

Academic Policy Committee Approved Minutes February 1, 2016, 2PM, IC 205

Members of the Committee:

- Faculty Senator: Professor Marlin Adams, Programs in Fine and Performing Arts
- Interim Provost & VPAA: Dr. C. Jeffery Knighton
- Director of Learning Support: Dr. Steve Raynie
- Dean of each school of the College
 - Dean of the School of Arts & Sciences: Dr. Susan Finazzo
 - Dean of the School of Education: Dr. Michael Mahan
 - Dean of the School of Nursing & Health Sciences: Dr. Anne Purvis
- Registrar: Ms. Janet Barras
- Faculty From Academic Units
 - Department of Biology: Dr. Lynn Rumfelt (Committee Recorder)
 - Department of Business and Public Service: Dr. Christy Flatt
 - Department of History and Political Science: Dr. Kris Beck
 - Department of Humanities: Dr. Darren Broome
 - Department of Math and Physical Science: Dr. Bernie Anderson (Committee Chair)
 - Programs in Fine and Performing Arts: Professor Tony Pearson
 - School of Education: Dr. Cindy Casebeer
 - School of Nursing and Health Sciences: Professor Melvin Seale
 - Library: Professor Brenda Rutherford
- Student elected by SGA: Sydney Travers

Committee members absent: Professor Marlin Adams, Professor Tony Pearson, SGA student representative Sydney Travers.

Guests in attendance: Dr. Alan Burstein, Dr. Adam Davis, Dr. Amanda Duffus, Dr. Mustapha Durojaiye, Professor Peter Higgins, Dr. David Janssen, Dr. Brenda Johnson, Dr. Barry Kicklighter, Dr. Caesar Perkowski.

Fourteen of the 17 committee members were present so a quorum was met and the committee meeting proceeded.

New Business

1. Nov 13th meeting minutes were approved
2. Discussed “Policies and Procedures for Distance Education at Gordon State College”. Discussion led to revision of Section VI. Distance Education Faculty Requirements, by additional line h., concerning faculty are to be certified to teach Distance Education by completion of training at Gordon State or demonstration of proof of ability. Revised document was approved.

3. Discussed recommending the use ETS Proficiency Profile for assessment testing (www.ets.org/proficiencyprofile/about) to our students for assessment continuity and better program feedback. The ETS Proficiency Profile test assesses four core skill areas — critical thinking, reading, writing, and mathematics in a single test. Based on test results, students are defined in terms of proficiency in specific competencies expected: levels 1-3 and if they are proficient, marginal, or not proficient at each level in each skill area. Students recommended to be tested are incoming freshmen at beginning of academic year, sophomores at end of academic year, and seniors prior to graduation. After discussion, the Academic Policy Committee voted to recommend use of this assessment test for our students.
4. Proposal for new Business course: MGNT 4500 International Management was discussed and approved.
5. Proposal for new Biology course: BIOL 4700 Developmental Biology was discussed and approved.
6. Proposal for new Biology course: BIOL 4750 Principles of Virology was discussed and approved.
7. Common course outlines developed by faculty to clearly delineate what is to be taught in each class and provide basic framework of instructional expectations were discussed. After the meeting, Dr. Finazzo sent the committee members examples in use at Georgia Perimeter College and Broward College. This topic introduced but not voted upon at this time.
8. Proposal for alter an Area F science requirement in Psychology from BIOL 1111 and BIOL 1112 to BIOL 1107 or 1111 and BIOL 1108 or 1112 was discussed and approved.
9. Proposal to alter an existing Education course: ARTS 3000 Integrated Applied Arts: Art, Music, Creative Performance, and Movement from ARTS 3000 to course designation change of EDUC 3000 was discussed and approved.
10. Proposal to alter existing Education courses: EDUC 3500 Professional Field Experience I, EDUC 3501 Professional Field Experience II, EDUC 3502 Professional Field Experience III. Proposals were joined, discussed, and approved.
11. Proposal to alter existing Education course: EDUC 4600 Classroom Management in the Middle and Secondary Classroom by renaming to “Assessment in the Middle and Secondary Classroom” was discussed and approved.
12. Proposal to alter existing Education course: EDUC 4901 Seminar in Improving Student Teaching for edTPA to reduce credit hours to 0 hours for pre-service licensing so students may enter schools for internship teaching was discussed and approved.

13. Proposal for an honors section of an existing Biology course: BIOL 1108H Principles of Biology II Honors was discussed and approved.
14. Proposal to alter catalog description of Embedded Course Eligibility in the Honors Program was discussed and approved.
15. Discussed fixing learning support buttons on online form for new course proposals. Buttons to fix include Department names to be changed: Biology to Biology and Physical Sciences; Mathematics and Natural Sciences to Mathematics and Computer Science; and Contact Hours, and buttons for Learning Support Math courses. Fix has been requested by APC Chair Dr. Anderson.
16. Proposal to alter existing Human Services course: HUSV 4030 Legal and Ethical Issues in Human Services to change course pre-requisite from HUSV 2101 to HUSV 2101 or BUSA 2106 was discussed and approved.
17. Proposal to alter existing Business course: MGNT 3500 Entrepreneurship and Small Business Management course pre-requisite from MGNT 3000 to 45 credit hours with 3 hours in BUSA, ACCT, or ECON or permission of instructor was discussed and approved.
18. Proposal to alter existing Human Services course: HUSV 3001 Research Methods in the Social Sciences was joined to proposal to alter an existing Business course: MGNT 3341 Managerial Statistics. Proposed change to HUSV 3001 was to change course prerequisite from HUSV 2101 and MATH 2101 or MGNT 3341 to **HUSV 2101 and MATH 2101 or HUSV 3341**. Proposed change to MGNT 3341 was to rename course to “Applications of Statistics in Business and Nonprofit Environments”. Course names are limited to 30 characters in Banner Web so MGNT 3341 course name was revised to “Applied Statistics”. Discussed and approved both course alterations.
19. Proposals for new Human Services course: HUSV 3341 Applications of Statistics in Business and Nonprofit Environments was renamed to Applied Statistics due to limitation of 30 characters in Banner web and approved. Revised HUSV 3341 was joined to new Human Services and Business course proposals: HUSV 4990 Independent Study in Human Services, MGNT 4990 Independent Study in Management and Administration, and SOCI 3090 Population and Society then discussed and approved.
20. Proposals to alter baccalaureate programs: Bachelor of Science in Human Services and Bachelor of Science in Management and Administration to include new courses: Human Services program HUSV 3341 and SOCI 3090, and Business program MGNT 3050, MGNT 4500, MGNT 3341 (title change), and HUSV 4030. Discussed proposals and approved.

Meeting adjourned at 3PM.

Academic Policy Committee Recorder: Dr. Rumfelt