somewhat by accident, to pilot student-directed placement as students were given information regarding all first-year writing classes as well as concepts they needed to consider in making their choices for enrollment. It also allowed the Department the opportunity to impress upon incoming students the importance of writing in their college careers. In the future, however, it would be helpful to flag the folders of students we are targeting so that advisors can suggest to students that, at least based on ACT scores, this may be a program they should consider.

Debbie Hill ensured that these students could be followed and block scheduled into the spring section of their class. However, this required manual entry on her part. And while this may be doable with six sections, if we were to offer additional sections I think this would become problematic.

Finally, I would like to see the instructors receive additional training regarding the student demographic of these classes and how to most effectively incorporate grammar in context with writing as process instruction. Our TAs did fantastic jobs with these classes, but additional information regarding issues they may encounter in the classroom would certainly be helpful.

Recommendations
This program has the potential to make a significant difference in the educations of many of USM's students. As mentioned in the original proposal regarding this program, according to USM's Institutional Research data from 2002-2007, 30% of these students scored between a 16 and 19 on the English portion of their ACT exam The preliminary data from this program suggests that students are being well served by the *Expanded* program. It has the potential to create stronger writers and retain a demographic of students that has extremely low matriculation rates.

The Department of English is confident that this program will be successful. However, due to administrative turnover and the current financial crisis, the department will not be scheduling *Expanded* sections for Fall 2010. We are requesting that Academic Council allow the department to place this program on temporary hiatus until a new Director of Composition is hired. When the Department is able to commit the resources and staff necessary for this program, they will contact Academic Council in advance and provide any necessary information at that time.

Academic Council Election Results:
All terms expire in May of 2013 except Teresa Welsh, whose term expires May of 2012.

CoEP representative: Teresa Annette Welsh
CoAL representatives: William Odom, Stacy D. Reischman, and Jeffrey C. Kaufman
CoST representatives: Gail S. Russell, and Randy Keith Buchanan
CoH representative: Laura H. Downey
CoB representatives: Matthew E. Hood, Jennifer Marlene Sequeira, and Chang-Tseh Hsieh
Coast representatives: Lin-Miao L. Agler and Darrell Jay Grimes

Nominated Slate of Officers:

Chair Elect: Kathleen Masters (CoH)
Corresponding Secretary: Sarah Morgan (CoST)
Secretaries: Greg Pierce, Desiree Rodriquez, Dawn Porter, Carolyn Cawthon (Registrar's Office)
Parliamentarian: Nancy Kaul (University Libraries)
Nominated Student representatives: Jessica Dominguez and Tyler Chastain (Hattiesburg-senate ratified); Gulf Coast representative to be nominated and ratified; all three are yet to be recommended by the Vice President of Student Affairs and the President.

Grade Review Council Elections are also complete. The list of newly elected representatives from the CoB, CoAL, CoST, and CoH are in the hands of Stan Hauer and Dave Beckett (the Chair and Chair Elect of the Grade Review Council, respectively). They will forward those to the Provost's Office. The terms of the newly elected representatives expire in May of 2014.

12. Non-traditional formats of GEC courses

Some GEC 01-09 courses are taught in traditional and non-traditional formats. Such non-traditional courses include those taught in mini-sessions, five week summer sessions, three week sessions, and weekends-only sessions.

Courses already listed in GEC categories 01-09 that wish to be considered for non-traditional formats must first be reviewed by the GEC subcommittee and then be approved by the Academic Council.

For existing GEC courses to be approved for mini-session, five week summer sessions, three week sessions, and weekends-only sessions format, the department must submit the following:

1. A syllabus. The syllabus should include GEC Student Learning Outcomes and a detailed description of course activities.
2. A memo addressing assessment procedures and how courses objectives are to be met in the mini-session format.
3. A syllabus for the course taught in regular semesters, if one is available.

The GEC committee and Academic Council will review these materials to ensure the following:

- that in-class activities be appropriate for achieving stated GEC student learning outcomes.
- that course readings and similar assignments be appropriate for achieving stated course GEC student learning outcomes.
- that graded assignments be appropriate for achieving stated course GEC student learning outcomes.
- that if the course is taught in regular semesters, the non-traditional version of the course must be substantially similar to the version of the course as taught in a regular semester.

As with all GEC courses, those in non-traditional formats are subject to the Periodic Review. (See "Periodic Review" page ?). Non-traditional format courses will be reviewed at the same time as traditional courses of the same title. Findings relevant to achieving GEC student learning outcomes from non-traditional sections will be compared to findings derived from regular session sections of the course. Should the non-traditional version of the course fail to compare favorably to the regular session version in terms of these findings, Academic Council retains the right to rescind course approval for the non-traditional version of the course.

For courses proposing to be added to the General Education Curriculum in a non-traditional format, the above guidelines apply as well as the guidelines for submitting a course to the GEC. (See "Deletion/Addition of GEC courses," page ?)

13. Online delivery formats of GEC courses

Courses already listed in GEC categories 01-09 that wish to be considered for online delivery must first be reviewed by the GEC subcommittee and then be approved by the Academic Council.

For existing GEC courses to be approved for online delivery, the department must submit:

1. A completed Course Modification form
2. A completed Online Course Approval Form

As with all GEC courses, those in online formats are subject to the Periodic Review. (See "Periodic Review" page ?). Online format courses will be reviewed at the same time as traditional courses of the same title.

For courses proposing to be added to the General Education Curriculum in online formats, the above guidelines apply as well as the guidelines for submitting a course to the GEC. (See "Deletion/Addition of GEC courses," page ?)