

COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

April 20, 2011

3:00 PM – 5:00 PM

MINUTES

ATTENDANCE

Faculty:

- | | |
|---|---|
| Dr. Leslie Alexander (History) | ✓Dr. Ashok Krishnamurthy (Engineering) |
| Dr. Marilyn J. Blackwell (Germanic Languages and Literatures) | ✓Dr. Barbara Polivka (Nursing) |
| ✓Dr. James W. Cogdell (Mathematics) | ✓Dr. Robert J. Ward (Music) |
| ✓Dr. John Fellingham (Business) | ✓Dr. John W. Wilkins (Physics) |
| ✓Dr. Jay S. Hobgood (Geography) | ✓Dr. Kay N. Wolf (Allied Medical Professions) |

Students:

- | | |
|--|--|
| ✓Mr. Niraj Antani (USG, Political Science) | ✓Ms. Sarah K. Douglas (CGS, History) |
| Mr. Dheeraj Duggineni (USG, Biology) | ✓Ms. Sarah Lang (CGS, Education and Human Ecology) |

Administrators:

Dr. W. Randy Smith, (Academic Affairs, Vice Chair)

Guests:

- | | |
|--|--|
| Ms. Andrea Bour (Office of the University Registrar) | Dr. Sharon Seiling (Education and Human Ecology) |
| Dr. Ann D. Christy (Food, Agricultural and Biomedical Engineering) | Dr. Elliot Slotnick (Graduate School) |
| Ms. Sandra Cody (Nursing) | Dr. David Tomasko (Engineering Administration) |
| Dr. Alexis Collier (Associate Provost) | Dr. Seth Young (Aviation) |
| Dr. Alan Kalish (University Center for the Advancement of Teaching) | Dr. Susan Zavotka (Education and Human Ecology) |
| Mr. Bradley Myers (Office of University Registrar) | Dr. Henry Zerby (Animal Sciences) |
| Dr. Gerald Nelms (University Center for the Advancement of Teaching) | Mr. Andy Zirker (Education and Human Ecology) |

The Council came to order at 3:05 PM.

APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 6, 2011

Cogdell moved approval of the Minutes of the meeting of April 6, 2011. The motion was approved by acclamation.

REPORT FROM THE CO-CHAIRS- PROFESSORS JAY S. HOBGOOD, JAMES W. COGDELL

There were no comments.

SUBCOMMITTEE A – LESLIE ALEXANDER, ASHOK KRISHNMURTHY, SARAH LANG, JOHN WILKINS

Semester Proposals: College of Food, Agricultural, and Environmental Sciences (FAES)

- **Bachelor of Science in Agriculture, Major in Animal Science**

Lang presented the proposal. Subcommittee A had a chance to meet with Jill Pfister, Assistant Dean, College of Food, Agricultural, and Environmental Sciences. She asked questions of Subcommittee A regarding the General Education Curriculum (GEC). Generally, the undergraduate majors in FAES have a choice between two required courses in some aspects of the General Education curriculum (e.g., Sociology and Rural Sociology). Courses are presented to students during orientation and also during advising meetings when the course options are individually explained.

Currently, FAES requires a minor. Under the semester calendar, the College will continue to require a minor or a minor equivalent in all its majors. A minor equivalent is a group of courses from outside the major that meets the spirit of a minor.

The new program is redefining the three existent specializations:

- Animal Bioscience
- Veterinary Technology
- Animal industries.

The Veterinary Technology track was designed for those students interested in working as veterinary technicians. This is a joint program with Columbus State Community College (CSCC) where some of the intensive practice courses and laboratories are taken. In this track students will receive a Bachelor of Science in Agriculture with a major in Animal Science from the University, while simultaneously completing the requirements for an Associate's degree from CSCC.

Under semesters, in the Animal Science major, some courses and laboratories count for only one credit hour because they are divided into multiple sections to better provide the necessary practical or laboratory experience for students. Credit hours for GEC courses are calculated as part of the major. The two credit hours Internship are included in the total one hundred twenty-one credit hours needed for completion of this program.

Lang moved approval; the motion was seconded by Antani and carried with all in favor.

- **Bachelor of Science in Agriculture, Major in Meat Science**

Lang presented the proposal. The Meat Science program incorporates different areas of study such as food safety, meat processing, product development, packaging technologies, growth and development, and animal welfare. While the current B.S. in Animal Science and the BS in Food Science allow students to take some Meats Science courses as electives, neither program provides the flexibility to properly train students with a specific interest in the meat industry. FAES considered this transition from quarters to semesters to be the opportune time for developing a major that suits the needs of the growing number of undergraduates with an interest in Meat Science.

The minor equivalent courses are divided in two groups. Group A courses focus on industry and science courses. Group B is focused on business and Human Relations related topics inside this program.

Lang moved approval; the motion was seconded by Douglas and carried with all in favor.

SUBCOMMITTEE C – SARAH DOUGLAS, DHEERAJ DUGGINENI, JOHN FELLINGHAM, KAY WOLF

Semester Proposals: College of Education and Human Ecology

- **Bachelor of Science: Consumer Sciences and Family Financial Services**

Wolf presented the proposal. This program was converted with minimal changes. The program has two specializations: Consumer Sciences and Family Financial Services which were developed and reconfigured due to a recent review of the program and college. In this program, students have the option to obtain a Financial Planner Certificate. The developments of the new curriculum were based on students' needs.

Overall the program requires:

- forty-five to fifty credit hours of university requirements courses;
- eighteen to twenty-three credit hours of elective courses,
- thirteen credit hours in department core courses, and
- thirty-nine credit hours in major requirements.

The major requirements will have the most changes under semesters. The new format is simpler and provides direct choices for students to complete their courses.

Previously, the program consisted of four groups of courses: department core, major core, specialization required courses, and supporting courses for the specialization. In the proposed program, students will now take three required courses and then select thirty hours of coursework, fifteen of which must come from a set in the Department (Group A), and the other fifteen hours may also come from Groups A or may be selected from Group B. Courses in Group B include two courses in the Department and selected courses from the Departments of Finance, Business Management, Business Management and Human Resources, Communications, Economics, and Human Development and Family Studies.

Using this reorganization of the major courses, students who choose not to pursue the Certified Financial Planner path, will have a stronger set of courses to choose from. In their schedule these students can easily include financial management courses as desired. This reorganization of the program offers more flexibility for students to choose courses for their career path.

Wolf moved approval; the motion was seconded by Hobgood and carried with all in favor.

- **Bachelor of Science: Fashion and Retail Studies**

Wolf presented the proposal. The program was converted with minimal changes. Starting in 2004, when this program had an external review, the goals and curriculum requirements were updated and have continued to be. The Product Development option and the Merchandising option were merged so that students in this program will take a balanced core of courses representing both areas. Additional merchandising and marketing content in cooperation with the Hospitality Management program area will be provided. Two courses are revisions of the current Hospitality courses. A new course is created with content in store operations. Content in mass merchandising was added to an existing course. Additional content in sourcing and banding was introduced in various courses. The new semester curriculum benefits students in that it improves the quality of their education by providing a more comprehensive knowledge base of the entire fashion retail industry.

The numbering of some courses is unknown at this time, and they are included in the curriculum map with the following notation: xxx (e.g. Econ xxx). Also, to keep better track of programs internally, some Plan Code Abbreviations remained unchanged, even though the name of the program might have changed.

Wolf moved approval; the motion was seconded by Krishnamurthy and carried with all in favor.

SUBCOMMITTEE B – JIRAJ ANTANI, MARILY BLACKWELL, BARBARA POLIVKA, ROBERT WARD

Semester Proposals: College of Engineering

- **Bachelor of Science in Aviation**

Antani presented the proposal. This program focuses on aviation systems and management, with a fundamental emphasis on engineering principles. The program was converted with significant changes to the curriculum plan and will require for completion:

- twenty-four GEC credit hours;
- twenty Basic Engineering Core credit hours;
- twenty-six Aviation Core credit hours, and

- fifty-four Aviation/Technical Electives credit hours, out of which fifteen can be selected from a combination of aviation electives and technical elective.

A capstone course AVN 5500 will be required for all aviation majors. A “Professional Pilot Certification” will be created. This certificate will be awarded to students who successfully complete the curriculum of courses associated with flight education. This certification is the same curriculum path as the current “aviation systems” area of concentration. Major reconstruction was done in the curriculum; some programs were combined and depth was added to some courses. The aviation core and the aviation technical electives courses will be the same for all students in the program and the students will have options to choose their core courses and electives from their home college.

Antani moved approval; the motion was seconded by Wolf and carried with all in favor.

- **Undergraduate Minor in Aviation**

Antani presented the proposal. This minor is offered as a complement to the undergraduate major programs throughout the university. Under semesters, this minor will require seventeen credit hours; eleven in the Aviation Minor Core courses and six in Aviation Minor Elective courses. A Professional Pilot Certificate can be obtained as long as the requirements are met.

Antani moved approval; the motion was seconded by Wolf and carried with all in favor.

SUBCOMMITTEE D – PROFESSORS: JIM COGDELL, JAY HOBGOOD, W. RANDY SMITH

Semester Proposals: College of Nursing

- **Bachelor of Science in Nursing**

Hobgood presented the proposal. This program was re-envisioned with significant changes. In the semester curriculum a pre-requisite to admission is a nursing assistant course. Having knowledge of basic nursing assistant skills prior to admission to the nursing major will strengthen the skill set of students prior to interactions with patients in clinical settings. The pre-requisite requirement, N1101, will serve as the foundation for the nursing knowledge and skills that will be taught in N2410 Health Assessment and N2270 Nursing Care of Adults and Older Adults I. N1101 is offered in the Summer of 2012 to provide students an extra opportunity to take this pre-requisite course. Nutrition 310 will be discontinued as a pre-requisite due in part to its two semester chemistry requirement. Microbiology 509 was a first quarter co-requisite for nursing major students in the quarter semester. The semester equivalent (Microbiology 4090) will now be a co-requisite in the nursing major to be completed prior to graduation. Human Physiology 2520 is added as a pre-requisite. N1420 A Nursing Perspective: Life Span Development within a Family Context is being added as a co-

requisite. The new curriculum will provide students with more flexibility in scheduling their classes and clinical practice hours.

Hobgood moved approval; the motion was seconded by Lang and carried with ten in favor and one abstention.

- **Bachelor of Science in Nursing (online)**

Hobgood presented the proposal. The program is offered entirely online and is being converted with minimal changes. Applicants to this program typically already have an associate degree and enrolled students already have a professional nursing license. Community and leadership are two main course topics which most of the students did not learn during their practical license training. They are included in various courses in this online program. Currently there are more than one hundred students enrolled in the program from around the state. The traditional on campus program is different and separate from the online program. The programs focus on two types of students: first, on the ones with practical experience, licensed and the second one, on students without any practical and/or clinical experience. Most of the students enrolling in the online program already have a considerable amount of transferred credits for GEC courses. GEC courses are also available online.

Hobgood moved approval; the motion was seconded by Krishnamurthy and carried with ten in favor and one abstention.

- **Doctor of Philosophy in Nursing**

Hobgood presented the proposal. The program was converted with minimal changes. Students entering the PhD program in nursing either have completed a master's degree in a clinical area or have completed a bachelor's program in nursing. Detailed transition plans are provided for students entering in the program with or without a master's degree.

Hobgood moved approval; the motion was seconded by Lang and carried with ten in favor and one abstention.

- **Doctor of Nursing Practice**

Hobgood presented the proposal. The program was converted with minimal changes. This is a clinical intensive program and prepares students to provide leadership and excellence in nursing practice, including direct patient care in areas that support the delivery of clinical practice, such as administration, education, and health policy. Students in this program are all post-master's students and must have a minimum of five hundred clinical hours for the degree to be awarded and these hours need to occur in each year of study. Clinical practicum hours occur in NP8400, NP8500, NP8781, NP8480 and NP8898 I & II. This program is an online

distance education offering that provides a flexible and convenient option for students who are pursuing the clinical doctorate degree.

Hobgood moved approval; the motion was seconded by Wolf and carried with ten in favor and one abstention.

- **Integrated Determinants of Health – Graduate Minor**

Hobgood presented the proposal. The program was converted with minimal changes. All of the required courses in this minor are at the Ph.D. level. Most of the students enrolled in this minor are enrolled in other colleges and it assists students in understanding the development of health and disease within the broader social determinants framework. Students examine not only certain behaviors as a cause of disease, but also examine the underlying determinants of the behavior, including the possible biological underpinnings for behavior.

Hobgood moved approval; the motion was seconded by Douglas and carried with ten in favor and one abstention.

Smith noted that the College of Nursing recently had a successful accreditation visit. The college will need to send a cover letter to the specialized accrediting agency presenting the approved programs and explaining whether there were significant changes to any of them. The Board of Nursing will also require specific documents related to academic conduct under semesters for programs in the College of Nursing. This process is required from all higher education accredited institutions with nursing programs.

SEMESTER CALENDAR – Brad Myers, University Registrar

Myers presented the Council on Enrollment and Student Progress (CESP) proposal regarding Session Dates within Semesters. Last quarter the Council was introduced to some of the issues of the actual calendar dates for sessions. Some issues arise in the fall and in the spring semesters, when there are two seven week sessions. The earlier calendar model did not get into this level of detail, defining when exactly the sessions will be, dividing the semester. The summer session does not have this issue because it is a stand-alone period. The questions raised by CESP were related to the conduct of final examination at the end of the first session and what should be the last day of the first session and the first day of the second session?

CESP is recommending two options for scheduling the final exam at the end of the first session:

- An examination during the regularly scheduled class on the last day of the class for the session, but allowing for at least one “reading” day between the last day of instruction and the examination.

- An evening examination on the last scheduled class day, or sooner thereafter, but allowing for at least one “reading” day between the last day of instruction and the examination. Scheduling arrangements would need to be made in advance through the Office of the University Registrar.

Teaching patterns were taken into consideration when the last day of the first session and first day of the second session were modeled. Classes for which a project or final paper is due for completion did not require strict adherence to the patterns proposed, but are encouraged to follow it. The Office of the University Registrar will do its best to accommodate the instructional needs of every class. Thanksgiving Day and the Spring break are consistent and do not require special attention. Veteran’s Day is the only date not included in the proposed calendar of these semesters. This day could fluctuate from year to year. Ideally, schedule arrangements for extended classroom space, will be made to the Office of the Registrar early in the educational period. The first day of the second session for Autumn or Spring Semesters would be the day after the last day of the First Session for that semester. Grades reporting will be done early in the next academic period following the period for which the grading is done. A schedule presenting examples of instructional patterns and final examination days was presented to the Council.

CESP has approved this proposal and is waiting for feedback from this Council.

Hobgood moved approval of the CESP proposal of the Session Dates within the Semesters; the motion was endorsed unanimously.

The meeting adjourned at 4:20 PM.

Respectfully submitted,

W. Randy Smith
Liana Crisan-Vandeborne