

Academic Council Minutes
The University of Southern Mississippi
September 13, 2010

The Academic Council met at 3:30 p.m. on September 13, 2010, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler (via conference phone), Dr. Tammy Barry, Dr. David Beckett, Dr. Randy Buchanan, Dr. David Daves, Dr. Stanley Hauer, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Scott Milroy, Dr. Sarah Morgan, Dr. William Odom, Ms. Stacy Reischman, Dr. Marek Steedman, Dr. Jennifer Sequeira and Dr. Teresa Welsh.

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

Dr. Kathleen Masters for Dr. Cynthia Chatham, Dr. Charkarra Anderson-Lewis for Dr. Laura Downey, Dr. Scott Milroy for Dr. Jay Grimes, Dr. James Magruder for Dr. Chang-Tseh Hsieh, Dr. Frank Laatsch for Dr. Matthew Hood, and Dr. Sarah Morgan for Dr. Mary Nell McNeese.

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

The following guests were present: Ms. Linda Bass, Mr. Matt Guelker, Ms. Julie Howdeshell, Ms. Kathryn Lowery, Dr. Amy Miller, and Ms. Dawn Porter.

1.0 Call to Order

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

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Daves moved and Ms. Reischman seconded a motion to approve the agenda. The motion passed.

3.0 Consent of Council for appointment of faculty to fill vacant positions.

Dr. Barry asked Council to approve the appointments of Dr. Scott Milroy and Dr. Doug Masterson to Council to fill vacant positions. Council approved both appointments.

4.0 Approval of the minutes

Dr. Barry presented the May 3, 2010 minutes for the 2009-2010 Academic Council for approval. Dr. Masterson moved and Dr. Daves seconded a motion to approve the May 3, 2010 minutes for the 2009-2010 Academic Council for approval. The motion passed.

Dr. Barry presented the May 3, 2010 minutes for the 2010-2011 Academic Council for approval. Ms. Reischman moved and Dr. Masterson seconded a motion to approve the May 3, 2010 minutes for the 2010-2011 Academic Council for approval. The motion passed.

5.0 Proposals

5.1 Old Proposal Business

5.2 New Proposal Business

5.2.1 College of Arts and Letters

All College of Arts and Letters Programs

Dr. Barry presented the request from the College of Arts and Letters to allow a blanket substitution of MAT 100 for MAT 101 retroactive to all valid undergraduate catalogs.

Dr. Beckett moved and Dr. Daves seconded a motion to postpone the discussion regarding the blanket substitution of MAT 100 for MAT 101 until the October meeting. The motion passed. Council wanted clarification from the College of Arts and Letters allowing the substitution of MAT 100 for MAT 101 retroactive to all valid undergraduate catalogs and to ensure that the wording of the proposal clearly indicated that such substitutions would be for College of Arts and Letters programs only.

Department of Anthropology and Sociology

Dr. Barry presented the request to modify ANT 101. Dr. Hauer moved and Dr. Morgan seconded a motion to approve the modification of ANT 101. The motion passed

5.2.2 College of Science and Technology

Department of Chemistry

Dr. Barry presented the request to add CHE 460. Dr. Masterson moved and Dr. Morgan seconded a motion to approve the addition of CHE 460. The motion passed.

6.0 Reports

6.1 Chair Report-Dr. Tammy Barry

Dr. Barry reported that she recognized that the upcoming academic year was going to be a demanding one given the recent program cuts and the budget problems of the University. She reminded members that the purpose of the Academic Council is to ensure quality education for our students and that members need to pull together to ensure that this continues to be the case. Dr. Barry also reminded members that attendance (or sending a proxy) is important so that we have input on the important decisions of the Council. According to the Constitution of the Academic Council, Article 5 (2.5.5), it is imperative that members attend or send a proxy and the position can be declared vacant if three consecutive meetings are missed without a proxy (see attached). Dr. Barry also reported that the Academic Council website has undergone significant changes and more changes will be coming this academic year, including updates to the proposal guidelines and forms.

6.2 Chair-Elect Report-Dr. Kathy Masters

No report.

6.3 Secretary Report-Dr. Sarah Morgan

No report.

6.4 SACS/QEP/Alternative Learning

Julie Howdeshell presented an updated SACS/QEP report. (see attached). Kathryn Lowery announced the Program Level Assessment reports are due September 30, 2010. The University Assessment Committee will begin reviewing October 1, 2010.

6.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese
No report.

6.6 Standing Committees

6.6.1 Academic Standards – Dr. David Daves

Based on discussion during the presentation of ANT 101 as an online course, Dr. Barry has charged the Academic Standards committee with reporting on ways to ensure academic integrity in online courses.

6.6.2 Bylaws – Dr. Stanley Hauer

No report.

6.6.3 Elections – Dr. Mary Nell McNeese

No report.

6.6.4 General Education – Ms. Stacy Reischman

Ms. Reischman reported the GEC Handbook is continuing to be developed. It will be a resource for faculty for all procedure and policies related to the GEC. The Periodic Review of the GEC will begin this spring, 2011. Chairs and Directors will be receiving an email soon. The GEC committee is working on the assessment instrument. We are continuing with the momentum we gained last spring in re-visioning the GEC. Information from the spring 2010 focus groups will be considered.

6.6.5 Intercollegiate – Dr. David Beckett

No report.

6.6.5 Program Reviews-Dr. Marek Steedman

No report.

6.6.7 Report from UPC-Dr. David Beckett, Dr. Bill Powell

Dr. Beckett reported on the UPC process that was conducted over the summer. (see attached)

7.0 Old Business

7.1 No old business.

8.0 New Business

8.1 IHL Announcements

Dr. Barry presented announcements from the April 14-15, 2010 IHL Board Minutes (see attached). These announcements include information regarding past Academic Council decisions that were pending IHL approval. They are presented to inform the Council about the outcome of the IHL approval and close the loop for our archived records regarding these decisions.

9.0 Adjourn

Dr. Barry adjourned the meeting at 5:05 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY
September 13, 2010

College of Arts & Letters

Department of Anthropology and Sociology

Modify: ANT 101 The Human Experience.
Face to face format.

To: ANT 101 The Human Experience. Face to face and
online delivery format. Effective spring 2011.

College of Science and Technology

Department of Chemistry and Biochemistry

Add: CHE 460 Pharmacology.
3 hours. Face to face format.
Effective spring 2011.

Review of the Constitution of the Academic Council Article 5 (2.5.5)

Article 5

2.5.5 If an elected Council representative fails to attend two consecutive regularly scheduled meetings without supplying a proxy, the Recording Secretary shall notify the chair, who shall notify said representative that his or her position will be declared vacant in the event of a third consecutive absence without a proxy. Upon his or her third consecutive absence without a proxy, his or her position shall be declared vacant by the Chair and filled in the interim by appointment from eligible faculty of the affected college or division by the chair with the advice and consent of the Council.

SACS-QEP: SEPT. 2010 UPDATE

Faculty Development:

In response to assessment findings showing the need for more faculty teaching courses with required speaking and writing components to take the seminar, the QEP Advisory Board Faculty Development Committee recommended that an alternative format be offered for the fall semester. For Fall 2010, the QEP is offering a retreat specifically for faculty scheduled to teach capstone courses in the spring 2011 semester. Sessions will focus on designing and supporting written and oral assignments. Enrollment is limited to twenty participants.

Eligibility Requirements: Participants must be scheduled to teach a capstone course for the spring 2011 semester. Priority will be given to capstone faculty that have not previously participated in the QEP's ten-week faculty seminar.

Dates/Times/Location: The retreat will be held **October 22nd** from 2:30 - 8:00 p.m. and **October 23rd** from 8:30 a.m. - 8:00 p.m. Friday's session will be held in the new Student Think Center in the International Building, Suite 319, on the Hattiesburg Campus. Saturday's sessions will be held in the Speaking and Writing Centers in Cook Library. Meals will be provided with dinner meetings held off-campus in downtown Hattiesburg. Travel funds are available for Gulf Coast faculty for round trip mileage each day.

Participant Expectations:

1. Read designated materials prior to the beginning of the retreat.
2. Attend and participate in all sessions in their entirety.
3. Complete the seminar activities and produce a revised syllabus and assignments/activities facilitating the improvement of writing and speaking skills.
4. Share revised assignments at a follow-up session on the afternoon of November 19, 2010.

Remuneration: Upon completion of requirements, each participant will receive a \$500 stipend. As an alternative, participants may elect for the \$500 to be credited to the department for use toward equipment, travel, books, etc.

Registration: Complete the short registration form linked below. Electronic submission is preferred, but a printable version is available by request at qep@usm.edu.

Applications for the Fall 2010 Faculty Retreat will be received through **September 30, 2010**. Late applications will be considered on a space-available basis.

Registration Link - <http://www.surveymonkey.com/s/QEPfacultyretreat>

For more information, please contact Julie Howdeshell at 601.266.4525 or qep@usm.edu.

Speaking and Writing Centers:

In order to make effective use of the physical space that the GC Speaking and Writing Centers share and to make the best use of resource dollars, the two centers have been combined into one GC Speaking and Writing Center. Tutors are cross-trained on both speaking and writing. This model works well for the GC campus and was fully supported by the GC Centers' Director.

After piloting online tutoring, the Speaking Center is now fully ready to support online tutoring for speaking assignments in classes in any discipline. For more information, visit www.usm.edu/speakingcenter.

The Speaking Center and the Writing Center have formed partnerships with the College of Business and with several departments in CoST related to grants and to student success initiatives.

Response to the University's speaking and writing centers continues to grow as shown in the table below.

Individual Tutoring Consultations	2005-06	2006-07	2007-08	2008-09	2009-10*
Writing Center – HBG	931	1891	2508	3610	4318
Writing Center – GC	84	158	258	349	466
<i>Writing Center - Total</i>	1015	2049	2766	3959	4784
Speaking Center - HBG	41	189	522	1015	1682
Speaking Center – GC	NA	NA	32	117	307
<i>Speaking Center - Total</i>	41	189	554	1132	1989
<i>All Centers - Total</i>	1056	2238	3320	5091	6773

*Years are based on academic years; 2009-10 does not yet include summer 2010 usage for GC WC.

Overall:

The University will submit its QEP Impact Report in 2012 as part of the Interim Report. The QEP will give a draft of the report to the Provost and President in January 2011.

In addition to its regular activities, the Board will be studying the best way to structure the initiatives when they are no longer designated as SACS-QEP initiatives.

Assessment findings from the spring 2010 semester will be shared at the October QEP Advisory Board Meeting on October 8, 2010 at 11:00 a.m. in the Speaking Center in Cook Library.

Fifteen people worked on the Academic Committee of the UPC (I was the Academic Council's representative to the UPC). The work involved a tremendous amount of detail. The fifteen-person committee split into five three-person teams in order to review all of the university's programs (each department generally had multiple programs both at the undergraduate and graduate level). Therefore each three-person committee "tackled" approximately 1/5th of the university's programs/emphases. Each individual within the three-person team did his/her evaluations individually. After reading and assigning a value/grade to each parameter within each program the three individuals met and compared and discussed their evaluations. Eventually each three-person team presented the review of "their" programs to the whole committee. The individual and committee work (readings, reviews, and discussions) was very tedious and it was, for members of the committee, a "lost summer." After we (the UPC) completed our evaluations we received input/evaluations from college committees and the college deans. Every member of our committee took the work very seriously, and Bill Powell did a very good job chairing our committee.

Unfortunately, some of the departments' program/emphasis reports were very poorly done. Given the importance of this process I was very surprised to see so many poorly prepared reports. In addition, many departments did wholesale cutting and pasting in their report preparation, which resulted in a failure to delineate differences among programs within a department. It was difficult for us to do definitive evaluations for those programs not adequately described in their reports.

Late in the assessment process we became aware that the total cuts from the other two UPC committees were much less than we had anticipated. That left the academic committee of the UPC with the unpleasant task of producing/finding a lion's share of the budget cuts. I was therefore pleasantly surprised, but puzzled, that the Executive Cabinet announced only about \$4 million in cuts from the colleges. Eventually the university community learned that about half of the 15 million dollars in proposed cuts resided in "hoped-for" retirements and possible university-wide furloughs.

An important question (in retrospect) is, were the academic cuts recommended by the Administration close to those recommended by the Academic Committee of the UPC? In general, as pointed out by the Provost in a meeting with the Faculty Senate, they were not. Early in the evaluation process it became clear to me and others on the UPC committee that small programs were particularly vulnerable to cuts. Large programs with large numbers of students were largely "immune" from cuts, as the loss of such programs would result in not only the probable loss of an appreciable number of students from the university, but also an accompanying loss of revenue. Our (UPC) evaluations used all the parameters assigned for the evaluation process, one of which was program quality. The university Administration, in an effort to deal with the present budget crisis, had to consider program size and cost as paramount.

I was disappointed in some possible cuts not made in non-academic areas. For example, the very large amount of money in scholarships for the marching band was, to my mind, an easy cut that should have been made.

I was also somewhat surprised (as were some of the other members of the UPC) by the involvement of the college deans very late in the budget-cutting process. I had assumed, perhaps naively, that the deans "had their say" in their evaluations of the programs at an early stage in the process. I think the Administration's view in this regard was that the deans are the chief officers of the academic colleges and wanted them to be involved near the end of the process.

Faculty involvement should be crucial in determining the extent and nature of budget cuts at a university. Certainly faculty involvement was part of our recent budget-cutting process at the University of Southern Mississippi. However, it could have been done more effectively with a greater degree of coordination between the Administration and the academic committee of the UPC, particularly in regard to the expectations of both groups.

I am hopeful that this university will never have to go through this process again. However, one of the positive benefits of the process was that many departments took a deeper look at themselves, which should ultimately lead to improvements in their programs. I think the UPC should live on as an entity with its major function being the recommendation of many possible improvements in program quality. Taken seriously, these recommendations could lead to improvements throughout the university.

Academic Affairs – USM undergraduate items

Consent Agenda

Approved the academic program modifications as follows:

The **University of Southern Mississippi** to rename the **BA in Speech Communication** (CIP 09.0101) to the **BA in Communication Studies** (no CIP change) to align the name with the current terminology recognized nationally and the current name of academic unit where the degree resides. The proposed name change will require minimal resources (e.g., change of campus signs, stationery, recruiting materials, etc.), which will be covered by existing funds within the Department of Communication Studies.

g. The **University of Southern Mississippi** to rename the **BS in Office Administration** (CIP 52.0201) to the **BS in Instructional Technology** (no CIP change) to align the name with changes to the curriculum. The proposed name change will require minimal resources (e.g., change of campus signs, stationery, recruiting materials, etc.), which will be covered by existing funds within the Department of Technology.

h. The **University of Southern Mississippi** to reorganize the **BA in Sociology** (CIP 45.1101) by adding a BS in Sociology curriculum option to give baccalaureate-level sociology students the flexibility to focus more on the applied side of the discipline within their plan of study. As a result of this modification, students may obtain a **BA in Sociology** or a **BS in Sociology** (no CIP change) degree. Degrees offered at the same institutions in the same discipline and at the same level are often aggregated. Since the institution currently offers the BA in Sociology, offering the BS in Sociology does not constitute a new independent degree program. The reorganization will require minimal resources, which will be covered by existing funds within the Department of Anthropology and Sociology.

Information Agenda

1. USM has suspended enrollment into the academic programs below. It is anticipated that these programs will be deleted after the students currently enrolled have graduated.

a. BSBA in Economics (CIP 52.0601)

b. BSBA in Management Information Systems (CIP 52.1201)

c. BS in Technical/Occupational Education (CIP 13.1309)

Note: Although students may earn degrees from suspended academic programs, no additional students will be allowed to enroll in suspended programs. If the institution does not request that a suspended program be deleted or removed from suspension within 3 academic years, the Office of Academic and Student Affairs will delete the program from the academic program inventory per the Academic Guidelines.

Academic Council Minutes
The University of Southern Mississippi
October 4, 2010

The Academic Council met at 3:30 p.m. on October 4, 2010, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler (via conference phone), Dr. Tammy Barry, Dr. David Beckett, Dr. David Daves, Dr. Stacey Hall, Dr. Stanley Hauer, Dr. Chang-Tseh Hsieh, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. William Odom, Ms. Stacy Reischman, Dr. Marek Steedman, Dr. Jennifer Sequeira, Mr. Steven Turner and Dr. Teresa Welsh.

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

Dr. David Beckett for Dr. Randy Buchanan, Dr. Kathleen Masters for Dr. Cynthia Chatham, Dr. Charkarra Anderson-Lewis for Dr. Laura Downey, Dr. Lin-Miao Agler for Dr. Jay Grimes, Dr. Frank Laatsch for Dr. Matthew Hood, and Dr. Lin-Miao Agler for Dr. Scott Milroy.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Mr. Tyler Chastain, Ms. Jessica Dominguez, Ms. Nancy Kaul, Dr. Brett Kemker for Dr. William Powell and Mr. Christopher Necaie.

The following guests were present: Ms. Linda Bass, Dr. Bret Calhoun, Dr. Skeeter Dixon, Dr. Diane Fisher, Mr. Matt Guelker, Dr. Frank Heitmuller, Ms. Kathryn Lowery, Ms. Dawn Porter, Ms. Amy Thornton, and Dr. Asim Yousafzai.

1.0 Call to Order

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

2.0 Adoption of the Agenda

Dr. Barry presented the agenda with the following amendments for approval:

- Remove the word “course” from item number 5.1
- Remove the word “course” from item number 5.2
- Remove item number 6.1.5 and renumber 6.1.6 to 6.1.5
- Add item number 8.2 Representative on appeals panel

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

3.0 Appointments to Academic Council

3.1 Dr. Barry asked Council to approve the appointment of Dr. Stacey Hall to fill the vacated College of Health position. Council approved her appointment.

3.2 Dr. Barry notified Council of the Student Representative (non-voting) appointments. Ms. Jessica Dominguez and Mr. Tyler Chastain will be representing the Hattiesburg campus and Mr. Christopher Necaie will be representing the Gulf Coast campus. The student representatives were chosen by the President of the Student Government Association, ratified by the Student Senate, and recommended by the Vice President for Student Affairs to the President of The University for appointment, as directed in the Constitution of the Academic Council.

4.0 Approval of the minutes
Dr. Barry presented the September 13, 2010 minutes for approval. Dr. McNeese moved and Dr. Daves seconded a motion to approve the September 13, 2010 minutes for approval. The motion passed.

5.0 Proposals

5.1 Old Proposal Business

5.1.1 College of Arts and Letters

All College of Arts and Letters Programs

The request from College of Arts and Letters to allow a blanket substitution of MAT 100 for MAT 101 retroactive to all valid undergraduate catalogs (which was presented at the September meeting and for which the Council voted to postpone) will remain postponed and not discussed until the November meeting, per the request of the College.

5.1.2 College of Education and Psychology

Department of Curriculum, Instruction and Special Education

Dr. Barry presented the request from the Department of Curriculum, Instruction and Special Education to approve the Special Education program for online delivery. Dr. Morgan moved and Ms. Reischman seconded a motion to approve the Special Education program for online delivery. The motion passed.

5.2 New Proposal Business

5.2.1 College of Science and Technology

School of Polymers and High Performance Materials

Dr. Barry presented the request to modify PSC 292 and delete PSC 291. Dr. McNeese moved and Dr. Masterson seconded a motion to accept these courses as a group. The motion passed.

Dr. Hauer moved and Ms. Reischman seconded a motion to approve the modification of PSC 292 and deletion of PSC 291. The motion passed.

Dr. Barry presented the request to modify the Polymer Science B.S. degree plan - delete PSC 291 (1 hour) from Major Area of Study Requirements.

Dr. Masters moved and Dr. Masterson seconded a motion to accept the modification of the Polymer Science B.S. degree plan - delete PSC 291 (1 hour) from Major Area of Study Requirements. The motion passed.

Department of Geography and Geology

Dr. Barry presented the request to modify GHY 101. Dr. McNeese moved and Dr. Kaufmann seconded a motion to approve the modification of GHY 101. The motion passed.

Dr. Barry presented the request to add GHY 466. Dr. Morgan moved and Dr. Masterson seconded a motion to approve the addition of GHY 466. The motion passed.

Dr. Barry presented the request to add GHY 472, GHY 475, GHY 477, GLY 472, GLY 475 and GLY 477. Dr. Morgan moved and Dr. McNeese seconded a motion to approve these courses as a group. The motion passed.

Dr. Morgan moved and Dr. Daves seconded a motion to approve the addition of GHY 472, GHY 475, GHY 477, GLY 472, GLY 475 and GLY 477.

The motion passed.

6.0 Reports

6.1 Chair Report-Dr. Tammy Barry

6.1.1 Coding changes for SOAR

Dr. Barry reviewed coding changes for SOAR that went into effect for Fall 2010 courses, which includes the use of three campus codes (Hattiesburg, Gulf Coast, or Online) as well as special coding to designate courses as (1) having no online component, (2) having <50% online component (i.e., an online course supplement is used), (3) having 50-99% online component (an online course that requires some campus meeting at some point), (4) a 100% online course, or (5) a MSVCC course (see below). These changes will help with internal tracking of students but do not change either the manner in which tuition is distributed between the dual campuses or the counting methods for official enrollment. Section numbers for courses will now exclusively use “H” for Hattiesburg or “G” for Gulf Coast to coincide with the locations for the instructors/professors. There will no longer be sections beginning with “X,” “R,” “M,” etc. (see attached Notification of Coding Changes for SOAR)

6.1.2 Update from eLearning Steering Committee

Dr. Barry attended the eLearning Steering Committee meeting on September 22nd, representing the Academic Council and reported on updates from this meeting. Blackboard 9.1 will be fully integrated August 2011 and will eventually be available for request through PeopleSoft for fully online courses (but not hybrid courses). Training is available for online programs from the Learning Enhancement Center and a Request for Proposals (RFP) will be coming out for online program development. Other opportunities include an October 7th Lunch and Learn for chairs of online programs and an Exploratory Triad coming in January (teaching strategies—best practices; webinars; and a 2-hour consultation meeting on design issues). Issues with Textbook/Third Party online course providers were discussed (including possible FERPA issues and problems with requiring additional fees and/or blocking students from the course content). It was reiterated that faculty must use the approved learning environment for the University (Blackboard and usm.edu) for their courses and course communication. A proposal for a joint ad hoc Committee on Online Proposals and Course Integrity (with members from both Academic Council and Graduate Council) was discussed.

6.1.3 Mississippi Virtual Community College (MSVCC)

Dr. Barry reported on updates regarding MSVCC courses, which were discussed during the eLearning Steering Committee meeting as well. For our undergraduate online programs that are meant to be fully online, there needed to be an option for courses that are not taught online that are outside of the program (e.g., GEC courses). Approximately 12 such courses were identified. USM entered into a consortium agreement with MSVCC to offer these courses. Specific course sections with specific instructors were identified; these instructors may be made Affiliate Faculty (similar to how these issues are handled for study abroad instructors). Through the agreement, courses are offered through USM as part of a consortium with MSVCC. These are not transfer courses. Students register for the courses through SOAR, and the hours count toward USM hours and USM GPA; however, these courses carry a special designation on the transcript: “Consortium with MS Community Colleges.” Enrollment for these courses requires special permission to register and is only available for students enrolled in fully online programs. It is also important to note that we accept these online courses as transfer courses from the Mississippi community colleges through our articulation agreement.

6.1.4 Update from Provost's Retreat

Dr. Barry attended the Provost's Retreat on September 24th, representing the Academic Council. At the retreat, Dr. Denise von Herrmann presented an overview of the Responsibility Centered Management (RCM) budget model. Under this model, the five academic colleges would become revenue centers and other entities would become cost centers. A lot of homework was completed by members of the original team looking into RCM—including traveling to other Universities who have implemented an RCM model—and much data were presented at the meeting. A larger team to work on the development of the model specifically for USM will be put together soon, followed by implementation (which is at least two fiscal years away). Colleges will get money from the central fund the first year to get back to \$0 but then will be expected to meet their budget.

6.1.5 Update from University Calendar Committee

Dr. Barry attended the University Calendar Committee meeting on September 15th, representing the Academic Council. The new 2011-2012 academic calendar is set. It was noted that Spring Break for the current academic year is the week of March 7th due to Mardi Gras falling on March 8th. However, for the 2011-2012 academic year, Spring Break is back to the 2nd week of March (beginning March 12, 2012). For summer 2011, a summer exam schedule will again be implemented (rather than having exams during the last day of class as has been done in recent summers). The summer exam schedule will extend the regular summer session back into early August. Due to mini-sessions, fall semester 2011 will start on 8/24/11 (as compared to this academic year start date of 8/18/10). Graduation will also be later next fall (12/16/11) than this fall (which is 12/10/10). A later graduation date also pushes work much later on the back end for the Registrar's office (and other offices depending on the grades being fully posted), underscoring the importance of getting grades in on time.

6.2 Chair-Elect Report-Dr. Kathy Masters

No report.

6.3 Secretary Report-Dr. Sarah Morgan

No report.

6.4 SACS/QEP/Alternative Learning

Dr. Kemker reported on the opening of Eagle Landings, which are information kiosks staffed by the Student Success Center. Here, students can get information about a variety of services offered by the University--the staff can direct them to important locations on campus (financial aid, residence life, or any other service on campus), assist them in locating their academic advisor, and answer a variety of questions. The first Eagle Landing was opened in Cook Library's Learning Commons (first floor entrance). This location allows students to get help with questions/concerns in a location they tend to often be, rather than having to come to a static location in an academic building that they may not frequent. Other Eagle Landing locations, such as one at the new Century Park, are planned. The goal of this effort is to improve student success and retention.

6.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese

The first meeting for 2010-2011 was last week. Assignments were made to committee members to review university programs in WEAVE, the database that houses the assessments for all university programs. The program-level assessment reports will be reviewed by 2 different committee members. In January, the Provost and Deans will receive a summary of the reviews and the Departments will receive copies of the UAC evaluation rubrics.

6.6 University Priorities Committee – Dr. David Beckett
Dr. Beckett reported that the UPC will continue as a standing committee, and that he is willing to continue as the Academic Council representative for this academic year if that is the wish of the Council. The UPC will be turning its attention to establishing ongoing goals, which he hopes will focus on improving the quality of the university's programs.

6.7 Standing Committees

6.7.1 Academic Standards – Dr. David Daves

Dr. Daves reported the charges given to the Academic Standards committee and its recommendations to Council. (see attached)

6.7.2 Bylaws – Dr. Stanley Hauer

No report.

6.7.3 Elections – Dr. Mary Nell McNeese

No report.

6.7.4 General Education – Ms. Stacy Reischman

Ms. Reischman reported the GEC committee met and have identified 4 charges for this year: 1) continue work on the GEC Handbook, 2) Initiate Periodic Review of GEC 01-09, 3) continue with momentum gained last spring with Student Learning Outcome focus groups, and, 4) work on 2500 word writing requirement in GEC 01-05 (with the exclusion of MAT).

Specific to the 4th item, the GEC committee is planning on administering a survey the faculty who teach GEC 01-05, to reconvene focus groups to discuss the issue and to share and disseminate “alternative” strategies for meeting the 2500 word requirement. Overall, the GEC committee is working to collect data and information before making a recommendation to AC regarding the issue.

6.7.5 Intercollegiate – Dr. David Beckett

No report.

6.7.6 Program Review - Dr. Marek Steedman

Dr. Steedman presented the Program Review committee report and IHL Accreditation report.

1. Programs to be reported on this year:

Department of Biological Sciences

- Biological Sciences (BS)
- Marine Biology (BS)

Department of Geography and Geology

- Geography (BS)
- Geology (BS)

These reports will be completed by, and presented at, the November meeting of Academic Council.

2. Programs beginning two-year internal review process:

Department of Community Health Sciences

- Allied Health (BS)
- Community Health Sciences (Health Policy and Administration) (BS)
- Community Health Sciences (Health Promotion) BS

Department of Speech and Hearing Sciences

- Speech Pathology and Audiology (BA)

3. Programs undergoing External Review: please see attached Accreditation Report.
4. Program Review Committee met 9/24 to discuss the mission of the committee. That conversation is ongoing.
5. The Program Review Committee has submitted proposed changes to its charge in the by-laws to the By-Laws Committee. These proposed changes would: a) move the presentation of the Accreditation Report from May to September; b) eliminate writing separate Executive Summaries of External Review reports by the committee (replaced with summaries in the Accreditation Report); c) in light of a proposed change to the internal review process, would require the committee to review one year follow-up letters from chairs on programs that have completed internal review.

7.0 Old Business

7.1 No old business.

8.0 New Business

8.1 Selection of members to the ad-hoc joint committee (with Graduate Council) on Online Proposals and Course Integrity (three members from Academic Council; four members from Graduate Council)

Dr. Barry appointed Dr. Kathy Masters, Dr. David Daves and Dr. Teresa Welsh to represent Academic Council on the ad-hoc joint committee (with Graduate Council) on Online Proposals and Course Integrity.

8.2 Representative on appeals panel

Dr. Barry will represent Academic Council on the appeals panel.

9.0 Adjourn

Dr. Barry adjourned the meeting at 5:05 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

October 4, 2010

College of Education and Psychology

Department of Curriculum, Instruction, and Special Education

Modify: Special Education B.S. program for online delivery. Effective fall 2010

College of Science and Technology

School of Polymers and High Performance Materials

Modify: PSC 292 Applications of Polymers. One hour.

To: PSC 292 Applications of Polymers. Two hours.
Effective spring 2011.

Delete: PSC 291 Applications of Polymers. Effective spring 2011.

Modify: Polymer Science B.S. degree plan - delete PSC 291 (1 hour) from Major Area of Study Requirements; with PSC 292 modification, hours in Major Area do not change. Effective fall 2011.

Department of Geography and Geology

Modify: GHY 101 World Regional Geography.
Face to face format.

To: GHY 101 World Regional Geography. Face to face and
online delivery format. Effective spring 2011.

Add: GHY 466 Environmental Hazards. 3 hours.
Face to face format. Effective spring 2011.

Add: GHY 472 Soils. 3 hours. Face to face format.
Effective spring 2011.

Add: GHY 475 Fluvial Geomorphology. 3 hours.
Face to face format. Effective spring 2011.

Add: GHY 477 Ground Water Hydrology. 3 hours.
Face to face format. Effective spring 2011.

Add: GLY 472 Soils. 3 hours. Face to face format.
Effective spring 2011.

Add: GLY 475 Fluvial Geomorphology. 3 hours.
Face to face format. Effective spring 2011.

Add: GLY 477 Ground Water Hydrology. 3 hours.
Face to face format. Effective spring 2011.

Notification of Coding Changes for SOAR

July 13, 2010

[Please share this notification with the appropriate faculty and staff in your division.]

During the Spring Semester of 2009-2010, Dr. Lyman appointed an ad hoc committee to examine coding issues. In late May, the committee presented several recommendations to Dr. Lyman, and these recommendations have been approved by Dr. Lyman as well as the Executive Cabinet.

Several of the recommendations will take more time to implement, but two of the recommendations are being implemented immediately. This will better enable the querying of our Fall 2010 enrollment. These two recommendations being implemented now are 1) an additional campus code to identify online courses and students and 2) a new policy for course section numbers.

The necessary changes in the Fall 2010 schedule will be made by Registrar staff members and supervised by Debby Hill, Associate Registrar, on the Hattiesburg campus, and Ann Billings, Director of Student Services, on the Gulf Coast campus. If you have any questions, please feel free to contact Mary Dayne Gregg (6-5001), Debby Hill (6-5702) or Ann Billings (5-4565).

I. Campus Codes

Degree programs should be coded using one of three campus codes. These codes are as follows: 1) Hattiesburg, 2) Gulf Coast, and 3) Online.

Using the three campus codes will help for internal purposes, particularly in the proper identification of our students and in our ability to identify revenue streams produced by various students groups.

Online courses will also be identified by an online course campus and location code which will print on the student schedule as well as an instruction mode that identifies whether the course is either 50-99% online or 100% online. The enrollment in these online courses will be counted according to the location of the instructor. For example, the enrollment will be added to the Gulf Coast totals if the instructor is a Gulf Coast instructor.

The following chart helps to summarize the various attributes (campus code, campus location, instructional mode, facility ID) that a particular course might have:

Coding for Lecture vs. Online/Supplement Courses

Face-to-face courses – no online component	
Campus	HB/USMGC
Location	HB/GP/GPT/Keesler/GCRL/Stennis etc.
Inst. Mode	CF, DF, etc.
Facility ID	Will be a bldg and room by location info
Courses with < 50% Online component	
Campus	HB/USMGC
Location	HB/GP/GPT/Keesler/GCRL/Stennis etc.
Inst. Mode	C5 – web supplement
Facility ID	Will be a bldg and room by location info
Courses with 50 – 99 % Online component	
Campus	HB/USMGC
Location	Online
Inst. Mode	C9 - hybrid
Facility ID	Hybrid HB/USMGC – campus based on where students may meet at some point
Courses that are 100 % Online	
Campus	Online
Location	Online
Inst. Mode	CO – fully online
Facility ID	Online HB/USMGC or CHAT HB/USMGC based on instructor's campus
Courses that are at MSVCC	
Campus	Online
Location	MSVCC
Inst. Mode	CO – fully online
Facility ID	MSVCC
Instructor	MSVCC & USM proxy

Note: Please note that implementing these campus codes does not change the manner in which tuition is distributed between the dual campuses nor do they change our counting methods for official enrollment. The tuition is allocated based on the location of the class if it is a face-to-face class or on the location of the instructor if it is an online course. Also, these campus codes do not affect the official enrollment figures that are reported to IHL. Those enrollment figures will continue to be based on the location of the instructor/professor for each course and will therefore reflect the enrollment of our dual campuses (Hattiesburg and Gulf Coast only).

II. Course Section Numbers

For many years, multiple sections of the same course have been given section numbers such as H001, H002, and G001. These section numbers have grown to include many different letters and numbers, and they have become much less useful in SOAR since the section number field is merely a text field. Therefore, it has been approved that section numbers should use only H and G to coincide with the two campus locations for instructors/professors. No longer will X sections be used to identify online courses since the campus and course locations will serve this purpose. Additional section codes that have been using R, M, etc. will also use the appropriate campus code of H or G instead.

Given the charge to address concerns regarding academic integrity of online courses/programs, the Academic Standards Committee met with staff from LEC to discuss issues and problems associated with online learning. Those in attendance were:

Dr. Randy Buchanan, Academic Council
Sheri Rawls, Director, Learning Enhancement Center
Linda Bass, Learning Enhancement Center
Amy Thornton, Learning Enhancement Center
Dr. David Daves, Academic Council

Sheri Rawls shared:

- BlackBoard contract with USM
- USM has increased sections offered online from 600 to over 1300 in one year
- USM programs offered online have doubled in one year.
- LEC deals with technical and delivery issues, not integrity of courses.

Problems identified:

- Lack of Intellectual Property Policy. The Change Management Committee is working to develop this policy with Dr. Lyman.
- Lack of training
- FERPA violations with servers not secured (i.e. textbook company websites, Facebook, email, etc)
- Proctoring for tests

Recommendations:

- Peer evaluation of courses (to include faculty from all Colleges)
- External Review of courses
- Training required of all faculty (i.e. Exploratory Triad available in January)
- Safeguards to prevent cheating

THE UNIVERSITY OF SOUTHERN MISSISSIPPI
EXTERNAL ACCREDITATION ACTIVITIES
 UNDERGRADUATE PROGRAMS
 JULY 2009-JUNE 2010

PROFESSIONAL EDUCATION UNIT

National Council for Accreditation of Teacher Education (NCATE)

September 11, 2009	Granted one-year site visit deferral
Spring 2012	Next NCATE site visit

INTERIOR DESIGN BS

National Kitchen and Bath Association (NKBA)

November 4-6, 2009	Continuing accreditation site visit
January 29, 2010	Awarded continued accreditation for 5 years
2014	Next site visit

SCHOOL OF MASS COMMUNICATION AND JOURNALISM (SELECT UNDERGRADUATE PROGRAMS):

ADVERTISING BA; JOURNALISM (BROADCAST JOURNALISM) BA; JOURNALISM (NEWS-EDITORIAL) BA; JOURNALISM (PHOTOJOURNALISM) BA; JOURNALISM (PUBLIC RELATIONS) BA; RADIO, TELEVISION, AND FILM (MEDIA PRODUCTION) BA

Accrediting Council on Education in Journalism and Mass Communication (ACEJMC)

November 15-18, 2009	Continuing Accreditation site visit
May 6, 2010	Approved reaccreditation through AY 2015-2016

HUMAN PERFORMANCE (KINESIOTHERAPY) BS

Commission on Accreditation of Allied Health Education Program (CAAHEP)

December 6, 2009	CAAHEP stated action taken constitutes satisfactory compliance and the citation is lifted.
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CONSTRUCTION ENGINEERING TECHNOLOGY BS

American Council for Construction Education (ACCE)

February 24, 2010	ACCE accepted the program's First Year Progress Report and stated actions taken by the institution on correction or elimination of weaknesses and concerns were approved.
December 1, 2011	Third Year Progress Report due

TEACHER EDUCATION PROGRAMS

Mississippi Department of Education (MDE)

March 24, 2010	MDE conducted the State Department of Education Annual Process and Performance Review and stated no additional reporting required before next affirmation.
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ELEMENTARY EDUCATION BS

Association for Childhood Education International (ACEI) National Council for Accreditation of Teacher Education (NCATE) - SPA

February 1, 2010	Nationally Recognized with Conditions
March 15, 2011	Submit a response to conditions report

February 1, 2012	The program is recognized through this date.
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The reviewers made the following comments in determining the program is nationally recognized with conditions: The curriculum standards are met with conditions. Assessment #1 (PRAXIS II) provides some evidence to support these standards. However, data need to be collected and analyzed for Assessment #2. (Assessment #2 is a newly developed assessment. Rubrics have been developed to collect data from multiple courses: CIR 306, CIR 309, CIR 407, CIR 412 and CIR 412 L. Data will be collected starting from fall 2009.) Standards 2.1 through 2.4 must be fully met in order for the program to remove conditions to national recognition. Comments are provided throughout the report to guide needed revisions and data collection.

HUMAN PERFORMANCE (K-12 PHYSICAL EDUCATION LICENSURE) BS

National Association for Sport and Physical Education (NASPE) National Council for Accreditation of Teacher Education (NCATE) - SPA

February 1	2010 – In response to a response to conditions report Not Nationally Recognized
March 15	2011 - New program report to be submitted

The reviewers made the following comments in determining the program does not meet SPA requirements for national recognition: Assessments need to be more specifically linked to each outcome rather than only linked to the general standard. Descriptions of each level of performance are also needed. Skill assessment is a good start, but pass and fail must be described to enhance consistency in evaluation.

ARCHITECTURAL ENGINEERING TECHNOLOGY BS; COMPUTER ENGINEERING TECHNOLOGY BS; CONSTRUCTION ENGINEERING TECHNOLOGY BS; INDUSTRIAL ENGINEERING TECHNOLOGY BS; ELECTRONICS ENGINEERING TECHNOLOGY BS

Technology Accreditation Commission (TAC) of Accreditation Board for Engineering and Technology (ABET)

October 10-13, 2009	Continuing accreditation site visit
March 15, 2010	ABET requested response to the draft visitation statement
May 4, 2010	Submitted response to the draft statement

Addendum; July 27, 2010 letter from ABET:

Computer Engineering Technology BS

Electronics Engineering Technology BS

Accredit to September 30, 2012. A report describing the actions taken to correct shortcomings must be submitted to ABET by July 1, 2011.

Architectural Engineering Technology BS

Construction Engineering Technology BS

Industrial Engineering Technology BS

Accredit to September 30, 2012. A reaccreditation evaluation site visit will be required to focus on actions taken to correct shortcomings.

COMPUTER SCIENCE BS

Computing Accreditation Commission (CAC) of Accreditation Board for Engineering and Technology (ABET)

October 10-13, 2009	Continuing accreditation site visit
December 30, 2010	ABET requested response to the draft visitation statement
February 8, 2010	Submitted response to the draft statement

Addendum; July 27, 2010 letter from ABET:

Computer Science BS

Accredit to September 30, 2016.

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

The Academic Council met at 3:30 p.m. on November 1, 2010, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Tammy Barry, Dr. David Beckett, Dr. Randy Buchanan, Dr. David Daves, Dr. Stacey Hall, Dr. Chang-Tseh Hsieh, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. William Odom, Ms. Stacy Reischman, Dr. Jennifer Sequeira, Dr. Marek Steedman, Mr. Steven Turner and Dr. Teresa Welsh.

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

Dr. Kathleen Masters for Dr. Cynthia Chatham, Dr. Kathleen Masters for Dr. Laura Downey, Dr. David Beckett for Dr. Stanley Hauer, and Dr. Chang-Tseh Hsieh for Dr. Matthew Hood.

The following non-voting members were present: Ms. Carolyn Cawthon, Mr. Tyler Chastain, Ms. Jessica Dominguez, Ms. Nancy Kaul, Mr. Christopher Necaise, Mr. Greg Pierce, and Dr. Jerry Ross for Dr. Denise von Herrmann.

The following guests were present: Ms. Linda Bass, Dr. Diane Fisher, Ms. Mary Dayne Gregg, Ms. Debby Hill, Ms. Julie Howdeshell, Ms. Kathryn Lowery, Dr. Gwen Pate, Dr. Catherine Price, Ms. Sheri Rawls, and Ms. Amy Thornton.

1.0 Call to Order

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

2.0 Adoption of the Agenda

Dr. Barry presented the agenda with the following amendments for approval:

- Replace the word “Department” with “ Office” in item number 4.2.1.2
- Add item number 7.2 Representative on Faculty Senate Budget and RCM module committee

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

3.0 Approval of the Minutes

Dr. Barry presented the October 4, 2010 minutes for approval. Dr. Beckett revised the University Priorities Committee report. Dr. McNeese moved and Dr. Daves seconded a motion to approve the amended October 4, 2010 minutes for approval. The motion passed.

4.0 Proposals

4.1 Old Proposal Business

4.1.1 College of Arts and Letters

All College of Arts and Letters Programs

The College of Arts and Letters requested to withdraw the proposal to allow a blanket substitution of MAT 100 for MAT 101 retroactive to all valid undergraduate catalogs. The College will resubmit at a later meeting if course substitutions increase.

4.2 New Proposal Business

4.2.1 College of Arts and Letters

Department of Foreign Languages and Literatures

Dr. Barry presented the request to delete SPA 446, SPA 411, FL 101, and FL 102. Dr. McNeese and Dr. Masterson seconded a motion to accept these courses as a group. The motion passed. Dr. Morgan moved and Dr. Daves seconded a motion to approve the deletion of SPA 446, SPA 411, FL 101 and FL 102. The motion passed.

Office of Interdisciplinary Studies

Dr. Barry presented the request to add IDS 181. Dr. McNeese moved and Dr. Masters seconded a motion to approve the addition of IDS 181. The motion passed.

Dr. Barry presented the request to modify the Interdisciplinary Studies BIS degree plan to cap the hours for IDS 181. Dr. Daves moved and Dr. Morgan seconded a motion to approve the modification of the Interdisciplinary Studies BIS degree plan. The motion passed.

4.2.2 College of Business

Department of Casino, Hospitality and Tourism Management

Dr. Barry presented the request to modify TM 368 and TM 476 to add an online format. Dr. Masterson and Dr. Masters seconded a motion to accept these courses as a group. The motion passed. Dr. Morgan moved and Dr. Hsieh seconded a motion to approve the modification of TM 368 and TM 476. The motion passed.

Department of Finance, Real Estate and Business Law

Dr. Barry presented the request to modify BA 200 to include an online format. Dr. Hsieh moved and Dr. Masters seconded a motion to approve the modification of BA 200. The motion passed.

Dr. Barry presented the request to add BA 310. Dr. Morgan moved and Dr. Steedman seconded a motion to approve the addition of BA 310. The motion passed.

Dr. Barry presented the request to modify FIN 300 to add an online format. Dr. Hsieh moved and Dr. Masters seconded a motion to approve the modification of FIN 300. The motion passed.

5.0 Reports

5.1 Chair Report-Dr. Tammy Barry

Dr. Barry reported that the members of the ad hoc joint committee (from Academic Council and Graduate Council) on Online Proposals and Course Integrity should be formed this month once the members from the Graduate Council are identified. A draft charge for the committee is being circulated for final approval. Dr. Barry also reported that Dr. Teresa Welsh from Academic Council has agreed to serve as the alternate faculty governance member of the program appeals panel. The appeals panel hearings for academic programs began on Tuesday, October 26th and are scheduled through December 16th.

5.2 Chair-Elect Report-Dr. Kathy Masters

No report.

5.3 Secretary Report-Dr. Sarah Morgan

No report.

5.4 SACS/QEP/Alternative Learning
No report.

5.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese
The University Assessment Committee met on October 20th and voted to revise the Committee's Bylaws in response to the USM Committee on Committee Guidelines. The administrative unit representatives are currently working on ways to improve administrative assessment. The subcommittee on Best Practices in Assessment held its first meeting and developed a working agenda. The UAC review of Academic Program Assessment Reports is in process.

5.6 University Priorities Committee – Dr. David Beckett
Dr. Beckett reported that the UPC is currently working on an assessment of the UPC process to determine the strengths and weaknesses of the process and what plans would need to be in place to improve the process in the future.

5.7 Standing Committees

5.7.1 Academic Standards – Dr. David Daves
No report.

5.7.2 Bylaws – Dr. Stanley Hauer
Dr. Beckett, serving as Dr. Hauer's proxy, reported that the Bylaws committee is working on changing the Bylaws language for the Program Review committee to bring to the Council for a vote.

5.7.3 Elections – Dr. Mary Nell McNeese
There were three newly elected representatives from the College of Business last Spring: two to fill terms that expired in 5/10 (previously held by Stan Hall and Sharon Topping) and one to fill Mark Klinedinst's vacated position for which the term did not expire until 5/11. We did not designate which of the three new representatives should have the one year term, so Dr. Chang-Tseh Hsieh has now volunteered to fill that term. Thus, his term will expire on 5/11.

The Elections committee will be meeting in November to discuss the 2011 Academic Council and Grade Review Council Elections.

5.7.4 General Education – Ms. Stacy Reischman
Ms. Reischman reported several items to Council.

1. The GEC is currently examining the issue of the 2500 word writing requirement in GEC categories GEC 01-05.
 - a. The GEC is working with the QEP Advisory board subcommittee on the issue.
 - b. A survey was sent out on 11/1/10 to instructors in GEC 02-05 about the issue (GEC 01 was not included because writing is expected in English Composition). Instructors have one week to reply.
 - c. Focus groups with instructors teaching in GEC 01-05 will be held in November to gather feedback about the 2500 word writing requirement, including techniques used to fulfill that requirement.
 - d. GEC plans to give an informed recommendation to the Council by Spring semester.

2. Social Work wanted to change one of their degree plans to list MAT 101 as required even though their department previously approved MAT 100 because MAT 101 is a pre-requisite for statistics courses required in the major. This request highlighted the issue that some courses have MAT 101 listed as a pre-requisite and, now that we offer MAT 100, we need to know if they still want MAT 101 or if MAT 100 (which was previously unavailable to choose) would be an appropriate pre-requisite
3. A GEC subcommittee (Stacy Reischman, Bill Powell, Doug Masterson) are drafting alternatives for the GEC with 3 less hours in GEC 01-05.
4. A GEC subcommittee (Tammy Barry, Elaine Molison and Kathy Masters) are further updating the language for the GEC SLOs. They will be referring to the vast amount of feedback they received in last spring's focus groups on the issue.
5. The issue of transferring in the GEC from students earning the Associate of Arts at junior/community colleges was discussed. The GEC will further investigate whether the language in the IHL statement implies that that incoming students may expect to take additional hours or if the statement is meant to imply that they might need to take additional courses (as in the case when courses are specified in USM degree plans). The GEC is consulting with the Provost for clarification.
6. The GEC made a recommendation to the Council to close the GEC categories 01-05 for another year:

*Significant efforts to improve assessment of the General Education Curriculum (GEC) courses are underway. To provide adequate time for implementation of these efforts and others, including updating the GEC Student Learning Outcomes, possibly reducing the total number of hours in the GEC, and examination of the 2500 word requirement, 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 to consider such courses at that time. This timing is also consistent with the mid-cycle evaluation for SACS.*

Because this recommendation was coming from a committee, it did not require a motion. The Council voted, and the recommendation passed.

7. The GEC Handbook section on GEC syllabi was presented to the Council and will be voted on at the next meeting. If approved, it will necessitate updating the language in the GEC bylaws as well.

5.7.5 Intercollegiate – Dr. David Beckett
No report.

5.7.5 Program Review - Dr. Marek Steedman
Dr. Marek Steedman reported the Academic Council Program Review Executive Summaries for the Department of Biological Sciences and the Department of Geography and Geology were completed. The summaries will be submitted to be included in the November 2010 Academic Council Minutes. (see attached)

6.0 Old Business

6.1 No old business.

7.0 New Business

7.1 Mary Dayne Gregg presented on the administration's rationale for entering into a consortium with the Mississippi Virtual Community College (MSVCC) to offer online courses outside of the degree (e.g., general education courses) for students in fully online undergraduate degree

programs. A MSVCC option is only used if an online version of the course is not taught, and a designation that the course was taken through a consortium with MSVCC is noted on the student's transcript. Ms. Gregg answered the Council's questions regarding the process and indicated that it was meant to be a bridge to keep students enrolled and making progress toward their degree until a more permanent solution (e.g., offering all courses required in online programs) was in place. The MSVCC consortium courses can be enrolled in by permission only, and only students in fully online undergraduate programs are granted permission.

7.2 Dr. Barry called for a nomination for an Academic Council Representative to the Faculty Senate Budget and RCM Model Committee. Dr. Matthew Hood was nominated and elected, pending his acceptance of the position, given that Dr. Hood was not present.

8.0 Adjourn

Dr. Barry adjourned the meeting at 5:30 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY

November 1, 2010

College of Arts and Letters

Department of Foreign Languages and Literatures

- Delete: SPA 446 Don Quijote. Effective spring 2011.
- Delete: SPA 411 The Spanish Subjunctive. Effective spring 2011.
- Delete: FL 101 Introduction to Exotic Languages I.
Effective spring 2011.
- Delete: FL 102 Introduction to Exotic Languages II.
Effective spring 2011.

Office of Interdisciplinary Studies

- Add: IDS 181 Explorations in Service Learning. 1-6 hours.
Effective summer 2011.
- Modify: Interdisciplinary Studies BIS degree plan to include the following note:
IDS 181 may be repeated once for a total of 6 hours.
Effective fall 2011.

College of Business

Department of Casino, Hospitality, and Tourism Management

- Modify: TM 368 Hotel Operations.
Face to face format.
- To: TM 368 Hotel Operations. Face to face and online delivery
format.
Effective spring 2011.
- Modify: TM 476 The Use of Technology in Casino/Resort.
Operations. Face to face format.
- To: TM 476 The Use of Technology in Casino/Resort.
Operations. Face to face and online delivery
format.
Effective spring 2011.

Department of Finance, Real Estate, and Business Law

- Modify: BA 200 The Legal Environment of Business.
Face to face format.
- To: BA 200 The Legal Environment of Business.
Face to face and online delivery format.
Effective spring 2011.

Add:	BA 310	<u>Professional Ethics</u> , 3 hours. Effective fall 2011.
Modify:	FIN 300	<u>Principles of Finance</u> . Face to face format.
To:	FIN 300	<u>Principles of Finance</u> . Face to face and online delivery format. Effective spring 2011.

Academic Council
Program Review Committee Executive Report
Department of Biological Sciences (BSC)

Marek Steedman, Program Review Committee Chair

The Department of Biological Sciences conducted a self-study using the internal review process. The Program Review Committee of Academic Council reviewed the Department's self-study, and external review reports. Self-study began with a Program Review retreat on October 18th, 2007. This was followed by an extensive and thorough self-study report. A site visit by external reviewers took place April 7-9th 2009, with a report submitted June 15th 2009. External reviewers were Dr. Robert V. Miller (Oklahoma State University) and Dr. Robert C. Cashner (University of New Orleans).

The overall external review report was very positive. An assessment of the strengths of the department emphasized the caliber of the Department's Biological Science Learning Center, and the Mississippi Functional Genomics Network. Two undergraduate programs, the BS in Biological Sciences and the BS in Marine Biology, were reviewed. Both were found to be "very strong and diversified" programs. External reviewers made three key recommendations in line with the goals of the Department: 1) hiring a full-time academic advisor for the department to reduce the advising responsibility of faculty; 2) securing stable external funding, perhaps through an endowment, for both special problems classes and experiential courses in Jamaica and Belize; 3) providing reduced teaching loads to post-tenure, research active, faculty. The report also encouraged greater engagement in technology transfer, but cautioned that it is "not appropriate to do so artificially." A separate review of the department's self-study by the Program Review Committee was similarly positive. However, the review emphasizes shortcomings in assessing student learning outcomes, principally in terms of data collection. The Program Review Committee urges the Department to develop a clear plan for improving access to relevant data and consequent measurement of student learning outcomes.

Academic Council
Program Review Committee Executive Report
Department of Geography and Geology (GHY/GLY)

Marek Steedman, Program Review Committee Chair

The Department of Geography and Geology conducted a self-study using the internal review process. The Program Review Committee of Academic Council reviewed the Department's self-study, and external review, reports. Self-study reports were generated in Spring 2006 (the Geography BS program revised their self-study in Spring 2009). A site visit by external reviewers took place April 15-19, 2009, with a report submitted October 15th, 2009. External reviewers were Keith Mountain (University of Louisville) and Timothy Warner (West Virginia University).

The external reviewers conclude that the BS in Geology and BS in Geography (along with other degree programs offered by the department) are "strong, well-directed" and have "the potential to sustain [their] level of professionalism into the future." The external reviewers concur with program self-studies, however, in highlighting key areas where additional resources are required to take advantage of future opportunities. These areas, broadly, are: 1) additional faculty lines, especially in Geology; 2) providing enhanced instruction in computer applications in both Geology and Geography, and urgently meeting a need for additional computational technical support; 3) strengthening opportunities for internships and service learning at the undergraduate level; 4) increasing graduate teaching assistant budget substantially. The external reviewers, and Program Committee reviewers, strongly suggest that the department strengthen faculty mentorship for junior faculty beyond the annual review process; and provide greater training and support for graduate teaching assistants. The Program Review Committee further suggests that the Department clarify its data gathering procedures in relation to assessment of student satisfaction, learning outcomes, and program effectiveness. All reports, including Department self-studies, identify the need to improve alumni relations.

Academic Council Minutes
The University of Southern Mississippi
December 6, 2010

The Academic Council met at 3:30 p.m. on December 6, 2010, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Tammy Barry, Dr. David Beckett, Dr. Randy Buchanan, Dr. Cynthia Chatham, Dr. David Daves, Dr. Jay Grimes, Dr. Stacey Hall, Dr. Stanley Hauer, Dr. Chang-Tseh Hsieh, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Scott Milroy, Dr. Sarah Morgan, Dr. William Odom, Ms. Stacy Reischman, Dr. Jennifer Sequeira, Dr. Marek Steedman, Mr. Steven Turner and Dr. Teresa Welsh.

The following voting members were represented by proxies to constitute a quorum: Dr. Charkarra Anderson-Lewis for Dr. Laura Downey, Dr. Jennifer Sequeira for Dr. Matthew Hood, and Dr. Kathleen Masters for Dr. Elaine Molaison.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Ms. Nancy Kaul, and Dr. Jerry Ross for Dr. Denise von Herrmann.

The following guests were present: Ms. Linda Bass, Dr. Chris Campbell, Dr. Skeeter Dixon, Dr. Diane Fisher, Mr. Desmond Fletcher, Dr. Rick Green, Dr. J.T. Johnson, Ms. Elizabeth Lentz, Dr. Tom Osowski, Dr. Scott Piland, Ms. Dawn Porter, Mr. Louis Rackoff, and Dr. Chaoyang Zhang.

1.0 Call to Order

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

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Masterson moved and Dr. Masters seconded a motion to approve the amended agenda. The motion passed.

3.0 Approval of the minutes

Dr. Barry presented the November 1, 2010 minutes for approval. Dr. Masters moved and Dr. Hauer seconded a motion to approve the November 1, 2010 minutes. The motion passed.

4.0 Proposals

4.1 Old Proposal Business

4.2 New Proposal Business

4.2.1 College of Arts and Letters

School of Mass Communication and Journalism

Dr. Barry presented the request to modify EI 100, EI 370, FLM 485 and MCJ 200. Dr. Morgan moved and Dr. Daves seconded a motion to accept these courses as a group. The motion passed.

Dr. Morgan moved and Dr. Masterson seconded a motion to approve the modification of EI 100, EI 370, FLM 485 and MCJ 200. The motion passed.

Dr. Barry presented the request to add EI 200 and EI 345. Ms. Reischman moved and Dr. Masters seconded a motion to accept these courses as a group. The motion passed. Dr. Morgan moved and Dr. McNeese seconded a motion to approve the addition of EI 200 and EI 345. The motion passed.

Dr. Barry presented the request to add EI 403 and EI 470. Dr. Daves moved and Dr. Hauer seconded a motion to accept these courses as a group. The motion passed. Dr. Daves moved and Dr. Masters seconded a motion to approve the addition of EI 403 and EI 470. The motion passed.

Dr. Barry presented the request to modify MCJ 111, MCJ 111L, MCJ 140, MCJ 140L and MCJ 231. Ms. Reischman moved and Dr. Masters seconded a motion to accept these courses as a group. The motion passed. Dr. Masters moved and Dr. McNeese seconded a motion to approve the modification of MCJ 111, MCJ 111L, MCJ 140, MCJ 140L and MCJ 231. The motion passed.

Dr. Barry presented the request to modify the Entertainment Industry (Production) BS degree plan. Dr. McNeese moved and Ms. Reischman seconded a motion to approve the modification of the Entertainment Industry (Production) BS degree plan. The motion passed.

Dr. Barry presented the request to modify the Entertainment Industry (Management) BS degree plan. Dr. McNeese moved and Dr. Kaufmann seconded a motion to approve the modification of the Entertainment Industry (Management) BS degree plan. The motion passed.

Dr. Barry presented the request to modify the Radio, Television, and Film (Film) BA degree plan. Dr. Masterson moved and Mr. Turner seconded a motion to approve the modification of the Radio, Television, and Film (Film) BA degree plan. The motion passed.

Dr. Barry presented the request to modify the Radio, Television, and Film (Media Production) BA degree plan. Dr. Masterson moved and Dr. Kaufmann seconded a motion to approve the modification of the Radio, Television, and Film (Media Production) BA degree plan. The motion passed.

Dr. Barry presented the request to modify the Entertainment Industry minor, the Advertising minor, the Journalism (News-Editorial) minor, the Journalism (Photojournalism) and the Journalism (Public Relations) minor. Ms. Reischman moved and Dr. Morgan seconded a motion to accept these minors as a group. The motion passed.

Dr. Masters moved and Dr. Morgan seconded a motion to approve the modification of the Entertainment Industry minor, the Advertising minor, the Journalism (News-Editorial) minor, the Journalism (Photojournalism) and the Journalism (Public Relations) minor.. The motion passed.

Department of Theatre and Dance

Dr. Barry presented the request to add DAN 380. Dr. Masterson moved and Dr. Masters seconded a motion to approve the addition of DAN 380. The motion passed.

Dr. Barry presented the request to modify THE 315, THE 361, THE 403, THE 427 and THE 428. Dr. Daves moved and Dr. Masters seconded a motion to accept these courses as a group. The motion passed.

Dr. Stacey moved and Dr. McNeese seconded a motion to approve the modification of THE 315, THE 361, THE 403, THE 427 and THE 428. The motion passed.

Dr. Barry presented the request to add THE 336L, THE 405, THE 415 and THE 440L. Ms. Reischman moved and Dr. Masters seconded a motion to accept these courses as a group. The motion passed.

Ms. Reischman moved and Dr. Masters seconded a motion to approve the addition of THE 336L, THE 405, THE 415 and THE 440L. The motion passed.

Dr. Barry presented the request to modify the Theatre BA degree plan. Dr. Masterson moved and Mr. Turner seconded a motion to approve the modification of the Theatre BA degree plan. The motion passed.

Dr. Barry presented the request to modify the Theatre (Acting) BFA degree plan. Ms. Reischman moved and Dr. Masters seconded a motion to add THE 415 under the Movement Option of the degree plan. Dr. Masterson moved and Dr. Masters seconded a motion approve the amended modification of the Theatre (Acting) BFA degree plan. The motion passed.

Dr. Barry presented the request to modify the Theatre (Design and Technical) BFA degree plan. Dr. Kaufmann moved and Dr. Daves seconded a motion to approve the modification of the Theatre (Design and Technical) BFA degree plan. The motion passed.

4.2.2 College of Health

School of Human Performance and Recreation

Dr. Barry presented the request to modify HPR 351. Dr. Hall moved and Dr. Masterson seconded a motion to approve the modification of HPR 351. The motion passed.

Dr. Barry presented the request to modify the Human Performance (Kinesiotherapy) BS degree plan. Dr. Masterson moved and Mr. Turner seconded a motion to approve the modification of the Human Performance (Kinesiotherapy) BS degree plan. The motion passed.

Dr. Barry presented the request to modify the Sport Coaching Education BS degree plan. Dr. Morgan moved and Dr. Masterson seconded a motion to approve the modification of the Sport Coaching Education BS degree plan. The motion passed.

School of Social Work

Dr. Barry presented the request to modify the Social Work BSW degree plan. Dr. Masters moved and Mr. Turner seconded a motion to approve the modification of the Social Work BSW degree plan. The motion passed.

4.2.3 College of Science and Technology

Department of Geography and Geology

Dr. Barry presented the request to modify GHY 466. Dr. Masterson moved and Ms. Reischman seconded a motion to approve the modification of GHY 466. The motion passed.

School of Computing

Dr. Barry presented the request to modify the Information Technology BS degree plan. Dr. Beckett moved and Dr. Kaufmann seconded a motion to amend the proposal to leave PHI 300 as an option in the degree plan. The motion did not pass.

Dr. Masterson moved and Ms. Reischman seconded a motion to approve the modification of the Information Technology BS degree plan. The motion passed.

School of Construction

Dr. Barry presented the request to modify ACT 301, ACT 338, ACT 338L and ACT 426. Ms. Reischman moved and Dr. Masterson seconded a motion to accept these courses as a group. The motion passed.

Dr. McNeese moved and Dr. Hall seconded a motion to approve the modification of ACT 301, ACT 338, ACT 338L and ACT 426. The motion passed.

Dr. Barry presented the request to modify the Architectural Engineering Technology BS degree plan. Ms. Reischman moved and Dr. Masters seconded a motion to approve the modification of the Architectural Engineering Technology BS degree plan. The motion passed.

Dr. Barry presented the request to modify the Industrial Engineering Technology BS degree plan. Dr. Morgan moved and Dr. Masters seconded a motion to approve the modification of the Industrial Engineering Technology BS degree plan. The motion passed.

5.0 Reports

5.1 Chair Report-Dr. Tammy Barry

Dr. Barry reported about the conclusion of the program appeals panel hearings, which is scheduled to conclude on December 16. The panel will reconvene in January to deliberate and vote.

5.2 Chair-Elect Report-Dr. Kathy Masters

No report.

5.3 Secretary Report-Dr. Sarah Morgan

No report.

5.4 SACS/QEP/Alternative Learning

No report.

5.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese

The University Assessment Committee met on December 1, 2010. The administrative assessment unit representatives are continuing their work to improve administrative assessments, while the academic assessment representatives are completing their second review phase by January 10, 2011.

5.6 University Priorities Committee – Dr. David Beckett

Dr. Beckett reported that the UPC will be working with the administration on issues, such as making a differing in the quality of programs, budget allotment of faculty positions, etc., to determine if they will pursue as partners or dissolve the committee.

5.7 Standing Committees

5.7.1 Academic Standards – Dr. David Daves

Dr. Daves reported that the committee will meet in January and report at the February meeting.

5.7.2 Bylaws – Dr. Stanley Hauer

Dr. Masterson moved and Dr. McNeese seconded a motion to table the Bylaws Committee report until the February meeting. The motion passed.

5.7.3 Elections – Dr. Mary Nell McNeese

The Elections Committee met on November 11, 2010. The terms of 14 Academic and 6 Grade Review Councils members will expire in May, 2011. The 2011 elections will be held concurrently and online as they were in 2009 and 2010. The pilot testing will begin on January 21, 2011. In February, we will also initiate Student Non-Voting member appointments as soon as the new SGA representatives are elected and installed. This schedule would lead to the completion of the elections by the end of March. We are starting the process early this year because the staff member assisted us with the online process in the past 2 years is no longer at the university and we want to be able to troubleshoot any potential problems.

5.7.4 General Education – Ms. Stacy Reischman

Ms. Reischman reported on the ad hoc joint committee formed between the GEC and the QEP Advisory board to look in to the issue of the 2500 words. A survey was administered to GEC 02-05 faculty and focus groups were held with GEC 01-05 faculty. Our findings are reflected in a recommendation to keep the 2500 work writing requirement in GEC 01-05. The GEC will also plan to continue to share potential writing assignments and alternative grading strategies with faculty and look into providing support resources for the instruction of GEC 01-05 courses (technology, TA pool). The GEC is working on a template for GEC 01-05 with less hours and new categories. Will vet through faculty and colleges before making a recommendation to AC. Revisions to the GEC Student Learning Outcomes are occurring to reflect suggestions and comments from focus groups. The GEC has a recommendation for new handbook sections for the speaking intensive requirement and bulletin changes to reflect such changes.

5.7.5 Intercollegiate – Dr. David Beckett

No written report.

5.7.6 Program Review - Dr. Marek Steedman

No report.

6.0 Old Business

6.1 Dr. Barry reported Matthew Hood has agreed to serve as the Academic Council representative to the Faculty Senate Budget and RCM Model Committee.

6.2 Dr. Barry asked Council to vote on the GEC handbook section on GEC syllabi that was distributed at the November meeting. Ms. Reischman moved and Dr. Daves seconded a motion to approve the GEC handbook section on GEC syllabi. The motion passed.

*

6.3 Dr. Barry asked Council to vote on changes to Bylaws for Program Review Committee that was discussed at the October meeting. Dr. Masterson moved and Dr. McNeese seconded a motion to table the report until the February meeting. The motion passed.

7.0 New Business

7.1 Dr. Barry reminded Council members to register for the Provost's seminar on plagiarism on February 4, 2011. Members will need to pre-register at the LEC Web site.

8.0 Adjourn
Dr. Barry adjourned the meeting at 6:00 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY
December 6, 2010

College of Arts and Letters

Department of Mass Communication and Journalism

Modify:	EI 100	<u>Introduction to Audio Production.</u>
To:	EI 300	<u>Introduction to Audio Production.</u> Writing intensive. Effective summer 2011.
Add:	EI 200	<u>Recording Industry Collegium.</u> 1 hour. Effective summer 2011.
Add:	EI 345	<u>Digital Recording.</u> 3 hours. Effective summer 2011.
Modify:	EI 370	<u>Talent Management.</u>
To:	EI 370	<u>Talent Management.</u> Writing intensive. Effective summer 2011.
Add:	EI 403	<u>Seminar in Sound Recording.</u> 3 hours. Effective summer 2011.
Add:	EI 470	<u>Recording Industry Seminar.</u> 3 hours. Effective summer 2011.
Modify:	FLM 485	<u>Film Editing.</u>
To:	FLM 485	<u>Film Editing.</u> Computer competency. Effective summer 2011.
Modify:	MCJ 111	<u>Radio Production.</u>
To:	MCJ 334	<u>Radio Production.</u> Effective summer 2011.
Modify:	MCJ 111L	<u>Radio Production Lab.</u>
To:	MCJ 334L	<u>Radio Production Lab.</u> Effective summer 2011.
Modify:	MCJ 140	<u>Introduction to Tv Production.</u>
To:	MCJ 335	<u>Video Production Techniques.</u> Effective summer 2011.
Modify:	MCJ 140L	<u>Introduction to Tv Production Lab.</u>
To:	MCJ 335L	<u>Video Production Techniques Lab.</u> Effective summer 2011.

- Modify: MCJ 200 Introduction to Digital Media Production.
- To: MCJ 200 Introduction to Digital Media Production.
Computer competency. Effective summer 2011.
- Modify: MCJ 231 Issues in Advertising.
- To: MCJ 329 Issues in Advertising.
Effective summer 2011.
- Modify: Entertainment Industry (Production) BS degree plan – change emphasis area name to Entertainment Industry (Recording Industry Production) (BS) and major revisions to required courses (including GEC 06, 07, and 09 courses) subsequent to this degree changing from the School of Music to the School of Mass Communication and Journalism. Effective fall 2011.
- Modify: Entertainment Industry (Management) BS degree plan – change emphasis area name to Entertainment Industry (Recording Industry Management) (BS) and major revisions to required courses (including GEC 06, 07, and 09 courses) subsequent to this degree changing from the School of Music to the School of Mass Communication and Journalism. Effective fall 2011.
- Modify: Radio, Television, and Film (Film) BA degree plan – rename to Entertainment Industry (Film) BA. Effective fall 2011.
Pending IHL approval.
- Modify: Radio, Television, and Film (Media Production) BA degree plan – rename to Entertainment Industry (Media Production) BA. Effective fall 2011. **Pending IHL approval.**
- Modify: Entertainment Industry minor – include two emphasis areas: Entertainment Industry (Recording Industry Production) and Entertainment Industry (Recording Industry Management). Effective fall 2011.
- Modify: Advertising minor
- Modify: Journalism (News-Editorial) minor
- Modify: Journalism (Photojournalism) minor
- Modify: Journalism (Public Relations) minor

Department of Theatre and Dance

Add:	DAN 380	<u>Experiential Anatomy for Dancers</u> . 3 hours. Effective summer 2011.
Modify:	THE 315	<u>Voice for the Singer/Actor</u> .
To:	THE 315	<u>Introduction to the Musical Theatre Performer</u> . Effective summer 2011.
Modify:	THE 361	<u>Stage Movement/Combat</u> .
To:	THE 361	<u>Beginning Movement</u> . Effective summer 2011.
Modify:	THE 403	<u>Advanced Movement/Combat</u> .
To:	THE 403	<u>Advanced Movement</u> . Effective summer 2011.
Modify:	THE 427	<u>Survey of Theatre History I</u> . Writing intensive.
To:	THE 427	<u>Survey of Theatre History I</u> . Effective fall 2011.
Modify:	THE 428	<u>Survey of Theatre History II</u> .
To:	THE 428	<u>Survey of Theatre History II</u> . Writing intensive. Effective fall 2011.
Add:	THE 415	<u>Musical Theatre II</u> . 3 hours. Effective spring 2011.
Add:	THE 336L	<u>Scene Painting Studio</u> . 3 hours. Effective spring 2011.
Add:	THE 405	<u>Stage Combat</u> . 3 hours. Effective spring 2011.
Add:	THE 440L	<u>Computer Aided Drafting for Theatre</u> . 3 hours. Effective spring 2011.
Modify:	Theatre (BA) degree plan - change Writing Intensive course from THE 427 to THE 428; add THE 405 into the DEG 02.05 options; add THE 336L and THE 440L into the DEG 02.06 options; and add THE 415 into the DEG 02.08 options. Effective fall 2011.	
Modify:	Theatre (Acting) (BFA) degree plan - change Writing Intensive course from THE 427 to THE 428; add THE 336L, THE 415 and THE 440L into the DEG 03.01 options. Effective fall 2011.	

Modify: Theatre (Design and Technical) (BFA) degree plan - change Writing Intensive course from THE 427 to THE 428; add THE 336L and THE 440L into the DEG 02.02 options. Effective fall 2011.

College of Health

School of Human Performance and Recreation

Modify: HPR 351 Community Recreation Services for People with Disabilities.

To: HPR 351 Inclusive Recreation and Sport for a Diverse Society. Effective fall 2011.

Modify: Human Performance (Kinesiotherapy) (BS) degree plan – remove NFS 362 requirement and add CHE 106/L requirement. Effective fall 2011.

Modify: Sport Coaching Education (BS) degree plan - remove HPR 307 requirement, add HPR 351 requirement, and require a minor in a PRAXIS II specialty area subject. Effective fall 2011.

School of Social Work

Modify: Social Work (BSW) degree plan - remove BSC 107/L requirement, add CHS 430, add 1 hour of general elective credit, and change GEC requirement from MAT 100 to MAT 101 due to other required course prerequisite. Effective fall 2011.

College of Science and Technology

Department of Geography and Geology

Modify: GHY 466 Environmental Hazards.

To: GHY 455 Environmental Hazards. Effective fall 2011.

School of Computing

Modify: Information Technology (BS) degree plan. Effective fall 2011.

School of Construction

Modify: ACT 301 International Building Codes. Face to face format.

To: ACT 301 Building Codes. Face to face and online delivery format. Effective spring 2011.

Modify:	ACT 338	<u>Working Drawings III</u> . 3 hours.
To:	ACT 338	<u>Working Drawings III</u> . 2 hours. Effective spring 2011.
Modify:	ACT 338L	<u>Working Drawings III</u> . 0 hours.
To:	ACT 338L	<u>Working Drawings III</u> . 1 hour. Effective spring 2011.
Modify:	ACT 426	<u>Specifications</u> .
To:	ACT 380	<u>Specification and Contracts</u> . Effective fall 2011.
Modify:	Architectural Engineering Technology (BS) degree plan – change ACT 426 to ACT 380 in DEG 01 options and add BA 201 to DEG 02 options. Effective fall 2011.	
Modify:	Industrial Engineering Technology (BS) degree plan – for online delivery. Effective fall 2011.	

Academic Council Minutes
The University of Southern Mississippi
February 7, 2011

The Academic Council met at 3:30 p.m. on February 7, 2011, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Tammy Barry, Dr. David Beckett, Dr. David Daves, Dr. Stacey Hall, Dr. Chang-Tseh Hsieh, Dr. Matthew Hood, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Scott Milroy, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. William Odom, Ms. Stacy Reischman, Dr. Jennifer Sequeira, Dr. Marek Steedman, and Dr. Teresa Welsh.

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

Dr. David Beckett for Dr. Randy Buchanan, Dr. Kathleen Masters for Dr. Cynthia Chatham, Dr. Charkarra Anderson-Lewis for Dr. Laura Downey, Ms. Stacy Reischman for Dr. Stanley Hauer, and Dr. Amy Young for Dr. Jeffrey Kaufmann.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Ms. Carolyn Cawthon, Mr. Tyler Chastain, Ms. Jessica Dominguez, Ms. Nancy Kaul, Dr. Robert Lyman, Mr. Christopher Necaise, Dr. William Powell, and Dr. Denise von Herrmann.

The following guests were present: Dr. David Duhon, Dr. Leisa Flynn, Mr. Matt Guelker, Ms. Julie Howdeshell, Ms. Kathryn Lowery, Dr. Gwen Pate, Ms. Peggy Price, Ms. Dawn Porter, Ms. Sherri Rawls, Dr. Jerry Ross, Dr. Charles Tardy, and Dr. Alan Thompson.

1.0 Call to Order

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

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Masterson moved and Dr. Masters seconded a motion to approve the amended agenda. The motion passed.

3.0 Appointments to Academic Council

3.1 Dr. Barry asked Council to approve the appointment of Ms. Peggy Price to fill the vacated University Libraries position. Council approved her appointment.

4.0 Approval of the minutes

Dr. Barry requested Council consider the approval of the December 6, 2010 minutes at the March meeting.

5.0 Provost Lyman

5.1 Provost Lyman addressed Council regarding upcoming changes to the GEC template and student learning outcomes, providing rationale for these changes and emphasizing that this is a dynamic process for which we want active participation from all faculty in all colleges (e.g., via GEC Listening Groups). The target would be an implementation in the 2012-2013 Bulletin. Provost Lyman also spoke to the need for the Academic Council Intercollegiate Committee to look closely at new course proposals to avoid duplication across colleges. Provost Lyman opened the floor for questions about other topics, which included the appeals process, the budget, and the potential for faculty raises.

6.0 Proposals

6.1 Old Proposal Business

6.1.1 College of Arts and Letters

Department of Foreign Languages and Literature

Dr. Barry presented the request by the College of Arts and Letters to rescind the deletion of SPA 411, SPA 446, FL 101 and FL 102 approved at the November 2010 Academic Council meeting. Dr. Daves moved and Dr. Masters seconded a motion to accept these courses as a group. The motion passed.

Dr. Odom moved and Dr. Masters seconded a motion to rescind the deletion of SPA 411, SPA 446, FL 101 and FL 102. The motion passed.

6.2 New Proposal Business

6.2.1 College of Arts and Letters

College-wide proposal

Dr. Barry presented the request for the approval of 3/3 BA/JD memorandum with Mississippi College School of Law (with standing waiver of the requirement for last 32 hours at USM). Dr. Masters moved and Dr. Tseh Hsieh seconded a motion for the approval of 3/3 BA/JD memorandum with Mississippi College School of Law (with standing waiver of the requirement for last 32 hours at USM). The motion passed.

Department of Theatre and Dance

Dr. Barry presented the request to modify DAN 312, DAN 410 and DAN 411. Dr. McNeese moved and Dr. Masterson seconded a motion to accept these courses as a group. The motion passed.

Dr. Young moved and Dr. Masterson seconded a motion to approve the modification of DAN 312, DAN 410 and DAN 411. The motion passed.

Dr. Barry presented the request to modify THE 306. Ms. Reischman moved and Dr. Masterson seconded a motion to approve the modification of THE 306. The motion passed.

Dr. Barry presented the request to modify the Theatre minor requirements. Ms. Reischman moved and Dr. McNeese seconded a motion to approve the modification of the Theatre minor requirements. The motion passed.

6.2.2 College of Business

Department of Management and International Business

Dr. Barry presented the request to add MGT 375. Dr. Young moved and Dr. McNeese seconded a motion to approve the addition of MGT 375. The motion passed.

Dr. Barry presented the request to modify MGT 475 and MGT 482. Dr. Masterson moved and Ms. Reischman seconded a motion to accept these courses as a group. The motion passed.

Dr. Masters moved and Dr. Young seconded a motion to approve the modification of MGT 475 and MGT 482. The motion passed.

Dr. Barry presented the request to modify the Business Administration (Entrepreneurship) (BSBA) degree plan. Dr. Odom moved and Ms. Reischman seconded a motion to approve the modification of the Business Administration (Entrepreneurship) (BSBA) degree plan. The motion passed.

Department of Marketing and Fashion Merchandising

Dr. Barry presented the request to modify MKT 495. Ms. Reischman moved and Dr. Masters seconded a motion to approve the modification of MKT 495. The motion passed.

Dr. Barry presented the request to modify the Marketing (BSBA) degree plan. Dr. Masters moved and Dr. Morgan seconded a motion to approve the modification of the Marketing (BSBA) degree plan. The motion passed.

6.2.3 College of Science and Technology

School of Criminal Justice

Dr. Barry presented the request to add CJ 445. Dr. Daves moved and Ms. Reischman seconded a motion to approve the addition of CJ 445. The motion passed.

Dr. Barry presented the request to add FSC 141, FSC 301 and FSC 321. Dr. Masterson moved and Dr. Beckett seconded a motion to table FSC 141, FSC 301 and FSC 321. The motion passed.

Dr. Barry presented the request to modify the Criminal Justice (BA) degree plan. Dr. Masters moved and Dr. Daves seconded a motion to approve the modification of the Criminal Justice (BA) degree plan. The motion passed.

Dr. Barry presented the request to modify the Criminal Justice (Juvenile Justice) (BA) degree plan. Dr. Masterson moved and Dr. Morgan seconded a motion to approve the modification of the Criminal Justice (Juvenile Justice) (BA) degree plan. The motion passed.

Dr. Barry presented the request to modify the Forensics (Criminal Justice) (BA) degree plan. Dr. McNeese moved and Dr. Masterson seconded a motion to table the Forensics (Criminal Justice) (BA) degree plan. The motion passed.

7.0 Reports

7.1 Chair Report-Dr. Tammy Barry

Dr. Barry reported on the completion of the work of the program appeals panel; news regarding the timing of any personal appeals is still pending. Dr. Barry attended the Provost's plagiarism seminar as the Academic Council representative. Plagiarism remains a serious concern on campus—at both the graduate and undergraduate level. The administration plans to maintain the use of Turnitin, and faculty are encouraged to use it for course papers. Whether or not changes need to be made in the Bulletin to make the consequences of academic dishonesty more clear will be examined.

7.2 Chair-Elect Report-Dr. Kathy Masters

No report.

7.3 Secretary Report-Dr. Sarah Morgan

No report.

7.4 SACS/QEP/Alternative Learning

No report.

- 7.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese
The January 26th meeting was cancelled. At our February 23rd meeting, we will discuss a proposed statement regarding academic programs that do not comply with assessment procedures. Additionally, we will discuss a new Administration Assessment template.
- 7.6 University Priorities Committee – Dr. David Beckett
No written report.
- 7.7 Standing Committees
- 7.7.1 Academic Standards – Dr. David Daves
Dr. Daves reported on the committee’s January 20th meeting (see attached minutes).
- 7.7.2 Bylaws – Dr. Stanley Hauer
No report.
- 7.7.3 Elections – Dr. Mary Nell McNeese
The Elections committee has been working with the Office of Institutional Research to create the test round of the Academic and Grade Review Council Elections for 2011-2012. We have received helpful feedback which we will incorporate into the 1st round of the Elections. This year we included a comments box asking all candidates who wished to disqualify themselves to disclose that during the test round.
That test round ends on February 11th. The 1st round will run from Feb. 21st until March 7th. The 2nd round will run from March 21st until April 1st. The 3rd round will run from April 11th until April 22nd. We will report the final results and the slate of nominated officers at the May 2nd meeting, as well as the slate of approved student representatives.
- 7.7.4 General Education – Ms. Stacy Reischman
The college listening sessions about GEC update are underway. The process is deliberately being vetting through faculty and the GEC committee will take faculty suggestions into consideration in what we present to AC. The Period Review is still underway and programs have until Feb. 4th to submit 10-11 Assessment Plans.
- 7.7.5 Intercollegiate – Dr. David Beckett
The Intercollegiate Committee will be examining more closely any proposals for new courses (to avoid duplication) as well as any proposals to modify degree plans that impact departments in other colleges to ensure that those departments/colleges are aware of and have an opportunity to comment on the impact. Verbiage about the charge will be disseminated once approved by the Provost
- 7.7.6 Program Review - Dr. Marek Steedman
No report.
- 8.0 Old Business
All old business will be addressed at the March 14, 2011 meeting.
- 9.0 New Business
No new business.

10.0 Adjourn
Dr. Barry adjourned the meeting at 6:00 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY

February 7, 2011

College of Arts and Letters

Department of Theatre and Dance

- Modify: DAN 312 Choreographic Research Project I.
- To: DAN 312 Junior Choreographic Project.
Effective fall 2011.
- Modify: DAN 410 Choreographic Research Project II.
- To: DAN 410 Senior Choreographic Project.
Effective fall 2011.
- Modify: DAN 411 Choreographic Research Project III.
- To: DAN 411 Thesis Writing in Dance.
Effective fall 2011.
- Modify: THE 306 Advanced Stagecraft.
- To: THE 306 Intermediate Stagecraft.
Effective fall 2011.
- Modify: Theatre minor requirements – Students must complete 21 hours as follows: THE 100; THE 110; THE 200/L or THE 201/L or THE 212/L; and three theatre practicum classes (in three different areas). The remainder of the theatre minor requirements are to be designed in collaboration with the minor adviser in the following areas: general theatre; acting; design and technical theatre; literature/history/theory/criticism. Effective fall 2011.

College of Business

Department of Management and International Business

- Add: MGT 375 Introduction to Entrepreneurship. 3 hours.
Effective fall 2011.
- Modify: MGT 475 Entrepreneurship/Small Business Management.
- To: MGT 475 New Venture Creation.
Effective fall 2011.
- Modify: MGT 482 Small Business Operations Management.
- To: MGT 482 Small Business Consulting.
Effective fall 2011.

Modify: Business Administration (Entrepreneurship) (BSBA) degree plan – Change DEG 02.01 to MGT 375, change DEG 02.03 to MGT 364 or MGT 465; change DEG 02.04 to Select 1 course: MKT 322 or MKT 330; change DEG 02.06 to MGT 482; change DEG 03 Directed Elective (3 hours) MGT 480; MKT 370; MIS 320; or other course approved by department chair

Department of Marketing and Fashion Merchandising

Modify: MKT 495 International Marketing.
Face to face format.

To: MKT 495 International Marketing. Face to face and
online correspondence format.
Effective summer 2011.

Modify: Marketing (BSBA) degree plan – Change DEG 02.05 to MKT 330;
Change DEG 02.06 to: Take any three of the following: MKT 355,
MKT 370, MKT 380, MKT 400; Delete DEG 02.07 MKT 430,
MKT 444, MKT 458, MKT 495

College of Science and Technology

School of Criminal Justice

Add: CJ 445 Drugs and Society. 3 hours.
Effective summer 2011.

Modify: Criminal Justice (BA) degree plan – Change DEG 01.11 to
CJ 445; change DEG 01.13 to select at least 5 courses from
Criminal Justice, excluding courses required above; delete
DEG 02.03 making additional requirements (15 hours)
Effective fall 2011.

Modify: Criminal Justice (Juvenile Justice) (BA) degree plan – Change
DEG 01.10 to CJ 445; change DEG 01.15 to select 9 hours from
Criminal Justice, excluding courses required above.
Delete DEG 02.03 making additional requirements (15 hours)
Effective fall 2011.

Tabled: FSC 141 Introduction to Forensic Science II.

Tabled: FSC 141 Introduction to Forensic Science II.

Tabled: FSC 141 Introduction to Forensic Science II.

Tabled: Forensics (Criminal Justice) (BS) degree plan

Academic Standards Committee

January 20, 2011

The Academic Standards Committee met to continue the discussion to address the concerns regarding academic integrity of online courses/programs. Those in attendance were;

Dr. William Odom, Academic Council
Dr. Christopher Miles, College of Arts and Letters
Dr. Mary Dayne Gregg, Office of the President
Sheri Rawls, Director, Learning Enhancement Center
Amy Thornton, Learning Enhancement Center
Dr. David Daves

Dr. David Daves shared two publications that addressed the issue of online course quality. Common criteria used to define Quality included:

- Institutional support
- Course development and instructional design
- Teaching and learning
- Course structure and resources
- Student and faculty support
- Evaluation and assessment
- Use of technology
- E-learning products and services

Dr. Mary Dayne Gregg shared:

The University Change Management Task Force and E-Platform Task Force are working to develop policies that will serve the University by defining issues such as intellectual property and appropriate platforms used in social media.

Sheri Rawls shared:

- Increased sections offered for online delivery.
- LEC report: Dramatic increase in USM students enrolled in online courses. Approximately 7900 (duplicated) students enrolled in at least one online course. Approximately 22,000 SCH generated for spring 2011.
- Technical training and delivery support offered through LEC.

Problems Identified:

- Lack of Intellectual Property Policy (being addressed by Task Force)
- System of identifying students (safeguards to prevent cheating)
- Monitoring content
- Third-party vendors delivering online content (textbook publishers)
- Technology knowledge (faculty)

- Student Conduct Issues (being addressed by Task Force)
- System of Peer Review
- Class size/faculty load

The Academic Standards Committee will work toward the development of an instrument to review the quality of online courses. The Committee will use the existing LEC rubric as a starting point and as a resource. The instrument will be designed for student and peer review and will provide feedback on specific components of the course including, but not limited to:

Curriculum Design

Instructional Design

Web Design

Teaching and Facilitating

Learning Experience

Course Presentation

Academic Council Minutes
The University of Southern Mississippi
March 14, 2011

The Academic Council met at 3:00 p.m. on March 14, 2011, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Tammy Barry, Dr. David Beckett, Dr. Randy Buchanan, Dr. David Daves, Dr. Laura Downey, Dr. Stacey Hall, Dr. Matthew Hood, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Doug Masterson, Dr. Mary Nell McNeese, Dr. Scott Milroy, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. William Odom, Ms. Peggy Price, Ms. Stacy Reischman, Dr. Jennifer Sequeira, Dr. Marek Steedman, and Dr. Teresa Welsh.

The following voting members were represented by proxies to constitute a quorum:
Dr. Kathleen Masters for Dr. Cynthia Chatham and Dr. Jennifer Sequeira for Dr. Chang-Tseh Hsieh.

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

The following guests were present: Ms. Linda Bass, Dr. Kuppareddi Balamurugan, Dr. Nicholas Ciraldo, Dr. Diane Fisher, Dr. Leisa Flynn, Dr. Jeanne Gillespie, Mr. Matt Guelker, Dr. Jeffrey Lotz, Ms. Kathryn Lowery, Dr. Lisa Nored, Dr. Joe Olmi, Ms. Dawn Porter, Ms. Karen Reidenbach, and Dr. Kathy Yadrick.

1.0 Call to Order

The meeting was called to order at 3:00 p.m. with Dr. Tammy Barry presiding.

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Masterson moved and Dr. Masters seconded a motion to approve the agenda. The motion passed.

3.0 Approval of the minutes

Dr. Barry presented the December 2010 minutes for approval. Dr. McNeese moved and Dr. Hall seconded a motion to approve the December 6, 2010 minutes. The motion passed.

Dr. Barry presented the February 2011 minutes for approval. Ms. Reischman moved and Dr. Morgan seconded a motion to approve the February 7, 2011 minutes. The motion passed.

4.0 Proposals

4.1 Old Proposal Business

4.1.1 College of Science and Technology

School of Criminal Justice

Dr. Barry presented the request to untable FSC 141, FSC 301 and FSC 321.

Dr. Masterson moved and Dr. Daves seconded a motion to untable FSC 141, FSC 301 and FSC 321. The motion passed.

Dr. Barry presented the request to add FSC 141. Dr. Daves moved and Dr. Masters seconded a motion to approve the addition of FSC 141. The motion passed.

Dr. Barry presented the request to add FSC 301. Dr. Morgan moved and Dr. Masterson seconded a motion to approve the addition of FSC 301. The motion passed.

Dr. Barry presented the request to add FSC 321. Dr. Masterson moved and Dr. Steedman seconded a motion to approve the addition of FSC 321. The motion passed.

Dr. Barry presented the request to modify the Forensics (Criminal Justice) (BS) degree plan. Dr. Morgan moved and Dr. McNeese seconded a motion to approve the modification of the Forensics (Criminal Justice) (BS) degree plan. The motion passed.

4.2 New Proposal Business

4.2.1 College of Arts and Letters

Department of History

Dr. Barry presented the request to add HIS 324. Dr. Masters moved and Dr. Morgan seconded a motion to approve the addition of HIS 324. The motion passed.

Office of Interdisciplinary Studies

Dr. Barry presented the request to add IDS 110. Dr. McNeese moved and Dr. Masterson seconded a motion to approve the addition of IDS 110. The motion passed.

School of Mass Communication and Journalism

Dr. Barry presented the request to modify MCJ 329. Ms. Reischman moved and Dr. Masterson seconded a motion to approve the modification of MCJ 329. The motion passed.

School of Music

Dr. Barry presented the request to modify MUS 302 to designate as writing intensive. The GEC Committee recommended the modification of MUS 302 as writing intensive. Council approved.

Dr. Barry presented the request to modify MUS 365 to MUS 165. The GEC Committee recommended the modification of MUS 365 to MUS 165. Council approved.

Dr. Barry presented the request to modify MUS 442, MUS 440, MUS 446, and MUS 470 as Capstone courses. Dr. Morgan moved and Dr. Masterson seconded a motion to accept these modifications as a group. The motion passed. The GEC Committee recommended the modifications of MUS 442, MUS 440, MUS 446, and MUS 470 as Capstone courses. Council approved.

Dr. Barry presented the request to modify the Music degree plans (Performance-Voice (BM), Performance-Piano (BM), Performance-Strings (BM), Performance-Wind (BM), Music (BA), and Jazz Studies (BM)). Dr. Daves moved and Dr. Masterson seconded a motion to accept these modifications as a group. The motion passed. The GEC Committee recommended the modifications of the Music degree plans (Performance-Voice (BM), Performance-Piano (BM), Performance-Strings (BM), Performance-Wind (BM), Music (BA), and Jazz Studies (BM)). Council approved.

4.2.2 College of Business

Department of Finance, Real Estate, and Business Law

Dr. Barry presented the request to modify REI 492. Dr. Kauffman moved and Dr. McNeese seconded a motion to approve the modification of REI 492. The motion passed.

Department of Marketing and Fashion Merchandising

Dr. Barry presented the request to modify MKT 392. Dr. McNeese moved and Dr. Steedman seconded a motion to approve the modification of MKT 392. The motion passed.

4.2.3 College of Education and Psychology

Department of Psychology

Dr. Barry presented the request to add PSY 453. Dr. Daves moved and Dr. Masterson seconded a motion to approve the addition of PSY 453. The motion passed.

Dr. Barry presented the request to add PSY 469. Dr. Masters moved and Dr. Daves seconded a motion to approve the addition of PSY 469. The motion passed.

4.2.4 College of Health

Department of Nutrition and Food Systems

Dr. Barry presented the request to modify NFS 455. Dr. Masterson moved and Dr. Hall seconded a motion to approve the modification of NFS 455. The motion passed.

4.2.5 College of Science and Technology

Department of Chemistry and Biochemistry

Dr. Barry presented the request to modify the Chemistry degree plans (Chemistry (BS), Chemistry ASC-Certified Chemistry (BS), Biochemistry (BS), Chemistry ASC-Certified Biochemistry (BS). Dr. Masterson moved and Dr. Masters seconded a motion to accept these modifications as a group. The motion passed. The GEC Committee recommended the modifications of the Chemistry degree plans (Chemistry (BS), Chemistry ASC-Certified Chemistry (BS), Biochemistry (BS), Chemistry ASC-Certified Biochemistry (BS). Council approved.

Department of Coastal Sciences

Dr. Barry presented the request to add COA 411. Dr. Morgan moved and Dr. Masters seconded a motion to approve the addition of COA 411. The motion passed.

5.0 Reports

5.1 Chair Report-Dr. Tammy Barry
No report

5.2 Chair-Elect Report-Dr. Kathy Masters
No report.

5.3 Secretary Report -Dr. Sarah Morgan
No report.

5.4 SACS/QEP/Alternative Learning
Dr. Powell reminded Council of the upcoming SACS Fifth-Year Interim Report. It will be due March 2012 and work is already beginning on it and will take the full year to gather all necessary information.

5.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese
The University Assessment Committee met February 23 at noon. The Committee requested that Dr. Lilian Hill draft a UAC statement regarding programs that do not comply with assessment procedures. Kathryn Lowery discussed the new Administration Assessment template. There are 2 remaining meetings this academic year: the first later this month and the last in April.

- 5.6 University Priorities Committee – Dr. David Beckett
No report.
- 5.7 Standing Committees
 - 5.7.1 Academic Standards – Dr. David Daves
Dr. Daves announced the Academic Standards committee will meet March 29.
 - 5.7.2 Bylaws – Dr. Stanley Hauer
No report.
 - 5.7.3 Elections – Dr. Mary Nell McNeese
The Elections committee closed the first round of voting on the Grade Review and Academic Councils elections on Friday, March 4th. We met today to set up the 2nd round of voting. This round will run March 21st until April 1st. The 3rd round will run from April 11th until April 22nd. We will report the final results and the slate of nominated officers at the May 2nd meeting, as well as the slate of approved student representatives, if they are available at the time.
 - 5.7.4 General Education – Ms. Stacy Reischman
Ms. Reischman reported that the listening sessions about the GEC updates (to the template and the SLOs) with all colleges and the Registrar/ACA are completed. There was a lot of feedback received that the GEC committee has since discussed and integrated into their recommendations. The deadline for programs submitting Periodic Review 2010-2011 Assessment Plans was Feb. 4th. The GEC is working to get remaining programs to submit them. Also, two subcommittees are formed and working on 2500 word follow-up and another Capstone Syllabus Review. (These are being done in conjunction with the QEP Advisory Board).
 - 5.7.5 Intercollegiate – Dr. David Beckett
No report.
 - 5.7.6 Program Review - Dr. Marek Steedman
No report.
- 6.0 Old Business
 - 6.1 GEC 08 Speaking Intensive Requirement Handbook Section
 - 6.2 Speaking Intensive Bulletin change
 - 6.3 GEC 09 Capstone Requirement Handbook Section
 - 6.4 Capstone Bulletin Change
Dr. Barry presented the handouts from above given to Council at a previous meeting. Ms. Reischman moved and Dr. Masterson seconded a motion to make these changes as a group. The motion passed. Dr. Masterson moved and Dr. Morgan seconded a motion to approve the speaking intensive and capstone requirements. The motion passed. (See attached).
 - 6.5 QEP/GEC 2500 word recommendations
Dr. Barry presented a handout changing the GEC 2500 word requirement. The GEC Committee endorsed the changes. Council approved the changes.
 - 6.6 Program Review Committee Bylaws
Dr. Steedman presented a handout outlining the recommended changes for the bylaws for the Program Review Committee. (See attached). Council approved the changes.

7.0 New Business

7.1 GEC template revisions

Ms. Reischman presented a handout outlining a revised version of the GEC for 2012-2013. Council will review and vote on revisions at the April meeting.

7.2 GEC Student Learning Outcome revisions

Ms. Reischman presented a handout outlining a revised version of the GEC student learning outcomes. Council will review and vote on revisions at the April meeting.

7.3 Other GEC Recommendations

Ms. Reischman presented a handout stating additional GEC recommendations. Council will review and vote on recommendations at the April meeting.

7.4 Intercollegiate Committee charge

Dr. Barry presented a handout approved by the Provost charging the Academic Council (AC) Intercollegiate Committee (IC) with ensuring that proposed new courses (added courses) do not duplicate existing courses and that adequate communication occurs between colleges if any proposed changes in courses or degree plans are made in one college that will affect another college (i.e. increasing enrollment or decreasing enrollment). (See attached).

8.0 Adjourn

Dr. Barry adjourned the meeting at 5:00 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY
March 14, 2011

College of Arts and Letters
Department of History

Add:	HIS 324	<u>The Celts.</u> 3 hours. Effective spring 2012.
Add:	IDS 110	<u>Citizenship Seminar in Service Learning.</u> 3 hours. Effective fall 2011.
Modify:	MCJ 329	<u>Issues in Advertising.</u> Face to face format.
To:	MCJ 329	<u>Issues in Advertising.</u> Face to face and online correspondence format. Effective summer 2011.
Modify:	MUS 302	<u>Form and Analysis.</u>
To:	MUS 302	<u>Form and Analysis.</u> Writing intensive. Effective fall 2011.
Modify:	MUS 365	<u>The Enjoyment of Music.</u>
To:	MUS 165	<u>The Enjoyment of Music.</u> Effective fall 2011.
Modify:	MUS 440	<u>Vocal Literature.</u>
To:	MUS 440	<u>Vocal Literature.</u> Capstone designation. Effective fall 2011.
Modify:	MUS 442	<u>Keyboard History and Literature I.</u> 3 hours.
To:	MUS 442	<u>Keyboard History and Literature I.</u> 2 hours. Capstone designation. Effective fall 2011.
Modify:	MUS 446	<u>Instrumental Literature.</u>
To:	MUS 446	<u>Instrumental Literature.</u> Capstone designation. Effective fall 2011.
Modify:	MUS 470	<u>Organization and Management of Jazz Ensembles.</u>
To:	MUS 470	<u>Organization and Management of Jazz Ensembles.</u> Capstone designation. Effective fall 2011.

- Modify: Music (Performance-Voice) (BM) degree plan –
Change GEC 09.01 from MUP 470 to MUS 440
- Modify: Music (Performance-Piano) (BM) degree plan –
Change GEC 09.01 from MUP 470 to MUS 442
- Modify: Music (Performance-Strings) (BM) degree plan –
Change GEC 09.01 from MUP 470 to MUS 446
- Modify: Music (Performance-Wind) (BM) degree plan –
Change GEC 09.01 from MUP 470 to MUS 446
- Modify: Music (BA) degree plan –
Change GEC 09.01 from MUP 370 to MUS 446
- Modify: Music (Jazz Studies) (BM) degree plan –
Change GEC 07.01 from MUS 306 to MUS 360 (to correct
typographical error in the bulletin) and GEC 09.01 from MUP 470 to
MUS 470

College of Business

Department of Finance, Real Estate, and Business Law

- Modify: REI 492 Special Problems in Real Estate and Insurance.
3 hours.
- To: REI 492 Special Problems in Real Estate and Insurance.
1-6 hours. Effective fall 2011.

Department of Marketing and Fashion Merchandising

- Modify: MKT 392 Supervised Field Experience in Marketing.
- To: MKT 392 Internship and Field Experience in Marketing.
Effective fall 2011.

College of Education and Psychology

Department of Psychology

- Add: PSY 453 Psychology of Humor. 3 hours.
Effective fall 2011.
- Add: PSY 469 Psychology of Music. 3 hours.
Effective fall 2011.

College of Health

Department of Nutrition and Food Systems

Modify:	NFS 455	<u>Nutrition and Weight Control.</u> 2 hours.
To:	NFS 455	<u>Nutrition and Weight Control.</u> 3 hours. Effective fall 2011.

College of Science and Technology

Department of Chemistry and Biochemistry

Modify:	Chemistry (BS) degree plan – Change GEC 06.01 to select 1 course from CSC 101 or CSS 211 or CSS 240 or CSS 333 or PSY 360; change DEG 01.12 to remove CHE 410 and add CHE 460. Effective fall 2011.
Modify:	Chemistry (ACS-Certified Chemistry) (BS) degree plan – Change GEC 06.01 to select 1 course from CSC 101 or CSS 211 or CSS 240 or CSS 333 or PSY 360. Effective fall 2011.
Modify:	Biochemistry (BS) degree plan – Change GEC 06.01 to select 1 course from CSC 101 or CSS 211 or CSS 240 or CSS 333 or PSY 360; change DEG 01.11 to remove CHE 410 and add CHE 460 Effective fall 2011.
Modify:	Chemistry (ACS-Certified Biochemistry) (BS) degree plan – Change GEC 06.01 to select 1 course from CSC 101 or CSS 211 or CSS 240 or CSS 333 or PSY 360. Effective fall 2011.

Department of Coastal Sciences

Add:	COA 411	<u>Coastal Ornithology.</u> 3 hours. Effective summer 2011.
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School of Criminal Justice

Add:	FSC 141	<u>Introduction to Forensic Science II.</u> Effective fall 2011.
Add:	FSC 301	<u>Forensic Biology I.</u> Effective fall 2011.
Add:	FSC 321	<u>Forensic Biology II.</u> Effective fall 2011.
Modify:	Forensics (Criminal Justice) (BS) degree plan DEG 01 - Add FSC 141, DEG 02 – Add FSC 301, FSC 321 as electives, DEG 03 – Add CJ 445, CJ 352 or CJ 360 Effective fall 2011.	

9. GEC 08 Speaking Intensive Requirement

Competence in oral communication requires knowledge of the options and constraints present in a specific situation; the ability to make a skilled presentation; and the motivation to perform.

All degree plans in the university must include an Oral Communication requirement. These courses are also referred to as Speaking Intensive (SI) courses and are listed under category GEC 08 in degree plans in the University Bulletin. Departments may elect to develop a program-specific GEC 08 course within major courses or have students take an appropriate course in another department. All Speaking Intensive courses should be approved by Academic Council.

If a department wishes to have the Oral Communication requirement met through a course not in their own department, they must get approval from the department offering the course. A memo from the granting department to the GEC committee and Academic Council should be submitted in these cases. Departments should also be diligent in understanding the nature of the speaking their majors will be experiencing in the GEC 08 course they select for this requirement. Courses in the Department of Communication Studies are most often used to satisfy the oral communication requirement. Common Communication Studies courses that satisfy the GEC 08/Oral Communication requirement are CMS 111, 305, 320, 330. Departments should be aware of different goals, objectives and assignments of these courses.

To be considered for GEC 08, a course must include a minimum **of two significant and graded speaking assignments. The oral communication component should teach rhetorical reasoning, audience adaptation, professionalism and presentation skills.**

SI courses must include at least two SI-related assignments, guidance and instruction in preparing those assignments, and a clear evaluation procedure to provide students with feedback about their work. Speaking assignments can include formal speeches, teaching class, leading group decision making activities, interviews, research presentations, small group presentations, debates, etc. It is important that students experience oral communication in ways that are germane to and will best serve them in their disciplines.

Since GEC 08 courses are part of the General Education Curriculum, they are required to be assessed as part of the Periodic Review of the GEC. (See p ? for details).

Proposed change to 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.
- *Speaking.* Each degree plan specifies: (1) an Oral Communication course and (2) a Capstone. ~~At least one~~ **Both** of these courses ~~requires~~ **require** the successful completion of a minimum of two ~~graded speeches~~ **significant and graded speaking assignments**. ~~The other course may substitute two appropriate graded oral communication equivalents.~~
- *Writing and Speaking Resources for Students and Faculty.* The University of Southern Mississippi is committed to providing a learning environment that offers enhanced support for strengthening speaking and writing skills. Students have access to individualized assistance with writing and speaking assignments for any course through the University's Writing Center and Speaking Center on both the Hattiesburg and Gulf Coast campuses. The centers offer free, personalized assistance at any stage of the process with the goal of helping students become more effective writers and speakers. The Speaking Center also includes a presentation rehearsal studio with the tools and space to rehearse, record, and view a presentation. Faculty members have the opportunity to participate in a faculty development seminar designed to enhance student learning outcomes in oral and written communication across the curriculum. Faculty resources for incorporating writing and speaking assignments are also available through the centers.

Proposed change to 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.
- *Speaking.* Each degree plan specifies: (1) an Oral Communication course and (2) a Capstone. ~~At least one~~ **Both** of these courses ~~requires~~ **require** the successful completion of a minimum of two ~~graded speeches~~ **significant and graded speaking assignments**. ~~The other course may substitute two appropriate graded oral communication equivalents.~~
- *Writing and Speaking Resources for Students and Faculty.* The University of Southern Mississippi is committed to providing a learning environment that offers enhanced support for strengthening speaking and writing skills. Students have access to individualized assistance with writing and speaking assignments for any course through the University's Writing Center and Speaking Center on both the Hattiesburg and Gulf Coast campuses. The centers offer free, personalized assistance at any stage of the process with the goal of helping students become more effective writers and speakers. The Speaking Center also includes a presentation rehearsal studio with the tools and space to rehearse, record, and view a presentation. Faculty members have the opportunity to participate in a faculty development seminar designed to enhance student learning outcomes in oral and written

communication across the curriculum. Faculty resources for incorporating writing and speaking assignments are also available through the centers.

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, practicum 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 writing intensive, 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 speaking intensive, which require students to successfully complete a minimum of **two graded speeches or two appropriate graded oral communication equivalents significant and graded speaking assignments.** 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.

GEC 09. Capstone Requirement

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 outlined below. The program utilizes the Capstone as a means of assessing student achievement of the program's student learning outcomes. To receive credit for the Capstone, students must receive a grade of C or better. Class enrollment is capped at 24.

Capstone written and oral communication requirements

The writing component of the Capstone requires students to write a minimum of 5,000 words (approximately 20 pages of double-spaced typed 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.

The oral communication component of the Capstone requires the successful completion of a minimum of two ~~graded speeches or two appropriate graded oral communication equivalents~~ **significant and graded speaking assignments**. 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 public discourse.

**DRAFT Recommendations of the Joint Ad Hoc GEC/QEP Committee
on the 2500-Word Writing Requirement in GEC 01-05 Courses DRAFT**

Committee charge: Review the requirement for possible reduction or modification

Recommendations:

The requirement for the generation of 2500 words in courses within the GEC 01-05 categories should be maintained, with the explicit understanding that (a) all writing tasks* within a GEC course contribute to meeting the requirement and (b) any GEC 01-05 course will include an adequate amount of formally edited writing.

The GEC Committee will undertake an ongoing initiative to inform instructors in GEC 01-05 course of potential writing assignments and alternative grading approaches. In addition, the joint GEC/QEP committee will explore means to provide support resources for the instruction of GEC 01-05 courses.

* Acceptable tasks include those that involve the writing of connected discourse. See the document at www.usm.edu/ac_council/GEC.htm for a compilation of potential in- and out-of class writing tasks and alternative grading approaches

Alternatives considered:

- Continuation of current requirement
- Continuation of current requirement with modification
- Reduction of number of words required
- Specification of particular courses within GEC 01-05 for the requirement
- Elimination of requirement

Results of information gathering conducted by committee:

- An electronic survey completed by 114 out of 208 instructors of GEC 02-05 courses during the 2009-10 academic year showed strong support of the requirement in its current form. The results of the survey are posted at www.usm.edu/ac_council/GEC.htm . Comments in an open-ended question illuminate some concerns about adequate support for addressing writing in large sections.
- Focus groups conducted for each GEC category yielded similar results and suggested a need for better dissemination of information concerning the writing requirement. Notes from these focus group sessions are posted at www.usm.edu/ac_council/GEC.htm .

Respectfully submitted, (Pending review of the QEP Advisory Board)

Bill Powell, Chair

12/2/10

Proposed Changes for the Bylaws for the Program Review Committee

Deleted language is in [blue] , added language is in red.

Section 11.1.1

The Program Review Committee is a standing committee that shall be responsible for reviewing self studies for programs requiring internal review [and], completing the Academic Council Reviewer's Rating Form, and reviewing one-year follow-up reports from programs. They are also responsible for presenting the Executive Summary to the Academic Council for all programs receiving internal review, as well as presenting [an Executive Summary of] a Recommendation Report on all programs receiving external accreditation.

Section 11.1.2

(Leaving duties 1-3 unchanged)

4. In [May] September the Program Review Committee will present the Academic Council Recommendation Report. This report will document the external accreditation activities occurring in the previous academic year. It will include [an Executive Summary] a list of all programs that have received accreditation or re-accreditation through an external accreditation agency in the previous academic year, and a brief statement summarizing review recommendations. [The Executive Summaries should adhere closely to those guidelines put forth by the IHL (which are available from the Office of Institutional Effectiveness).] In addition, the Academic Council Recommendation Report presented in [May] September will include an Executive Summary of each program completing internal program review, adhering closely to those guidelines put forth by the IHL (which are available from the Office of Institutional Effectiveness).

Academic Council Minutes
The University of Southern Mississippi
April 4, 2011

The Academic Council met at 3:00 p.m. on April 4, 2011, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Lin-Miao Agler, Dr. Tammy Barry, Dr. David Beckett, Dr. Randy Buchanan, Dr. David Daves, Dr. Laura Downey, Dr. Stacey Hall, Dr. Stanley Hauer, Dr. Matthew Hood, Dr. Scott Milroy, Dr. Sarah Morgan, Ms. Peggy Price, Ms. Stacy Reischman, Dr. Marek Steedman, and Dr. Teresa Welsh.

The following voting members were represented by proxies to constitute a quorum: Dr. Marie Danforth for Dr. Jeffrey Kaufmann, Ms. Stacy Reischman for Dr. Kathleen Masters, Dr. David Beckett for Dr. Doug Masterson, Dr. Sarah Morgan for Dr. Mary Nell McNeese, Dr. Laura Downey for Dr. Elaine Molaison, Dr. David Beckett for Dr. William Odom, Dr. Matthew Hood for Dr. Jennifer Sequeira, and Dr. Matthew Hood for Dr. Chang-Tseh Hsieh.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Ms. Carolyn Cawthon, Dr. Lance Nail, Mr. Christopher Necaise, and Dr. William Powell.

The following guests were present: Dr. Marija Bekafigo, Ms. Linda Bass, Dr. Nicholas Ciraldo, Dr. David Cochran, Dr. Clifton Dixon, Dr. David Duhon, Dr. Diane Fisher, Dr. Leisa Flynn, Dr. Kay Harris, Ms. Julie Howdeshell, Ms. Kathryn Lowery, Dr. Tom Osowski, Dr. Gwen Pate, Ms. Dawn Porter, Ms. Stephanie Smith, and Ms. Amy Thornton.

1.0 Call to Order

The meeting was called to order at 3:00 p.m. with Dr. Tammy Barry presiding.

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Beckett moved and Dr. Steedman seconded a motion to approve the agenda. The motion passed.

3.0 Approval of the minutes

Dr. Barry presented the March 2011 minutes for approval. Dr. Daves moved and Dr. Steedman seconded a motion to approve the March 14, 2011 minutes. The motion passed.

4.0 Proposals

4.1 Old Proposal Business
No business.

4.2 New Proposal Business

4.2.1 College of Arts and Letters

Department of Political Science, International Development, and International Affairs

Dr. Barry presented the request to add PS 494, PS 495, and PS 496. Dr. Hauer moved and Dr. Hall seconded a motion to take these courses as a group. The motion passed.

Dr. Hauer moved and Dr. Agler seconded a motion to approve the addition of PS 494, PS 495, and PS 496. The motion passed.

Office of Interdisciplinary Studies

Dr. Barry presented the request to request to rename the Women's Studies Program. Dr. Hauer moved and Ms. Reischman seconded a motion to approve the request to rename the Women's Studies Program. The motion passed.

School of Music

Dr. Barry presented the request to add MED 199. Dr. Hauer moved and Dr. Daves seconded a motion to approve the addition of MED 199. The motion passed.

Dr. Barry presented the request to modify the Music degree plans (Music Education – Choral Licensure and Music Education – Instrumental Licensure). Dr. Hauer moved and Dr. Agler seconded a motion to accept these modifications as a group. The motion passed. Dr. Hauer moved and Dr. Hood seconded a motion to accept the modification of the Music degree plans (Music Education – Choral Licensure and Music Education – Instrumental Licensure). The motion passed.

4.2.2 College of Business

Department of Finance, Real Estate, and Business Law

Dr. Barry presented the request to modify all BSBA degree plans to remove BA 303 from the College of Business core. Dr. Daves moved and Ms. Reischman seconded a motion to approve the modification of all BSBA degree plans to remove BA 303 from the College of Business core. The motion passed.

Department of Management and International Business

Dr. Barry presented the request to modify the Business Administration (General Business) degree plan. Dr. Morgan moved and Dr. Welch seconded a motion to approve the modification of the Business Administration (General Business) degree plan. The motion passed.

Department of Marketing and Fashion Merchandising

Dr. Barry presented the request to modify MKT 480. Dr. Daves moved and Dr. Hall seconded a motion to approve the modification of MKT 480. The motion passed.

4.2.3 College of Education and Psychology

Department of Child and Family Studies

Dr. Barry presented the request to modify FAM 455 and FAM 475. The GEC Committee recommended the modification of FAM 455 and FAM 475. Council approved.

Dr. Barry presented the request to modify CD 350, 350L, 351, 351L, 352, 352L, 378, 450, 451, 451L, 452, 452L, 453, 453L, FAM 352, 442, 450, 452, 453, 456, 490, and FCS 401. Dr. Daves moved and Dr. Steedman seconded a motion to take these courses as a group. The motion passed.

Dr. Daves moved and Dr. Steedman seconded a motion to approve the modification of CD 350, 350L, 351, 351L, 352, 352L, 378, 450, 451, 451L, 452, 452L, 453, 453L, FAM 352, 442, 450, 452, 453, 456, 490, and FCS 401. The motion passed.

Department of Curriculum, Instruction, and Special Education

Dr. Barry presented the request to modify SPE 405. Dr. Agler moved and Dr. Morgan seconded a motion to approve the modification of SPE 405. The motion passed.

4.2.4 College of Health
School of Social Work

Dr. Barry presented the request to modify SWK 493, 494, and 497. Ms. Reischman moved and Dr. Daves seconded a motion to take these courses as a group. The motion passed.

Dr. Morgan moved and Dr. Danforth seconded a motion to approve the modification of SWK 493, 494, and 497. The motion passed.

5.0 Reports

5.1 Chair Report-Dr. Tammy Barry

Dr. Barry reported several activities that are planned for late Spring/Summer related to Academic Council, including looking at the plagiarism language in the narrative of the Bulletin and Student Handbook; ensuring no problem with repeating courses via new Title IV funding issues; and cleaning up old courses (not taught in over 7 years) from the 2012-2013 Bulletin unless otherwise justified to be kept on the books.

5.2 Chair-Elect Report-Dr. Kathy Masters
No report.

5.3 Secretary Report -Dr. Sarah Morgan
No report.

5.4 SACS/QEP/Alternative Learning
No report.

5.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese
During the monthly meeting on March 30th, the committee discussed the statement regarding programs that do not comply with assessment procedures. The chair, Dr. Lilian Hill, had written a draft statement and the members suggested that consequences for non-compliance should be added. The chair planned to discuss this with the Provost. The new administration assessment template is being piloted and all administration units will have the new template this summer in which to complete the 2012 assessment plan. The last meeting of the year will be the Assessment Showcase which is planned for Thursday, April 28th at noon in the Thad Cochran Center.

5.6 University Priorities Committee – Dr. David Beckett
No report.

5.7 Standing Committees

5.7.1 Academic Standards – Dr. David Daves

Dr. Daves reported the Academic Standards committee met and discussed concerns regarding academic integrity of online courses/programs. (See attached).

5.7.2 Bylaws – Dr. Stanley Hauer
No report.

5.7.3 Elections – Dr. Mary Nell McNeese

The second round of voting is complete and the elections committee will meet this week with the ballot proctor to set up the third round which will run from April 11th until April 22nd. We will report the final results and the slate of nominated officers at the May 2nd meeting, as well as the slate of approved student representatives, if they are available at that time.

5.7.4 General Education – Ms. Stacy Reischman

Ms. Reischman reported that the Committee was working on GEC Handbook sections regarding additions/deletions from the GEC, substitutions in the GEC as well as a Bulletin revision describing the process for substitutions in the Bulletin. Ms. Reischman passed out handouts of these in the new business portion of the meeting for a vote in May. She also stated the Committee was still working on collecting Assessment Plans from all units for the GEC Periodic Review.

5.7.5 Intercollegiate – Dr. David Beckett

No report.

5.7.6 Program Review - Dr. Marek Steedman

No report.

6.0 Old Business

6.1 GEC template revisions

Ms. Reischman presented a handout at the March meeting outlining a revised version of the GEC for 2012-2013 to be voted on in the April meeting. Dr. Steedman motioned to have COH 100, PHI 171, and FIN 200 removed from GEC 05. The motion was seconded. After further discussion and concerns, Council postponed the vote on the amendment and the revisions for the May meeting.

6.2 GEC Student Learning Outcome revisions

Ms. Reischman presented a handout at the March meeting outlining a revised version of the GEC student learning outcomes to be voted on in the April meeting. Given the postponement of the GEC template, Council postponed the vote on revisions for the May meeting.

6.3 Other GEC Recommendations

Ms. Reischman presented a handout at the March meeting stating additional GEC recommendations to be voted on in the April meeting. Council approved the recommendations. (See attached).

6.4 Intercollegiate Committee charge

Dr. Barry presented a handout from the Provost charging the Academic Council (AC) Intercollegiate Committee (IC) with ensuring that proposed new courses (added courses) do not duplicate existing courses, and that adequate communication occurs between colleges if any proposed changes in courses or degree plans are made in one college that will affect another college (i.e. increasing enrollment or decreasing enrollment). Dr. Danforth moved and Dr. Daves seconded a motion to approve the recommendations of the Intercollegiate Committee. The motion passed.

7.0 New Business

7.1 Handbook section on substitutions in the GEC

Ms. Reischman presented a handout outlining substitutions in the GEC. Council will review and vote on revisions at the May meeting.

7.2 Handbook section on additions and deletions of courses in the GEC
Ms. Reischman presented a handout outlining additions and deletions of courses in the GEC. Council will review and vote on revisions at the May meeting.

7.3 Modifications to the GEC Narrative regarding the policy for substituting courses
(for clarification only)
Ms. Reischman presented a handout outlining modifications to the GEC Narrative regarding the policy for substituting courses. Council will review and vote on recommendations at the May meeting.

8.0 Adjourn
Dr. Barry adjourned the meeting at 5:30 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY
April 4, 2011

College of Arts and Letters

Department of Political Science, International Development, and International Affairs

- Add: PS 494 Washington Internship or Practicum. 3 hours. Effective summer 2011.
- Add: PS 495 Washington Experience. 3 hours. Effective summer 2011.
- Add: PS 496 Washington Leadership Forum. 3 hours. Effective summer 2011.

Office of Interdisciplinary Studies

- Modify: Women's Studies program
- To: Women's and Gender Studies program. Effective fall 2011.

School of Music

- Add: MED 199 Success for Music Education Majors. 2 hours. Effective fall 2011.
- Modify: Music Education (Choral-Licensure) (BME) degree plan – Add MED 199 to DEG 01; change degree plan hours (126 to 128) Effective fall 2011.
- Modify: Music Education (Instrumental-Licensure) (BM) degree plan – Add MED 199 to DEG 01; change degree plan hours (129 to 132) Effective fall 2011.

College of Business

Department of Finance, Real Estate, and Business Law

- Modify: All BSBA degree plans: change the BSBA core to remove BA 303 From the list of required courses and replace with BA 250. Effective fall 2011.

Department of Management and International Business

- Modify: Business Administration (General Business) degree plan – add ACC 200/L to DEG 01. and change specifications to DEG 02. to include selecting 21 hours of 300/400 level business

courses beyond the business core with no more than 15 hours from any one discipline. Effective fall 2011.

Department of Marketing and Fashion Merchandising

Modify:	MKT 480	<u>Marketing Management.</u>
To:	MKT 480	<u>Advanced Marketing Research.</u> Effective fall 2011.

College of Education and Psychology
Department of Child and Family Studies

Modify:	CD 350	<u>Child Development.</u> Face to face format.
To:	CD 350	<u>Child Development.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 350L	<u>Child Development Laboratory.</u> Face to face format.
To:	CD 350L	<u>Child Development Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 351	<u>Advanced Child Development.</u> Face to face format.
To:	CD 351	<u>Advanced Child Development.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 351L	<u>Advanced Child Development Laboratory.</u> Face to face format.
To:	CD 351L	<u>Advanced Child Development Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 352	<u>Behavior and Guidance of the Young Child.</u> Face to face format.
To:	CD 352	<u>Behavior and Guidance of the Young Child.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 352	<u>Behavior and Guidance of the Young Child Laboratory.</u> Face to face format.

To:	CD 352	<u>Behavior and Guidance of the Young Child Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 378	<u>The Hospitalized Child.</u> Face to face format.
To:	CD 378	<u>The Hospitalized Child.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 450	<u>Administration of Child and Family Programs.</u> Face to face format.
To:	CD 450	<u>Administration of Child and Family Programs.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 451	<u>Infant Development.</u> Face to face format.
To:	CD 451	<u>Infant Development.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 451L	<u>Infant Development Laboratory.</u> Face to face format.
To:	CD 451L	<u>Infant Development Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 452	<u>Child Development Methods and Materials.</u> Face to face format.
To:	CD 452	<u>Child Development Methods and Materials.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 452L	<u>Child Development Methods and Materials Laboratory.</u> Face to face format.
To:	CD 452L	<u>Child Development Methods and Materials Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	CD 453	<u>Curriculum Activities for Young Children.</u> Face to face format.
To:	CD 453	<u>Curriculum Activities for Young Children.</u> Face to face and online delivery format. Effective fall 2011.

Modify:	CD 453L	<u>Curriculum Activities for Young Children Laboratory.</u> Face to face format.
To:	CD 453L	<u>Curriculum Activities for Young Children Laboratory.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 352	<u>Families and Adolescents.</u> Face to face format.
To:	FAM 352	<u>Families and Adolescents.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 442	<u>Personal and Family Financial Management.</u> Face to face format.
To:	FAM 442	<u>Personal and Family Financial Management.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 450	<u>Sexuality in the Family.</u> Face to face format.
To:	FAM 450	<u>Sexuality in the Family.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 452	<u>Parenthood.</u> Face to face format.
To:	FAM 452	<u>Parenthood.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 453	<u>The Family in Later Life.</u> Face to face format.
To:	FAM 453	<u>The Family in Later Life.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 455	<u>Family Theories.</u> Face to face format.
To:	FAM 455	<u>Family Theories.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 456	<u>Introduction to Marriage and Family Therapy.</u> Face to face format.
To:	FAM 456	<u>Introduction to Marriage and Family Therapy.</u> Face to face and online delivery format. Effective fall 2011.

Modify:	FAM 475	<u>Contemporary Issues Affecting the Quality of Life.</u> Face to face format.
To:	FAM 475	<u>Contemporary Issues Affecting the Quality of Life.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FAM 490	<u>Practicum.</u> Face to face format.
To:	FAM 490	<u>Practicum.</u> Face to face and online delivery format. Effective fall 2011.
Modify:	FCS 401	<u>Family Life Education.</u> Face to face format.
To:	FCS 401	<u>Family Life Education.</u> Face to face and online delivery format. Effective fall 2011.

Department of Curriculum, Instruction, and Special Education

Modify:	SPE 405	<u>Early Intervention for Children with Special Needs.</u> Face to face format.
To:	SPE 405	<u>Early Intervention for Children with Special Needs.</u> Face to face and online delivery format. Effective fall 2011.

College of Health
School of Social Work

Modify:	SWK 493	<u>Crisis Intervention.</u>
To:	SWK 493	<u>Crisis Intervention: CAST 3.</u> Effective fall 2011.
Modify:	SWK 494	<u>Social Work Practice with Children and Families.</u>
To:	SWK 494	<u>Social Work Practice with Children and Families: CAST 1.</u> Effective summer 2011.
Modify:	SWK 497	<u>Social Work Practice and Family Violence.</u>
To:	SWK 497	<u>Social Work Practice and Family Violence: CAST 2.</u> Effective fall 2011.

Academic Standards Committee
March 29, 2011

The Academic Standards Committee met to address concerns regarding academic integrity of online courses/programs. Those in attendance were:

Dr. Teresa Welsh
Amy Thornton
Dr. Chang T. Hsieh
Dr. William Odon
Dr. David Daves

The Committee reviewed previously discussed issues and problems common to courses offered in an online format. Problems identified in prior meetings:

- Lack of Intellectual Property Policy. NOTE: It was reported to the Committee that the University Council has acted to establish an Intellectual Property Policy.
- Ability to keep pace with changing technologies applicable to online delivery.
- FERPA violations with servers not secured (i.e. textbook company websites, Facebook, email, etc)
- Proctoring for tests

The Academic Standards Committee offers the following resolution as a first-read at our April 4, 2011 meeting. The Committee understands this as a work in progress, and appreciates feedback or suggestions.

Recommendations:

- University/Administrative support:
 - Infrastructure to support expanding online programs.
 - Online courses capped at 25.
 - Safeguards to prevent cheating
- Training required of all faculty and students prior to taking or teaching an online course
- Required use of Online Course Development Guide and Rubric (created through LEC)

The Academic Standards Committee applauds The University of Southern Mississippi and Administration for recognizing online learning as an essential instructional component in the delivery of courses offered.

The Committee recommends additional University/Administrative support by designating and devoting the financial and personnel resources needed to adequately support expanding online course offerings at USM. Because of the extensive effort in teaching an online course, the Committee urges Administration to create a University Policy limiting online courses to 25. The Committee also feels the Administration should take an active role in developing and securing safeguards to prevent cheating or other dishonest actions taken by students. Such actions could include, but not limited to, the continued honor statement signed by students, and providing proctors for tests.

The Committee recommends training modules be taken and passed at a certain proficiency level by professors before being assigned an online course and by students prior to enrolling in an online course. The Learning Enhancement Center (LEC) offers continual training for faculty and students.

The Committee agrees that an appropriate and effective evaluation instrument is critical in creating and maintaining academic integrity of online courses. The Committee recommends a statement be added to syllabi specifying Chairs and faculty use of the *Online Course Development Guide and Rubric* (document created by LEC) as an evaluation instrument for the course. The Committee also feels that pertinent information regarding the integrity of the course could be measured by student input. It is suggested that parts of the *Guide and Rubric* be tied to the student evaluation of the course, with students specifying whether the course was taught face-to-face, hybrid, or online.

In addition to the recommendations, the Committee also suggests a University-wide survey be conducted to assess students' disposition toward online course offerings. There was much discussion as to student preference regarding online vs. face-to-face. This survey is yet to be developed and the Committee will work with LEC, The University Council, and the Change Management Committee in its creation.

Components of *Online Course Development Guide and Rubric*:

- Syllabus Requirements
- Design of Instruction
- Course Structure and Organization
- Learner Interaction and Collaboration
- Effective Use of Technology
- Assessment and Evaluation

Charge: Consistency in calculation of degree GPA regarding repeated courses, etc. Different departments have a different core GPA requirement from emphasis areas or majors.

The Academic Standards Committee had limited discussion on this charge, but will address in the next meeting after further clarification and concerns of the issues.

Recommendation for student choices in GEC categories 01-05:

Whereas all courses within a given GEC category 01-05 meet common General Education Curriculum Student Learning Outcomes, students are permitted free choice of courses within GEC categories 01-05. Beginning with the 2012-2013 Bulletin, all degree plans will list all course options in all categories. Exceptions will be when specific courses are required for Licensure and external accreditation demands. Departments will provide written documentation and Academic Council will approve all such exceptions and degree plans will annotate such exceptions.

Recommendation for formatting GEC template:

Whereas clarity of degree plans is an important factor in a student completing his/her degree in a timely fashion, the revised General Education Curriculum template in the Bulletin will use an asterisk to annotate when a course satisfies a General Education Curriculum requirement as well as a degree requirement. Similarly, the General Education Curriculum committee will continue to explore the best ways to link the formatting of Degree Progress Reports to Degree Plans in the Bulletin to allow for ease of student use.

Recommendation for three (3) extra hours:

Whereas there are ongoing efforts to revise the General Education Curriculum, modifications to degree plans that remove the last three hours of general electives will not be approved. This policy will be reexamined in May 2013.

Recommendation for scope and sequence:

Whereas the scope and sequence of a student's progression through the General Education Curriculum are factors to their success and achievement, the General Education Committee will continue to look at the scope and sequence of the General Education Curriculum. Evaluating the scope and sequence of the General Education Curriculum will be undertaken by the GEC committee in partnership with other University entities concerned with this issue, including College Curriculum committees, the Strategic Enrollment Planning Committee and the Office of the Provost.

Specific issues will include, but are not limited to the following:

- Student enrollment in ENG 101 in their first semester at USM and in ENG 102 in the semester immediately following ENG 101.
- Student enrollment in MAT 100 (or higher) in their first year at USM.
- Enforcement issue pertaining to any scope and sequence requirements.
- Determining the most optimal "blocks" of General Education Curriculum courses for incoming students.
- Setting benchmarks for timely completion of categories 01-05 of the General Education Curriculum.
- Finding a method to assess student writing competency upon entrance to USM in order to gather baseline data.

Recommendation for GEC 06/Computer Competency:

Whereas it is important for General Education Curriculum Student Learning Outcomes to be relevant and applicable for students, the General Education Curriculum committee will investigate the necessity and content of the Computer Competency requirement as well as the best manner in which to assess it.

Academic Council Minutes
The University of Southern Mississippi
May 2, 2011

The Academic Council met at 3:00 p.m. on May 2, 2011, in Thad Cochran Center room 216 with Dr. Tammy Barry, Chair of the Academic Council, presiding.

The following voting members were present: Dr. Tammy Barry, Dr. David Beckett, Dr. Cynthia Chatham, Dr. David Daves, Dr. Laura Downey, Dr. Stacey Hall, Dr. Stanley Hauer, Dr. Matthew Hood, Dr. Jeffrey Kaufmann, Dr. Kathleen Masters, Dr. Douglas Masterson, Dr. Mary Nell McNeese, Dr. Scott Milroy, Dr. Elaine Molaison, Dr. Sarah Morgan, Dr. William Odom, Ms. Peggy Price, Ms. Stacy Reischman, Dr. Jennifer Sequeira, Dr. Marek Steedman, and Dr. Teresa Welsh.

The following voting members were represented by proxies to constitute a quorum:
Dr. Mary Nell McNeese for Dr. Lin-Miao Agler, Dr. Doug Masterson for Dr. Randy Buchanan, and Dr. Jennifer Sequeira for Dr. Chang-Tseh Hsieh.

The following non-voting members were present: Dr. Patricia Biesiot for Dr. Joe Whitehead, Ms. Carolyn Cawthon, Ms. Nancy Kaul, Dr. Michael Forster, and Dr. William Powell.

The following guests were present: Dr. Curtis Austin, Dr. Jerry Bass, Dr. Susan Hubble Burchell, Ms. Leanne Casiano, Dr. Nicholas Ciraldo, Dr. Clifton Dixon, Dr. Diane Fisher, Dr. Jeanne Gillespie, Dr. Ben Hardman, Dr. Kay Harris, Dr. David Holley, Ms. Julie Howdeshell, Ms. Joyce Inman, Dr. Phyllis Jestice, Ms. Kathryn Lowery, Ms. Ann McNair, Dr. Chris Meyers, Dr. Amy Chasteen Miller, Dr. Gwen Pate, Ms. Dawn Porter, Dr. Julie Reid, Dr. Robert Smith, Dr. Paula Smithka, Ms. Karyn Stahl, Dr. Chuck West, Dr. Andrew Wiest, Dr. Kathy Yadrick and Dr. Emily Bullock Yowell.

1.0 Call to Order

The meeting was called to order at 3:00 p.m. with Dr. Tammy Barry presiding.

2.0 Adoption of the Agenda

Dr. Barry presented the agenda for approval. Dr. Masterson moved and Dr. Odom seconded a motion to approve the agenda. The motion passed.

3.0 Approval of the minutes

Dr. Barry presented the April 2011 minutes for approval. Dr. Hauer moved and Dr. Masters seconded a motion to approve the April 4, 2011 minutes. The motion passed.

4.0 Proposals

4.1 Old Proposal Business

No business.

4.2 New Proposal Business

4.2.1 College of Arts and Letters

Department of English

Dr. Barry presented the request to modify ENG 99. Dr. Hauer moved and Dr. Welch seconded a motion to approve the modification of ENG 99. The motion passed.

Department of Philosophy and Religion

Dr. Barry presented the request to add PHI 317, PHI 320 and REL 403. Ms. Reischman moved and Dr. Hauer seconded a motion to take these courses as a group. The motion passed. Dr. Morgan moved and Dr. McNeese seconded a motion to approve the addition of PHI 317, PHI 320 and REL 403. The motion passed.

Department of Political Science, International Development, and International Affairs

Dr. Barry presented the request to add PS 100. Dr. Masterson moved and Ms. Reischman seconded a motion to approve the addition of PS 100. The motion passed.

Dr. Barry presented the request to modify PS 489. Dr. McNeese moved and Dr. Masters seconded a motion to approve the modification of PS 489. The motion passed.

Dr. Barry presented the request to add a Campaigns and Elections minor. Dr. Steedman moved and Dr. Masters seconded a motion to approve the addition of a Campaigns and Elections minor. The motion passed.

Department of Theatre and Dance

Dr. Barry presented the request to reorganize the Department of Theatre and Dance in to two separate departments. Dr. Masters moved and Dr. Masterson seconded a motion to approve the reorganization of the Department of Theatre and Dance. The motion passed.

Office of Interdisciplinary Studies

Dr. Barry presented the request to modify IDS 301 and IDS 402. Dr. Daves moved and Dr. Hall seconded a motion to accept these modifications as a group. The motion passed. The GEC Committee recommended the modifications of IDS 301 and IDS 402. Council approved.

Dr. Barry presented the request to modify IDS 401. Ms. Reischman moved and Dr. Masterson seconded a motion to approve the modification of IDS 401. The motion passed.

Dr. Barry presented the request to add an Environmental Studies emphasis. Ms. Reischman moved and Dr. Masterson seconded a motion to send the request back to the department. The department will need to revise the proposal and resubmit to Council in the future.

School of Music

Dr. Barry presented the request to modify MUP 487. Dr. McNeese moved and Dr. Masterson seconded a motion to send the request back to the department. The department will need to revise the proposal and resubmit to Council in the future.

Dr. Barry presented the request to add MUP 496. Dr. McNeese moved and Dr. Steedman seconded a motion to approve the addition of MUP 496. The motion passed.

Center for Human Rights and Civil Liberties

Dr. Barry presented the request to add courses to the Human Rights minor. Dr. Masterson moved and Dr. Morgan seconded a motion to send the request back to the department. The department will need to revise the proposal and resubmit to Council in the future.

- 4.2.2 College of Business
Department of Marketing and Fashion Merchandising
Dr. Barry presented the request to modify MKT 480. Dr. McNeese moved and Dr. Daves seconded a motion to approve the modification of MKT 480. The motion passed.
- 4.2.3 College of Education and Psychology
Department of Technology Education
Dr. Barry presented the request to modify IT 332. Dr. Morgan moved and Dr. Daves seconded a motion to approve the modification of IT 332. The motion passed.
- 4.2.4 College of Science and Technology
Department of Chemistry and Biochemistry
Dr. Barry presented the request to modify CHE 451. Dr. Masterson moved and Dr. Morgan seconded a motion to approve the modification of CHE 451. The motion passed.

5.0 Old Business

- 5.1 GEC template revisions
Ms. Reischman presented a handout at the March meeting outlining a revised version of the GEC for 2012-2013. Dr. Hauer moved and Dr. Marek seconded a motion to remove COH 100 from the GEC 05 portion of the templates. The motion did not pass.
After further discussion, Council voted to accept template B. (see attached)
- 5.2 GEC Student Learning Outcome revisions
Ms. Reischman presented a handout at the March meeting outlining a revised version of the GEC student learning outcomes. Dr. Masterson moved and Ms. Reischman seconded a motion to approve the revised student learning outcomes. The motion passed. (see attached)
- 5.3 Intercollegiate Committee bylaws
Dr. Barry presented a handout incorporating the charge from the Provost to the Academic Council (AC) Intercollegiate Committee (IC) into the current Academic Council Constitution and Bylaws (specific language changes). These changes ensure that proposed new courses (added courses) do not duplicate existing courses and that adequate communication occurs between colleges if any proposed changes in courses or degree plans are made in one college that will affect another college (i.e. increasing enrollment or decreasing enrollment). This charge resulted in changes in the Constitution and the Bylaws of Academic Council. Dr. Danforth moved and Dr. Daves seconded a motion to approve the recommendations for the changes in the Constitution and Bylaws for the description of the charge of the Intercollegiate Committee and subsequent proposals. The motion passed. (see attached).
- 5.4 Handbook section on substitutions in the GEC
Ms. Reischman presented a handout outlining substitutions in the GEC.
Dr. Masterson moved and Dr. Hood seconded a motion to approve the revised handbook section on substitutions in the GEC. The motion passed. (see attached)
- 5.5 Handbook section on additions and deletions of courses in the GEC
Ms. Reischman presented a handout outlining additions and deletions of courses in the GEC.
Dr. Masterson moved and Dr. Daves seconded a motion to approve the revised handbook section on additions and deletions of courses in the GEC. The motion passed.
- 5.6 Modifications to the GEC Narrative regarding the policy for substituting courses (for clarification only)

Ms. Reischman presented a handout outlining modifications to the GEC Narrative regarding the policy for substituting courses.

6.0 Old Business - continued

6.1 Substitution language for GEC handbook and Undergraduate bulletin

Ms. Reischman presented a handout outlining modifications for the narrative sections of the GEC handbook and Undergraduate bulletin regarding substitutions. Dr. McNeese moved and Dr. Daves seconded a motion to approve the revised narrative sections of the GEC handbook and Undergraduate bulletin regarding substitutions. The motion passed. (see attached)

7.0 Reports

7.1 Chair Report-Dr. Tammy Barry

Dr. Barry thanked everyone for the progress made during the 2010-11 academic year and for everyone's support in making important changes (e.g., GEC modifications) during a trying year (e.g., eliminations and subsequent appeals process). Everyone pulled together for a successful academic year. She proudly passes the torch to Dr. Masters, who will no doubt do an excellent job in the coming year on the important work of the Academic Council.

7.2 Chair-Elect Report-Dr. Kathy Masters No report.

7.3 Secretary Report -Dr. Sarah Morgan No report.

7.4 SACS/QEP/Alternative Learning No report.

7.5 University Assessment Committee (UAC) Liaison - Dr. Mary Nell McNeese

The last meeting of the University Assessment Committee was the Assessment Showcase held on Thursday, April 28th at noon in the Thad Cochran Center. The Showcase was a celebration of the many superior assessment plans developed by programs across the campus. Electronically, the committee voted to accept the revised statement regarding programs that do not comply with university assessment procedures drafted by the chair, Dr. Lilian Hill. While she asked specifically for a vote, she did archive the additional feedback for possible future consideration. Dr. Desmond Fletcher was elected as the chair for the 2011-2012 term.

7.6 University Priorities Committee – Dr. David Beckett No report.

7.7 Standing Committees

7.7.1 Academic Standards – Dr. David Daves

Dr. Daves presented a resolution of recommendations regarding online courses and programs to Council. (see attached). This resolution will be sent to the Provost.

7.7.2 Bylaws – Dr. Stanley Hauer No report.

7.7.3 Elections – Dr. Mary Nell McNeese

The third round of voting was completed and the elections committee met to finalize the list of new members for the Grade Review and the Academic Councils. The Grade

Review Council membership is only disclosed to the Provost's Office and their Council chair so it will not be reported here.

The new members of the Academic Council and their terms are:

College of Education and Psychology:

1. Charles West-Term ends 5/13
2. Emily Yowell-Term ends 5/14

College of Arts and Letters:

1. Curtis Austin- Term ends 5/14

College of Health:

1. Stacy Hall-Term ends 5/12
2. Kathy Yadrick- Term ends 5/14

College of Business:

1. W. Robert (Bob) Smith-Term ends 5/14

College of Science and Technology:

1. David Beckett- Term ends 5/13
2. Doug Masterson- Term ends 5/14
3. Sarah Morgan-Term ends 5/14

Gulf Coast Campuses:

1. Louise Perkins- Term ends 5/14
2. David Holt- Term ends 5/14

University Libraries:

1. Peggy Price- Term ends 5/12

The Elections committee offers the following slate of officers for the 2011-2012 term for your consideration:

Chair-Elect: Stacy Reischman

Corresponding Secretary: Peggy Price

Appointed Members:

Recording Secretaries: Greg Pierce, Dawn Porter

Parliamentarian: Nancy Kaul

Student Representatives: Chris Necaise representing the Gulf Coast campus, Jessica Dominquez representing the Hattiesburg campus, and one additional Hattiesburg campus representative yet to be named and approved.

7.7.4 General Education – Ms. Stacy Reischman

Ms. Reischman reported that since our last meeting we have been active. We have continued our work in the GEC review/revisions, specifically GEC 01-05. We have fielded correspondence from colleagues in History, the Social Sciences and Philosophy. We also met with the College of Health. Last Friday we completed our review of the GEC Assessment Plans were submitted for all GEC 01-09 courses. The results of our reviews (and any suggestions for improving Plans) will be communicated to Department Chairs/Directors and Assessment contacts. Information about annual reporting will be disseminated soon. Our 2 subcommittees on the 2500 words and the Capstone Syllabus review have one work and presented their findings to the QEP Board (with whom we were partnered in these projects). Doug Masterson and Elaine Molaison will report. About the Capstone syllabus review, we intent to communicate results to actual instructors as well as to Department C/D. (This last point was something we voted on in our last GEC meeting.

7.7.5 Intercollegiate – Dr. David Beckett

No written report submitted.

7.7.6 Program Review - Dr. Marek Steedman
No report.

8.0 Adjourn
Dr. Barry adjourned the meeting at 5:50 p.m.

Greg Pierce, Recording Secretary

Tammy Barry, Chair

ACADEMIC COUNCIL MINUTES SUMMARY
May 2, 2011

College of Arts and Letters

Department of English

Modify: ENG 99 Introduction to Composition.
Graded.

To: ENG 99 Introduction to Composition.
Pass/fail. Effective spring 2012.

Department of Philosophy and Religion

Add: PHI 317 Philosophy Through Science Fiction.
3 hours. Effective spring 2012.

Add: PHI 320 Contemporary Moral Issues. 3 hours.
Effective spring 2012.

Add: REL 403 Introduction to Quranic Studies. 3 hours.
Effective spring 2012.

Department of Political Science, International Development, and International Affairs

Add: PS 100 Essentials of American Government.
1 hour. Effective summer 2011.

Modify: PS 489 The Supreme Court and Civil Liberties.

To: PS 489 Civil Rights and Liberties.
Effective fall 2011.

Add: Campaigns and Elections minor. Effective fall 2012.

Office of Interdisciplinary Studies

Modify: IDS 301 Foundations in Interdisciplinary Studies.

To: IDS 301 Foundations in Interdisciplinary Inquiry.
Effective spring 2012.

Modify: IDS 401 Applied Interdisciplinary Studies.

To: IDS 401 Integrative Research Methods and Design.
Effective spring 2012.

Modify: IDS 402 Internship in Interdisciplinary Studies.

To: IDS 402 Interdisciplinary Research Capstone.
Effective spring 2012.

School of Music

Add: MUP 496 Steel Pan Orchestra.
1 hour. Effective fall 2011.

College of Business

Department of Marketing and Fashion Merchandising

Modify: MKT 480 Advanced Marketing Research.
4 hours.

To: MKT 480 Advanced Marketing Research.
3 hours. Effective fall 2011.

College of Education and Psychology

Department of Technology Education

Modify: IT 332 Professional Presence and Influence.
Face to face format.

To: FAM 332 Professional Presence and Influence.
Face to face and online delivery format.
Effective fall 2011.

College of Science and Technology

Department of Chemistry and Biochemistry

Modify: CHE 451 Intermediate Organic Chemistry.

To: CHE 451 Medicinal Chemistry.
Effective fall 2011.

DEGREE (BS)
Degree Plan (DEGREEBS)

GENERAL EDUCATION CURRICULUM

GEC 01. Written Communication (6 hours)

01. ENG 101
02. ENG 102

GEC 02. Natural Sciences and Mathematics (11 hours minimum)

Science Requirement (8 hours minimum)

01. Select 2 courses with labs:

AST 111/L
AST 112/L
BSC 103/L
BSC 110/L
BSC 111/L
BSC 250/L
BSC 251/L
CHE 104/L
CHE 106/L
CHE 107/L
GHY104/L
GHY105/L
GLY 101/L
GLY 103/L
MAR 151/L
PHY 103/L
PHY 111/L
PHY 112/L
PHY 201/L
PHY 202/L
PSC 190/L

Mathematics Requirement (3 hours)

02. Select 1 course:

MAT 100
MAT 101
Higher level MAT course

GEC 03. Humanities (9 hours)

01. ENG 203
02. Select 2 courses, one History required:
HIS 101
HIS 102
PHI 151
PHI 171
REL 131

GEC 04. Aesthetic Values (3 hours)

01. Select 1 course:
ART 130
DAN 130
MUS 165
THE 100

GEC 05. Social and Behavioral Sciences (6 hours)

01. Select 2 courses:
ANT 101
COH 100
ECO 101
GHY 101
PS 101
PSY 110
SOC 101

GEC 06. Computer Competency Requirement* ()

01. XXX XXX

GEC 07. Writing-Intensive Requirement* ()

01. XXX XXX (WI)
ENG 101 & ENG 102 prerequisites

GEC 08. Speaking-Intensive Requirement* ()

01. XXX XXX

GEC 09. Capstone Requirement* (Major Area)

01. XXX XXX (Capstone)
*Must be taken Senior Year;
ENG 101 & ENG 102 prerequisites*

*This course satisfies both the GEC requirement and a degree requirement for this major.

**These courses are recommended by this major.

PROGRAM CURRICULUM

DEG 01. Major Area of Study Requirements (XX hours)

DEG 02. Xxx Xxx (XX hours)

DEG 03. Electives

01. Choose electives as needed with adviser's approval.
(See Hours to Degree below)

HOURS TO DEGREE

12X hours are needed to graduate with a BX in XXXX. At least 50 percent of the hours applied to a degree at The University of Southern Mississippi must be earned from a senior college, and 45 of these hours must be in courses numbered 300 or above. The last 25 percent of course work must be earned from Southern Miss. The student must earn at least 12 hours in the major area of study from Southern Miss.

2012-2013 General Education Curriculum Student Learning Outcomes (approved 5/2/11 by Academic Council)

General Education Curriculum Student Learning Outcomes

The General Education Curriculum is structured for students to attain specific learning outcomes organized around the nine categories of the General Education Curriculum. Each category is associated with one or more broad learning principles and identifies specific student learning outcomes that are met by all courses within that GEC category.

There are 15 unique student learning outcomes across all nine categories. Because GEC 01, GEC 02.01, GEC 03, GEC 04, GEC 05, GEC 07, and GEC 09 each have a significant writing component, the two student learning outcomes related to written communication are repeated for each of these categories. Because GEC 08 and GEC 09 each have a significant speaking component, the student learning outcome related to oral communication is repeated for each of these categories. The General Education Curriculum student learning outcomes are:

1. Students will develop a topic and present ideas through writing in an organized, logical, and coherent form and in a style that is appropriate for the discipline and the situation.
2. Students will use Standard English grammar, punctuation, spelling, and usage.
3. Students will write a coherent analytical essay of a rhetorical situation or through written communication effectively analyze the components of an argument.
4. Students will differentiate the basic concepts in a discipline of science.
5. Students will employ the scientific method, interpret scientific data, and reach a plausible conclusion.
6. Students will demonstrate the ability to work with real world situations involving fundamental math concepts.
7. Students will evaluate major developments in world history, the historical roots of contemporary global cultures, or the literary, philosophical, or religious contributions of world cultures.
8. Students will comprehend and proficiently interpret text.
9. Students will understand the influence of art, music, theatre and/or dance on culture.
10. Students will actively provide their own reasoned judgment of art, music, theatre and/or dance.
11. Students will identify theories of human behavior, societal development, human decision-making, and group/social processes and apply theories and methodologies to real world situations and current issues and concerns.

12. Students will recognize the effects of diversity among individuals or within/among groups/social systems.
13. Students will demonstrate basic technology literacy and apply knowledge of basic application software to the creation of structured documents and research.
14. Students will find, use, and cite relevant sources of information.
15. Students will use appropriate strategies to speak effectively in professional, social, or personal contexts.

Changes approved by Academic Council 5/2/11.

CONSTITUTION ON THE ACADEMIC COUNCIL

4.2 Article 2 **Submission of Proposals**

4.2.1 Submission of proposals for changes in the ... by the Provost.

4.2.2 Submission of proposals for changes affecting ... by the Provost.

4.2.3 Proposals for changes affecting ... in advance of meetings.

ADD:

4.2.4 Academic Council (and specifically the Intercollegiate Curriculum Committee of Academic Council) is charged with reviewing new course proposals and determining whether similar courses already exist in the University curriculum. Academic Council relies on a two-tiered approach for determining if such similarities or duplications exist. First, developers of new courses should determine if similar courses are already present in the curriculum prior to proposing the new courses to Academic Council. Second, members of the Intercollegiate Curriculum Committee should also check for duplication/similarities with existing courses.

4.2.5 If a proposed course is similar to or duplicates an existing course in the University curriculum the proposer should provide: 1) a detailed course outline, 2) clear and substantive reasons why the proposed course is needed, 3) a rationale differentiating the proposed course from existing courses, and 4) a list of possible texts for the proposed course.

4.2.6 If a proposed course is similar to an existing one in another college (or colleges), or if a change in a degree plan affects another college, the chairs and deans of the affected programs must be notified of the proposal a minimum of two weeks prior to the Academic Council's discussion of the proposed course. A substantive, definitive response from the chairs and/or deans of the affected programs to the Chair of Academic Council and the Chair of the Intercollegiate Curriculum Committee is required, stating whether the proposed change will have a significant negative effect. Chairs and deans from affected programs are encouraged to attend Academic Council meetings on the date of the discussion of the proposed course to aid in informing members of Academic Council.

BYLAWS OF THE ACADEMIC COUNCIL

Division 7. Intercollegiate Curriculum Committee

Article 1 Definition

Section 7.1.1 The Intercollegiate Curriculum Committee is a standing committee that shall be responsible for reviewing existing course and new course proposals submitted to the Academic Council in order to determine whether course duplication appears to exist. The Intercollegiate Curriculum Committee will also review any degree plan proposals that impact departments in another college and gather information about the expected impact. The Committee shall report to the Academic Council as needed.

Substitutions for GEC 06-09

In considering substitutions with GEC categories 06-09, it is important to remember that these courses meet general education requirements are therefore a part of the General Education Curriculum and under the purview of the GEC subcommittee of Academic Council.

GEC 09/Capstone Requirement

GEC 09/Capstone courses are discipline specific and are meant to be culminating experiences within a major. **They are to be completed in a student's major department.** For this reason, students who change majors within the university cannot use a Capstone from one major to satisfy the GEC 09/Capstone requirement for a second major.

In extremely rare occasions, exceptions are made for transfer students. If a student transfers in an equivalent course to a major's Capstone course from another institution, the student's major department may substitute this for the Capstone requirement as long as there is evidence of the course meeting the USM 5000 word writing requirement and speaking intensive requirement. Departments are warned that the course title alone does not indicate a transfer course is equivalent to a USM Capstone course. Departmental decisions will sent to the GEC committee for approval. **The GEC committee will review the substitution to ensure that writing and speaking requirements are met and that the course level is appropriate. (Capstone courses are to be senior level courses and taken in the year of graduation.)** Departments should be aware in allowing such substitutions that Capstone courses are often used to assess their program outcomes.

Students are bound to their catalog year.

If a student is under a catalog year where a course they took was not a Capstone course and that course is now the Capstone course for their degree, they should work in consultation with their major department to determine if the Capstone requirement has been met (writing and speaking intensive) or if they need to take the Capstone course again. This determination will be made by the student's major department.

Substitutions for GEC 06/Computer Competency Requirement

The GEC 06/Computer Competency requirement can be met through substituting a transfer course as long as the substituted course meets the computer competency General Education Curriculum Student Learning Outcome. This decision is made at the departmental level.

Substitutions for GEC 07/Writing Intensive Requirement

The GEC 07/Writing Intensive requirement can be met through substituting an equivalent transfer course as long as there is evidence of the substituted course meeting the USM 5000 word writing requirement. This decision is made at the departmental level.

Substitutions for GEC 08/Speaking Intensive Requirement

The GEC 08/Speaking Intensive requirement can be met through substituting an equivalent transfer course as long as there is evidence of the substituted course meeting the USM requirement **of presenting a minimum of two graded speeches or two appropriate graded oral communication equivalents.** This decision is made at the departmental level.

Double majors and double degree substitutions in GEC 01-09

The Undergraduate Bulletin states the following with regard to students earning double majors or double degrees:

While courses may overlap (i.e., General Education Curriculum), the additional college and major courses must be completed according to the individual degree requirements listed in the *Bulletin*.

For students earning double majors and double degrees, courses in GEC categories 01-05 will meet requirements for both majors, unless a degree plan specifies certain course in GEC 01-05 for their degree. The Capstone course cannot be substituted. In cases of double majors and double degrees, substitutions for GEC categories 06-08 courses are under the same guidelines as stated above.

Students earning double majors and double degrees can substitute a GEC 09/Capstone course from one major/degree for a GEC 07/Writing Intensive course a second major/degree if the second major department

approves. Departments need to be aware of the content of the substituted Capstone and assure that it is applicable and relevant to the second major/degree.

Second degree substitutions in GEC 06-09

Students earning a second undergraduate degree at USM will work in consult with their second major departments to determine which courses can be substituted in GEC categories 06-08. This applies to cases in which the first degree was earned at USM as well as when the first degree was not earned at USM. The GEC 09/Capstone requirement cannot be substituted. GEC 06-08 can be substituted if the course meets the applicable GEC requirements (writing, speaking and/or computer competency). If GEC 06-08 requirements for the second degree are discipline specific, then it is not likely that course in another major will be equivalent.

Substitutions in GEC 01-05

The policy for substituting courses in the General Education Curriculum is:

1. **The student's adviser must approve.**
2. The student's Chair/Director must approve.
3. The Dean of the student's major must approve.
4. The Dean forwards to the Chair/Director of the accepting department to approve or not approve.
5. If approved, the Chair/Director of the accepting department forwards to the Dean of the accepting major.
6. If not approved, the Chair/Director of the accepting department returns to the Chair/Director and Dean of the student's major.

Substitutions for students who change majors

Students who change majors can substitute courses from their initial major in GEC categories 01-08 unless the new major has specific courses listed on their degree plan. In all cases, a substitution form needs to be completed. These decisions are made by the major department.

Timeline for substitutions

In order to provide a transfer student with accurate information regarding the transfer courses accepted to meet degree requirements, all GEC substitutions should be recorded to the student's record no later than the end of their second semester at Southern Miss. The approval of GEC substitutions should not wait until the student's graduating term as approval may not be granted; therefore delaying the student's graduation.

RESOLUTION
Academic Standards Committee
May 2, 2011

The Academic Standards Committee offers the following resolution. The Committee understands this as a work in progress, and appreciates feedback or suggestions.

Recommendations:

- University/Administrative support:
 - Infrastructure to support expanding online programs.
 - Online courses capped at 25.
 - Safeguards to prevent cheating
- Training required of all faculty and students prior to taking or teaching an online course
- Required use of Online Course Development Guide and Rubric (created through LEC)

The Academic Standards Committee applauds The University of Southern Mississippi and Administration for recognizing online learning as an essential instructional component in the delivery of courses offered.

The Committee recommends additional University/Administrative support by designating and devoting the financial and personnel resources needed to adequately support expanding online course offerings at USM. Because of the extensive effort in teaching an online course, the Committee urges Administration to create a University Policy limiting online courses to 25. The Committee also feels the Administration should take an active role in developing and securing safeguards to prevent cheating or other dishonest actions taken by students. Such actions could include, but not limited to, the continued honor statement signed by students, and providing proctors for tests.

The Committee recommends training modules be taken and passed at a proficiency level determined by the University by professors before being assigned an online course and by students prior to enrolling in an online course. The Learning Enhancement Center (LEC) offers continual training for faculty.

The Committee agrees that an appropriate and effective evaluation instrument is critical in creating and maintaining academic integrity of online courses. The Committee recommends a statement be added to syllabi specifying Chairs and faculty use of the Online Course Development Guide and Rubric (document created by LEC) as an evaluation instrument for the course. The Committee also feels that pertinent information regarding the integrity of the course could be measured by student input. It is suggested that parts of the Guide and Rubric be tied to the student evaluation of the course, with students specifying whether the course was taught face-to-face, hybrid, or online.