Members Present: Larry Collins, Dorie Combs, Deborah Core, Donna Corley, Ed Davis, Tina Davis, Claire Good, Brett Morris, Rose Perrine, Sheila Pressley, Jaleh Rezaie, Sherry Robinson, Judy Short, Janna Vice


Non-Members Present: Steffen Wilson, Shuangteng Zhang, Eugene Styer, Eric Fuchs, Barbara McDermott, Amanda Lawrence, Gill Hunter (for Donna Corley), Michael Clark

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

Approval of the Minutes – May 2, 2013
The minutes were approved as distributed.

Curriculum Items

University Programs
Women and Gender Studies

New Course
Approved WGS 309 Women and Trauma Fall 2013

Dropped Courses
Approved WMS 593 Death and Grief Fall 2013
Approved WMS 791 Women’s Health Fall 2013
Approved WMS 792 Human Sexuality Fall 2013
Approved GSO 101 Cultural Orientation for International Students Fall 2013

New Courses
Approved GSD 201 Transfer Student Seminar Fall 2013
Withdrawn GSD 201 Catalog Language Changes Withdrawn
Approved GSD 399 Professional Skill Development Fall 2013

College of Justice and Safety
School of Safety, Security and Emergency Management
Assets Protection and Security

Course Drops
Approved APS 445 Field Experience Fall 2013
Approved APS 455 Independent Study Fall 2013
### College of Justice and Safety

**School of Safety, Security and Emergency Management continued**

**Assets Protection and Security continued**

**Emergency Medical Care**

<table>
<thead>
<tr>
<th>Course Drops</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved MC 100 Basics of Prehospital Medication</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved EMC 270 EMTP Theory/Practicum I</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved EMC 275 EMTP Theory/Practicum II</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved EMC 280 EMTP Theory/Practicum III</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved EMC 462</td>
<td></td>
</tr>
</tbody>
</table>

**Course Drops**

| Approved FSE 100 Introduction to Fire and Safety Engineering Technology | Fall 2013 |
| Approved FSE 301 Emergency Medical Treatment                          | Fall 2013 |

**Fire and Safety**

**School of Justice Studies**

<table>
<thead>
<tr>
<th>Course Drops</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved FS COR 106 Workshop:_____</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved COR 300W Careers and Competencies in Corrections Juvenile Justice</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved COR 310 Foundations of Correctional and Juvenile Justice Practice</td>
<td>Fall 2013</td>
</tr>
<tr>
<td>Approved COR 475 Applied Research Practicum</td>
<td></td>
</tr>
</tbody>
</table>

### College of Health Sciences

**Baccalaureate and Graduate Nursing**

**Course Revisions**

| Approved NSC 802 Public Health Nursing Practice – change title and description | Spring 2014 |
| Approved NSC 850 Assessment & Collaboration – revise course description       | Spring 2014 |
| Approved NSC 852 Program and Policy Dev. – revise course description           | Spring 2014 |
| Approved NSC 862 Public Health Nsg. Internship – revise course description and change name of course | Spring 2014 |

**Dropped Courses**

| Approved NSC 844 Nursing Education Theory                                         | Spring 2016 |
| Approved NSC 846 Nursing Education Strategies                                       | Spring 2016 |
| Approved NSC 848 Nursing Education Practice                                        | Spring 2016 |

### Program Revision – Catalog Language Update and Suspension of Option

| Approved Master of Science in Nursing                                               | Fall 2013 |
| 1. Revise the Public Health Nursing Administration option of the MSN, which will include a change of the name of the Public Health Nursing Administration option to Nursing Administration. Change the number of required hours of NSC 802. |       |
| Approved 2. Suspend the Public Health Nursing Education Option                       |       |

**Program Suspension – University Certificate**

| Approved NSC 844 Nursing Education Theory University Certificate                  | Fall 2013 |

**Program Suspension – Departmental Certificate**

| Approved Departmental Certificate Post Master of Science in Nursing Education      | Fall 2013 |

**Course Revisions**

| Approved ATR 201 Practicum I - Revise Prerequisite and course description           | Spring 2014 |
| Approved ATR 202 Practicum II - Revise course description                          | Fall 2013 |
| Approved ATR 301 Practicum III - Revise course description                         | Fall 2013 |
| Approved ATR 302 Practicum IV - Revise course description                          | Fall 2013 |
| Approved ATR 398 Pre-Season Practicum in Athletic Training - Revise course description | Fall 2013 |
| Approved ATR 401S Practicum V - Revise course description                          | Fall 2013 |
| Approved ATR 402 Practicum VI - Revise Prerequisite and course description         | Spring 2014 |

**College of Health Sciences continued**

COUNCIL ON ACADEMIC AFFAIRS Minutes from May 16, 2013

Submitted by Becca Palmer-Sisselberger, Office of the Registrar
COUNCIL ON ACADEMIC AFFAIRS Minutes from May 16, 2013
Submitted by Becca Palmer-Sisselberger, Office of the Registrar

Exercise and Sport Science

**Editorial Revision**
Approved Athletic Training B.S. – add terminology required by accrediting body
Note: Change included in Fall 2013 catalog effective Spring 2014

**New Courses**
Approved PHE 517 New Bioenergetics in Physical Activity
PHE 717 New Bioenergetics in Physical Activity

Family and Consumer Science

**Dropped Course**
Approved FCS 303 Dissemination of Family and Consumer Sciences Information

**New Course**
Approved NFA 303 Nutrition Education and Counseling

Family and Consumer Science

**Program Revision**
Approved Community Nutrition
Note: Change included in Fall 2013 catalog effective Spring 2014

Environmental Health Science

**Dropped Courses**
Approved EHS 896 Special Projects in Health Science
EHS 899 Thesis in Health Science
EHS 899C Thesis in Health Science Continuation
EHS 870 Assessing and Managing Health Risks
PHE 214 Tap I
PHE 314 Tap II
PHE 401
PHE 402
PHE 404

Health Promotion and Administration

**Dropped Courses**
Approved HPR 180 Fitness and Wellness
HPR 282 Exercise, Movement and Sports Skills
HEA 280 Global Health
HEA 458 AIDS and the Social Response
HSA 325 Healthcare Delivery Systems
HSA 420 Fundamental of HIM
HSA 425 Fundamentals of Healthcare Law
HSA 430 Healthcare Coding and Reimbursement
HSA 435 Healthcare Info Systems
HSA 440 Healthcare Quality and Performance Improvement
HSA 445 Fundamentals of Healthcare Informatics Research
HSA 455 Health Info Mgmt and Leadership

Medical Laboratory Science

**Dropped Courses**
Approved CLS 404 Cytopreparatory Techniques
CLS 406 Cytology Seminar
CLS 408 Cytology Female Genital Tract
CLS 410 Cytology Respiratory Tract
CLS 412 Cytology Body Cavity Fluids
CLS 414 Cytology Breast
CLS 416 Cytology Intestinal Tract
CLS 418 Cytology Urinary Tract
CLS 420 Cytology Body Sites
CLS 422 Cytology Aspiration
## Biological Sciences

**Course Revision**

| Approved | BIO 102 Inquiry Biology for Teachers – revise prerequisites | Spring 2014 |

**New Courses**

| Approved | CSC 321 Computer Forensics I | Fall 2013 |
| Approved | CSC 322 Computer Forensics II | Fall 2013 |
| Approved | CSC 542 Internet Forensics | Fall 2013 |
| Approved | CSC 742 Internet Forensics | Fall 2013 |

## Computer Science

**New Courses**

| Approved | CSC 321 Computer Forensics I | Fall 2013 |
| Approved | CSC 322 Computer Forensics II | Fall 2013 |
| Approved | CSC 542 Internet Forensics | Fall 2013 |
| Approved | CSC 742 Internet Forensics | Fall 2013 |

## Economics

**Hybrid Course**

| Approved | ECO 395W Economics of Developing Countries | Fall 2013 |

## English and Theatre

**Hybrid Course**

| Approved | ENG 365W Appalachian Literature | Fall 2013 |
| Approved | APP 365W Appalachian Literature | Fall 2013 |

## Foreign Language and Humanities

**New Courses**

| Approved | SPA 205 Accelerated Spanish II | Fall 2013 |
| Approved | SPA 410 Introduction to Interpreting | Fall 2013 |
| Approved | SPA 492 Senior Capstone Seminar | Fall 2013 |

**Course Revisions**

| Approved | GER 240 Beginning Conversation – revise course description | Fall 2013 |
| Approved | SPA 101 Conversational Spanish I – update course description | Spring 2014 |
| Approved | SPA 102 Conversational Spanish II – update course description | Fall 2013 |
| Approved | SPA 105 Spanish Honors – update title and description | Spring 2014 |
| Approved | SPA 206 Conversational Fluency – update course description | Fall 2013 |
| Approved | SPA 310 Topics in Spanish: _____ - revise prerequisites and repeat hours | Spring 2014 |
| Approved | SPA 349 Applied Learning in Spanish – remove statement regarding “credit does not apply…” | Spring 2014 |
| Approved | SPA 349 A-N Cooperative Study: Spanish – remove statement regarding “credit does not apply…” | Spring 2014 |
| Approved | SPA 360 Topics in Grammar: _____ - change prerequisite | Spring 2014 |

**New Courses**

| Approved | PHY 200 Volunteering in Physics and Astronomy | Fall 2013 |
New Courses

<table>
<thead>
<tr>
<th>Approved</th>
<th>New Course</th>
<th>Semester</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>ANS 499 Senior Exit Course in Animal Studies</td>
<td>Fall 2013</td>
</tr>
<tr>
<td></td>
<td>PSY 499 Senior Exit Course in Psychology</td>
<td>Fall 2013</td>
</tr>
<tr>
<td></td>
<td>PSY 710 Publishing Empirical Research</td>
<td>Smr. 2014</td>
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</table>

Course Revisions

<table>
<thead>
<tr>
<th>Approved</th>
<th>Revisions</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PSY 890 Thesis Research – revise course title and description</td>
<td>Fall 2013</td>
</tr>
<tr>
<td></td>
<td>PSY 898 Internship in School Psychology – revise course title and description</td>
<td>Fall 2013</td>
</tr>
</tbody>
</table>

Business & Technology

Discussion Items

University Programs

1. Associate of General Studies Degree Program (no paperwork included)
   Discussion regarding students switching from BA/BS to AGS, before and after 60 credit hours
   Concern is financial aid situation. Advisors should recommend students talk to Financial Aid, some students had delay in Financial Aid. (Jerry P.)-“Delay could be to certify courses are for actual A.G. S degree”.

   Rose Perrine

Good of the Order

1. Syllabus Format – Syllabus website linked through Academic Affairs Site – updated and maintained by Provost Office.
   - Syllabus, Current Academic Integrity Statement, University Email Policy, Disability Statement
   - Every syllabus has contains syllabus website address as it always shows current info.
     - Handout: Annotated Syllabus Template
2. September 27 – Assurance of Learning Day
3. Sheila Pressley – New Faculty Orientation for Full-Time Faculty August 7-9, 2013.

Deans, please encourage attendance
Dr. Vice reported to Faculty Senate May 6, 2013 regarding early feedback 100 & 200 level courses. Technology to track and provide feedback in the fourth week.

4. CAA Summer Schedule
   - No June or July meetings
   - If pressing CAA issues arise in summer, colleges will communicate to Registrar’s Office. See if we need electronic June meeting. Probably will not be needed, based on feedback from colleges in May 16 meeting.

The meeting of the Council on Academic Affairs was adjourned at 2:47 p.m.
COUNCIL ON ACADEMIC AFFAIRS MINUTES
August 22, 2013

Members Present: Larry Collins, Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Megan Holloway, Sandra Moore, Kim Naugle, Rose Perrine, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Brett Morris, Minh Nguyen *

Non-Members Present: LeAnn Beaty, Cassie Bradley, Stephanie Cunagin, Anna Dixon, Debbie Haden, Victor Kappeler (for Larry Collins), Barbara McDermott, Abbey Poffenberger, Steffen Wilson

Dr. Janna Vice called the Council on Academic Affairs to order at 1:31 p.m.

Approval of the Minutes – May 16, 2013
The minutes were approved as distributed.

Curriculum Items

University Programs

New Courses

Noel Studio for Academic Creativity

Approved
CRE 201 Innovation and Creativity
Spring 2014

Approved
CRE 301 Creativity Texts & Technology

Approved
CRE 305 Creativity and Research

General Studies

Program Revision

Approved Bachelor of General Studies
Fall 2014

College of Education

Curriculum and Instruction

Program Revisions

Withdrawn
EMS 349q Applied Learning I: Educational Assessment
Withdrawn
EMS 349r Applied Learning II: Educational Curriculum

Special Education

Program Revision

Approved Early Childhood Special Education B.S. - Interdisciplinary Early Childhood Education Fall 2014
### College of Arts & Sciences

#### Foreign Language and Humanities

**Program Revision**

<table>
<thead>
<tr>
<th>Status</th>
<th>Program</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>Bachelor of Arts (B.A.) Spanish</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>Approved</td>
<td>Bachelor of Arts (B.A.) Spanish/Teaching</td>
<td>Fall 2014</td>
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</table>

**Government**

**Program Revision**

<table>
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<tr>
<th>Status</th>
<th>Program</th>
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<tbody>
<tr>
<td>Withdrawn</td>
<td>Master of Public Administration (MPA)</td>
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</table>

*A later version with changes to language has been approved by the Graduate Council and will be submitted by GC to CAA.*

**Psychology**

**Program Revision**

<table>
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<tr>
<th>Status</th>
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<tbody>
<tr>
<td>Withdrawn</td>
<td>Animal Studies (B.S.)</td>
</tr>
<tr>
<td>Withdrawn</td>
<td>Psychology (B.S.)</td>
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</table>

### College of Health Sciences

#### Exercise and Sport Science

**Program Revision**

<table>
<thead>
<tr>
<th>Status</th>
<th>Program</th>
<th>Semester</th>
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</thead>
<tbody>
<tr>
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<td>Physical Education MS</td>
<td>Fall 2014</td>
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</table>

#### Family and Consumer Sciences

**Program Revision**

<table>
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<tr>
<th>Status</th>
<th>Program</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>General Dietetics BS</td>
<td>Fall 2014</td>
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</tbody>
</table>

### College of Justice & Safety

#### School of Justice Studies

**Program Revision**

<table>
<thead>
<tr>
<th>Status</th>
<th>Program</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>Criminal Justice BS</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

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### Discussion Items

**Office of the Provost**

**Approved** Impact Statement/Revision for Policy 4.1.11, Awarding Incomplete Grades

Proposed policy approved with suggested edits as informational item to Faculty Senate

**Forward** Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion

Addition of definition for terminology provided as a handout to members. Proposed policy forwarded to the policy drafting team for further development.
Discussion Items, continued

University Programs

Held Letter to CAA regarding SOC 399 from Dr. Garett Yoder, Chair University General Education Committee [handout]

The issue was reserved from discussion at this time by the Provost (Dr. Vice) for further discussion with stakeholders.

Good of the Order

Process of moving graduate curriculum forward:

Once a proposed curriculum change is submitted to the Graduate Council it becomes the responsibility of the Graduate School to submit the copy approved at that level to the Academic Affairs Council. In this way, any changes or corrections made by the Graduate Council will be included in the proposal submitted for consideration by the Academic Affairs Council.

No change will occur in the undergraduate program curriculum changes process.

The meeting of the Council on Academic Affairs was adjourned at 2:45 p.m.
Date: August 1, 2013 (For CAA August, 22, 2013)

To: Becca Palmer

From: Rose Perrine
Associate Dean, University Programs

Re: CAA items from University Programs

<table>
<thead>
<tr>
<th>Course/Program</th>
<th>Action Proposed</th>
<th>Documents</th>
</tr>
</thead>
</table>
| Minor in Applied Creativity     | CRE 201         | • CC Form
                        |                 | • Syllabus       |
| Minor in Applied Creativity     | CRE 301         | • CC Form
                        |                 | • Syllabus       |
| Minor in Applied Creativity     | CRE 305         | • CC Form
                        |                 | • Syllabus       |

|                                 |                 |                  |
|                                 |                 |                  |

PROGRAM REVISION

BGS                             | GSD 399: fulfill ACCT option and Exit Requirement | • Program Revision Form |
Curriculum Change Form  
(Present only one proposed curriculum change per form)  
(Complete only the section(s) applicable.)

<table>
<thead>
<tr>
<th>Part I</th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>(Check one)</td>
<td>Department Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>x New Course (Parts II, IV)</td>
<td>Noel Studio for Academic Creativity</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>College</td>
<td>University Programs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*Course Prefix &amp; Number</td>
<td>CRE 201</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*Course Title</td>
<td>Innovation and Creativity</td>
<td></td>
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<tr>
<td></td>
<td>*Provide only the information relevant to the proposal.</td>
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<tr>
<td></td>
<td>If Certificate, indicate Long-Term (University) or Short-Term (Departmental)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposal Approved by:</td>
<td></td>
<td>Date</td>
<td>Date</td>
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<tr>
<td>Departmental Committee</td>
<td>7.29.13</td>
<td>Council on Academic Affairs</td>
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<tr>
<td>College Curriculum Committee</td>
<td>8.2.13</td>
<td>Faculty Senate**</td>
<td>NA</td>
</tr>
<tr>
<td>General Education Committee*</td>
<td>NA</td>
<td>Board of Regents**</td>
<td>NA</td>
</tr>
<tr>
<td>Teacher Education Committee*</td>
<td>NA</td>
<td>EFFECTIVE ACADEMIC TERM***</td>
<td>Spring 2014</td>
</tr>
<tr>
<td>Graduate Council*</td>
<td>NA</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*If Applicable (Type NA if not applicable.)  
**Approval needed for program revisions or suspensions.  
***To be added by the Registrar’s Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. **Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

To create a new course for the Minor in Applied Creativity

A. 2. **Proposed Effective Academic Term:** (Example: Fall 2012)

Spring 2014

A. 3. **Effective date of suspended programs for currently enrolled students:** (if applicable)

B. **The justification for this action:** This course extends students’ options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance.

C. **The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:** None. Studio personnel will teach course as part of job duties.

**Operating Expenses Impact:** None

**Equipment/Physical Facility Needs:** Classroom space in Studio already adequate
Library Resources: Sufficient

Part II. Recording Data for New, Revised, or Dropped Course
(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using strikethrough for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

<table>
<thead>
<tr>
<th>New or Revised* Catalog Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>(*Use strikethrough for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</td>
</tr>
<tr>
<td>CRE 201 Innovation and Creativity (3) A. Prerequisite: ENG 102 or departmental approval. Explores the creative approaches of recent (and historic) innovations in business, industry, and education through a case study approach.</td>
</tr>
</tbody>
</table>

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

<table>
<thead>
<tr>
<th>Course Prefix (3 letters)</th>
<th>Course Number (3 Digits)</th>
<th>Effective Academic Term (Example: Fall 2012)</th>
<th>College/Division: Dept. (4 letters)*</th>
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</thead>
<tbody>
<tr>
<td>CRE</td>
<td>201</td>
<td>Spring 2014</td>
<td>AS _____ HS _____ NOEL</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>BT _____ JS _____</td>
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<tr>
<td></td>
<td></td>
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<td>ED _____ UP x</td>
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<table>
<thead>
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<th>Credit Hrs.</th>
<th>Weekly Contact Hrs.</th>
<th>Repeatable Maximum No. of Hrs.</th>
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<tr>
<td>3</td>
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<tr>
<td></td>
<td>Laboratory ____</td>
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<td></td>
<td>Other ____</td>
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<table>
<thead>
<tr>
<th>Cip Code (first two digits only)</th>
<th>Schedule Type* (List all applicable)</th>
<th>Work Load (for each schedule type)</th>
<th>Grading Mode*</th>
<th>Class Restriction, if any: (undergraduate only)</th>
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<td>3</td>
<td>N</td>
<td>FR ____ JR</td>
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<tr>
<td></td>
<td>W</td>
<td>3</td>
<td></td>
<td>SO ____ SR</td>
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<tbody>
<tr>
<td></td>
<td>Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Thesis</td>
<td>Internship</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Independent Study</td>
<td>Practicum</td>
<td></td>
</tr>
</tbody>
</table>

Co-Requisites and Prerequisites **See definitions on following page**

Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)

Course Prefix and No.
Course Prefix and No.

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D-.)

Course Prefix and No. | ENG 102 or Departmental Approval
Course Prefix and No.
Test Scores
Minimum GPA (when a course grouping or student cumulative GPA is required)
Co-requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D-.)

<table>
<thead>
<tr>
<th>Course Prefix and No.</th>
<th>Test Scores</th>
</tr>
</thead>
<tbody>
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<td></td>
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Minimum GPA (when a course grouping or student cumulative GPA is required)

<table>
<thead>
<tr>
<th>Equivalent Course(s):</th>
<th>(credit will not be awarded for both…; or formerly…)</th>
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<tbody>
<tr>
<td>Course Prefix and No.</td>
<td></td>
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</table>

Course Prefix and No.

Course Prefix and No.

Course Prefix and No.

Proposed General Education Element: Please mark (X) in the appropriate Element or Elements ( e.g. – 4B(3) X ).

<table>
<thead>
<tr>
<th>Element 1 (9)</th>
<th>Element 2 (3)</th>
<th>Element 3 (6)</th>
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<td>3A (3)</td>
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<td>5B (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C (3)</td>
<td></td>
<td>or 3A/B</td>
<td></td>
<td>or 4A/B</td>
<td></td>
</tr>
</tbody>
</table>

Integrated A&H(6)

Integrated Sciences(6)

**NOTE:** Do not forward validation tables with curriculum form.

(*Use Validation Tables.*)
Innovation and Creativity

SYLLABUS

CRE 201
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Goals & Objectives

This course explores the creative approaches of recent (and historic) innovations in business, industry, and education. Through a case study approach, this course cultivates intentional and systematic competencies in students in order to develop leaders capable of solving problems in academia or business settings. Students will draw insights from the most innovative and successful corporations to explore their approaches (Apple, IBM, and Microsoft). Students will also examine the role of failure in innovations throughout history using foundational creative-thinking concepts.

Student Learning Outcomes:

The Innovation and Creativity course builds a foundation in creative thinking through the examination of innovation in educational and business settings. Students will develop skills for analyzing innovations throughout the course. Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will:

- Develop effective creative projects that provide an innovative solution to real-world problems based on inquiry such as class discussion, critical analysis, integrative collaboration, observing, and using technology.
- Evaluate materials relevant to innovations in educational and business settings based on case studies presented in class and explored independently.
- Analyze strategies for creative innovation, including product and pedagogical design.
- Apply effective strategies for designing innovative projects in collaboration with team members to develop an effective creative project, product, or practice, in conjunction with other offices on campus.
- Apply the design of the creative process to educational experiences and the creative endeavor generally.
- Demonstrate knowledge of the basic vocabulary and concepts of creativity study.

Methods for Learning and Teaching
This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, *Creating Innovators: The Making of Young People Who Will Change the World* and *The Art of Innovation* include information that students will need for class sessions. To be successful in this class, and ultimately the minor in Applied Creative Thinking, students will need to participate on a regular basis. Each class meeting will include information that is valuable to your success as creative thinkers and leaders. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

**Required Texts**


**Required Materials and Resources**

- Internet Access
- Dropbox Access

**Attendance Policy**

Students may miss no more than 10% of the scheduled class meetings. Therefore, if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult me in advance with any questions regarding attendance.

**Grades**

<table>
<thead>
<tr>
<th>Major Projects</th>
<th>Points</th>
<th>Creative Projects</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Innovation Case Proposal</td>
<td>50</td>
<td>P1</td>
<td>50</td>
</tr>
<tr>
<td>Participation (attendance)</td>
<td>50</td>
<td>P2</td>
<td>100</td>
</tr>
<tr>
<td>Leadership Session</td>
<td>30</td>
<td>P3</td>
<td>150</td>
</tr>
<tr>
<td>Innovation Cases</td>
<td>150</td>
<td>P4</td>
<td>200</td>
</tr>
</tbody>
</table>

A= 90-100% (900-1000pts)  
B= 80-89%  (800-899pts)  
C= 70-79%  (700-799 pts)  
F= <70%  (0-699pts)  

*EKU will graduate informed, critical and creative thinkers who communicate effectively.*

Univ. Prog. p. 6
I expect the course to become more challenging and expectations for the quality of student work to increase as the semester progresses. Moreover, I expect students to put forth effort in each creative project and assignment, giving each the care and time it needs. The course design will help assist you in this area through integrative collaboration, in-class discussions of your projects and creative concepts, in-class workshops, and one-on-one conferences with me. I will collect copies of all creative projects, including outlines, rough drafts, and proof of invention process, from all students. You should keep detailed notes for each stage of your invention process that show intentional strategies for creative thinking.

**Late and Missed Work**

Late work will be graded down at my discretion. In any case, it's better to hand in late than not at all. You must complete all major projects to pass the course. Let me know if work is going poorly, if you just can't get started, or don't understand how to do it. I can extend the deadline in some cases. If you miss a major project without an excused absence, you will receive an F for that work.

**Other Course Policies**

Lateness: It is important that students arrive on time to every class. All class sessions are important. I will take attendance at the beginning of each class period. Creative projects and exercises will be assigned in each class. Students who arrive late to class will be marked absent or partially absent at my discretion. All class meetings are important and require your focus to be successful.

**Academic integrity**

Students are advised that EKU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at [www.academicintegrity.eku.edu](http://www.academicintegrity.eku.edu). Questions regarding the policy may be directed to the Office of Academic Integrity.

**Changes to the Syllabus**

The course schedule is subject to change. Students will have advanced notice in class or via email of any changes in class location or schedule.

**Midterm Progress Report**

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Univ. Prog. p. 7
Before Sunday, March 9, 2014, all students will be informed in writing about their progress in the course via EKU Direct.

Notes

- To pass this course, you must participate fully in all class sessions. You must have at least a C in the class to be eligible to continue with the minor in Applied Creativity.
- You must complete all assignments to pass the course.

Progress in the Course

Students should consult Dr. Carpenter before dropping the course. The last withdrawal day is Sunday, February 9, 2014.

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Success Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Important Dates

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The Noel Studio for Academic Creativity

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Univ. Prog. p. 8
Prepare questions/ideas/strategies in advance: Identify specific questions/ideas/strategies that will guide your research and thinking about the project while you're in the Noel Studio.

Prepare to participate in the consultation: The Noel Studio is designed as a collaborative and creative space for learning. Thus, you will actively discuss your project with the consultant and take part in invention techniques and activities.

Allot time to revise and reflect after you leave the Noel Studio: Identify the possibilities raised during the consultation that are helpful to you and leave enough time to use the Noel Studio space to reflect on and refine your project and ideas.

Revise and rethink: The Noel Studio is intended to support multiple learning styles. Use invention and practice spaces at the Noel Studio to rethink critical aspects of your project.

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It is best to make an appointment; however, the Noel Studio welcomes walk-ins.

You may use Noel Studio resources, such as computers, video equipment, monitors, and software without an appointment. Please remember that the Noel Studio does not write, proofread, or grade projects.

For more information or to make an appointment, visit the Noel Studio website at http://www.studio.eku.edu/ or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks: The Art of Innovation (AI) and Creating Innovators (CI)

Innovation Case Proposal: Students will submit a proposal for their innovation case. The proposal will offer details about the background to the problem and innovative approaches that they will study in the case.

Leadership Session: Students will research the role of leadership in innovations in business or educational settings. More specifically, students will select an innovative leader to study and examine the traits that made that leader successful and approaches that contributed to success.

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Univ. Prog. p. 9
Innovation Cases: Students will collect cases of recent innovations by reviewing select news sources and publications such as the *MIT Technology Review, Lexington Business Journal, Forbes, Wired, The Chronicle of Higher Education*, and other outlets.

Prototype: Students will create a prototype of an innovative project with value in industry or higher education and pitch their projects to representatives from the business incubator at EKU.

Projects (1-5): Students will analyze five creative innovations through the lens of project development and prototyping throughout history. Students will collect information about these projects to discuss with the class.

**Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Theme</th>
<th>Reading/Viewing</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Course, Projects, and Texts</td>
<td><em>CI: “A Primer on Innovation”</em></td>
<td>Create a video introduction that defines “innovation” (pairs)</td>
</tr>
<tr>
<td>2</td>
<td>The Innovator</td>
<td>*CI: “Portrait of the Innovator as a Young Man”; <em>AI: “Leadership at the Top”</em></td>
<td>Research innovators – conduct background research for Leadership Session</td>
</tr>
<tr>
<td>3</td>
<td>Science and Technology</td>
<td><em>CI: “STEM Innovators”</em></td>
<td>Research innovators – conduct background research for Leadership Session</td>
</tr>
<tr>
<td>4</td>
<td>Collaboration and Innovation</td>
<td><em>CI: “Social Innovators”</em></td>
<td>Due: Innovation Case Proposal</td>
</tr>
<tr>
<td>5</td>
<td>Teaching and Learning</td>
<td><em>CI: “Innovating Learning”</em></td>
<td>Due: Project 1</td>
</tr>
<tr>
<td>6</td>
<td>Projecting the Future</td>
<td>*CI: “The Future of Innovation”; <em>AI: “Live the Future”</em></td>
<td>Due: Leadership Session</td>
</tr>
<tr>
<td>7</td>
<td>Creating Innovators</td>
<td><em>CI: “Letter to a Young Innovator”</em></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Innovative Projects</td>
<td><em>AI: “Winging it in Start-Up Mode”</em></td>
<td>Due: Project 2</td>
</tr>
</tbody>
</table>

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Univ. Prog. p. 10
<table>
<thead>
<tr>
<th>Lesson</th>
<th>Topic</th>
<th>Reading and Assignments</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Innovative Concepts</td>
<td>AI: “Innovation Begins with an Eye”</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Strategies</td>
<td>AI: “The Perfect Brainstorm”</td>
<td>Due: Project 3</td>
</tr>
<tr>
<td>11</td>
<td>Innovative Companies</td>
<td>AI: “A Cool Company Needs Hot Groups”</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Prototypes</td>
<td>AI: “Prototyping is the Shorthand of Innovation”</td>
<td>Due: Project 4</td>
</tr>
<tr>
<td>13</td>
<td>Innovative Spaces (Creative Press)</td>
<td>Readings from <em>Cases on Higher Education Spaces</em> and <em>Making Space</em></td>
<td>Due: Prototype Draft</td>
</tr>
<tr>
<td>14</td>
<td>Flow and Creating an Experience</td>
<td>Reading from Flow; “The Shared Experience of Absurdity”</td>
<td>Due: Project 5</td>
</tr>
<tr>
<td>15</td>
<td>Preparing for Your Pitch</td>
<td>AI: “Creating Experiences for Fun and Profit”</td>
<td>Peer-Review of Prototype Drafts</td>
</tr>
</tbody>
</table>
| 16     | Final Projects and Presentations           |                                                                                       | Due: Innovation Cases  
                                                                 | Due: Prototype |

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Univ. Prog. p. 11
Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

<table>
<thead>
<tr>
<th>Part I</th>
<th>Department Name</th>
<th>College</th>
<th>Course Prefix &amp; Number</th>
<th>Course Title</th>
<th>Program Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>x New Course (Parts II, IV)</td>
<td>Noel Studio for Academic Creativity</td>
<td>University Programs</td>
<td>CRE 301</td>
<td>Creativity Texts &amp; Technology</td>
<td></td>
</tr>
</tbody>
</table>

Proposal Approved by:
- Departmental Committee: 7.29.13
- College Curriculum Committee: 8.2.13
- General Education Committee*: NA
- Teacher Education Committee*: NA
- Graduate Council*: NA

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)
   To create a new course for the Minor in Applied Creativity

A. 2. Proposed Effective Academic Term: (Example: Fall 2012)
   Spring 2014

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: This course extends students’ options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None. Studio personnel will teach course as part of job duties.

Operating Expenses Impact: None

Equipment/Physical Facility Needs: Classroom space in Studio already adequate

---

Univ. Prog. p. 12
Part II. Recording Data for New, Revised, or Dropped Course

(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using *strike-through* for deletions and *underlines* for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use *strike-through* for deletions and *underlines* for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

**CRE 301 Creativity Texts & Technology (3) A.** Prerequisite: ENG 102 and at least 3 credits of CRE courses, or departmental approval. Explores the texts, technologies, and new media that allow students to create compelling messages and provides an introduction to creative production and appeals through technology.

Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

<table>
<thead>
<tr>
<th>Course prefix (3 letters)</th>
<th>Course Number (3 Digits)</th>
<th>Effective Academic Term (Example: Fall 2012)</th>
<th>College/Division: Dept. (4 letters)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRE</td>
<td>301</td>
<td>Spring 2014</td>
<td>AS _____ HS _____ NOEL</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>BT _____ JS _____</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ED _____ UP x</td>
</tr>
</tbody>
</table>

Credit Hrs. 3
Weekly Contact Hrs. Lecture x Laboratory __________ Other __________

Repeatable Maximum No. of Hrs. __________

Cip Code (first two digits only) __________

Schedule Type* (List all applicable) 1 3 W 3
Work Load (for each schedule type) N N

Grading Mode* FR _____ JR _____ SO _____ SR _____

Class Restriction, if any: (undergraduate only)

Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable

Thesis
Internship
Independent Study
Practicum

CoRequisites and Prerequisites **See definitions on following page**

Co-Require(s): (List only co-requisites. See below for prerequisites and combinations.)
Course Prefix and No. 

Course Prefix and No. 

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D-.)
Course Prefix and No. ENG 102 and at least 3 credits of CRE courses
or Departmental Approval
Course Prefix and No. 

Test Scores
Minimum GPA (when a course grouping or student cumulative GPA is required)

Co-requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D-.)

Course Prefix and No.

Test Scores

Minimum GPA (when a course grouping or student cumulative GPA is required)

Equivalent Course(s): (credit will not be awarded for both…; or formerly…)

Course Prefix and No.

Course Prefix and No.

Course Prefix and No.

| Proposed General Education Element: Please mark (X) in the appropriate Element or Elements (e.g. – 4B(3) X). |
|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|
| Element 1 (9) | Element 2 (3) | Element 3 (6) | Element 4 (6) | Element 5 (6) | Element 6 (6) |
| 1A (3) | 2 (3) | 3A (3) | 4A (3) | 5A (3) | 6 (6) |
| 1B (3) | 3B (3) | 4B (3) | 5B (3) |
| 1C (3) | or 3A/B Integrated A&H(6) | or 4A/B Integrated Sciences(6) |

NOTE: Do not forward validation tables with curriculum form.

(*Use Validation Tables.)
Texts and Technology of Creativity

SYLLABUS

CRE 301
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Goals & Objectives

This course continues the cultivation of intentional and systematic competencies in students by exploring the texts, technologies, and new media that allow us to create compelling messages. More specifically, this course provides an introduction to creative production and appeals through technology. Students will draw from established scholars in new media while employing creative lenses for understanding, analyzing, and producing creative media projects.

Student Learning Outcomes:

The Texts and Technology of Creativity course establishes a foundation in creative thinking the analysis and creation of mediated artifacts. Students will develop, study, and collect creative media artifacts. Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will:

- Create effective creative media products based on inquiry such as class discussion, critical analysis, integrative collaboration, observing, and using available technologies.
- Evaluate creative media artifacts relevant to works discussed, presented, and created in this course.
- Analyze strategies for designing creative media artifacts.
- Apply design elements to achieve creative effects (affects) in their projects.

Methods for Learning and Teaching

This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, Creative License and Remix, include information that students will need for
class sessions. To be successful in this class, and ultimately the minor in Applied Creative Thinking, students will need to participate on a regular basis. Each class meeting will include information that is valuable to your success as creative thinkers and leaders. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

**Required Texts**


**Required Materials and Resources**

- Dropbox Access
- Prezi Access

**Attendance Policy**

Students may miss no more than 10% of the scheduled class meetings. This means that if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult me in advance with any questions regarding attendance.

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<table>
<thead>
<tr>
<th>Major Projects</th>
<th>Points</th>
<th>Creative Projects</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>50</td>
<td>P1</td>
<td>50</td>
</tr>
<tr>
<td>Participation (attendance)</td>
<td>50</td>
<td>P2</td>
<td>100</td>
</tr>
<tr>
<td>Creative Media Project Analysis</td>
<td>30</td>
<td>P3</td>
<td>150</td>
</tr>
<tr>
<td>Tip sheet</td>
<td>20</td>
<td>P4</td>
<td>200</td>
</tr>
<tr>
<td>Digital Collection of Creative Artifacts</td>
<td>150</td>
<td>P5</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>300</td>
<td></td>
<td>700</td>
</tr>
<tr>
<td><strong>Semester Total</strong></td>
<td></td>
<td></td>
<td>1000</td>
</tr>
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For more information or to make an appointment, visit the Noel Studio website at http://www.studio.eku.edu/ or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks: Creative License and Remix.

Website: Students will collect creative digital artifacts and experiences throughout the semester on their website, which can be created via a number of platforms, including google sites, WIX, or by coding their own site.

Tip Sheet: Students will create a tip sheet that explains what five lessons, tips, or artifacts they can take from this course and reflect upon to shape creative habits.

Creative Media Project Analysis: Students will use creative theories to analyze a creative media project. Students will draw from concepts learned in the course to form their analysis.

EKU will graduate informed, critical and creative thinkers who communicate effectively.
Digital Collection of Creative Artifacts: Students will archive, explain, and analyze their digital collection, noting why each sample is significant for creativity studies. The archive can be integrated into the website or exist as a separate database through Flickr, etc.

Products 1-5: Students will create, using multiple modes of communication, five creative products: image file, magazine-style article, memo-style document, digital video, slideshow presentation. Each product will ask students to either communicate creative learning styles or provide updates on their creativity projects for the course.

Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Theme</th>
<th>Reading/Viewing</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction</td>
<td>Ken Robinson video on education</td>
<td>Explore web platforms</td>
</tr>
<tr>
<td>2</td>
<td>Collecting and Archiving: What is creativity?</td>
<td>DALN</td>
<td>Web page</td>
</tr>
<tr>
<td>3</td>
<td>RO vs RW Cultures</td>
<td>Lessig on RO/RW Cultures in <em>Remix</em></td>
<td>Collect samples of RO/RW culture around us</td>
</tr>
<tr>
<td>4</td>
<td>Analyzing and presenting: how can you represent your creative process?</td>
<td>Memes and other creative samples</td>
<td>Image file</td>
</tr>
<tr>
<td>5</td>
<td>Two economies: commercial and sharing</td>
<td>Part II: Economies <em>Remix</em></td>
<td>Explore Lessig’s site and remix cases</td>
</tr>
<tr>
<td>6</td>
<td>The golden age of sampling</td>
<td>“The Golden Age of Sampling” <em>Creative License</em></td>
<td>Video examples of sampling culture</td>
</tr>
<tr>
<td>7</td>
<td>Interviewing and representing: what do you want to create a creative profile for?</td>
<td>Exploring the creative profile of creative innovators: Ken Robinson, Tim Brown, David Kelley</td>
<td>Magazine-style article</td>
</tr>
<tr>
<td>8</td>
<td>Sound collage</td>
<td>Cindy Selfe on “aurality of composing”</td>
<td>Locate sound bites, analyze, and archive for projects</td>
</tr>
<tr>
<td>9</td>
<td>Proposals for reform</td>
<td>“Proposals for Reform” <em>Creative License</em></td>
<td>Explore culture (and laws) of digital mixing</td>
</tr>
</tbody>
</table>

_EKU will graduate informed, critical and creative thinkers who communicate effectively._

Univ. Prog. p.20
| 10 | Collaborating and proposing a concept: how can you work with your creativity cluster to collaboratively propose a display, demonstration, or exhibit about creativity on campus? | proposal | Memo-style proposal |
| 11 | The trouble with education: education and remix | Robinson, “The Trouble with Education” | Robinson discussion |
| 12 | Revising and remixing: how can you take found material and make it new? | Video samples | Digital video |
| 13 | Learning to be creative: creativity and multimodal communication | Robinson, “Learning to be Creative” | Digital artifact scavenger hunt |
| 14 | Innovation and designing: how can you work with your creative cluster to pitch an innovative, creative classroom for campus? | IDEO and d.school sites; David Kelley interview | Slideshow presentation |
| 15 | Prototypes and design thinking | View drafts of tip sheets (digitally) | Peer-review drafts |
| 16 | Reflecting: what five tips, things, artifacts can you take from class and reflect on to shape creative habits? | Present final tip sheet | Tip Sheet |

*EKU will graduate informed, critical and creative thinkers who communicate effectively.*
<table>
<thead>
<tr>
<th>Part I</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(Check one)</td>
<td>Department Name</td>
<td>Noel Studio for Academic Creativity</td>
<td></td>
</tr>
<tr>
<td>New Course (Parts II, IV)</td>
<td>College</td>
<td>University Programs</td>
<td></td>
</tr>
<tr>
<td>Course Revision (Parts II, IV)</td>
<td>Course Prefix &amp; Number</td>
<td>CRE 305</td>
<td></td>
</tr>
<tr>
<td>Hybrid Course (‘s,’ ‘w’)</td>
<td>Course Title</td>
<td>Creativity and Research</td>
<td></td>
</tr>
<tr>
<td>New Minor (Part III)</td>
<td>Program Title</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Suspension (Part III)</td>
<td>*Provide only the information relevant to the proposal.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Revision (Part III)</td>
<td>If Certificate, indicate Long-Term (University) or Short-Term (Departmental)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proposal Approved by:</th>
<th>Date</th>
<th>Date</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental Committee</td>
<td>7.29.13</td>
<td>Council on Academic Affairs</td>
<td></td>
</tr>
<tr>
<td>College Curriculum Committee</td>
<td>8.2.13</td>
<td>Faculty Senate**</td>
<td>NA</td>
</tr>
<tr>
<td>General Education Committee*</td>
<td>NA</td>
<td>Board of Regents**</td>
<td>NA</td>
</tr>
<tr>
<td>Teacher Education Committee*</td>
<td>NA</td>
<td>EFFECTIVE ACADEMIC TERM***</td>
<td>Spring 2014</td>
</tr>
<tr>
<td>Graduate Council*</td>
<td>NA</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*If Applicable (Type NA if not applicable.)

**Approval needed for program revisions or suspensions.

***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. **Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

   To create a new course for the Minor in Applied Creativity

A. 2. **Proposed Effective Academic Term:** (Example: Fall 2012)

   Spring 2014

A. 3. **Effective date of suspended programs for currently enrolled students:** (if applicable)

B. **The justification for this action:** This course extends students' options for completing the Minor in Applied Creativity. Currently, many of the course options are in other academic departments, and are not always offered. Students wanting to complete the minor have a difficult time planning their schedules because there is no guarantee that courses will be offered in any given semester. This course will also allow for a balanced curriculum in the minor, with courses that directly extend concepts learned in the Introduction to Applied Creative Thinking. Adding this course will make the minor more attractive to students, and make it easier for students to plan schedules in advance.

C. **The projected cost (or savings) of this proposal is as follows:**

   **Personnel Impact:** None. Studio personnel will teach course as part of job duties.

   **Operating Expenses Impact:** None

   **Equipment/Physical Facility Needs:** Classroom space in Studio already adequate
Part II. Recording Data for New, Revised, or Dropped Course
(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using strikethrough for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

<table>
<thead>
<tr>
<th>New or Revised* Catalog Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>(*Use strikethrough for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</td>
</tr>
<tr>
<td>CRE 305 Creativity and Research (3) A. Prerequisite: ENG 102 and at least 3 credits of CRE courses, or departmental approval. Extends the process of cultivating intentional and systematic creative competencies in students, honing in on information fluency development in scholarship and research.</td>
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Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

<table>
<thead>
<tr>
<th>Course prefix (3 letters)</th>
<th>Course Number (3 Digits)</th>
<th>Effective Academic Term (Example: Fall 2012)</th>
<th>College/Division:</th>
<th>Dept. (4 letters)*</th>
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<tbody>
<tr>
<td>CRE</td>
<td>305</td>
<td>Spring 2014</td>
<td>AS ______ HS ______ NOEL</td>
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<td></td>
<td></td>
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<td>BT ______ JS ______</td>
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<td></td>
<td></td>
<td></td>
<td>ED ______ UP x ______</td>
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<table>
<thead>
<tr>
<th>Credit Hrs.</th>
<th>Weekly Contact Hrs.</th>
<th>Repeatable Maximum No. of Hrs.</th>
<th>Cip Code (first two digits only)</th>
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<tbody>
<tr>
<td>3</td>
<td>Lecture x _____</td>
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<td></td>
<td>Laboratory _____</td>
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<td></td>
<td>Other _____</td>
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<thead>
<tr>
<th>Schedule Type*</th>
<th>Work Load (for each schedule type)</th>
<th>Grading Mode*</th>
<th>Class Restriction, if any: (undergraduate only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3</td>
<td>N</td>
<td>FR ______ JR ______</td>
</tr>
<tr>
<td>W</td>
<td>3</td>
<td></td>
<td>SO ______ SR ______</td>
</tr>
</tbody>
</table>

Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable

Thesis
Internship
Independent Study
Practicum

Co-Requisites and Prerequisites**See definitions on following page**

<table>
<thead>
<tr>
<th>Co-Requisite(s):</th>
<th>(List only co-requisites. See below for prerequisites and combinations.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
</tbody>
</table>

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in () following courses. Default grade is D+.)

<table>
<thead>
<tr>
<th>Course Prefix and No.</th>
<th>ENG 102 and at least 3 credits of CRE course or Departmental Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
<tr>
<td>Test Scores</td>
<td></td>
</tr>
<tr>
<td>Minimum GPA (when a course grouping or student cumulative GPA is required)</td>
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</tr>
<tr>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>Co-requisite(s) and/or Prerequisite(s) Combination</strong> (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D-.)</td>
<td></td>
</tr>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
<tr>
<td>Test Scores</td>
<td></td>
</tr>
<tr>
<td>Minimum GPA (when a course grouping or student cumulative GPA is required)</td>
<td></td>
</tr>
<tr>
<td><strong>Equivalent Course(s):</strong> (credit will not be awarded for both…; or formerly…)</td>
<td></td>
</tr>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
<tr>
<td>Course Prefix and No.</td>
<td></td>
</tr>
<tr>
<td>Course Prefix and No.</td>
<td></td>
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</table>

**Proposed General Education Element:** Please mark (X) in the appropriate Element or Elements (e.g., – 4B(3) X).

<table>
<thead>
<tr>
<th>Proposed General Education Element</th>
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<tbody>
<tr>
<td></td>
<td>1A (3)</td>
</tr>
<tr>
<td></td>
<td>1B (3)</td>
</tr>
<tr>
<td></td>
<td>1C (3)</td>
</tr>
</tbody>
</table>

**NOTE:** Do not forward validation tables with curriculum form.

(*Use Validation Tables.*)
Creativity and Research

SYLLABUS

CRE 305
Spring 2014
TR 9:30-10:45am
Noel Studio, Discovery Classroom
3 Credits
Office Hours: W, 11am – 12:30pm

Trenia Napier
Noel Studio, Library 210Q
P: 859-622-7375
E: trenia.napier@eku.edu

Goals & Objectives

This course extends the process of cultivating intentional and systematic creative competencies in students, honing in on information fluency development in scholarship and research. More specifically, this course provides intentional, systematic, and coherent methods for strengthening students’ information literacy, research, and scholarship skills in ways that complement and enhance their creative-thinking skills and practices, in order to help students become efficient, effective, and ethical users and producers of information.

Student Learning Outcomes: Students in the Creativity and Research will hone their information literacy skills within the context of applied creativity, strengthening the ability to identify a problem/need; locate and access information efficiently and effectively; manage the abundance of information available; critically evaluate available information; synthesize and incorporate information into one’s knowledge base; and creatively and ethically use, modify, apply, communicate, and/or express information.

Students pursuing the minor in Applied Creative Thinking must earn a C or above in this course.

Upon completion of the course, students will be able to:

- Evaluate information rhetorically and contextually
- Apply a variety of search strategies/tools according to the information need and environment
- Illustrate the information cycle in various contexts and environments
- Communicate and manage information creatively and effectively
- Demonstrate an understanding of the legal, ethical, and security implications of using, modifying, creating, and sharing information, especially in creative projects
- Apply varied and appropriate creativity techniques to defining and refining information needs or problems

Methods for Learning and Teaching

This class will involve a blend of lecture, large-and small-group discussion, in-class collaborative creation, and design workshops. Students are expected to bring texts to class each session. Students will be
expected to read in advance of class sessions and be prepared to discuss relevant ideas, themes, and writing practices. The texts, *The Economics of Attention* and selected articles, include information that students will need for class sessions. To be successful in this class, and ultimately the minor in Applied Creativity, students will need to participate on a regular basis. Each class meeting will include information that is valuable to students’ success as creative thinkers. Finally, students will participate fully in all class assignments, which means coming prepared for class with homework and assignments.

**Required Texts**


Select articles provided online.

**Required Materials and Resources**

- Dropbox Access
- Prezi Access

**Attendance Policy**

Students may miss no more than 10% of the scheduled class meetings, which means that if you miss more than five class meetings, you can fail the course. Students are responsible for notifying me of any planned absences and for completing any missed work as a result of any absence(s). Please consult the instructor in advance with any questions regarding attendance.

**Grades**

<table>
<thead>
<tr>
<th>Exams/Participation/Conferences</th>
<th>Points</th>
<th>Creative Projects</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Archive of Scholarly Research on Creativity</td>
<td>50</td>
<td>P1</td>
<td>50</td>
</tr>
<tr>
<td>Participation (attendance)</td>
<td>50</td>
<td>P2</td>
<td>100</td>
</tr>
<tr>
<td>Research Log</td>
<td>30</td>
<td>P3</td>
<td>150</td>
</tr>
<tr>
<td>Creativity Research Manuscript</td>
<td>170</td>
<td>P4</td>
<td>200</td>
</tr>
<tr>
<td></td>
<td></td>
<td>P5</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>300</td>
<td></td>
<td>700</td>
</tr>
<tr>
<td><strong>Semester Total</strong></td>
<td></td>
<td></td>
<td>1000</td>
</tr>
</tbody>
</table>

E= 90-100% (900-1000pts)
B= 80-89% (800-899pts)
C= 70-79% (700-799 pts)
F= <70% (0-699pts)

**EKU will graduate informed, critical and creative thinkers who communicate effectively.**
I expect the course to become more challenging and expectations for the quality of student work to increase as the semester progresses. Moreover, I expect students to put forth effort in each creative product and assignment, giving each the care and time it needs. The course design will help assist you in this area through integrative collaboration, in-class discussions of your products and creative concepts, in-class workshops, and one-on-one conferences with me. I will collect copies of all creative products, including outlines, rough drafts, and proof of invention process, from all students. You should keep detailed notes for each stage of your invention process that show intentional strategies for creative thinking.

**Late and Missed Work**

Late work will be graded down at my discretion. In any case, it’s better to hand in late than not at all. You must complete all major projects to pass the course. Let me know if work is going poorly, if you just can't get started or if you don't understand how to do it. I can extend the deadline in some cases. If you miss a major project without an excused absence, you will receive an F for that work.

**Other Course Policies**

Lateness: It is important that students arrive on time to every class. All class sessions are important. I will take attendance at the beginning of each class period. Creative products and exercises will be assigned in each class. Students who arrive late to class will be marked absent or partially absent at my discretion. All class meetings are important and require your focus to be successful.

**Academic integrity**

Students are advised that EKU's Academic Integrity Policy will strictly be enforced in this course. The Academic Integrity policy is available at [www.academicintegrity.eku.edu](http://www.academicintegrity.eku.edu). Questions regarding the policy may be directed to the Office of Academic Integrity.

**Changes to the Syllabus**

The course schedule is subject to change. Students will have advanced notice in class or via email of any changes in class location or schedule.

**Midterm Progress Report**

Before Sunday, March 9, 2014, all students will be informed in writing about their progress in the course via EKU Direct.

*EKU will graduate informed, critical and creative thinkers who communicate effectively.*
Notes

- To pass this course, you must participate fully in all class sessions. You must have at least a C in the class to be eligible to continue with the minor in Applied Creativity.
- You must complete all assignments to pass the course.

Progress in the Course

Students should consult your instructor before dropping the course. The last withdrawal day is Sunday, February 9, 2014.

Students with Disabilities

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the Office in the Student Success Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933 V/TDD. Upon individual request, this syllabus can be made available in alternative forms.

Important Dates

Last day to withdraw from the course without a fee: February 9, 2014

Last day to withdraw from the course with a fee: Friday, March 21, 2014

Holidays: Martin Luther King, Jr. Day: Monday, January 20, 2014; Spring Break, Monday, March 10 – Friday, March 14, 2014

The Noel Studio for Academic Creativity

Students pursuing the minor in Applied Creativity will spend a significant amount of class time and creative invention time in the Noel Studio for Academic Creativity. Some students might decide to work as consultants in the Noel Studio. The Noel Studio is a free resource for the EKU community, including graduate and undergraduate students.

The Noel Studio’s primary service is the individual or group consultation: a trained consultant will spend 60 minutes with you (an hour is preferable if your project is longer than five pages or the equivalent for presentations and multimedia or if you are working with a group) reviewing your project and discussing your ideas. You can bring your work to the Noel Studio at any point in the communication-development process, even if you don’t have anything substantial yet. Your visit will be most helpful if you take the time to:

- **Prepare questions/ideas/strategies in advance**: Identify specific questions/ideas/strategies that will guide your research and thinking about the project while you’re in the Noel Studio.

*Note:* EKU will graduate informed, critical and creative thinkers who communicate effectively.
Prepare to participate in the consultation: The Noel Studio is designed as a collaborative and creative space for learning. Thus, you will actively discuss your project with the consultant and take part in invention techniques and activities.

Allot time to revise and reflect after you leave the Noel Studio: Identify the possibilities raised during the consultation that are helpful to you and leave enough time to use the Noel Studio space to reflect on and refine your project and ideas.

Revise and rethink: The Noel Studio is intended to support multiple learning styles. Use invention and practice spaces at the Noel Studio to rethink critical aspects of your project.

The Noel Studio will help with projects in any subject, including traditional essays, research papers, proposals; out-of-class projects such as scholarship applications, graduate school applications, and business letters; multimedia such as digital narratives, videos, podcasts, and online portfolios; and oral presentations, conference talks, and panel presentations. After each consultation, you will receive verification of your visit and a summary of what was discussed.

It is best to make an appointment; however, the Noel Studio welcomes walk-ins.

You may use Noel Studio resources, such as computers, video equipment, monitors, and software without an appointment. Please remember that the Noel Studio does not write, proofread, or grade projects.

For more information or to make an appointment, visit the Noel Studio website at http://www.studio.eku.edu/ or call 859-622-7330.

GROUPS: If you are working on a group project, please have all members come to the Noel Studio when you visit for your consultation. Please have all group members sign in at the kiosk.

Course Organization and Scope

Textbooks:

*Economics of Attention (EA)*

*Archive of Scholarly Research on Creativity*

Students will develop an archive of scholarly research on creativity using modern library research methods and technologies. Students can design archives that are creative and technologically sophisticated, but they must follow rigorous and accurate naming and accessibility conventions.

*Research Log*

Students will compile a reflection and response to a research-related article each week. The log will assist students as they prepare for the major research project. Through this research log, students should grapple with complex literature in the field of creativity and look for connections to research in their disciplines.

*EKU will graduate informed, critical and creative thinkers who communicate effectively.*
Creativity Research Manuscript

The culminating project for the course is a creativity research manuscript. Students will investigate an area of creativity, design, and carry out a project that sheds light on creative challenges, learning environments, or pedagogies. Students can choose to do their research on campus, incorporating the Noel Studio and other environments into their work. The manuscript should be of publishable quality, meaning that it must be at least 10 pages, of academic rigor, and free of grammatical issues.

Projects 1-5

Students will be expected to take on creative projects on a regular basis. These projects will serve as the basis for the course, asking students to first collect and discuss data in different forms: video, audio, web, interview, and low-tech. Students will investigate how these artifacts contribute to a creative process while exploring existing samples that further their experiences.

Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Theme</th>
<th>Reading/Viewing</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Course introduction and discussion</td>
<td>Course syllabus</td>
<td>Read the syllabus</td>
</tr>
<tr>
<td>2</td>
<td>Tour of the Noel Studio and Library/ Discussion of Research</td>
<td>Bring at least one research article to class (focused on creativity or not) for discussion</td>
<td>Discuss elements of research/scholarship/info lit</td>
</tr>
<tr>
<td>3</td>
<td>Stuff and Fluff Economies</td>
<td>EA ch 1</td>
<td>P1</td>
</tr>
<tr>
<td>4</td>
<td>Economists of Attention</td>
<td>EA ch 2</td>
<td>Review of sites and sounds of research</td>
</tr>
<tr>
<td>5</td>
<td>What’s Next</td>
<td>EA ch 3</td>
<td>P2</td>
</tr>
<tr>
<td>6</td>
<td>An Alphabet that Thinks</td>
<td>EA ch 4; Interview with Greg Ulmer</td>
<td>Review of select multimodal research projects</td>
</tr>
<tr>
<td>7</td>
<td>Style/Substance</td>
<td>EA ch 5</td>
<td>P3</td>
</tr>
<tr>
<td>8</td>
<td>Creativity and the Ethics of Information</td>
<td>EA ch 6</td>
<td>Creativity Research Manuscript Proposal due</td>
</tr>
<tr>
<td>9</td>
<td>Creativity in Digital Literacy</td>
<td>Virtual tour of Rosetti Archives and discussion</td>
<td>P4</td>
</tr>
</tbody>
</table>

EUK will graduate informed, critical and creative thinkers who communicate effectively.
## Class Discussion

<table>
<thead>
<tr>
<th>10</th>
<th>Artifacts, Creativity, and Information Literacy</th>
<th>Class discussion with Danielle Nicole DeVoss</th>
<th>Creativity Research Project update</th>
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</thead>
<tbody>
<tr>
<td>11</td>
<td>Creativity as Literacy</td>
<td>Robinson &quot;The Academic Illusion&quot;</td>
<td>P5</td>
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<tr>
<td>12</td>
<td>Creative Research Collaborations: Information Literacy in Medicine, Engineering, Sciences</td>
<td>A review of creative hubs for research (Silicon Valley, Research Triangle)</td>
<td>Identify creative examples of collaborative research projects to discuss in class</td>
</tr>
<tr>
<td>13</td>
<td>Creative Researchers: What they do, how they select projects, how they think</td>
<td>Bring interview questions to class; assist with Scholarship Week</td>
<td>Archive on Scholarly Research on Creativity; Present research projects at UP Showcase</td>
</tr>
<tr>
<td>14</td>
<td>Presentation of creative archives/discussion of approaches</td>
<td>Review of at least two archives</td>
<td>Presentation worksheets</td>
</tr>
<tr>
<td>15</td>
<td>Peer-review research projects</td>
<td>Read at least two other research projects and provide substantive feedback</td>
<td>Research project worksheets</td>
</tr>
<tr>
<td>16</td>
<td>Present Research Projects</td>
<td>Presentations in class</td>
<td>Final Research Log; Creativity Research Manuscript</td>
</tr>
</tbody>
</table>
Curriculum Change Form  
(Present only one proposed curriculum change per form)  
(Complete only the section(s) applicable.)

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<tr>
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<tr>
<td>Course Dropped (Part II)</td>
<td>*Course Title (30 characters)</td>
</tr>
<tr>
<td>New Program (Part III)</td>
<td>*Program Title</td>
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<tr>
<td>Program Revision (Part III)</td>
<td>Bachelor of General Studies</td>
</tr>
<tr>
<td>Program Suspended (Part III)</td>
<td>(Major <strong>x</strong>, Option ____; Minor __; or Certificate ___)</td>
</tr>
</tbody>
</table>

*Provide only the information relevant to the proposal.

Proposal Approved by: |
Departmental Committee: NA |
Graduate Council*: NA |
College Curriculum Committee: 4.30.13 |
General Education Committee*: NA |
Teacher Education Committee*: NA |

**Is this a SACS Substantive Change?** Yes****   No X |
Council on Academic Affairs |
Approved  Disapproved |
Faculty Senate** |
Board of Regents** |
Council on Postsecondary Edu.*** |

---

Completion of A, B, and C is required: (Please be specific, but concise.)

**A. Specific action requested:** (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

(1) To add GSD 399 as an option to fulfill the ACCT requirement; (2) To add GSD 399 as an option to fulfill the Exit Requirement (substitute for GSD 450).

**A. Effective date:** (Example: Fall 2001)

Fall 2014

**A. Effective date of suspended programs for currently enrolled students:** (if applicable)

NA

**B. The justification for this action:**

GSD 399 will provide students with another option to fulfill the ACCT requirement, and, in addition, will fulfill the Exit Requirement.

**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:** Will need instructors for course, both for campus 1 and campus 2.

**Operating Expenses Impact:** Budget for instructors

**Equipment/Physical Facility Needs:** None

**Library Resources:** Adequate
Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using strikethrough for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

Bachelor of Arts (B.A.)
GENERAL STUDIES
CIP Code: 24.0102

UNIVERSITY GRADUATION REQUIREMENTS
• General Education ............................................................... 36 hours
• Student Success Seminar (GSD 101: waived for transfers with 30+ hrs) ............................................................... 3 hours
• Wellness ................................................................................. 3 hours
• Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
• Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
• ACCT – General Studies majors may fulfill ACCT with any of the following options: HON 420 or another approved undergraduate scholarly or creative activity; GSD 399 (also fulfills Exit Requirement), or 3 credit hours of co-op/applied learning (GSD 349), or other approved applied learning experience, or a service-learning (S) course, or a college-approved student abroad experience, or HON 420. (Relevant credit hours will be incorporated into program requirements below.)

Total Hours University Graduation Requirement .......... 42 hours

MAJOR REQUIREMENTS

Core Courses ......................................................................... 18 hours
General Studies students will declare one of the following areas:
- General Studies in Arts & Sciences: 18 hours of courses must be within the College of Arts & Sciences (excluding courses meeting the 36 hour General Education requirements).
- General Studies in Business & Technology: 18 hours of courses must be within the College of Business & Technology (excluding courses meeting the 36 hour General Education requirements).
- General Studies in Education: 18 hours of courses must be within the College of Education (excluding courses meeting the 36 hour General Education requirements).
- General Studies in Health Sciences: 18 hours of courses must be within the College of Health Sciences (excluding courses meeting the 36 hour General Education requirements).
- General Studies in Justice & Safety: 18 hours of courses must be within the College of Justice & Safety (excluding courses meeting the 36 hour General Education requirements).
- General Studies – Professional Track: 18 hours of courses from the following list, (excluding any courses meeting the 36 hour General Education requirements): CMS 310, 375, 495, COR 321, 350, CRJ 325, 388W, FIN 310, 311, HEA 315, 320, 345, 375, 380, MGT 301, 320, 330, 430, 450, MKT 301, PLS 330, 332, POL 333, 315, 370, 374, 375, PSY 300, 319, PUB 375, SOC 320, 383, or 463.

Free Electives ........................................................................ 57-60 hours

General Studies Exit Requirement (GSD 399 (3 hours) or GSD 450 (0 hours)) ............................................................... 0-3 hours

TOTAL HOURS TO COMPLETE DEGREE ............... 120 hours
MEMORANDUM

TO: Rick McGee

FROM: Dr. Kim Naugle
Associate Dean

DATE: August 20, 2013

SUBJECT: COE Agenda

Please consider the following agenda items for the College of Education at the next Council on Academic Affairs Committee meeting on August 22, 2013:

<table>
<thead>
<tr>
<th>Dept: Special Education</th>
<th>Chair: Dr. Debbie Haydon</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Revision</td>
<td>B. S. Early Childhood Special Education/Interdisciplinary Early Childhood Education</td>
</tr>
</tbody>
</table>

Dr. Kim A. Naugle, PhD, Associate Dean
Office of the Dean
College of Education
E-Mail: kim.naugle@eku.edu

420 Bert Combs Building
521 Lancaster Avenue
Richmond, Kentucky 40475-3102
Phone: (859) 622-1175
Fax: (859) 622-5061
## Curriculum Change Form

**Present only one proposed curriculum change per form**

**Complete only the section(s) applicable.**

### Part I

**Check one**

- [ ] New Course (Parts II, IV)
- [ ] Course Revision (Parts II, IV)
- [ ] Hybrid Course (‘S,’ ‘W’)
- [ ] New Minor (Part III)
- [x] Program Suspension (Part III)
- [ ] Program Revision (Part III)

**Particular**

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**If Certificate, indicate Long-Term (University) or Short-Term (Departmental)**

- **B. S. Early Childhood Special Education/Interdisciplinary Early Childhood Education**

### Proposal Approved by:

<table>
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<tr>
<th>Departmental Committee</th>
<th>College Curriculum Committee</th>
<th>General Education Committee*</th>
<th>Teacher Education Committee*</th>
<th>Graduate Council*</th>
</tr>
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<tr>
<td>3/25/2013</td>
<td>4/2/2013</td>
<td>N/A</td>
<td>4/23/2013</td>
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</table>
| Council on Academic Affairs | Faculty Senate** | Board of Regents** | EFFECTIVE ACADEMIC TERM*** | **To be added by the Registrar’s Office after all approval is received.**

*If Applicable (Type NA if not applicable.)

**Approval needed for program revisions or suspensions.**

**To be added by the Registrar’s Office after all approval is received.**

### Completion of A, B, and C is required: (Please be specific, but concise.)

**A. 1. Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

1. Remove SED 341 and add SED 590 to the B.S. Early Childhood Special Education/IECE
2. Add CDS 525 to the B.S Early Childhood Special Education/IECE program
3. Move SED 104 from Major Requirements to Supporting Coursework so that students can use SED 104 to meet Element 6 of the new General Education program

**A. 2. Proposed Effective Academic Term:** (Example: Fall 2012)

- Fall 2013

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

### B. The justification for this action:

1. The Department of Special Education is dropping SED 341 (Applied Behavior Analysis course) and is using the SED 590/790 course (which covers the same content) in order to be more cost effective.
2. CDS 525 is a course focusing on early literacy assessment and intervention. Early literacy intervention is a major focus of early childhood programming and adding this course will enhance the abilities of graduates to implement early literacy intervention.
3. Moving SED 104 to Element 6 will keep the program at 120 hours after adding the new course.

### C. The projected cost (or savings) of this proposal is as follows:

**Personnel Impact:**
**Part II. Recording Data for New, Revised, or Dropped Course**

(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using strike-through for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

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**Part III. Recording Data for Revised or Suspended Program**

1. For a revised program, provide the current program requirements using strike-through for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

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UNIVERSITY GRADUATION REQUIREMENTS
• General Education ..........................................................36 hours
• Student Success Seminar (EDO 100; waived for transfers with 30+ hrs.) .................................................................1 hour
• Wellness ........................................................................3 hours
• Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
• Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
• A CCT – IECE/Special Education majors will fulfill A CCT using SED 499. (Credit hours may be incorporated into Major or Supporting requirements)

Total Hours University Graduation Requirements ..........40 hours

MAJOR REQUIREMENTS
Core Courses......................................................................27 hours
CDS 360, 525; SED 104, 241, 352, 375, 436, 504, 518, 577 and 590.

Professional Education Requirements.........................18.5 hours
EDF 103, 203; SED 499(12); and 2.5 hours of Applied Learning Field Experiences: EDF 349Q(0.5); SED 349Q(0.5), 349R(0.5), 349T(1).

Minor in Child and Family Studies.................................18 hours
CDF 132, 236; six hours selected from CDF 235, 327, 342, 441, or 501; and six hours CDF electives.

Supporting Course Requirements.....................................15 hours
EDF 204 or CSC 104 or CIS 212; ELE 519; NSC 500; OTS 515; SED 104 (Element 6); SWK 456.

Free Electives ....................................................................1.5 hours

TOTAL HOURS TO COMPLETE DEGREE.................120 hours
MEMORANDUM

TO: Council on Academic Affairs

FROM: Dr. Karin Sehmann, Interim Associate Dean
       College of Arts and Sciences

DATE: August 8, 2013

SUBJECT: Curriculum Proposals

SUBJECT: Agenda Items for August 22, 2013 CAA Meeting

The College of Arts and Sciences submits the attached agenda items for consideration at the August 22, 2013 CAA meeting.

Encls
### CAA CAS Agenda Items: 08-22-2013

<table>
<thead>
<tr>
<th>Dept</th>
<th>Type</th>
<th>Course Prefix</th>
<th>Course Number</th>
<th>Course/Program Title</th>
<th>Action Requested</th>
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<td>COSC</td>
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<td>Revised the Computer Forensics and Security Option</td>
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</table>

*Provide only the information relevant to the proposal.

Proposal Approved by:  
Departmental Committee: 04-08-13  
College Curriculum Committee: 04-15-13  
General Education Committee*: NA  
Teacher Education Committee*: NA  
Graduate Council*: NA

*If Applicable (Type NA if not applicable.)  
**Approval needed for program revisions or suspensions.  
***To be added by the Registrar’s Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

   Update the BA in Spanish program description and requirements.

A. 2. Proposed Effective Academic Term: (Example: Fall 2012)

   Fall 2014

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

   A catalog update is necessary to reflect new courses and revised program requirements.

C. The projected cost (or savings) of this proposal is as follows:

   Personnel Impact:

   None

   Operating Expenses Impact:

   None

   Equipment/Physical Facility Needs:

   None

   Library Resources:

   None
Part II. Recording Data for New, Revised, or Dropped Course
(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using strikethrough for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text
(Use strikethrough for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using strikethrough for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

Revised* Program Text
(Use strikethrough for deletions and underlines for additions.)

BACHELOR OR ARTS (BA): SPANISH

UNIVERSITY GRADUATION REQUIREMENTS
• General Education ........................................ 36 hours
• Student Success Seminar (ASO 100; waived for transfers with 30+ hrs.) ......................................................... 1 hour
• Wellness ......................................................... 3 hours
• Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
• Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
• ACCT - Spanish majors will fulfill ACCT with SPA 321S, or a program approved study abroad experience.
   (Credit hours are incorporated into program requirements below.)

Total Hours University Graduation Requirements ...... 40 hours

MAJOR REQUIREMENTS
A grade of “C” or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their major.

Core Courses ......................................................... 30 hours
Select 30 hrs in SPA courses numbered 200 and above; a minimum of 21 hrs must be at the 300 level or above.
A student may major in Spanish by completing a minimum of 30 hours in courses numbered 200 and above; 21 of these hours must be at the 300 level or above. The following courses are required: 206 (waived in case of demonstrable oral proficiency); 301 and 360; SPA 380 or 381; three hours from 405, 406, 407, and 492.
A grade of “C” or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their major.

Exit Requirement: SPA 492

Free Electives ......................................................... 50 hours

TOTAL HOURS TO COMPLETE DEGREE ............. 120 hours
# Curriculum Change Form

(Present only one proposed curriculum change per form)

(Complete only the section(s) applicable.)

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Proposal Approved by:  
Departmental Committee  
College Curriculum Committee  
General Education Committee*  
Teacher Education Committee*  
Graduate Council*  

|  |
|---|---|
| Date | Date |
| 04-08-13 | Council on Academic Affairs |
| 04-15-13 | Faculty Senate** |
| NA | Board of Regents** |
| 04-23-13 | EFFECTIVE ACADEMIC TERM*** |

*If Applicable (Type NA if not applicable.)
**Approval needed for program revisions or suspensions.
***To be added by the Registrar’s Office after all approval is received.

**Completion of A, B, and C is required: (Please be specific, but concise.)**

**A. 1. Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

Update the BA in Spanish/Teaching program description and requirements.

**A. 2. Proposed Effective Academic Term:** (Example: Fall 2012)

Fall 2014

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

**B. The justification for this action:**

A catalog update is necessary to reflect new courses and revised program requirements.

**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:**

None

**Operating Expenses Impact:**

None

**Equipment/Physical Facility Needs:**

None

**Library Resources:**

None
Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using strikethrough for deletions and underlines for additions.

2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

Revised* Program Text
(*Use strikethrough for deletions and underlines for additions.)

BACHELOR OR ARTS (BA): SPANISH TEACHING

UNIVERSITY GRADUATION REQUIREMENTS
- General Education .............................................. 36 hours
- Student Success Seminar (ASO 100; waived for transfers with 30+ hrs.) ................................................................. 1 hour
- Wellness .............................................................................. 3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT - Spanish majors will fulfill ACCT with SPA 321S, or a program approved study abroad experience. (Credit hours are incorporated into program requirements below.)

Total Hours University Graduation Requirements ......40 hours

MAJOR REQUIREMENTS

Core Courses ...............................................................30 hours
A student may major in Spanish by completing a minimum of 30 hours in courses numbered 200 and above; 21 of these hours must be at the 300 level or above. The following courses are required: 206 (waived in case of demonstrable oral proficiency); 301 and 360; SPA 380 or 381; three hours from 405, 406, or 407; 492
A grade of “C” or higher is required in each course for credit toward the major. Students must attain a 2.75 GPA in their teaching major and must pass a departmental proficiency exam, which covers spoken and written language, culture, and literature, to be recommended for student teaching.

Exit Requirement: SPA 492

Professional Education Requirements ..................40 hours
EDF 103(1), 203, 319 or 319W, 413; EDF 204 or CIS 212 or CSC 104; SED 401 or 401S; EME 442; ESE 490, 543; EMS 499(12); and 3 hrs. of Applied Learning Field Experience: EDF 349Q(0.5), 349R(0.5); EMS 349Q(0.5), 349R(0.5); and ESE 349(1).

Free Electives ..............................................................10 hours

TOTAL HOURS TO COMPLETE DEGREE ..................120 hours
Curriculum Change Form  
(Present only one proposed curriculum change per form)  
(Complete only the section(s) applicable.)

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<tr>
<td>Departmental Committee</td>
<td>4/08/2013</td>
<td>Council on Academic Affairs</td>
</tr>
<tr>
<td>College Curriculum Committee</td>
<td>4/15/2013</td>
<td>Faculty Senate**</td>
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<tr>
<td>General Education Committee*</td>
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<td>Board of Regents**</td>
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<tr>
<td>Teacher Education Committee*</td>
<td>NA</td>
<td>EFFECTIVE ACADEMIC TERM***</td>
</tr>
<tr>
<td>Graduate Council*</td>
<td>5/3/2013</td>
<td></td>
</tr>
</tbody>
</table>

*If Applicable (Type NA if not applicable.)

**Approval needed for program revisions or suspensions.

***To be added by the Registrar’s Office after all approval is received.

### Completion of A, B, and C is required: (Please be specific, but concise.)

**A. 1. Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

To waive the GRE requirement for applicants with a cumulative undergraduate GPA of 3.0 or higher.

**A. 2. Proposed Effective Academic Term:** (Example: Fall 2012)

Fall 2014

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

**B. The justification for this action:**

EKU graduate programs may waive the GRE/MAT/GMAT requirement for applicants whose undergraduate GPA is 3.0 or higher. Requiring the GRE exam introduces additional costs to our students, complicates our admission process, and may not add much value, particularly for those students with relatively high undergraduate GPA’s. GRE scores may, however, be valuable in assessing the capability for graduate work of applicants who are near the minimum GPA requirement for Clear Admission.

**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:** None.

**Operating Expenses Impact:** None.

**Equipment/Physical Facility Needs:** None.

**Library Resources:** None.
Part II. Recording Data for New, Revised, or Dropped Course

(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using **strikethrough** for deletions and **underlines** for additions.
3. For a dropped course, provide the current catalog text.

**New or Revised** Catalog Text

("Use **strikethrough** for deletions and **underlines** for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using **strikethrough** for deletions and **underlines** for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

**Revised** Program Text

("Use **strikethrough** for deletions and **underlines** for additions.)

II. ADMISSION REQUIREMENTS

For admission to the program, students must meet both the general requirements of the Graduate School and the requirements of the MPA program. Students in Applicants to the MPA program come from a variety of undergraduate degree programs, and admission decisions are based on an overall assessment of a student's application and ability to meet admission criteria of the program.

The following criteria are set for an admission: (1) a complete application; (2) students must take and submit scores for the Graduate Record Examination; (3) students granted a clear admission to the program must achieve a Cumulative Value Index of 50: (Undergraduate Grade Point Average times 15) + (the sum of the percentile scores on the verbal and quantitative portions of the GRE General Exam times 0.20) equals the Cumulative Value Index; (4) letters of reference from two persons qualified to evaluate potential for successful performance in a program of graduate study in public administration must be provided to the department.

Regular admission is typically offered to applicants based on the following criteria:

1. A complete application;
2. Meets the general requirements of both the Graduate School and MPA program;
3. Achieves a Cumulative Value Index (CVI) of at least 50: (Undergraduate grade Point average times 15) + (the sum of the percentile scores on the verbal and quantitative portions of the GRE general Exam times 0.20). Applicants with a cumulative undergraduate GPA of 3.0 or higher are exempt from the GRE requirement;
4. Evaluation of academic potential based on two (2) letters of recommendation from persons familiar with the applicant's academic or employment experience;
5. Evaluation of academic potential and appropriate interests based on a statement of career goals and objectives.

Students who meet the Graduate School minimums but do not have a Cumulative Value Index score of at least 50.0 may be granted a probationary admission. The minimum condition for transfer from probationary admission status to clear admission status is the successful completion of at least nine hours of graduate course work with a grade point average of at least 3.0 (on a 4.0 scale) and with no more than one grade, regardless of the number of course credit hours, of "C" or lower. Students must be removed from probationary admission prior to registering in any course work beyond an initial 12 hours. At least six hours of the first 12 hours must be in the common MPA core.
### Curriculum Change Form

(Present only one proposed curriculum change per form)

(Complete only the section(s) applicable.)

#### Part I

<table>
<thead>
<tr>
<th>(Check one)</th>
<th>Department Name</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Course (Parts II, IV)</td>
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<td>Arts and Sciences</td>
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<tr>
<td>Course Revision (Parts II, IV)</td>
<td>*Course Prefix &amp; Number</td>
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</tr>
<tr>
<td>Hybrid Course (‘S,’ ‘W’)</td>
<td>*Course Title</td>
<td></td>
</tr>
<tr>
<td>New Minor (Part III)</td>
<td>*Program Title</td>
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<tr>
<td>Program Suspension (Part III)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>X Program Revision (Part III)</td>
<td>*Provide only the information relevant to the proposal.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>If Certificate, indicate Long-Term (University) or Short-Term (Departmental)</td>
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Proposal Approved by:  

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*If Applicable (Type NA if not applicable.)

**Approval needed for program revisions or suspensions.

***To be added by the Registrar's Office after all approval is received.

---

### Completion of A, B, and C is required: (Please be specific, but concise.)

**A. 1. Specific action requested:** (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)

Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation.

**A. 2. Proposed Effective Academic Term:** (Example: Fall 2012)

Fall 2014

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

---

**B. The justification for this action:**

The College of Arts and Sciences is no longer collecting Senior Exit data from our majors. This 0 credit course that is required for graduation will allow us to collect this valuable data free of charge to the students. We will also ask students to complete the Senior Knowledge exam in this course. This will allow us to take this exam out of our Capstone courses, thus providing those instructors with more instructional time.

---

**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:**
None

**Operating Expenses Impact:**
None

**Equipment/Physical Facility Needs:**
None

**Library Resources:**
### Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
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### Part III. Recording Data for Revised or Suspended Program

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2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

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</table>
Bachelor of Science (B. S.)
ANIMAL STUDIES
CIP Code: 30.9999

UNIVERSITY GRADUATION REQUIREMENTS
• General Education..............................................36 hours
• Student Success Seminar (GSO 100 or GSD 101; waived for transfers with 30+ hrs.).........................1-3 hours
• Wellness.............................................................3 hours
• Writing Intensive Course (Hrs. incorporated into Major/Supporting/gen Ed/Free Electives category)
• Upper division courses (42 hrs. distributed throughout Major/Supporting/gen Ed/Free Electives categories)
• ACCT - animal Studies majors will fulfill ACCT with ANS 400 or PSY401. (Credit hours may be incorporated into program requirements below.)
Total hours University Graduation Requirements...40-42 hours

MAJOR REQUIREMENTS
Core Courses ......................................................53-55 hours
ANS 200, and courses in the following groups:
1. Arts & Humanities: ANS 320; PHI 381; SOC 300; ANS 310, 497, or three hours of a relevant arts or humanities course (12 hours).
2. Science: ANT 306 or 371; BIO 319; BIO 316 or 550; PSY333 (14 hours).
3. Application: AGR 125; ANT 370; LAS 306 or BIO 380; three hours of a relevant applied learning or study abroad course (12 hours).
4. Capstone: ANS 400 or PSY401 or other relevant thesis option.
5. Electives: an additional 9-11 hours in relevant courses, as approved by student's advisor or department head.
6. ANS 499: Senior Exit Course in Animal Studies
A minimum grade of "C" is required in all courses counted toward the major.

Supporting Course Requirements ..........................3 hours
ANT 120(Element 5B), 201; BIO 112(Element 4A)
G =Course also satisfies a General Education element. Hours are included within the 36 hr. general Education requirement above.
Free Electives ......................................................20-24 hours
TOTAL HOURS TO COMPLETE DEGREE.................120 hours
Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

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<td>*Provide only the information relevant to the proposal.</td>
<td></td>
</tr>
</tbody>
</table>

Proposal Approved by:

| Departmental Committee | 4/3/2013 | Council on Academic Affairs | 4/15/2013 |
| College Curriculum Committee | 4/15/2013 | Faculty Senate** | NA |
| General Education Committee* | NA | Board of Regents** | NA |
| Teacher Education Committee* | NA | EFFECTIVE ACADEMIC TERM*** | |
| Graduate Council* | NA | | |

*If Applicable (Type NA if not applicable.)
**Approval needed for program revisions or suspensions.
***To be added by the Registrar’s Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. **Specific action requested**: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)
Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation.

A. 2. **Proposed Effective Academic Term**: (Example: Fall 2012)
Fall 2014

A. 3. **Effective date of suspended programs for currently enrolled students**: (if applicable)

B. **The justification for this action:**
The College of Arts and Sciences is no longer collecting Senior Exit data from our majors. This 0 credit course that is required for graduation will allow us to collect this valuable data free of charge to the students. We will also ask students to complete the Senior Knowledge exam in this course. This will allow us to take this exam out of our Capstone courses, thus providing those instructors with more instructional time.

C. **The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:**
None

**Operating Expenses Impact:**
None

**Equipment/Physical Facility Needs:**
None
Part II. Recording Data for New, Revised, or Dropped Course
(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using strikethrough for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text
(*Use strikethrough for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using strikethrough for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

Revised* Program Text
(*Use strikethrough for deletions and underlines for additions.)

Bachelor of Sciences (B.S)

Psychology

CIP Code: 42.0101

UNIVERSITY GRADUATION REQUIREMENTS
- General Education ................................................................. 36 hours
- Foundations for Learning (GSD 101; waived for transfers with 30+ hours)……3 hours
- Wellness.......................................................................................3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT (Credit hours may be incorporated into Major or Supporting requirements)
Psychology majors will select one of the following: PSY 400, or 401, or 579

Total Hours University Graduation Requirements .........................................................42 hours

MAJOR REQUIREMENTS

A minimum grade of “C” is required in all courses counted toward the major.

Core Courses.............................................................................. 43-45 hours
   a) PSY 200, 250 or 250W, 258, 309 or 309W (4), 310
   b) And at least 3 hours from each of the following groups:
      1. Biological Bases of Behavior: PSY 311, 315, 315L
      3. Developmental: PSY 312, 314, 316
      4. Social/Personality: PSY 300, 305, 308
      5. Skills: PSY 319, 405, 406, 490, 590
      6. Capstone: 400 or 401 or 579
c) 9 hours of psychology electives. At least three of these must be numbered 400 or above. (PSY 280, 402, and 403 may not be used as a psychology elective.)
d) PSY 499 Senior Exit Course in Psychology (0 credit hours)

**Free Electives**.........................................................................................................................40 hours

**TOTAL HOURS TO COMPLETE DEGREE**............................................................................120 hours

---

### UNIVERSITY GRADUATION REQUIREMENTS

- General Education ................................................................. 36 hours
- Foundations for Learning (*GSD 101; waived for transfers with 30+ hrs.*) ...................................................... 3 hours
- Wellness.......................................................................................... 3 hours
- Writing Intensive Course (*Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category*)
- Upper division courses (*42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories*)
- ACCT (*Credit hours may be incorporated into Major or Supporting requirements*)
  Psychology majors will select one of the following: PSY 400, or 401, or 579

**Total Hours University Graduation Requirements** ......................................................... 42 hours
To: Rick McGee, CAA

From: Dr. Judy Short
Dr. Judy Short, Associate Dean
Health Sciences

Please include the attached curriculum proposals on the agenda for the meeting of the Council on Academic Affairs on August 22, 2013.

Agenda for Health Sciences

Program Revisions

Dietetics B.S. Revision
Physical Education M.S. Program Revision
**Curriculum Change Form**

### Part I

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<th>(Check one)</th>
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<tr>
<td>New Minor (Part III)</td>
<td>*Program Title</td>
<td>General Dietetics BS</td>
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<td>Program Suspension (Part III)</td>
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<td>X ___ Program Revision (Part III)</td>
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**Proposal Approved by:**

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<td>Graduate Council*</td>
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</table>

*If Applicable (Type NA if not applicable.)

**Approval needed for program revisions or suspensions.

***To be added by the Registrar’s Office after all approval is received.

### Completion of A, B, and C is required: (Please be specific, but concise.)

**A. 1. Specific action requested:** Add NFA 303 Nutrition Education and Counseling as a core course in the General Dietetics Program and drop FCS 303 from the General Dietetics Curriculum.

**A. 2. Proposed Effective Academic Term:** Spring 2014

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

**B. The justification for this action:**

NFA 303 is added and FCS 303 is eliminated to meet Accreditation Council for Education in Nutrition and Dietetics (ACEND) guidelines for SLOs in the General Dietetics program.

**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:** NA

**Operating Expenses Impact:** NA

**Equipment/Physical Facility Needs:** NA

**Library Resources:** NA
### Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using **strikethrough** for deletions and **underlines** for additions.

2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

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#### UNIVERSITY GRADUATION REQUIREMENTS
- General Education ................................................................. 36 hours
- Student Success Seminar (HSO 100; waived for transfers with 30+ hrs.)………1 hour
- Wellness(courses may meet both wellness & major requirements)………………3 hours
- Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
- Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
- ACCT Dietetics majors will fulfill ACCT with NFA 404.(These courses are included in the Major totals)

**Total Hours University Graduation Requirements** ……………………………….40 hours

#### MAJOR REQUIREMENTS

##### Core Courses.................................................................56 hours
- CDF 132, FCS 302, 400, FRM 352, NFA 121, 201/(Wellness), 202(1); 301, 303, 317, 323, 325, 326, 344, 349 (1) or FCS 330D (1); NFA 401, 402, 403, 404, 411, 412, 445.

##### Supporting Course Requirements............................................20 hours
- BIO 171; BIO 301; CHE 101/101L(^Element 4), 102; CIS 212 or CSC 104; ACC 201; PSY 200(^Element 5); EHS 380; EMC 105(1).

##### Free Electives.................................................................4 hours

**TOTAL HOURS TO COMPLETE DEGREE** ........................................120 hours
### Curriculum Change Form

**Part I**

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<th>Department Name</th>
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<td>Health Sciences</td>
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<td>Course Revision (Parts II, IV)</td>
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<tr>
<td>Course Dropped (Part II)</td>
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</tr>
<tr>
<td>New Program (Part III)</td>
<td>(Major __, Option __; Minor __; or Certificate __)</td>
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<tr>
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</tr>
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<td>Program Suspended (Part III)</td>
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</tbody>
</table>

*Provide only the information relevant to the proposal.

**Proposal Approved by:**

- **Departmental Committee:** 9/30/11
- **College Curriculum Committee:** 4/3/13
- **General Education Committee:** NA
- **Teacher Education Committee:** NA
- **Graduate Council:**
  - *If Applicable (Type NA if not applicable.)*
- **Council on Academic Affairs:**
  - *Approval needed for new, revised, or suspended programs*
- **Faculty Senate:**
  - *Approval/Posting needed for new degree program or certificate program*
- **Board of Regents:**
  - *****If “yes”, SACS must be notified before implementation. Please contact EKU’s Office of Institutional Effectiveness.

**Completion of A, B, and C is required: (Please be specific, but concise.)**

**A.**

- **Specific action requested:** Drop NFA717 and replace with PHE717
- **Effective date:** Fall 2013

**B.**

- **The justification for this action:** There is a need in the curriculum for a course related to the study of bioenergetics of physical activity which investigates the relationship between aerobic and anaerobic energy systems and the transformation of stored energy to chemical energy for daily sustainable life functions. The majority of the students who will take this course are Exercise and Wellness majors who will work in the fields of corporate and hospital wellness and commercial fitness, who need this background in order to work with clients, and personal trainers, who need this background to work with elite athletes.

**C.**

- **The projected cost (or savings) of this proposal is as follows:**
  - Personnel Impact: none
  - Operating Expenses Impact: NONE
  - Equipment/Physical Facility Needs: NONE
  - Library Resources: NONE
Part III. Recording Data for New, Revised, or Suspended Program

New or Revised* Program Text
("Use strikethrough for deletions and underlines for additions.")

MASTER OF SCIENCE
Physical Education
CIP Code: 13.1314

Exercise and Sport Science Foundations...................15-18 hours

PHE 800 or EPY 869 and select 12-15 additional hours from:
PHE 762, 775, 790, 810, 812, 814, 821, 822, 823, 825, 831,
833, 848, 851, 852, 865, 869, 875, 891, 895; or 700 and/or
800 level course with prior departmental approval from non
PHE graduate departments (not to exceed 12 credit hours.)

Select one of the following options..............................12-15 hours

Exercise and Sport Science Option
Select one 800 level PHE course (3 hours) plus nine hours of
PHE 700 and/or 800 level courses.* Or PHE 897 (6 hours)
plus six hours from PHE 700 and/or 800 level courses.

Sports Administration Option
PHE 835, PHE 730, and PHE 870 (6 hours) or PHE 839 (6 hours).

Exercise and Wellness Option
NFA 717, PHE 717, PHE 812, PHE 821, PHE 871 (6 hours).

Exit Requirement
GRD 887b

Total Requirements.......................................................30 hours
*A maximum of nine hours of 700 level course works is allowed.
Note: For information on the Master of Arts in Education Degree
in Physical Education, see College of Education.
August 06, 2013

To: Council on Academic Affairs

From: Dr. Allen Ault, Dean

Dr. Larry Collins
Associate Dean
School of Safety, Security and Emergency Management
College of Justice & Safety

Date: August 06, 2013
RE: Agenda Items

Please include the enclosed curriculum proposal on the agenda for the next meeting of the Council on Academic Affairs scheduled August 22, 2013.

College of Justice and Safety
School of Justice Studies

Program Revisions

Revised CRJ Electives
Curriculum Change Form  
(Present only one proposed curriculum change per form)  
(Complete only the section(s) applicable.)

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<td></td>
</tr>
<tr>
<td>X Program Revision (Part III)</td>
<td>*Provide only the information relevant to the proposal.</td>
</tr>
</tbody>
</table>

Proposal Approved by:  
Departmental Committee | Date | 09/11/2013 | |  
College Curriculum Committee | | 06/03/2013 | Faculty Senate** |  
General Education Committee* | N/A | Board of Regents** |  
Teacher Education Committee* | N/A | EFFECTIVE ACADEMIC TERM*** | Fall 2013 |
| Graduate Council* | N/A |  |

*If Applicable (Type NA if not applicable.)  
**Approval needed for program revisions or suspensions.  
***To be added by the Registrar’s Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.)
Increase elective hours in the BS degree to 27 and decrease the hours of supporting course requirements to 9. Change the required elective courses to choose from each of three areas and the supporting courses to choose from courses in the School of SSEM.

A. 2. Proposed Effective Academic Term: (Example: Fall 2012)  
Fall 2013

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action: Requires students to take at least one course in the primary areas (policing, law/ juvenile justice, corrections) that are found in the major. New requirement made necessary a change in elective and supporting course requirements but does not change total hours for the major.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None
**Part II. Recording Data for New, Revised, or Dropped Course**

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using **strike through** for deletions and **underlines** for additions.
3. For a dropped course, provide the current catalog text.

<table>
<thead>
<tr>
<th>New or Revised* Catalog Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>(*Use <strong>strike through</strong> for deletions and <strong>underlines</strong> for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part III. Recording Data for Revised or Suspended Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. For a revised program, provide the current program requirements using <strong>strike through</strong> for deletions and <strong>underlines</strong> for additions.</td>
</tr>
<tr>
<td>2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.</td>
</tr>
</tbody>
</table>
UNIVERSITY GRADUATION REQUIREMENTS

General Education .................................................................................................................................. 36 hours
Student Success Seminar (JSO 100; waived for transfers with 30+ hours).......................... 1 hour
Wellness .................................................................................................................................................. 3 hours
Writing Intensive Course (Hrs. incorporated into Major/Supporting/Gen Ed/Free Electives category)
Upper division courses (42 hrs. distributed throughout Major/Supporting/Gen Ed/Free Electives categories)
ACCT - Criminal Justice majors will fulfill ACCT with CRJ 313S, 424, 490, HON 420, PLS 349 or 349(A-N). (Credit hours are incorporated into major requirements below.)

Total Hours University Graduation Requirements......................................................... 40 hours

MAJOR REQUIREMENTS

Core Courses ........................................................................................................................................ 15 hours
CRJ 101, 313 or 313S, 331, 388, 400.

CRJ Electives ..................................................................................................................................... 24 27 hours
Select from PLS, CRJ or COR electives (12 hrs. must be upper division courses).
Select at least one course from each of the three areas: (12 hours must be upper division).

(1) Corrections: CRJ 204, 302, 303 or 360.
(2) Law and Juvenile Justice: PLS 216, PLS 316, PLS 416, CRJ 312, CRJ 314, or CRJ 311.
(3) Policing: PLS 103, 340, 401, 411 or 420.

Supporting Course Requirements ................................................................................................. 42 9 hours
Select from APS, FSE, or HLS. (No more than 6 hours from any area)

Free Electives or Minor .................................................................................................................... 29 hours
Majors are recommended to include 3 hrs. (200 level or above) of Foreign language or American Sign Language (ASL) in consultation with their advisor (\(^\text{\textsuperscript{6}}\) = Course also satisfies a General Education element. Hours are included within the 36 hr. General Education requirement above.)

TOTAL HOURS TO COMPLETE DEGREE..................................................................................... 120 hours
TO:       Council on Academic Affairs

FROM:     Dr. Sherry Robinson, Executive Assistant to the Provost
          Office of the Provost

DATE:     August 7, 2013

SUBJECT:  Agenda item for 8-22-13 Council on Academic Affairs Meeting

The Office of the Provost submits the following agenda items for consideration at the August 22, 2013 meeting of the Council on Academic Affairs. Attached are the Impact Statements and policy revisions.

AGENDA

Impact Statement/Revision for Policy 4.1.11, Awarding Incomplete Grades
Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion
University Policy Impact Statement

Date Aug 7, 2013

Check One: Revision of Existing Policy ☒ New Policy

Policy Number (If known) 4.1.11
Policy Name Awarding Incomplete Grades

Originator(s) Provost office

University Affiliation Email for primary contact sherry.robinson@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Changes are needed to align the policy with Catalog language and operational practices.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

These changes will ensure consistency with the University Catalog.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

There will be no impact for the University since these changes reflect current practice.

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

<table>
<thead>
<tr>
<th>Stakeholder</th>
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<td>Board of Regents</td>
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</tbody>
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Additional Pages Attached ☐ # of additional pages
Awarding Incomplete Grades

Policy Statement

When a student has extenuating circumstances that impede him/her from completing a course, an incomplete grade may be awarded. The incomplete grade cannot be used simply because a student has failed to complete the work in the course or as a means of raising the student’s grade by doing additional work after the grade report time. An Incomplete Grade Contract may be initiated by a student (undergraduate and graduate) or faculty member prior to the last day of class when a student wishes to pursue an incomplete grade. If the instructor agrees that the student has extenuating circumstances beyond his/her control and the instructor agrees to assign an incomplete grade, the instructor will identify on the Incomplete Grade Contract all outstanding assignments.

A degree cannot be awarded to a student with any incomplete EKU courses on his/her record. Any student who is a pending graduate with unresolved EKU incomplete grades (“I”) will be given the choice of either accepting an “F” for the course (or “NC” for unresolved “IP” grades) or being deferred to the next term for graduation consideration.

Entities Affected by the Policy

- Colleges
- Departments
- Office of the Registrar
- Students

Procedures

The following procedure applies when an instructor has agreed to assign a grade of “I” for students who are unable to complete the course because of extenuating circumstances.

1. On the Incomplete Grade Contract, the instructor will identify all outstanding assignments and/or other conditions needed to complete the course. The instructor will secure all the necessary signatures. The student’s signature is not required for the contract to be enforced.

2. The Incomplete Grade Contract must be received by the Registrar’s Office no later than 30 days past the deadline for final grade submission. While the faculty will be able to submit the “I” grade through the online grade submission process, any “I” grade that is not accompanied by an Incomplete Grade Contract within 30 days of the advertised final grade submission deadline will be converted to an “F”.

3. A copy of the contract will be mailed to the student by the Registrar’s Office, giving the student a 10 day window in which to decline the incomplete grade.
4. Any student receiving a grade of “I” must coordinate with the instructor to satisfy all outstanding work. However, all outstanding work must be completed by the student and a Grade Change form must be submitted by the instructor to the Registrar’s Office by the last day of classes of the regular semester (fall/spring) immediately following the term in which the incomplete grade was originally assigned. If a grade change is not submitted by the established deadline, the incomplete will automatically default to a failing (“F”) grade.

1.5. If, due to extenuating circumstances, a student is unable to complete the contracted course work to fulfill the incomplete course by the established time line, the student has the option of requesting a one-time, one semester extension to the incomplete deadline. The student must initiate the request through the instructor before the established deadline. Approval of the extension of an incomplete grade is not automatic and depends on the student’s unique circumstances.

### Initiating an Incomplete Grade Contract

An Incomplete Grade Contract may be initiated by a student (undergraduate and graduate) or faculty member prior to the last day of class when a student wishes to pursue an incomplete grade.

### Completing an Incomplete Grade Contract

If the instructor agrees that the student has extenuating circumstances beyond their control and he or she agrees to assign an incomplete grade, the instructor will identify on the Incomplete Grade Contract all outstanding assignments and/or other conditions needed to complete the course and secure all the necessary approving signatures; this contract must be filed with the Registrar’s Office preferably by the advertised deadline for final grade submission but no later than 30 days past this date.

### Processing the Incomplete Grade Contract

The Office of the Registrar will mail a copy of the Incomplete Grade Contract to the student, giving the student a 10-day window to decline the incomplete grade. The Office of the Registrar will also convert an I to an I+ on transcripts to indicate that a contract is on file.

### Finishing Incomplete Work

Students have until the last day of classes in the immediately proceeding semester (excluding summer) to finish all incomplete coursework as specified in the University Catalog, unless a shorter time frame is indicated on the Incomplete Grade Contract.

### Processing Grade Changes

Instructors will fill out and submit a Change of Grade form upon the student’s completion of all work designated in the Incomplete Grade Contract. The Office of the Registrar, upon receipt of the Change of Grade form, will convert the I+ to the grade designated on the Change of Grade form. If the student fails to complete the course requirements by the stated deadline, the Office of the Registrar will convert the I+ to an F.

### Definitions

**Incomplete Grade, “I”**
A grade of “I” signifies that a student must complete unfinished work in order to receive a grade and, therefore, credit for a course. An incomplete grade is a placeholder until such a time as the coursework is complete; it cannot remain on a student’s transcript beyond the time allowed by this policy.
Facility

- Ensure that an Incomplete Grade Contract is completed and submitted to the Office of the Registrar by the specified deadline.
- Complete and submit a Change of Grade form by the specified deadline once a student completes all work designated on the Incomplete Grade Contract.

Office of the Registrar

- Process Incomplete Grade Contracts and Change of Grade Forms.

Student

- Ensure that unfinished coursework is completed by the date specified on the Incomplete Grade Contract.

Violations of the Policy

Any grade of “I” not accompanied by a signed and approved contract will be converted to a failing grade after 30 days; if the student does not complete the specified work during the allotted time period, the grade of “I” will be changed to a failing grade.

Comment [A9]: Unnecessary since it is stated in procedures.

Interpreting Authority

- Provost and Vice President for Academic Affairs

Relevant Links

Incomplete Contract Form

Policy Adoption Review and Approval

<table>
<thead>
<tr>
<th>Date</th>
<th>Entity</th>
<th>Action</th>
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<tbody>
<tr>
<td>April 9, 2007</td>
<td>Faculty Senate</td>
<td>Recommended Support</td>
</tr>
<tr>
<td>April 27, 2007</td>
<td>Board of Regents</td>
<td>Adopted</td>
</tr>
</tbody>
</table>
University Policy Impact Statement

Date Aug 7, 2013

Check One: Revision of Existing Policy [ ] New Policy

Policy Number
(If known) 4.3.14

Policy Name Military Activation and Course Completion

Originator(s) Provost Office

University Affiliation

Email for primary contact sherry.robinson@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Changes are needed to align the policy with operational practices. Additionally, because a student can sometimes be affected by the military activation of his/her spouse, the revised policy would extend the accommodations for course completion to military spouses.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

1) These changes will ensure consistency with the University Catalog. 2) These changes are consistent with EKU's commitment to being a military-friendly school.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

There will be minimal impact for the University since many of the changes reflect current practice. It may mean additional requests for military incompletes, though these numbers in general have been relatively low.

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

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Additional Pages Attached [ ]

# of additional pages

Print Form
Military Activation and Course Completion
Interim Policy

Policy Statement
A student who is called to active duty or whose spouse/legal guardian is called to active duty may be unable to complete courses in which they enrolled. If military activation affects the ability of a student to complete a course, the University provides several options, including withdrawal from the course and/or University or taking an incomplete and completing the course(s) following completion of active duty.

A student who volunteers for military service during a semester makes the decision to join the military instead of being a student, and does so while the semester is in progress, (instead of completing the semester and then joining), is not eligible for Military Withdraw, Military Incomplete, or to receive a grade early in the semester. The spouse of a student who volunteers for military service and cannot complete a semester will not be eligible for Military Withdraw, Military Incomplete, or to receive a grade early in the semester.

Entities Affected by the Policy
- Students called to active duty in the military
- Spouses of students called to active duty in the military
- Colleges
- Departments
- Faculty
- Office of the Registrar

Procedures
Students with military status (Active, Reserves, National Guard) at the beginning of the semester, or spouses of such students, finding it necessary to leave the University because of required active military duty must complete one (1) of the following:

Option 1 - Receive a Grade
1. When military activation occurs after the 12th week of the semester, the instructor has the option of assigning the student a grade in the class based upon work completed. That grade would be submitted during normal final grade submission, and no additional work would be required of the student.
2. The request for assignment of a grade based on coursework completed must be made in writing and must be approved by the Chair of the Department and the Dean of the College in which the course(s) is offered. A copy of activation papers must be attached.

Option 2 – Receive an Incomplete Due to Military Activation
1. The affected student will petition the faculty members to request an assignment of a grade of “IM” in course(s) currently enrolled.
2. If the instructor feels that the portion of the semester remaining, and volume of uncovered material is such that it can be made up in a reasonable amount of time and effort, a grade of “Incomplete for Military Activation” may be given.

3. The instructor completes an Incomplete Grade Contract and notes on the contract that this is due to military activation. The student shall provide a copy of the military orders and the instructor must ensure that a copy of the student's military orders is attached to then Incomplete Grade Contract. Without a copy of these orders the student cannot receive the “Incomplete for Military Activation” grade.

4. The Incomplete Grade Contract shall be processed as normal.

5. Once the Registrar’s Office receives a copy of the military orders an “IM” grade will be recorded.

6. The student has two (2) years from the date of military discharge to complete an “IM” grade. The student, upon completion of active military duty, must follow up with the faculty member. If the faculty member is no longer with the University or is on leave from the University, the student should contact the Department Chair for determining how to fulfill the Incomplete Grade Contract. If the student does not make contact within 2 years of leaving the University, the “IM” turns to a “W.”

7. Upon completion of coursework, the instructor will submit a change of grade form.

**Option 3 – Receive a Military Withdrawal from the Course or from the University**

1. Students choosing to withdraw from specific courses or from the University must send a letter requesting a withdrawal and enclose a copy of the military activation notification. The letter must include the following information:
   - Student name and Student EKU ID Number
   - A statement that the student wishes to withdraw completely from the University OR listing the individual courses for withdrawal.
   - Student's signature (mandatory) and the date

2. The Office of the Registrar staff will process the withdrawal which also triggers a 100% refund in all tuition and course fees. Room and board fees will be prorated.

3. If a student requests an incomplete and the faculty declines to grant an “IM,” then the student will have to withdraw.
Dear Provost Vice and members of the Council on Academic Affairs,

The University General Education Committee (UGEC) has taken an unusual step of delaying action on a proposal that came before the committee from the Department of Anthropology, Sociology, and Social Work (ANSW). We are seeking guidance from the Council on Academic Affairs before we act on the proposal.

The proposal is for the cross-listed course SOC/WGS 399. This course was approved by the UGEC for Element 6: Diversity of Perspectives and Experiences last September. The proposal from ANSW is to remove the cross-listing of SOC 399 with WGS 399.

Since SOC/WGS 399 was approved for Element 6 as a cross-listed course, this raised some flags for the committee. Kelli Carmean, Chair of ANSW assured us that her department wanted no change to the course, that it would be taught by the same instructor, that the student learning outcomes and assessment would remain the same, and that WGS students would still be welcomed. Thus, in our role as caretakers of the GE program, we have no reason to re-evaluate the course for GE. However, the committee was not comfortable supporting the request to un-cross list the course because that request has implications beyond the General Education Program.

In thinking about the larger issue the following benefits of cross listing courses seem relevant. Cross listing:

- Encourages collaboration between departments
- Encourages faculty professional development through collaboration across disciplines
- Is a wise use of resources (increases demand for course)
- Allows smaller programs to offer courses that would be unfeasible to staff otherwise
- Is student friendly because students can search for the course under either prefix
- Is student friendly because students can choose the course prefix they want on their transcript
- Is student friendly because some smaller programs can exist through cross listed courses

Certainly, departments must retain control over the courses that they offer, and if changes are desired or needed then the department has the right and responsibility to propose those changes. However, curriculum committees have the responsibility of ensuring that the proposals are in the best interest of students and the University. The rationale provided for the current proposal to un-cross list SOC and WGS 399 is “To ensure better quality control of course, maintain Sociology programmatic goals for the course and standardize relationships with other programs on campus.” First, we believe that quality control is improved by having more eyes on a proposed change. Second, if the course was not maintaining programmatic goals it would need significant changes, but Dr. Carmean has assured us that no changes are being made to the course. Finally, if “standardizing relationships with other programs” means that ANSW intends to un-cross list all courses in other departments then we believe it is essential for CAA to have a conversation about the purpose, benefits, and drawbacks of cross listings in general. Dr. Carmean also communicated to the UGEC that the department wanted to show ownership of the course and simplify the paperwork trail. Curriculum paperwork is sometimes complicated, but is this a good enough reason for the change? Demonstrating ownership of the course does not seem critical, as ANSW already has complete control over whether
and when any SOC course is offered and who teaches the course. Further, if ANSW wants changes to the student learning outcomes, assessment, or other pedagogical issues, they have the right to propose those changes, and the cross-listed department would need to re-evaluate the appropriateness of the cross-listing. Thus, our committee fails to understand the need for the current proposed change, which appears to attempt to draw boundaries and territories, rather than reaching across them.

With this in mind, the committee felt that approving the proposal would send the message that we are endorsing the proposal, which could influence the Council’s decision. Rejecting the proposal also appeared to be an inappropriate response as the effect to the GE program of removing the cross-listing is very small.

The Council has a much clearer understanding of the larger issues of curricula’s affect on the University mission, and we request that the Council act first on the proposal. Rose Perrine, Associate Dean of University Programs, Deb Core, Assistant Dean of Arts & Sciences, and Sheila Pressley, Chair of Faculty Senate, all serve on both CAA and the UGEC and can relay to the discussion of the Council to the General Education Committee.

Sincerely,

Garett Yoder, Chair
University General Education Committee

Cc:  Kelli Carmean, Chair of the Department of Anthropology, Sociology & Social Work  
Deb Core, Assistant Dean of the College of Arts & Sciences  
Lisa Day, Director of Women & Gender Studies  
Rose Perrine, Associate Dean University Programs  
Sheila Pressley, Chair of Faculty Senate  
Sara Zeigler, Dean of University Programs  
John Wade, Dean of Arts & Sciences
COUNCIL ON ACADEMIC AFFAIRS MINUTES
September 19, 2013

Members Present: Dorie Combs, Deborah Core, Stephanie Cunagin, Donna Corley, Rita Davis, Tina Davis, Claire Good, Megan Holloway, Brett Morris, Minh Nguyen, Rose Perrine, Sheila Pressley, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Larry Collins, Amy Marshall*, Sandra Moore, Kim Naugle*, Jerry Pogatshnick*

Non-Members Present: Anna Dixon, Cassey Bradley

Dr. Janna Vice called the Council on Academic Affairs to order at 1:31 p.m.

Approval of the Minutes from August 22, 2013: Approved with revisions

Curriculum Items

**College of Arts & Sciences**

**Economics**

*Editorial Change*

Approved Economics (B.A.) Fall 2014

**Psychology**

*Withdrawn*

Withdrawn General Psychology (M.S.) Fall 2014

Withdrawn Industrial & Organizational Psychology (M.S.) Fall 2014

**College of Health Sciences**

**Recreation and Park Administration**

*New Course*

Approved REC 520 Trends and Issues in Therapeutic Recreation (syllabus included) Fall 2014

*Program Revision*

Approved Therapeutic Recreation. -Add REC 520 to curriculum Fall 2014

**Environmental Health & Medical Lab Science**

*Course Revision*

Approved EHS 463 Field Experience in Environmental Health - Change 6 credit hours in Field Experience to 3 credit hours Summer 2014

Approved Fall 2014
Program Revision
Approved  Reflect changes in EHS 463 and adjust core & free elective hours.  Fall 2014

Exercise and Sport Science

Course Revision
Approved  PHE 224  Team Sports II - Revise prerequisite  Fall 2014

Program Revision
Approved  Bachelor of Science in Physical Education – Change supporting course  Fall 2014

College of Arts & Sciences
Department of Government

Program Revision
Approved  Master of Public Administration (MPA)  Fall 2014

Action Item
Office of the Provost

Policy Revision
Impact Statement/Revision for Policy 4.3.14, Military Activation and Course Completion

Proposed policy approved with suggested edits as informational item to Faculty Senate

Good of the Order

Discontinuation of the cross listing of SOC 399 and WGS 399.
   The “owner” of the course has the right/authority to end cross listings. The process for this shall be:
   • The College of Arts & Sciences, Department of Sociology should submit to the Council on Academic Affairs an Editorial Change form to strike WGS 399 cross listing from SOC 399 course description.
   • University Programs shall submit to the Council on Academic Affairs a Course Drop form for WGS 399 as well as an Editorial Change form to strike the listing any other reference to WGS 399 in the catalog.

Day of Learning Assurance Reminder
   Friday September 27th is the Day of Learning Assurance.

Faculty Professional Development - Dr. L. Dee Fink
   Dee Fink will be coming to EKU in February (date to be determined) for two development sessions.
   • Half-day session with chairs, deans, and associate deans regarding faculty development planning.
   • Half-day session with faculty for a course design workshop
Members Present: Larry Collins, Dorie Combs, Donna Corley, Rita Davis, Tina Davis, Claire Good, Megan Holloway, Brett Morris, Kim Naugle, Minh Nguyen, Rose Perrine, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Stephanie Cunagin*, Amy Marshall, Sandra Moore, Brett Morris, Jerry Pogatshnick*, Sheila Pressley*

Non-Members Present: Cassey Bradley, Kelli Carmean, Preston Elrod, Barbara McDermott, Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

Approval of the Minutes from September 19, 2013: Approved

Curriculum Items

College of Health Sciences
Recreation and Park Administration

<table>
<thead>
<tr>
<th>New Course</th>
<th>Effective</th>
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<tbody>
<tr>
<td>Approved REC 720</td>
<td>Fall 2014</td>
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</tbody>
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Program Revision

| Approved Recreation and Park Administration (M.S.) | Fall 2014 |

College of Education
Curriculum and Instruction

Course Revisions

| Approved EMS349Q - Applied Learning I: Educational Assessment | Spring 2014 |
| Approved EMS349R - Applied Learning II: Educational Curriculum | Spring 2014 |

Special Education

Program Suspensions

| Approved Special Education/Non-Teaching (B.S.) | Fall 2014 |
| Approved Special Education-teacher Leader Track Option A Deaf and hard of Hearing Advanced Study (M.A.Ed.) | Fall 2020 |
New Prefix

Creation of SJS prefix memo

Spring 2014

New Courses

- SJS 101- Understanding Social Justice and Human Struggle
- SJS 250S- Service Learning in Social Justice Studies
- SJS 301- Theories of Social Justice
- SJS 313- Mobilizing for Social Justice
- SJS 322- Social Justice and Media
- SJS 325- Social Justice and Film
- SJS 396- Researching and Writing for Change
- SJS 401- Conflict, Resistance, and Nonviolent Struggle
- SJS 450S- Learning through Civic Engagement
- SJS 467- States of Violence
- SJS 470- Critical Carceral Studies
- SJS 480- Ethnography for Social Change *Contingent on student outcomes being rewritten to be measurable
- SJS 490- Identity, Culture and Power

New Program

Social Justice Studies (B.S.)

Spring 2014

Editorial Change

Fire Protection and Safety Engineering Technology (B.S.)

Fall 2014

College of Arts & Sciences

Anthropology & Social Work

Editorial Change

SOC 399

Spring 2014

Program Revision

Anthropology B.A.

Fall 2014

Biological Sciences

New Course

BIO 375W - Microbes and Food

Summer 2014

Approved

ENV 317 - Conservation of Wildlife Resources (University Programs)

Fall 2014

Course Revision

WLD 317- Conservation of Wildlife Resources

Fall 2014

Course Drops

BIO 304, 328, and 340

Fall 2014
Course Revision

ECON 130
WITHDRAWN

Editorial Revision

Approved Economics B.A. - International Economics Concentration Fall 2014

Music

Course Revision

MUS 101 A, B, and C
MUS 142
MUS 242
MUS 342
MUS 412
MUS 422
MUS 442
MUS 447

Approved Fall 2014

Course Drops

Approved MUS 301 (A, B, & C), 360, 370, 382 Fall 2014

Philosophy and Religion

New Course

PHI 130S - Beginning Ethics * Contingent upon the changing of the term “objectives” to “outcomes”

Approved Spring 2014

Editorial Revision

Approved PHI 130 - Beginning Ethics Fall 2014

New Course

REL 302 - Theories of Religion
REL 365 - Women, Gender and Religion
WGS 365 - Women, Gender and Religion (University Programs)

Approved Fall 2014

Program Revision

Approved Religion (Minor) Fall 2014

Psychology

Course Revision

PSY 499
ANS 499

Approved Fall 2014

Biology

New Courses

BIO 820 - Principles of Pharmacology
BIO 821 - Applications in Flow Cytometry

Approved Spring 2014

Course Revision

Fall 2014

Course Suspensions

Approved BIO 530/730 Fall 2014
Discussion Item

Office of the Provost

Proposal for January academic term – Provost Vice

- The addition of a 3 week “Winter” or “January” term has been discussed at Presidents Council Retreat and at the Provost Council.
- The addition of the Winter/January term would result in both Spring and Fall semesters being reduced by one week, from 17 to 16 week terms.
- Discussion of advantages and disadvantages was initiated by Provost Vice
- Provost Vice assured that care would be taken in crafting the policies and selecting courses to be offered in the Winter/January term.
- The proposal of the Winter/January term will have no impact on current class schedule meeting patterns or course time blocks.

Good of the Order

Provost Vice expressed gratitude to members for the success of Assurance of Learning Day and the events held by Colleges and Departments for that purpose.

The workgroup tasked with developing the policy and procedures for cross-listed courses has developed a draft that is currently being circulated for review.

The October 17, 2013 meeting of the Council on Academic Affairs was adjourned at 2:55 p.m.
Members Present: Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Brett Morris, Kim Naugle, Minh Nguyen, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Elizabeth Wachtel

Members Absent: Larry Collins, Megan Holloway, Amy Marshall, Sandra Moore, Rose Perrine*, Kelly Smith*, Janna Vice*

Non-Members Present: Cassey Bradley, Stephanie Cunagin, Kelli Carmean, Julie George, Alice Jones, Virginia Veeder

1. Tina Davis called the Council on Academic Affairs to order at 1:30 p.m.

2. Approval of the Minutes from October 17, 2013: Approved

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**Curriculum Items**

**College of Health Sciences**

**Recreation and Park Administration**

**Program Revision**

- B.S. Recreation & Park Administration - Move EMC 105 (1), Survey of Medical Terminology, from the Therapeutic Recreation course section to the Therapeutic Recreation Concentration.

**Effective**

- Fall 2014

**Approved**

**University Programs**

**Appalachian Studies**

**Program Revisions**

- Appalachian Studies Minor - Revise program to require APP 200 and remove APP 460

**Effective**

- Fall 2014

**Approved**

**New Program**

- Appalachian Studies Certificate - (A) Add Certificate in Appalachian Studies; (B) text changes in program description

**Effective**

- Fall 2014

**Approved**

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**College of Education**

**Catalog Revisions**

- Admission to Professional Education – Update the Admission Test Requirement to end Praxis I exams and begin the Core Academic Skills for Educators (CASE): Reading, Writing, and Mathematics exams. Remove EKU GPA and the speech and hearing

**Effective**

- Fall 2014

**Approved**
screening as admission requirements. Update the office designation for Judicial Affairs to Student Rights and Responsibilities.

Praxis Disclaimer – Remove the requirement of taking Praxis II and PTL exams as a graduation requirement from all teacher education programs.

American Sign Language & Interpreter Education

Program Revision
American Sign Language (ASL) Studies (Minor) – Revise requirements for the ASL Studies Minor

Curriculum & Instruction

Course Revisions
- EDF 203 – Remove statement regarding field hour requirement and Lecture/Lab schedule type.
- EDF 319 – Add prerequisite of ENG 101 or HON 105, with minimum grade of “C” or ENG 105 with a minimum grade of “B”

Curriculum & Instruction continued
- EDF 319W – Remove pre-requisite of admission to professional education from course and add EDF 349R as a co-requisite for applied learning.
- LIB 301 – Remove teacher education admission pre-requisite for course. Add prerequisite of ENG 101 or HON 105, with minimum grade of “C” or ENG 105 with a minimum grade of “B”
- LIB 301S – Remove all pre-requisite restrictions from course

Program Revision
B.S. Elementary Education (P-5) Teaching – Move EDF 319 and 319W to Supporting course requirements; move MAE 301 from Multidisciplinary Content Supporting courses to section that begins “and 3 hours from one of the following areas: Math…”

Educational Leadership & Policy Studies

Course Revisions
- ETL 802 – Edit wording of Course Description to reflect current program requirements.
- ETL 804 - To remove the requirement that all students taking the course must complete the IRB approval process and require only those who will present or publish the information outside of the context of the class to gain IRB approval. Also, add ETL 803 ETL 802 as a prerequisite.

Special Education

Course Revision
CDS 571 - The course description needs to be revised to reflect that credit will be given for either CDS 571 or CDS 571 W.

Approved
Hybrid Course
CDS 571W - Create a writing-intensive version of an existing course
College of Arts & Sciences
Anthropology & Social Work

New Course
Approved
SWK 365: Crisis Intervention - establish a new elective course: Crisis Intervention
Spring 2014

Program Revision
Approved
Social Work B.S.W - include two new elective courses: SWK 365 Crisis Intervention and SWK 344, Stress Management & Self-Care, in the program description.
Fall 2014

Chemistry

Course Revisions

Approved
CHE 425L: Instrumental Analysis Lab - Change CHE 385 from prerequisite to pre/corequisite of CHE 425L.
Fall 2014

College of Arts & Sciences continued

Computer Science

Program Revision
Approved
Minor in Informatics - Modify the Informatics minor by making CSC 314 a required part of the minor and making CSC 307 as part of the “two of” courses.
Fall 2014

Government

Editorial Revision
Approved
Paralegal Program - Add language to the Paralegal Program Catalog description. This language is a certification requirement of the ABA.
Fall 2014

Music

New Course
Approved
MUS 258: Brass Choir - Create a specific course number for Brass Choir.
Spring 2014
MUS 458: Brass Choir - Create a specific upper-division course number for Brass Choir.
Spring 2014

Editorial Revision
Approved
BM in Music Theory and Composition
Fall 2014

Psychology

Program Revision
Approved
B.S. Animal Studies - Revise Psychology major to include Senior Exit Course in Psychology as a requirement for graduation.
Fall 2014

Editorial Revisions
Approved
M.S. General Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School.
Fall 2014
M.S. Industrial and Organization Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School.
Fall 2014
M.S. Clinical Psychology - Replace PSY 890 with PSY 898. Course has been renumbered at the request of the Graduate School.
College of Business & Technology  
School of Applied Arts & Technology  
Military Science & Leadership  

Course Revisions  
- MSL 102 - Introduction to Tactical Leadership - Change title & description.  
- MSL 201 - Foundations of Tactical Leadership - Change title & description.  
- MSL 301 - Adaptive Team Leadership - Change title & description.  
- MSL 302 - Applied Team Leadership - Change title & description.  
- MSL 401 - Adaptive Leadership - Change title & description.  

- Summer 2014  

Management, Marketing & International Business  

Editorial Revision  
- Management, Marketing & International Business - Change of department name in catalog to Department of Management, Marketing & International Business  

New Course  
- MKT 456: - Qualitative Research in Marketing - Add a required class for Marketing Research and Analytics  

- Summer 2014  

Course Revisions  
- CCT 302: Desktop Publishing for the Business Office - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- CCT 304S: Applied Entrepreneurship & Service Learning - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- CCT 310: International Business Communication - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- CCT 570: Web Design for Offices - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- CCT 580: Office Technology Seminar - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  

- Summer 2014  

- Approved  

- MGT 320: Human Resources Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- MGT 330: Small Business Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- MGT 340: Management Science - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- MGT 370: Operations Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- MGT 375: Supply Chain Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  
- MGT 400: Organization Theory - Change course description to reflect a grade of “C” or better needed for each prerequisite course.  

- Approved  

- Summer 2014  

- Approved  

- Summer 2014  

- Approved  

- Summer 2014  

- Approved  

- Summer 2014  

- Approved  

- Summer 2014  

- Approved
MGT 40: Continuous Improvement in Organizations - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 410: Labor Relations - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 425: Compensation Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 430: International Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 440: Human Resource Development - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 445: Employee Recruitment & Selection - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 465: Innovation & Entrepreneurship - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MGT 480: Organization Behavior - Change course description to reflect a grade of “C” or better needed for each prerequisite course

MKT 304: Retailing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 306: Services Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 310: Personal Selling - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 312: Principles of Transportation - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 315: Physical Distribution Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 320: Advertising - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 350: Consumer Behavior in Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 370: Sports Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 400: International Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 401: Internet Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 404: Retailing Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 405: Retail Management for PGM - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 408: Sales Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 431: Purchasing & Material Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 440: Industrial Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 455: Marketing Research & Analysis - Change course description to reflect a grade of “C” or better needed for each prerequisite course
MKT 460: Marketing Management - Change course description to reflect a grade of “C” or better needed for each prerequisite course
Approved  MKT 481: Internship in Marketing - Change course description to reflect a grade of “C” or better needed for each prerequisite course  Summer 2014

Program Revision

Approved  B.B.A. Marketing - replace the MKT 380 seminar with MKT 456 stand-alone class, and replace CIS 370 with CIS 430 in the Marketing Research & Analytics concentration of the BBA in Marketing  Summer 2014

Action Items

The Graduate School

Approved  Change to Graduate School policy  To rename the policy as the Exit Competency Requirement and to permit programs to use other assessments, such as portfolios, capstone courses, special projects, as additional options to the Comprehensive Exams  Fall 2014

Office of Student Affairs

Approved  Athletics Regalia – Student Athlete Stole  Immediate

Kappa Delta Pi Regalia - Kappa Delta Pi Stole

Tau Sigma RSO Regalia - Tau Sigma Cords

Discussion Item

Prior Learning Credit Procedure Draft

A request was made for clarifying language to be added to strengthen the fact that this policy is for “portfolio” evaluation only. Verbal clarification was provided that this potential policy (draft) is to establish the adoption of a mechanism to evaluate portfolios of experience for learning credit. A request for language is added that this policy is intended for undergraduate credit only. Verbal clarification was made that this policy would not make portfolio acceptance/evaluation a mandatory activity for departments. Each department would choose to accept/participate or not. The question of MOOCs being included in the portfolio was asked. Verbal clarification was provided that the policy would not include MOOCs to be part of the portfolio.

Good of the Order

Tina Davis initiated discussion regarding the potential cancellation of the December CAA meeting. An inquiry was made to the members of the existence of any proposals that were urgent for a December CAA decision. No feedback was provided by members. Ms. Davis requested the members check with their department chairs and provide her with a status update as soon as possible.

Dr. Judy Short inquired on the “Completer Degrees” progress. Tina Davis and Sherry Robinson provided information that it is still very early in the process, no specifics are available, and that a proposal is still many months out for this new program.

Tina Davis: New CAA forms are available on the CAA website (www.caa.eku.edu). Do not use old or saved versions of the forms as they may be outdated.
Members Present: Victor Kappeler, Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Eugene Palka, Rose Perrine, Sheila Pressley, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel


Non-Members Present: Cassey Bradley, Stephanie Cunagin, Steve Greenwell

Dr. Janna Vice called the Council on Academic Affairs to order at 1:32 p.m.

1. Approval of the Minutes from September 19, 2013: Approved

## Curriculum Items

### College of Business & Technology

#### Communication

<table>
<thead>
<tr>
<th>Course</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEM 396</td>
<td>Approved</td>
<td>Motion Graphics</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

To offer a motion graphics intensive class to be offered to students within the Broadcast & Electronic Media major. Trends within the media industry demand greater knowledge of motion graphics software.

#### Management, Marketing & International Business

<table>
<thead>
<tr>
<th>Course</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCT 101</td>
<td>Approved</td>
<td>Entrepreneurship</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>Change course number from CCT 101 to CCT 270.</td>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKT 309</td>
<td>Approved</td>
<td>Integrated Marketing Communications</td>
<td>Summer 2014</td>
</tr>
<tr>
<td>Change course description to reflect a prerequisite of MKT 300 or MKT 301 with a minimum grade of “C”.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCT 101</td>
<td>Approved</td>
<td>To change to 200 level course in order to provide opportunities for higher level thinking skills in course objectives</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

#### Program Revisions

<table>
<thead>
<tr>
<th>Program</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entrepreneurship Minor (for non-business majors)</td>
<td>Approved</td>
<td>Remove CCT 101; add CCT 270 to Required Courses, Entrepreneurship Minor</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program</th>
<th>Action</th>
<th>Description</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Business B.B.A./Corporate Communication and Technology Concentration</td>
<td>Approved</td>
<td>Remove CCT 302 and add CCT 270 to the Major Requirements in Corporate Communication and Technology Concentration.</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>
New Course
Approved
EMS 878 - Mathematics Assessment P-12
Create a new course that will address assessment techniques to diagnosing and responding to math learning difficulties. This class will be part of the Mathematics Specialist Endorsement and will be available for graduate students in MAEd programs.

Course Revisions
Approved
ESE 490 - Secondary Curriculum, Classroom Organization, and Management
Remove pre-requisite of methods class and teacher education core so that the class can be taken prior to methods class and student teaching. Add prerequisite of EDF 319 or EDF 319W. Delete field experience requirements.

Approved
ESE 499 - Supervised Student Teaching in the Secondary School
Remove corequisite of ESE 490.

Approved
LIB 805 - Advanced Children’s Literature
Eliminate all course prerequisites and change the name of the course to Children’s Literature and Resources

Endorsement
Approved
Endorsement: Elementary Mathematics Specialist (P-5)

Program Revisions
WITHDRAWN
Middle Grade Education B.S.
Move EDF 319, EDF 319W, and EDF 349r to Supporting course requirements

Approved
Secondary Education M.A.Ed.
Add AED 761 to the MAED in Secondary Education: Art specialization options (Degree Works PSEUDO).

College of Health Sciences
Baccalaureate & Graduate Nursing

New Courses
Approved
NSC 383 - Perspectives in Professional Nursing II
New course created to accommodate the decreased credit hours of two accompanying courses revised to teach for EKU on-line format.

Approved
NSC 442C - Complex Health Systems Clinical
Removed the clinical component out of the didactic course, and created a separate and new course for clinical.

Approved
NSC 486C - Public Health Nursing Clinical
Remove the clinical component out of the didactic course, and create a separate and new course for clinical.
College of Health Sciences continued
Baccalaureate & Graduate Nursing continued

Course Revisions
Approved  
NSC 381 - Perspectives in Professional Nursing I  
Decrease the course credit hour from 5 to 3.  
Fall 2014
Approved  
NSC 385 - Perspectives in Professional Nursing III  
Course name change and course credit hour reduced from 5 to 4.  
Fall 2014
Approved  
NSC 442 - Remove the clinical component out of the didactic course. Reduce the credit hours from 5 to 3.  
Fall 2014
Approved  
NSC 486 - Public Health Nursing  
Remove the clinical component out of the didactic course. Reduce credit hours from 5 to 3.  
Fall 2014
Approved  
NSC 837 - The 3 P’s For Healthcare Management  
Change the course title and description. Add pre-requisites HEA 855 and NSC 850.  
Fall 2014

Program Revision
Approved  
Bachelor of Science in Nursing (B.S.N.), Nursing R.N. to B.S.N. Concentration  
Add a new course NSC 383, decrease the credit hour for NSC 381 from 5 to 3 and NSC 385 from 5 to 4, and separate out the clinical portion in NSC 486 and 442 from the didactic part of the course. Separating the clinical component from the didactic will allow workload credit to be assigned to both the didactic course faculty and clinical faculty.  
Fall 2014

Informational Item
Department of Occupational Therapy  
To change the name of the Department from Department of Occupational Therapy to Department of Occupational Science and Occupational Therapy  
Fall 2014

Program Revision
Approved  
Occupational Therapy M.S. & OTD  
Revise the catalog description and credit hours for an accelerated pathway to both the Occupational Therapy M.S. degree and The Doctorate  
Fall 2014

College of Arts & Sciences
Economics

Course Drops
Approved  
ECO 233 - Experiments in Microeconomic Principles  
Fall 2014
Approved  
ECO 490 - Senior Seminar in Economics  
Fall 2014

Geography & Geology

New Course
Approved  
GEO 398 – Independent Studies in Geography.  
Fall 2014
Approved  
GLY 104 - The World Ocean  
Create a new course, GLY 104, which replaced GLY 304, which is being dropped.  
Fall 2014
Approved  
GLY 498 – Capstone Project in Geology  
To create an independent capstone project in Geology, analogous to the group research project.  
WITHDRAWN

Approved  
GEO 302 - Global Environmental Problems (Cross-listed as ENV 302)  
Add the following prerequisites to the course: GEO 100, 210, or 220  
Fall 2014
Approved  
ENV 302 - Global Environmental Problems (Cross-listed as GEO 302)  
Add the following prerequisites to the course: GEO 100, 210, or 220  
Fall 2014
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEO 325</td>
<td>Environmental Land Use Planning</td>
<td>Fall 2014</td>
</tr>
<tr>
<td></td>
<td>Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.</td>
<td></td>
</tr>
<tr>
<td>GEO 325S</td>
<td>Environmental Land Use Planning (Cross-listed as ENV 325S)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td></td>
<td>Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.</td>
<td></td>
</tr>
<tr>
<td>ENV 325S</td>
<td>Environmental Land Use Planning (Cross-listed as GEO 325S)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td></td>
<td>Add the following prerequisites to the course: GEO 100, 210 or 220; and departmental approval.</td>
<td></td>
</tr>
<tr>
<td>GEO 343</td>
<td>Geography of Kentucky</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GEO 347</td>
<td>Regional Geography: ________</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GEO 353</td>
<td>Geographic Information Systems</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GEO 430</td>
<td>Sustainability in Appalachia (Cross listed as APP 430 and ENV 430)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>APP 430</td>
<td>Sustainability in Appalachia (Cross listed as GEO 430, and ENV 430)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>ENV 430</td>
<td>Sustainability in Appalachia (Cross listed as GEO 430, and APP 430)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GEO 450</td>
<td>Field Studies</td>
<td>Fall 2014</td>
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<tr>
<td>GEO 455</td>
<td>GIS Cartography</td>
<td>Fall 2014</td>
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<tr>
<td>GEO 456</td>
<td>Remote Sensing</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GEO 498</td>
<td>Independent Study</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 102</td>
<td>Earth Science for Teachers</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 302</td>
<td>Earth Science</td>
<td>Fall 2014</td>
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<tr>
<td>GLY 303</td>
<td>Environmental Geoscience (Cross listed as ENV 303)</td>
<td>Fall 2014</td>
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<tr>
<td>ENV 303</td>
<td>Environmental Geoscience (Cross listed as GLY 303)</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 305</td>
<td>Dinosaurs</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 309</td>
<td>Mineralogy</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 315</td>
<td>Hydrology</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>GLY 351</td>
<td>Field Methods</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

*Note: GLY 102 and GLY 302 credits will not be awarded for both courses.*
Approved
GLY 408 – Process Geomorphology
Revise language to specifically list general education geology courses.
Fall 2014

Approved
GLY 410 – Structural Geology - Tectonics
Revise language to specifically list general education geology courses.
Fall 2014

Approved
GLY 415 – Sedimentary Geology
Revise language to specifically list general education geology courses.
Fall 2014

Approved
GLY 482 – Paleoclimate
To add a prerequisite to the course.
Fall 2014

Approved
GLY 490 – Applied Geology: Case Studies
Revise language to specifically list general education geology courses.
Fall 2014

Course Drops
Approved
GEO 205 - World Travel
Spring 2014

Approved
GEO 304 - Travel and Tourism Industry
Spring 2014

Approved
GEO 305 - Tourism Development
Spring 2014

Approved
GEO 425 - Land Use Decisions and Controls
Spring 2014

Approved
GEO 525/725 - Seminar in Planning
Spring 2014

Approved
GEO 597/797 - Special Studies in Geography
Spring 2014

Approved
GLY 172 - Geology and Human Health
Fall 2014

Approved
GLY 490 - Applied Geology: Case Studies
Fall 2014

Approved
GLY 304 - The World Ocean
Fall 2014

Approved
GLY 503/507 - Earth Materials
Fall 2014

Approved
GLY 504/704 - Earth Processes
Fall 2014

Approved
GLY 540/740 - Biogeochemical Treatment Processes
Fall 2014

Approved
GLY 802 - Scientific Communication
Fall 2014

Approved
GLY 803 - Graduate Seminar
Fall 2014

Approved
GLY 804 - Research Methods in Geosciences
Fall 2014

Approved
GLY 805 - Research Methods in Geosciences
Fall 2014

Approved
GLY 821 - Sedimentology:
Fall 2014

Approved
GLY 822 - Igneous and Metamorphic Petrology
Fall 2014

Approved
GLY 823 - Sedimentary Petrology
Fall 2014

Approved
GLY 836 - Seminar: Granular Hydrogeology
Fall 2014

Approved
GLY 837 - Seminar: Karst Hydrogeology
Fall 2014

Approved
GLY 838 - Seminar: Contaminant Hydrogeology
Fall 2014

Approved
GLY 860 - Aqueous Geochemistry
Fall 2014

Approved
GLY 880 - Seminar:
Fall 2014

Approved
GLY 890 - Geological Literature Review
Fall 2014

Approved
GLY 898 - Special Problems in Geology
Fall 2014

Approved
GLY 899 - Thesis
Fall 2014

Approved
GLY 899C - Thesis Continuation
Fall 2014

Approved
NAT 300 - Science as a Human Endeavor
Fall 2014

Approved
NAT 310 - Topics in the Natural Sciences
Fall 2014
New Course

**Approved**

POL 343 - Campaigns and Elections  
Fall 2014

Course Revisions

**Approved**

POL 201 - Short Topics in Political Science  
Remove the phrase “For those qualified high school students enrolled in ‘A Kentucky Locality’ the grade of IP may be given.”  
Fall 2014

POL 220 - Introduction to International Relations  
Change course title and course description.  
Fall 2014

POL 325 - International Security Affairs  
Change the course title and course description; add a prerequisite.  
Fall 2014

POL 340 - American Politics: Parties, Public Opinion, and Pressure Groups  
Amend the course to eliminate discussion of public opinion; add a prerequisite.  
Fall 2014

POL 341 - The Legislative Process: Congress and State Legislatures  
Change the course title and description; add a prerequisite.  
Fall 2014

POL 342 - The American Chief Executive: President and Governor  
Change the course title and course description; add a prerequisite.  
Fall 2014

POL 400W - Capstone Course in Political Science  
Add POL 280 to the prerequisites listed for this course.  
Fall 2014

POL 440 - Voting Behavior  
Revise course title; add prerequisite.  
Fall 2014

Course Drops

**Approved**

POL 302 - Science and the Liberal Arts  
Fall 2014

POL 313 - Politics of Japan  
Fall 2014

POL 320 - National Security Strategy  
Fall 2014

POL 371 - Administration of Social Services and Agencies  
Fall 2014

POL 445 - Queer Theory and Politics  
Fall 2014

POL 517/717 - Politics and Social Change  
Fall 2014

POL 521/721 - Contemporary International Relations  
Fall 2014

POL 525/725 - Problems in International Relations  
Fall 2014

POL 541/741 - Politics and Education  
Fall 2014

POL 810 - Seminar in Comparative Politics  
Fall 2014

POL 820 - Seminar in International Relations  
Fall 2014

POL 843 - Seminar in American Political Process  
Fall 2014

POL 853 - Seminar in Political Theory  
Fall 2014

POL 863 - Seminar in Public Law  
Fall 2014

POL 878 - Applied Research in Political Science  
Fall 2014

POL 892 - Directed Research in Public Health Administration  
Fall 2014

Program Revision

**Approved**

Master of Public Administration (MPA)  
To replace the GRD 858g oral and GRD 857f written comprehensive examination exit requirement with the field study capstone exit requirements, POL 870 or POL 871, and also to clarify the elective options for the Community Health Administration, Community Development, and Environmental Health tracks.  
Fall 2014

Political Science (B.A.) + Master of Public Administration (M.P.A.) Dual Degree Program  
Add POL 250 and POL 400W to the 3+2 program curriculum to reflect the current political science curriculum.  
Fall 2014
College of Arts and Sciences continued

Music

Course Revisions

Approved  MUS 162 - Musicianship II  Fall 2014
Add a prerequisite that MUS 161 must be passed with the grade of “C” or better.

Approved  MUS 182 - Beginning Theory II  Fall 2014
Add a prerequisite that MUS 181 must be passed with the grade of “C” or better.

Approved  MUS 399 - Joint Recital  Fall 2014
Change the course description so that it is a half recital shared with another student.

Physics and Astronomy

New Course

Approved  AST 335 - Stars, Galaxies & Cosmology  Fall 2014

Course Revisions

Approved  PHY 132 – College Physics II  Fall 2014
Remove the course from the General Education Program.

Approved  PHY 202 – University Physics II  Fall 2014
Remove PHY 202 from the General Education Program

Course Drop

Approved  AST 330 - Stars, Black Holes: the Cosmos  Fall 2014

Program Revision

Approved  Bachelor of Science (B.S.) Physics/Teaching  Fall 2014
To revise the Physics/Teaching B.S. program to drop AST 330 and add AST 335.

Psychology

Editorial Change

Approved  Animal Studies B.S.  Fall 2014
Include ANT 201 as satisfying both a supporting course for the major and a Gen Ed requirement 4A.

Approved  School Psychology M.S.  Fall 2014
Replace PSY 898 with PSY 896. Course has been renumbered at the request of the Graduate School.

New Course

Approved  PSY 318 - Introduction to School Psychology  Fall 2014
Approved  PSY 399 - Research Development Skills  Fall 2014
Approved  PSY 419 - Research Development Skills II  Fall 2014
Approved  PSY 896 - Internship In School Psychology  Fall 2014

Course Drop

Approved  PSY 890 - Internship in School Psychology  Fall 2014
Course is being renumbered to PSY 896

Program Revision

Approved  Autism Spectrum Disorders University Certificate  Fall 2014
Alter hours for OTS 831 and 846 for OTS majors in the autism certificate program and add 2 additional class choices to the CDS course requirement.

Approved  Psychology B.S.  Fall 2014
Add PSY 399 and PSY 318 as courses that satisfy the Skills requirement, and PSY 419 as a course that satisfies the Capstone requirement for the Psychology degree.


Action Item

Office of the Provost

January Winter Term

A) Discussion of the proposed January term to begin after the Fall 2014 term ends resulted in the decision to change the terminology to “Winter Term” to increase flexibility in course start dates within a three week Winter Term for colleges, departments, and instructors. Concerns regarding campus support offices, especially Information Technology Services, were discussed. A caveat was suggested colleges regarding the type of courses chosen to be offered during the Winter Term in relation to the lack of full campus support service office staffing during a “shut-down” period.

Discussion Items

Office of the Registrar

Academic Credit for Prior Learning through Portfolio Assessment

To allow General Studies B.S. majors to declare a minor and/or a departmental or University level certificate

Good of the Order

Meeting Adjourned - 3:55 p.m.
Members Present: Victor Kappeler, Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Megan Holloway, Brett Morris, Eugene Palka, Rose Perrine, Jerry Pogatshnick, Sheila Pressley, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel


Non-Members Present: Chris Bogie, Cassey Bradley, Gill Hunter, Victor Kappeler, Erik Liddell, Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 1:33 p.m.

Approval of the Minutes from January 16, 2013: Approved

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**Curriculum Items**

**College of Health Sciences**

**Recreation and Park Administration**

**Program Revision**

Approved

Recreation & Park Administration B.S.

Fall 2014

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**University Programs**

**Women and Gender Studies Program**

**Program Revisions**

Approved

Women and Gender Studies Program

To revise the Catalog program requirements for the WGS minor and certificate.

General Studies

Approved

General Studies B.A.

To revise the Professional Track: B.A. General Studies Program

Fall 2014

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**College of Education**

**Counseling & Educational Psychology**

**Program Revision**

Approved

Clinical Mental Health Counseling M.A.

Add COU 814, 825, 870, 871, 872, 885 as approved electives for this program.

Fall 2014
New Courses

Approved  EMS 561 & 761: Environmental Education Essentials  Fall 2014
Approved  EMS 563 & 763: Teaching Environmental Education  Fall 2014
Approved  EMS 565S & 765S: Teaching in the Outdoors  Fall 2014

Course Drops

Approved  EMS 861: Environmental Education Essentials  Fall 2014
Approved  EMS 863: Teaching Environmental Education  Fall 2014
Approved  EMS 864S: Teaching in the Outdoors  Fall 2014

Program Revision

Approved  Library Science M.A.Ed.
1. Drop the “with Teacher Leader Endorsement” language from the name of the degree.
2. Update program requirements to meet revised EPSB admission requirements for initial certification.
3. Update program curriculum to align with AASL standards.
4. Remove course lists from endorsements and direct students to the respective department website where this information is maintained.

Educational Leadership & Policy Studies

Program Revision

Approved  Student Personnel Services in Higher Education M.A.
Add Working with College Students as a required course for Master of Arts in Student Personnel in Higher Education program.

Special Education

New Courses

Approved  SED 511 & 711: Family School Partnerships  Fall 2014
Approved  SED 530 & 730: Technology/Strategies for MSD  Fall 2014

College of Arts & Sciences

(College wide courses)

New Courses


Art & Design

New Courses

Approved  ARH 467: U.S. Architectural History  Fall 2014
Approved  ART 433: Printmaking V  Fall 2014

Drop Courses

Approved  ART 432: Printmaking V  Fall 2014
Program Revision

Foreign Languages and Humanities

Approved

Program Revision

German Conversation and Culture Certificate
Revise course requirements to include FCC 210 as a required course and remove GER 240 and 340.

Approved

Drop Courses

GER 240: Beginning Conversation
GER 340: Intermediate Conversation
GER 495: Independent Work in German

Approved

Geography and Geology

Approved

New Courses

GLY 498: Capstone Project in Geology

Approved

Program Revisions

Geographic Information Systems Certificate
To remove two courses from and add one course to introductory geoscience laboratory requirement, add one course to electives.

Approved

Geographic Information Systems Minor
To change the numbering of three courses in the minor.

Approved

Geography B.A.
1. Remove the following supporting course requirements from the B.A. Geography program: GLY 102, 107, or 108; SOC 232; ECO 120 or ECO 230.
2. Add the following supporting course requirements to the B.A. Geography program: STA 270 and STA 270L;
3. Add GEO 498 as ACCT option;
4. Change the number of free electives for the B.A. Geography program from 38 to 37 hours.

Approved

Geology B.S.
1. To add option to ACCT requirement in B.S. Geology degree program.
2. To remove GLY 172, 302, 304, and 305 from introductory core and add GLY 104.
3. To remove BIO support course requirement.

Approved

Geology Minor
To remove five courses from introductory sequence and add GLY 104 to the introductory sequence.

Approved

Psychology

Approved

Course Revisions

PSY 405 Intro to Interviewing/Therapy
Drop prerequisite of PSY 309.

Approved

PSY 497: Topics in Psychology _______
Revise prerequisites.

Approved

Program Revision

Autism Spectrum Disorder Certificate - 2nd Revision
Add PSY 838 to the certificate requirements.
New Course

**Approved**

CON 325: Construction Estimating
Add new course as a degree specific requirement, by combining two existing courses (CON 323-Estimating I and CON 423-Estimating II with syllabus) Fall 2014

Course Revisions

**Approved**

AVN 331A: Commercial Pilot-MEL: Flight I
Correct AVN 331 A prerequisites to reflect that both AVN 193A and 222A are prerequisites. Add AVN 300 as a prerequisite or co-requisite. Fall 2014

**Approved**

AVN 332A: Commercial Pilot-MEL: Flight II
Correcting Course Number in prerequisite. Fall 2014

**Approved**

AVN 425: Advanced Aerodynamics
Course title change to Applied Aerodynamics and change the catalog description to reflect the same change. Fall 2014

**Approved**

CON 499: Construction Management Capstone
Increase credit hours from 3 to 4 in order to allow for additional instruction on Safety with syllabus. Fall 2014

Program Revisions

**Approved**

Construction Management B.S.
Combine CON 323 (3) and 423 (3) into a new course CON 325 (5); to delete OSH 379 (3) as a program requirement; to revise CON 499 making it a 4 credit hour course; to add AEM 310W as an alternate to CCT 201; and to add a 3 credit hour service. Fall 2014

**Approved**

Minor in Aviation (Flight)
Drop old catalog course numbers AVN 194A, 220A, 205A and 206A; add AVN 192A, 193A, 221A and 222A; drop the statement: “No more than 12 hours of core courses taken for the aviation (administration option) major may be counted toward the minor in aviation (flight)”; correct typo by changing GEO 215 to GEO 315. Fall 2014

Agriculture

Course Drops

**Approved**

OHO 115: Horticultural Equipment
OHO384: Greenhouse Floral Crops Fall 2014

**Approved**

OHO 366: Deciduous Shade trees and Narrow Leaf Evergreens
OHO 367: Herbaceous Ornamental Plants
OHO 368: Landscape Design Using CAD Fall 2014

Course Revisions

**Approved**

OHO 354: Irrigation Systems
Merge course material from dropped course into an existing course, and revise credit hours with syllabus. Fall 2014

**Approved**

OHO 365: Deciduous Flowering Trees, Flowering Shrubs, Vines and Broadleaf Evergreens
Drop two courses; merge course material into an existing course, revise credit hours and change course title with syllabus. Fall 2014

**Approved**

OHO 391: Landscape Methods and Related Businesses
Drop course. Merge course material from dropped course into an existing course, revise credit hours and change course title with syllabus. Fall 2014
Program Revisions

Agriculture B.S.  
Approved  
Move one supporting course to Agribusiness concentration, add courses to other concentrations. Change the required Economics course.  
Fall 2014

Horticulture B.S.  
Approved  
Condense concentrations through the combination of course material. Move one supporting course to Agribusiness concentration, add courses to other concentrations. Change the required Economics course.  
Fall 2014

Communication

Course Revisions

Approved  
JOU 302: Journalism Practicum  
Students will be required to take 3 credits of practicum rather than a maximum of 3 credits.  
Fall 2014

Approved  
JOU 349, Applied Learning in Journalism  
Require all majors to take at least one co-op credit in a site outside the department and to lower the prerequisite GPA to 2.0 in the major.  
Fall 2014

Approved  
JOU 349 A-N: Cooperative Study: Journalism  
Require all majors to take at least one co-op credit in a site outside the department and to lower the prerequisite GPA to 2.0 in the major.  
Fall 2014

Approved  
JOU 412: Multimedia Web Development  
Modify the course description  
Fall 2014

Program Revision

Journalism B.A.  
Approved  
Changes to Journalism major: 1) Reduce electives to 9 credit hours; 2) Require students to take 3 credit hours of JOU 302 Journalism Practicum as opposed to only one; 3) Require students to take one credit of JOU 349 (co-op) outside the department.  
Fall 2014

Informational Item

Approved  
Memo identifying a new prefix of RMI  
Change the prefix of specific courses to reflect the name of the program, Risk Management and Insurance  
Fall 2014

Prefix Changes

Approved  
Change following courses prefix from INS to RMI  
INS 349: Applied Learning in Insurance  
INS 370: Principles of Risk and Insurance  
INS 378: Risk Management  
INS 400: Seminar in Insurance  
INS 460: Insurance Agency Operations  
INS 486: Insurance Company Operations  
INS 490: Special Problems in Insurance  
Fall 2014

Course Revisions

Approved  
INS 372, Fundamentals of Property/Liability  
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.  
Fall 2014

Approved  
INS 374, Fundamentals of Life/Health Insurance  
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.  
Fall 2014

Approved  
INS 380, Personal Risk Management  
Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.  
Fall 2014
### College of Business and Technology
#### Accounting, Finance and Information Systems

#### Course Revisions continued

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course Details</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>INS 474, Life Ins. And Estate Planning</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.</td>
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<tr>
<td></td>
<td>INS 476, Employee Benefit Plan</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Change course prefix from INS to RMI and change prerequisite INS 370 to RMI 370.</td>
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#### Program Revisions

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<tr>
<td></td>
<td>BBA in Finance</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Change the prefix INS to RMI in catalog.</td>
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</tr>
<tr>
<td></td>
<td>BBA in Risk Management &amp; Insurance</td>
<td>Fall 2014</td>
</tr>
<tr>
<td></td>
<td>Add FIN 324 to the program electives. Change the prefix INS to RMI in the catalog.</td>
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<td>BS in Risk Management &amp; Insurance</td>
<td>Fall 2014</td>
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<td>Add FIN 324 to the program electives. Change the prefix INS to RMI in the catalog.</td>
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<tr>
<td></td>
<td>Minor in Personal Finance</td>
<td>Fall 2014</td>
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<td>Change the prefix INS to RMI in the catalog.</td>
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<td>Change the prefix INS to RMI in the catalog.</td>
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### College of Justice & Safety
#### School of Justice Studies

#### New Course

<table>
<thead>
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<th>Course Details</th>
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<tbody>
<tr>
<td></td>
<td>COR 422 – Advanced Legal Issues In Juvenile Justice</td>
<td>Fall 2014</td>
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</table>

#### Hybrid Course

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<tr>
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<th>Course Details</th>
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<tr>
<td></td>
<td>CRJ 490W- Senior Seminar</td>
<td>Fall 2014</td>
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#### Program Revision

<table>
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<tr>
<th>Approved</th>
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<tbody>
<tr>
<td></td>
<td>Corrections and Juvenile Justice B.S.</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>CRJ 490W and COR 375 have been identified as the most appropriate courses for meeting the ACCT objectives.</td>
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</table>

### School of Safety, Security and Emergency Management

#### New Courses

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course Details</th>
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<tbody>
<tr>
<td></td>
<td>HLS 310-Personnel Security</td>
<td>Fall 2014</td>
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<td></td>
<td>HLS 380- Border and Immigration Control</td>
<td>Fall 2014</td>
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<td>HLS 403- Intelligence Analysis</td>
<td>Fall 2014</td>
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<td>HLS 443-Transportation Security</td>
<td>Fall 2014</td>
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<td></td>
<td>HLS 460- Business Continuity and EM</td>
<td>Fall 2014</td>
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<td>HLS 465- Modern Natural</td>
<td>Fall 2014</td>
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<td>HLS 467- Crime in Disasters</td>
<td>Fall 2014</td>
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</table>

#### Course Revisions

<table>
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<tr>
<th>Approved</th>
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<tbody>
<tr>
<td></td>
<td>HLS 301-Critical Infrastructure</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Remove prerequisite from HLS 301 Critical Infrastructure Protection.</td>
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<td></td>
<td>HLS 321- Critical Problem Analysis</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Remove prerequisite from HLS 301 Critical Infrastructure Protection.</td>
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<tr>
<td></td>
<td>HLS 391- Risk Analysis</td>
<td>Fall 2014</td>
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<tr>
<td></td>
<td>Revise title of HLS 391 to Risk Analysis.</td>
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<tr>
<td></td>
<td>HLS 451- Disaster Preparedness and Response</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>
Add a prerequisite to HLS 451 Disaster Preparedness & Response.

**College of Justice & Safety**

*School of Safety, Security and Emergency Management*

- **Approved** HLS 461-Mitigation and Disaster Recovery  
  Add a prerequisite to HLS 461 Mitigation & Disaster Recovery.  
  Fall 2014
- **Approved** HLS 491-Emergency Planning  
  Add a prerequisite to HLS 491 Emergency Planning.  
  Fall 2014
- **Approved** HLS 495-Strategic Planning and Leadership  
  Revise title of HLS 495 to Strategic Planning & Leadership.  
  Fall 2014

**Program Revisions**

- **Approved** Homeland Security Concentration , A.G.S.  
  Revise course requirements for the AGS, Homeland Security Concentration  
  Fall 2014
- **Approved** Security Management Concentration, A.G.S.  
  Revise course requirements for the AGS, Security Management Concentration  
  Fall 2014
- **Approved** Emergency Management Minor  
  Changes to the Homeland Security Program course listings require minor revisions to the Minor in Emergency Management.  
  Fall 2014
- **Approved** Homeland Security Minor  
  Revise course requirements for the Minor in Homeland Security.  
  Fall 2014
- **Approved** Security Management Minor  
  Revise course requirements for the Minor in Security Management  
  Fall 2014
- **Approved** Emergency Management Certificate  
  Revise course requirements for the Certificate in Emergency Management.  
  Fall 2014
- **Approved** Intelligence and Security Operation Certificate  
  Cancel the Certificate in Intelligence & Security Operations.  
  Fall 2014
- **Approved** Security Management Certificate  
  Revise course requirements for the Certificate in Security Management.  
  Fall 2014
- **Approved** Homeland Security Certificate  
  Revise course requirements for the Certificate in Homeland Security.  
  Fall 2014

**Course Drops**

- APS 110: Principles of Assets Protection  
  Fall 2014
- APS 210: Physical Security
- APS 225: Assets Protection Law
- APS 320: Security Management
- APS 333: Assets Protection Ethics and Policy
- APS 338: Classification Management
- APS 349: Applied Learning in Assets Protection  
  Approved
- APS 349 A-N: Cooperative Study: Assets Protection
- APS 350: Private Investigations, Ethics & the Law  
  Approved
- APS 351: Investigative Interviews & Reports
- APS 395: Homeland Security—An Overview
- APS 435: Topical Assets Protection
- APS 438: Information and Computer Security
- APS 465: Assets Protection Auditing
- APS 495: Applied Assets Protection

**Prefix Changes**

- **Approved** SEC to HLS - Change the prefix of specific SEC courses.  
  Security Management (SEC) program is being cancelled and the SEC courses used previously as supporting courses in other programs or SEC high demand courses are being converted to Homeland Security courses.  
  Fall 2014
**Informational Item**

**Office of the Provost**

Winter Term
To establish the Winter Term schedule
The Council of Deans approved the PSY-D degree to move forward to the CPE in the pre-approval stage for new programs. (*no attachment)*

**Office of e-Campus Learning**

New programs approved for EKU Online Programs
The Council of Deans approved several programs to be delivered online beginning Fall 2014; these are
- RN to BSN
- Master’s of Applied Engineering Option: Construction Management
- Master’s of Arts in Education Options: Literacy, Gifted Education, Middle Grades Education, Special Education (Interdisciplinary Early Childhood Education and Deaf and Hard of Hearing)

**Office of the Registrar**

Dual Credit Admissions Criteria.

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**Discussion Items**

**Graduate School**

Proposed Policy - Conditional Admission for International Students

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**Good of the Order**
Dr. Janna Vice called the Council on Academic Affairs to order at 1:34 p.m.

Approval of the Minutes from February 20, 2014: Approved

Curriculum Items

College of Health Sciences

Department of Family and Consumer Sciences

<table>
<thead>
<tr>
<th>Decision</th>
<th>Editorial Revision</th>
<th>Effective</th>
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<tbody>
<tr>
<td>Approved</td>
<td>General Dietetics B.S. To update catalog copy with current chemistry course. Chemistry department previously made the following change: CHE 102 (4) (lecture and lab) is now CHE 102 (3) (lecture) and CHE 102L (1) (lab)</td>
<td>Fall 2014</td>
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</table>

Department of Park Administration and Recreation

<table>
<thead>
<tr>
<th>Decision</th>
<th>New Course</th>
<th>Fall 2014</th>
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</thead>
<tbody>
<tr>
<td>Approved</td>
<td>REC 300: Civic Engagement Experiences</td>
<td></td>
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</table>

University Programs

Noel Studio for Academic Creativity

<table>
<thead>
<tr>
<th>Decision</th>
<th>New Courses</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>ENV 200: The Sustainable Global Future Creation of new gateway course for ENV minor, ENV certificate, and General Education</td>
<td></td>
</tr>
<tr>
<td>Approved</td>
<td>CRE 101W: Introduction to Applied Creativity To create a communication-intensive version of course</td>
<td></td>
</tr>
</tbody>
</table>

Drop Course
Approved CRE 101: Introduction to Applied Creativity Fall 2014

Program Revision

Approved Environmental Sustainability & Stewardship Certificate Fall 2014

Add Certificate in Environmental Sustainability & Stewardship

Approved Environmental Sustainability & Stewardship Minor Fall 2014

(A) Revise program to require ENV 200, (B) add two cross listed EMS and two cross listed BIO courses to course offerings; (C) minor text changes in program description for clarity

College of Justice & Safety

Informational Item

(Graduate Level)

Approved EES 450: Leaders Without Titles Fall 2014

School of Safety, Security and Emergency Management

New Courses

Approved EES 450: Leaders Without Titles Fall 2014

Approved EES 460 Science of Leadership Fall 2014

Approved TRS 225: Basic Fleet Management Safety Principles Fall 2014

Approved TRS 395: Marine Transportation Safety Fall 2014

Course Revisions

Approved OSH 420: Environmental Law Management Fall 2014

To revise the course to meet the need for a broad based approach to environmental management.

Approved SSE 830: Organizational Continuity Fall 2014

Change the title of SSE 830 from “Organizational Continuity” to “Business Continuity.”

Program Revisions

Approved Occupational Safety B.S. Fall 2014

Adding TRS 225 and 395 as Supporting Courses, OSH 420 as a Major Course, substitute OSH 420 for EHS 345 and replace PHY 131 with PHY 101.

WITHDRAWN Safety, Security and Emergency Management M.S. Fall 2014

Change the prefix of all (University) Certificate in School Safety courses from SSE to EAD.

Approved Safety, Security and Emergency Management M.S. Concentration in Fire and Emergency Services Fall 2014

Replace SSE 824 and SSE 825 with POL 874 and POL 877, respectively.

New Program

Approved Social Intelligence and Leadership Minor Fall 2014

Program Suspension

College of Business & Technology

School of Applied Arts & Technology: Department of Applied Engineering & Technology

Course Revision

Approved  AVN 220: Instrument Pilot SEL & MEL: Ground
Add AVN 192A as a prerequisite.  Fall 2014

College of Business & Technology continued

School of Applied Arts & Technology: Department of Communication

Program Revision

Approved  Aviation B.S.
Add AVN 470-National Air Space System as an “or” option to AVN 340-Airport Management in the Core Courses.  Fall 2014

New Course

Approved  BEM 453: Advanced Screenwriting
Increase the number of credit hours for BEM 491 from 1 to 2 to allow inclusion of an electronic portfolio requirement in the class.  Fall 2014

Course Revisions

Approved  BEM 491: Senior Seminar
Increase the number of credit hours for BEM 491 from 1 to 2 to allow inclusion of an electronic portfolio requirement in the class.  Fall 2014
Approved  CMS 325: Communication in Conflict Management
Change the course prerequisites from CMS 205W to CMS 100 or departmental approval.  Fall 2014
Approved  CMS 353: Health Communication
Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.  Fall 2014
Approved  CMS 375: Intercultural Communication
Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.  Fall 2014
Approved  CMS 400: Communication and Gender
Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.  Fall 2014
Approved  CMS 495: Communication, Leadership and Change
Change the course prerequisites from CMS 205W to CMS 205W or CMS 205.  Fall 2014

Program Revision

Approved  Broadcasting & Electronic Media B.A.
Reflect the change in BEM 491 from one credit to two credits; reduce the number of required BEM 343 or 349 or 398 credits to 1 in the ACCT requirement; require CMS 210 for BEM majors; add BEM 396 and 453 to the acceptable BEM electives in the BEM General Option.  Fall 2014
Approved  Communication Studies B.A.
Require CMS 100 for CMS majors. Remove CMS 300 from major requirements and add CCT 201.  Fall 2014

School of Business: Department of Accounting, Finance and Information Systems

Course Revision
COUNCIL ON ACADEMIC AFFAIRS Agenda for March 20, 2014

Approved

RST 120: Real Estate Principles II
Add RST 110 as a prerequisite to the course. Fall 2014

School of Business: Department of Management, Marketing & International Business

Course Revisions

Approved

MGT 330: Small Business Management
Change course description to reflect revised syllabus; change course name to reflect new sequence for courses in Entrepreneurship with syllabus. Fall 2014

College of Business & Technology continued

School of Business: Department of Management, Marketing & International Business continued

Approved

MGT 465: Innovation and Entrepreneurship
Change course description to reflect revised syllabus; change course name to reflect new sequence for courses in Entrepreneurship with syllabus. Fall 2014

Program Revisions

Approved

Business & Marketing Education/Teaching B.S.
Remove CCT 101; add CCT 270 to Major core Requirements. Fall 2014

Approved

Entrepreneurship Minor
Revise program to include recently developed courses. Fall 2014

College of Education

New Courses

(College Level)

Approved

CED 100: Clinical I: Introduction to the Education Profession Fall 2014

Approved

CED 200: Clinical II: Understanding the Learner Fall 2014

Approved

CED 300: Clinical III: Curriculum & Instructional Design Fall 2014

Approved

CED 400: Clinical IV: Diagnosis and Prescription Fall 2014

Approved

CED 450: Clinical V: Practicing Teaching Fall 2014

Approved

CED 499: Clinical VI: The Professional Semester Fall 2014

Teacher Education Services

Program Revisions

Approved

Admission to Professional Education
1. Update the cumulative GPA requirement for admission to professional education to include the GPA statement as identified in regulation.
2. Remove the College of Education math requirement as a single indicator. Praxis CASE exam measures math skills.
3. Update the Professional Code of Ethics, Character Fitness Declaration, and Professional Dispositions section with current language represented in regulation.
4. Update the Student Behavior section
5. Add Clinical Experience performance-based assessment as a condition for admission Fall 2014

Approved

Clinical Placement
Update the catalog display to reflect current policy, regulation, and to remove
repetitive wording.

Department of Counseling & Educational Psychology

Course Revisions

Approved

COU 814: Administration and Consultation in School Counseling
Change title of COU 814 to “Administration and Consultation in Counseling Services”

Fall 2014

Approved

COU 825: Developmental Guidance K-12
Change title of COU 825 to “Developmental Counseling With School Age Children”

Department of Curriculum & Instruction

Course Drops

Approved

EDF 349Q: Applied Learning in Education I
EDF 349R: Applied Learning in Education II
EMS 349Q: Applied Learning I: Educational Assessment
EMS 349R: Applied Learning II: Educational Curriculum
ELE 349: Applied Learning: Elementary School Teaching
EME 349: Applied Learning: Middle School Teaching
ESE 349: Applied Learning: Secondary Teaching
ELE 499: Supervised Student Teaching in Primary Through Fifth Grade
EME 499: Supervised Student Teaching in the Middle Grades
ESE 499: Supervised Student Teaching in the Secondary School
EMS 499: Supervised Student Teaching P-12

College of Education continued

Editorial Changes

Approved

EDC 810, 811, 812, 813:
Change EDC courses to reflect the correct EPSB program name, from “K-12” to “P-12”; Course titles must reflect the correct range in regulation.

Fall 2014

Department of Special Education

Course Drops

Approved

SED 512 / 712: Computer Technology with Exceptional Populations
SED 349Q: Applied Learning I: Educational Assessment
SED 349R: Applied Learning II: Educational Curriculum for IECE
SED 349T: Applied Learning III: Teaching in IECE Settings
SED 499: Special Ed Student Teaching

New Course

Approved

SED 207: Topics in Special Education

Fall 2014

Course Revisions

Approved

SED 375: Practicum in Special Education
Change course prerequisites/co-requisites

Fall 2014

Approved

SED 518: Special Education in Early Childhood
Change course prerequisites and add statement about credit for 518 OR 518S

Fall 2014
Approved SED 518S: Special Education in Early Childhood
Change course prerequisites
Fall 2014

Approved SED 545: Program Personnel Management
Edit course prerequisites and corequisites
Fall 2014

Program Revisions

Approved Special Education Minor (Non-teaching)
Revise required courses in Special Education Minor and update electives
Fall 2014

Approved Special Education M.A.Ed. Teacher Leader Option B
Drop GRD 877 requirement
Fall 2014

Approved Communication Disorders M.A.Ed.
1. Clarify Admission Requirements
2. Add required background check
Fall 2014

Approved Interdisciplinary Early Childhood Certification (Graduate)
Removing three courses from the program (SED 704, SED 777, and SWK 456) and using two new courses SED 711 and SED 730. Adding SED 811 as an option to substitute for SED 352 and SED 436.
Fall 2014

Approved Communication Disorders B.S.
1. Change ACCT course from CDS 487 to CDS 475.
2. Update sequence of required, supporting, and Gen. Ed. courses for the Communication Disorders program.
3. Add a requirement of speech/language/hearing screening for CD majors.
4. Allow SED 104, a supporting course for the CD program, to meet Element 6 Diversity as well as a supporting course requirement for the CD program.
5. Change CDS 571 to CDS 571W.
Fall 2014

College of Arts & Sciences

Department of Art and Design

Approved ART 434: BFA Printmaking
Revise prerequisite to indicate “ART 433”. ART 432 was renumbered to ART 433.
Fall 2014

Department of Chemistry

Approved CHE 411: Practicum
Fall 2014

Program Revision

Approved Chemistry B.A.
Revise the current B.A. Chemistry Program to add BIO 273 as an option for supporting course for pre-pharm
Fall 2014

Department of Computer Science

Approved CSC 101: Intro to Online Learning
CSC 105: Software Applications Topics: ______.
CSC 110: Introduction to the Internet
CSC 120: Introduction to Multimedia
CSC 301: Current Topics for Non-Majors: ______.
CSC 314: MS Office & Data Analysis
Fall 2014
CSC 318: Mobile Device Security & Privacy
CSC 321: Computer Forensics I
CSC 322: Computer Forensics II

**New Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSC 309:</td>
<td>Mobile App Development for Android</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 101:</td>
<td>Introduction to Online Learning</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 105:</td>
<td>Software Applications Topics: ______</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 110:</td>
<td>Introduction to the Internet</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 120:</td>
<td>Introduction to Multimedia</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 301:</td>
<td>Current Topics in Informatics: ______</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 314:</td>
<td>MS Office &amp; Data Analysis</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 318:</td>
<td>Mobile Device Security &amp; Privacy</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 321:</td>
<td>Computer Forensics I</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>INF 322:</td>
<td>Computer Forensics II</td>
<td>Approved</td>
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**Course Revisions**

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<th>Course Code</th>
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<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSC 174:</td>
<td>Introduction to FORTRAN</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

Revision of the course to include other languages than FORTRAN leads to need to change course name, description, and clarify prerequisites.

**College of Arts & Sciences continued**

**Department of Computer Science continued**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSC 308:</td>
<td>Mobile App Development for ______</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

Apple and Android courses are being separated, this course will focus on Apple iOS.

**Program Revisions**

<table>
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<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minor in Informatics</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

Adjust the minor to reflect the new INF prefix by replacing “CSC xxx” by “INF xxx”

<table>
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<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Science B.S.</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

Update the BS in Computer Science

**Department of Economics**

**Course Revisions**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 120:</td>
<td>Economic Reasoning and Issues</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements.
2) Enhance the course description to be more informative
3) Add a credit not allowed statement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 130:</td>
<td>Contemporary Economic Problems</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

1) Enhance the course description to be more informative
2) Add a credit not allowed statement.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Approval Status</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 230:</td>
<td>Principles of Microeconomics</td>
<td>Approved</td>
<td>Fall 2014</td>
</tr>
</tbody>
</table>

1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements.
2) Enhance the course description to be more informative
Approved  
ECO 231: Principles of Macroeconomics  
1) Replace prerequisites of MAT 095 and SAT/ACT math scores and with completion of all developmental math requirements.  
2) Add advisory statement that ECO 120/130 is recommended for students with a composite SAT below 21 before attempting this course.

Foreign Languages and Humanities

Approved  
**Course Revisions**

FRE 204: Review of French Grammar  
Drop FRE 204 from the General Education offerings. The course does not align well with the diversity element and as such does not provide a good option for that requirement.  
Approved  
HUM 124: Humanities and the Search for Meaning  
To move the course from General Education Element 3A/B to Elements 3A and 3B.  
Approved  
HUM 226: The Search for Meaning - The Ancient World  
To move the course from General Education Element 3A/B to Elements 3A and 3B.  
Approved  
HUM 228: The Search for Meaning: The Modern World  
To move the course from General Education Element 3A/B to Elements 3A and 3B.  
Approved  
HUM 300: Humanity in the Postmodern Age  
To move the course from General Education Element 3A/B to Elements 3A and 3B.  
Approved  
HUM 300W: Humanity in the Postmodern Age  
To move the course from General Education Element 3A/B to Elements 3A and 3B.  
Approved  
HUM 360: Non-Western Traditions  
Add HUM 360 Non-Western Traditions to General Education 2012 – Element 6.

College of Arts & Sciences continued

Department of Geography and Geology

Approved  
Earth Science/Teaching Minor  
To change GLY 304 to GLY 104 in the program.  
Approved  
Earth Science Teaching B.S.  
To change GLY 304 to GLY 10 and remove the minor requirements.

Department of Physics and Astronomy

Approved  
Physics B.S.  
Revise program description to include the following language:  
(1) “or 406W”. The writing-intensive version of PHY 406W is pending approval by CAA on 03-20-14.  
(2) “or 302W”. The writing-intensive version of PHY 302W was approved by CAA on 03-21-13.  
Approved  
Physics/Teaching B.S.  
Revise program description to include the following language:  
“or 406W”. The writing-intensive version of PHY 406W is pending approval by CAA on 03-20-14.

New Course

Approved  
PHY 406W: Advanced Physics Laboratory  
Approved
**Course Revision**

Approved

PHY 406: Advanced Physics Laboratory
To revise the course description language and add “credit will not be awarded” statement.

**Department of Psychology**

**New Courses**

Approved

PSY 377: Psychology of Adoption

PSY 429: Psychological Perspectives on Substance Abuse

**Program Revision**

Approved

Psychology B.S.

Create the following concentrations within the Bachelor of Science in Psychology degree program:

- Psychology (General)
- Substance Abuse
- Developmental Disabilities/Autism Spectrum Disorders
- Forensic Psychology
- Child and Family Psychology
- Psychology of the Workplace
- Brain and Cognitive Sciences

Fall 2014
### Action Item

**Office of the Provost**

**Approved**

- Dual Credit Admissions Criteria
  - Proposed change to the admissions criteria for the dual credit program
  - Fall 2014

**Office of the Registrar**

**Approved**

- Academic Credit for Prior Learning through Portfolio Assessment
  - Fall 2014

### Good of the Order

Dr. Short asked for information regarding the academic calendar, when the changes resulting from the Winter Term adoption would be reflected.

Dr. Vice clarified that the Academic Quality Committee has taken on the issue of Winter Term, the objective is to have as little impact as possible on the academic calendar. The council on Academic Affairs has voted and is committed to having a Winter Term. The actual calendar will be determined and released as soon as possible. However, it is important to note that Winter Term is not the driving force behind the discussion to shift from semester terms of 17 weeks to semester terms of 16 weeks.

Meeting adjourned at 3:45 p.m.

---

**Note:**

Dorie Combs\(^3\) presented on behalf of Kim Naugle\(^3\)

Gill Hunter\(^2\) attended on behalf of Donna Corely\(^2\)

Rita Davis\(^3\) attended on behalf of Ed Davis\(^3\)
COUNCIL ON ACADEMIC AFFAIRS MINUTES
April 17, 2014

Members Presents: Dorie Combs, Donna Corley, Ed Davis, Tina Davis, Claire Good, Victor Kappeler, Kim Naugle, Eugene Palka, Rose Perrine, Sheila Pressley, Sherry Robinson, Karin Sehmann, Benton Shirey, Judy Short, Janna Vice, Elizabeth Wachtel

Members Absent: Steven Bradford, David Coleman, Amy Marshall, Sandra Moore, Brett Morris, Minh Nguyen, Jerry Pogatshnik, Kelly Smith

Non-Members Present: Verna Lowe, Barbara McDermott, Larry Sexton, Charlotte Tanara, Peggy Tudor, Virginia Veeder, Lori Wilson

Dr. Janna Vice called the Council on Academic Affairs to order at 1:30 p.m.

Approval of the Minutes from March 20, 2014: Approved

Curriculum Items

College of Justice & Safety

School of Justice Studies

<table>
<thead>
<tr>
<th>Decision</th>
<th>New Courses</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved¹</td>
<td>EES 320 – Basic Facilitation Skills</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>Approved²</td>
<td>EES 360 – Advanced Facilitation Skills</td>
<td>Spring 2015</td>
</tr>
</tbody>
</table>

Program Revision

<table>
<thead>
<tr>
<th>Approved</th>
<th>Social Intelligence &amp; Leadership Certificate</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Create new college level certificate in Social Intelligence &amp; Leadership</td>
<td></td>
</tr>
</tbody>
</table>

University Programs

Noel Studio for Academic Creativity

Editorial Revision

<table>
<thead>
<tr>
<th>Noted</th>
<th>Minor in Applied Creativity</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Change CRE 101 to CRE 101W, CAA approval of CRE 101W March 2014</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Noted</th>
<th>General Studies B.A.</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Add EES 450 as a leadership course</td>
<td></td>
</tr>
</tbody>
</table>

Program Revisions

| Approved       | Veterans Studies Certificate                                    | Fall 2014         |

Footnotes:

1. Approved with amendments
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote
(a) Remove VTS 300, 349, 350, 400, 490 from curriculum options; (b) revise information about Director and Program.

Approved Veterans Studies Minor
Fall 2014

(a) Remove VTS 300, 349, 350, 400, 490 from curriculum options; (b) Add alternative capstone option; (c) revise information about Director and Program.

Approved Associate Degree in General Studies, Veterans Studies Concentration
Fall 2014

(a) Remove VTS 300, 349, 350, 490 from curriculum options

Commencement Regalia
Approved Proposed Sash for students graduating with VTS minor.
Spring 2014 Ceremonies

College of Business and Technology

Applied Engineering & Technology

Course Revisions
Approved AEM 801 – Economics for Lean Operations
Fall 2014
Drop prerequisites.

Approved AEM 802 – Productivity Assessment and Analysis
Fall 2014
Drop Departmental Approval prerequisite.

Approved AEM 804 – Project Management
Fall 2014
Drop Departmental Approval prerequisite.

Approved AEM 805 – Industrial Operations Research
Fall 2014
Update course title and description. Drop Departmental Approval prerequisite.

Approved CON 827 – New Construction Entity
Fall 2014
Drop prerequisites.

Approved CON 828 – LEED Principles & Procedures
Fall 2014
Drop prerequisites.

Approved CON 829 – Construction Portfolio Management
Fall 2014
Change prerequisites from AEM 801 & 804 to Departmental Approval

Program Suspension
Approved Dispute Resolution Minor
Fall 2014
Drop the stand alone Minor in Dispute Resolution

Accounting, Finance and Information Systems

Prefix Changes
Approved INS 520, 720 & 878
Fall 2014
Change prefix to RMI with Additional notification memo.

New Courses
Approved2 ACC 590 – Special Topics in Accounting: ________
Fall 2014

Approved2 ACC 790 – Special Topics in Accounting: ________
Fall 2014

Footnotes:
1. Approved with amendments
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote
Course Revisions

Approved
ACC 490 – Special Problems in Accounting
Update title of course and course description to match how the course is being offered.

Approved
ACC 890 – Special Problems in Accounting
Update title of course and course description to match how the course is being offered.

College of Education

Counseling & Educational Psychology

New Courses

Approved² COU 886 – Advanced Clinical Supervision (Update Disability Statement on syllabi) Fall 2014
Approved² COU 887 – Supervision of Counseling Practicum (Update Disability Statement on syllabi) Fall 2014
Approved² COU 901 – Advanced Counseling Theories (Update Disability Statement on syllabi) Fall 2014
Approved² COU 902 – Advanced Group Counseling (Update Disability Statement on syllabi) Fall 2014
Approved² COU 903 – Advanced Issues in Clinical Mental Health Counseling and Counselor Education (Update Disability Statement on syllabi) Fall 2014
Approved² COU 904 – Advanced Issues in School Counseling and Counselor Education (Update Disability Statement on syllabi) Fall 2014
Approved² COU 905 – Seminar in Rural/Appalachian Issues in Counseling (Update Disability Statement on syllabi) Fall 2014
Approved² COU 910 – Teaching, Research, and Scholarship in Counselor Education (Update Disability Statement on syllabi) Fall 2014
Approved² COU 980 – Doctoral Practicum (Update Disability Statement on syllabi) Fall 2014
Approved² COU 981 – Doctoral Internship (Update Disability Statement on syllabi) Fall 2014
Delayed³ HSR 300 – Introduction to Human Services
Delayed³ HSR 305 – Career Decision-Making
Delayed³ HSR 400 – Human Development
Delayed³ HSR 405 – Appalachian Issues in a Multicultural Society
Delayed³ HSR 410 – Contemporary Issues in Counseling and Human Services
Delayed³ HSR 415 – Human Services Administration

Program Revision

In a friendly amendment, Provost Vice asked the Council to take action on the following proposed program revision:

Approved⁴ General Studies B.A.
Add the following options: Human Services Track, Paraeducator in Special Education Track, and Paraeducator in Education Track

Fall 2014

University Programs/Curriculum & Instruction

New Courses

In a friendly amendment, Associate Dean Naugle asked the Council to consider the following proposed courses:

Approved ENV 561 – Environmental Education Essentials
Approved ENV 564S – Service Learning as Pedagogy

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.
Curriculum & Instruction

New Courses

Approved  EMS 300W – Curriculum and Instructional Design  Fall 2014
Approved  EMS 490 – Classroom and Behavior Management in P-12  Fall 2014
Approved1  EME 552 – Teaching Grammar and Punctuation P-8  Fall 2014
Approved  EME 752 – Teaching Grammar and Punctuation P-8  Fall 2014
Approved  EMS 576 – Assessment Methods for ELLs  Fall 2014
Approved  EMS 776 – Assessment Methods for ELLs  Fall 2014
Approved  EMS 577 – Cultural Competency with ELLs  Fall 2014
Approved  EMS 777 – Cultural Competency with ELLs  Fall 2014

Course Revisions

Approved  EDF 103 – Introduction to Education  Fall 2014
  Add a co-requisite to align with the new Clinical Model.
Approved  EDF 203 – Philosophical & Historical Foundation of Education  Fall 2014
  Change pre-requisites/co-requisites to align with the new Clinical Model.
Approved  EDF 310 – Transition to Education  Fall 2014
  Add a co-requisite to align with the new Clinical Model.
Approved  EDF 319 – Human Development and Learning  Fall 2014
  Change EDF 319 to 219 so it is a lower division course and change pre-requisites/co-
  requisites to align with the new Clinical Model.
Approved  EDF 319W – Human Development and Learning  Fall 2014
  Change EDF 319W to 219W so it is a lower division course and change pre-
  requisites/co-requisites to align with the new Clinical Model.
Approved  EDF 413 – Assessment in Education  Fall 2014
  Change pre-requisites/co-requisites to align with the new Clinical Model and allow
  variable credit to accommodate different programs.
Approved  ESE 574 – Teaching Reading in the Secondary School  Fall 2014
  Change 1-3 hours variable credit to allow for flexibility.
Approved  EMS 561 – Environmental Education Essentials  Fall 2014
  Cross-list existing course EMS 561 with new course, ENV 561.
Approved  EMS 564S – Service Learning as Pedagogy  Fall 2014
  Cross-list existing course EMS 564S with new course, ENV 564S.
Approved  EGC 846 – Graduate Practicum in the Secondary/P-12 School.  Fall 2014
  Currently EGC 846 - Graduate Practicum in the Secondary/P-12 School is offered as a
  4 or 8 hours practicum course. In order to meet the state teacher certification agency
  (EPSB) new regulations related to mentoring, this course needs to be offered for 1 – 8
  hours. This will allow for more flexible mentoring. In addition, the prerequisites and
  co-requisites should be removed to create more scheduling flexibility
Approved  EGC 836 – Middle Grades Practicum in Middle Grade Education  Fall 2014
  Currently, EGC 836 - Middle Grades Practicum in Middle Grade Education is offered
  as a 4 or 8 hour practicum course. In order to meet the state teacher certification
  agency (EPSB) new regulations related to mentoring, this course needs to be offered
  for 1 – 8 hours. This will allow for more flexible mentoring.

Footnotes:
1. Approved with amendments
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the
   option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote
Course Drops

Approved  EDF 319 – Human Development and Learning  Fall 2014
Approved  EDF 319W – Human Development and Learning  Fall 2014

Program Revisions

Approved  Middle Grade Education B.S.  Fall 2014
  Change prefix of CNM to BIO in science emphasis, course number changing to 590.
Approved  Elementary Education B.S.  Fall 2014
  Change prefix of CNM to BIO in multidisciplinary
Approved  Teaching M.A.  Fall 2014
  Make EGC 889 - Master of Arts in Teaching Capstone Seminar the exit competency
  for the Master of Arts in Teaching Program to replace the GRD requirements.
Approved  Literacy P-12 M.A.Ed.  Fall 2014
  Replace the GRD requirements, GRD 878g and 878h, with the EME 865 Capstone as the
  exit requirement for the program
Approved  Elementary Education M.A.Ed.  Fall 2014
  Replace the GRD requirements, GRD 878a and 878b, with the ETL 804 Capstone as the
  exit requirement for the program.
Approved  Middle Grades Education M.A.Ed.  Fall 2014
  Replace the GRD requirements, GRD 878c and 878d, with the ETL 804 Capstone as the
  exit requirement for the program.
Approved  Secondary Education M.A.Ed.  Fall 2014
  Replace the GRD requirements, GRD 878i and 878j, with the ETL 804 Capstone as the
  exit requirement for the program.
Approved  Gifted Education M.A.Ed.  Fall 2014
  Replace the GRD requirements, GRD 878e and 878f, with the ETL 804 Capstone as the
  exit requirement for the program.

Educational Leadership

Course Revision

Approved  EDL 999 – Dissertation  Disapproved by Graduate Council  Fall 2014
  Change the description to reflect the new dissertation/capstone experience

Program Revision

Approved  Ed.D. in Leadership & Policy Studies - Updated  Fall 2014
  Create two tracks in the Doctor of Education Program: (1) Leadership and Policy
  Studies and (2) Counselor Education and Supervision.

College of Health Sciences

Associate Degree Nursing

New Courses

Approved  NUR 114C – Nursing Concepts Application I  Fall 2014
Approved  NUR 124C – Nursing Concepts Application II  Fall 2014

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the
   option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.
<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NUR 126C – Perinatal Nursing Application</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 232C – Nursing Concepts Application III</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 234C – Mental Health Application</td>
<td></td>
</tr>
</tbody>
</table>

**Course Revisions**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NUR 114 – Nursing Concepts I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove the clinical component from the didactic portion of the course and decrease credit hours from 8 to 5.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 124 – Nursing Concepts II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove the clinical component from the didactic portion of the course, decrease credit hours from 5 to 3, and make changes to pre-reqs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 126 – Nursing Concepts II – Perinatal</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove the clinical component from the didactic portion of the course, change the name of the course, and decrease credit hours from 3 to 2.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove the clinical component from the didactic portion of the course and decrease credit hours from 7 to 5.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 234 – Nursing Concepts III – Psych</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove the clinical component from the didactic portion of the course, change the name of the course, and decrease credit hours from 3 to 2.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NUR 241C – Clinical Nursing Synthesis</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Change course number and course type to more accurately reflect the course workload.</td>
<td></td>
</tr>
</tbody>
</table>

**Course Drop**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NUR 241 – Clinical Nursing Synthesis</td>
<td></td>
</tr>
</tbody>
</table>

**Program Revision**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nursing A.S.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Separate the clinical portion and create new courses.</td>
<td></td>
</tr>
</tbody>
</table>

**Baccalaureate & Graduate Nursing**

**New Courses**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NSC 902 – Neuroscience I for APNs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NSC 903 – Neuroscience II for APNs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NSC 996 – Capstone Project for APNs</td>
<td></td>
</tr>
</tbody>
</table>

**Course Revision**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NSC 840 – Nursing Theory</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Change name from Nursing Theory to Theoretical Foundations for EBP.</td>
<td></td>
</tr>
</tbody>
</table>

**Program Revision**

<table>
<thead>
<tr>
<th>Approved</th>
<th>Course</th>
<th>Fall 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DNP</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Changes to Concentration in Organizational Leadership and Neuroscience for APNs.</td>
<td></td>
</tr>
</tbody>
</table>

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.
New Program

Approved  Nursing Practice for Neuroscience APN Post-Doctorate Certificate  Fall 2014

Program Revision

Approved  Child and Family Studies, B.S.  Fall 2014
Change Admissions requirements, change Core courses and Concentration courses.
Drop Special Education Minor in Interdisciplinary Early Childhood Education Concentration.

Family & Consumer Science

Course Revision

Approved  OTS 905 – OTD Practicum  Fall 2014
Change name to Applied Leadership Experience and make changes to course description.

College of Arts & Sciences

Course Drops

Approved  CAH 515/715 – Topic in Humanities
900 – Independent Work  Fall 2014
Approved  CNM 101 – Cosmos and Evolution I: An Exploration of Nature
102 – Cosmos and Evolution II: An Exploration of Nature
499 – Independent Work  Fall 2014

Editorial Revisions

Noted  Remove CAH Header from Undergraduate and Graduate Catalogs
All CAH courses have been dropped.  Fall 2014
Noted  Remove CNM Header from Undergraduate and Graduate Catalogs
All CNM courses have been dropped.  Fall 2014

Foreign Languages & Humanities

Departmental Name Change

Noted  (Information Only) Change department name to
Department of Languages, Cultures and Humanities.  Fall 2014

Anthropology, Sociology, & Social Work

Course Revision

Approved  SWK 490 – Social Work Practicum  Fall 2014
Revise catalog description to specify time spent in agency training.

Art & Design

New Course

Approved  ARH 390W – Survey of Art History I: Non-Western Art  Fall 2014

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.
Course Revision
Approved  ARH 390 – Survey of Art History I: Non-Western Art  
Revise “credit not awarded” statement.  
Fall 2014

Course Drop
Approved  ARH 391W – Survey of Art History II: Writing Intensive  
Fall 2014

New Course
Approved  BIO 590/790 – Ecology for Teachers  
Fall 2014

Biological Sciences

Course Revisions
Approved  BIO 342 – Comparative Vertebrate Anatomy  
Revise catalog description to reflect the current teaching of the course.  
Fall 2014
Approved  BIO 546/746 – Histology  
Revise pre-requisites and catalog language.  
Spring 2015
Approved  BIO 547 – Comparative Vertebrate Embryology  
Revise pre-requisite to ensure appropriate preparation for the 500-level course.  
Fall 2014

Course Drops
Approved  CNM  599/799 – Ecology for Teachers  
800 – Environmental Science Issues  
Fall 2014

Chemistry

New Courses
Approved  CHE 110 – General Chemistry Preparation  
Fall 2014
Approved  CHE 261 – Organic Chemistry Preparation  
Fall 2014
Approved  CHE 811 – Chemistry Practicum  
Fall 2014

Course Revision
Approved  CHE 810 – Professional Training  
Revise the credit hours, course description, and course availability.  
Fall 2014
Approved  CHE 822 – Advanced Analytical Chemistry  
Remove the course pre-requisite.  
Fall 2014

Program Revisions
Approved  Chemistry B.A. & M.S. 3+2  
Revise the current B.A. and M.S. Chemistry Accelerated 3+2 program.  
Fall 2014
Approved  Chemistry B.S. & M.S. 3+2  
Revise the current B.S. and M.S. Chemistry 3+2 program.  
Fall 2014
Approved  Forensic Science B.S. & M.S. 3+2  
Revise the current B.S. and M.S. Forensic Science 3+2 program.  
Fall 2014
Approved  Chemistry M.S.  
Revise the current M.S. Chemistry program.  
Fall 2014

Footnotes:
1.  Approved with amendments.
2.  Approved contingent upon approval by the Graduate Council. Graduate Council has the  
option to return proposals to CAA for additional review, as needed.
3.  Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4.  Approved contingent upon approval of new courses by electronic vote.
Computer Science

New Courses
Approved INF 507/707 – Special Topics in Informatics: ________ Fall 2014
Approved INF 510/710 – Web Design & Prog in Education Fall 2014

Course Revision
Approved CSC 507/707 – Seminar in Computer Science Fall 2014
Modify the course to allow it to be taken by majors regardless of the topic, change the course title, and specify the number of hours that can be retaken.

Course Drop
Approved CSC 510/710 – Web Design & Prog in Education ???

Program Revision
Approved Applied Computing M.S. Fall 2014
Allow CSC 707 to be taken as an elective.

English & Theatre

Course Revisions
Approved THE 285 – Theatre Dance I Fall 2014
Increase credit hours and revise course description language.
Approved THE 340 – Audition Workshop Fall 2014
Increase credit hours from 1 to 2 credits.
Approved THE 385 – Theatre Dance II Fall 2014
Increase credit hours and revise course description language.

University Programs/Government

New Courses
Approved GSD 466A – Mock Trial Spring 2015
Approved GSD 466B – Mock Trial Spring 2015

Government

Course Revisions
Approved POL 466A – Mock Trial Fall 2014
Cross-list with GSD 466A.
Approved POL 466B – Mock Trial Fall 2014
Cross-list with GSD 466B.

History

New Courses
Approved HIS 205 – The Marginalized in History: ________ Spring 2015
Approved HIS 802A – Historical Research and Writing ________ Spring 2015
Approved HIS 802B – Historical Research and Writing ________ Spring 2015
Approved HIS 802C – Historical Research and Writing ________ Spring 2015

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.

COUNCIL ON ACADEMIC AFFAIRS Agenda for April 17, 2014
Music

New Course
Approved  MUS 300 – Music Industry Careers & Internship Seminar  Fall 2014

Editorial Revision
Noted  Bachelor of Music  Fall 2014
Update catalog text, based on MUS 399 course revision that was approved by CAA on January 16, 2014.

Footnotes:
1. Approved with amendments.
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote.
Discussion Items

Office of the Provost

Regulation Change – 4.1.6R, Student Absence from the University

Action Items

Office of the Registrar

<table>
<thead>
<tr>
<th>Effective Date</th>
<th>Approved</th>
<th>Action Items</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>Allow General Studies B.S. majors to declare a minor and/or a departmental- or University-level certificate</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>Intervention for new EKU first-time freshman: Require new EKU first-time freshmen earning less than a 2.0 GPA at the end of their first term to participate in prescribed intervention strategies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Change the 13-hour restriction for Dev. Ed. Students to 16 hours</td>
</tr>
</tbody>
</table>

Office of Student Affairs

Student Organization Graduation Regalia

<table>
<thead>
<tr>
<th>Spring 2014 Ceremonies</th>
<th>Approved</th>
<th>Phi Alpha Honor Society: (request made by Erin Hisle)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Addition of a stole as part of members’ graduation regalia</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Student Social Work Association: (request made by Wesley Belknap)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Addition of cords as part of members’ graduation regalia</td>
</tr>
</tbody>
</table>

Good of the Order

Provost Vice announced that the Eastern Progress will being running an ad in Fall 2014 that promotes student success and highlight the EKU brand. Provost Vice plans to share the ad with Chairs and Associate Deans at the summer retreat. The ad is designed so departments will be able to tailor it to careers specific to their programs, e.g. Nursing, Fire Science, Veterans Studies…

Provost Vice plans to announce further information regarding the Summer Academy for Winter Term soon.

Provost Vice thanks and acknowledges Dr. Sheila Pressley for her service on the CAA and to the Faculty Senate.

Footnotes:
1. Approved with amendments
2. Approved contingent upon approval by the Graduate Council. Graduate Council has the option to return proposals to CAA for additional review, as needed.
3. Delayed to electronic vote to allow review of syllabi. Electronic vote held April 17-18.
4. Approved contingent upon approval of new courses by electronic vote
COUNCIL ON ACADEMIC AFFAIRS MINUTES
May 15, 2014

Members Presents: Dorie Combs (also representing Kim Naugle), Ed Davis, Tina Davis, Claire Good, Brett Morris, Eugene Palka, Minh Nguyen, Shirley O’Brien, Jerry Pogatshnik, Sherry Robinson, Karin Sehmann, Judy Short, Kelly Smith, Janna Vice, Elizabeth Wachtel

Members Absent: Donna Corley, Stephanie Cunagin, Victor Kappeler, Sandra Moore, Kim Naugle, Rose Perrine, Benton Shirey

Non-Members Present: James Bliss, Rusty Carpenter (representing Rose Perrine), Katherine Fontanella, Bob Karolich (representing Donna Corley), Melanie Shaffer, Candace Tate (recorder), Virginia Veeder

Dr. Janna Vice called the Council on Academic Affairs to order at 2:30 p.m.

Approval of the Minutes from April 17, 2014: Approved, with amendments
Approval of the Minutes from Electronic Vote, April 17, 2014: Approved

Curriculum Items

University Programs

<table>
<thead>
<tr>
<th>Decision</th>
<th>Editorial Revision</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Noted</td>
<td>Minor in Environmental Sustainability and Stewardship</td>
<td>Fall 2014</td>
</tr>
<tr>
<td></td>
<td>Add EMS/ENV561 and 564S to curriculum.</td>
<td></td>
</tr>
</tbody>
</table>

College of Business and Technology

Accounting, Finance & Information Systems

Course Revision

<table>
<thead>
<tr>
<th>Approved</th>
<th>CIS 420 – Forensic Computing: Network Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Modify the prerequisites to drop “CIS 320 or CIS 325” and add “Junior standing and CIS 212.” Also drop “departmental approval.” Change course offering from fall and spring to spring only.</td>
</tr>
</tbody>
</table>

Program Revision

<table>
<thead>
<tr>
<th>Approved</th>
<th>B.B.A in Computer Information Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Add CIS 420 as an elective for the Network Management Option.</td>
</tr>
</tbody>
</table>

Footnotes:
1. Approved with amendments.
College of Arts & Sciences

Biological Sciences

New Course

Approved

BIO 500/700 – Environmental Issues

Fall 2014

History

Editorial Revision

Noted

BA in History

Remove

• HIS 433 from Area I requirements;
• HIS 378 and 434 from Area III requirements

Fall 2014

Psychology

Editorial Revision

Noted

B.S. in Animal Studies

Remove GSO 100 from the University Graduation Requirements.

Fall 2014

College of Health Sciences

Family & Consumer Sciences

New Course

Approved

CDF 203 – Philosophical & Historical Foundations of the EC Professional

Fall 2014

Program Revision

Approved

B.S. in Child and Family Studies *(Critical for CAEP Accreditation)*

1. Add CDF 327s to the admission requirements and drop the ACT score requirements from the Child Development and Interdisciplinary Early Childhood Education concentrations.
2. Drop CDF 437, CDF 538, and NFA 317 from the core requirements.
3. Add CDF 437 and CDF 538 to the Child Development and Family Studies concentrations.
4. Add NFA 201 or NFA 317 to the supporting courses for Child Development and Family Studies.
5. Drop the Special Education minor for the IECE concentration and add SED 341 or 590, SED 352, 436, 518, 530, CDS 360 and 525 to the IECE concentration. Drop CDF 399 from the IECE concentration.
6. Add SED 104 (Element 6) as a required supporting course and add ELE 519 and CDF 437 as additional choices for the nine remaining hours of supporting coursework in Interdisciplinary Early Childhood.
7. Add CED 100, 200, 300, 400, 450, and 499 clinical work to the Professional education requirements and delete the Applied Learning Field Experience as required by the College of Ed. Drop ELE 519 from the Professional Education Requirements.

Footnotes:

1. Approved with amendments.
Health Promotion and Administration

**Editorial Revisions**

Noted
- HSA 370 – Health Information Management Systems  
  Change the prerequisites for HSA 370.  
- B.S. in Health Services Administration  
  Change CSC 314 to INF 314 in Supporting Courses.  
Noted
- Pre-HSA Curriculum  
  Add INF 314 or CIS 230 in the Pre-HSA Curriculum.

Medical Lab Science & Environmental Health Science

**Editorial Revision**

Noted
- B.S. in Environmental Health Science  
  Replace EHS 410 with EHS 510.

College of Education

**Curriculum & Instruction**

**New Courses**

Approved
- EMS 846 – Social Studies Investigations  
  Fall 2014

**Educational Leadership**

**Course Drops**

Approved
- EAD 810 – The Educational Leadership Practicum  
  Fall 2014
- EAD 824 – Technology and Leadership Practices for Program Improvement  
  Fall 2014
- EAD 831 – Leadership for School Program Collaboration  
  Fall 2014
- EAD 834 – Leadership for Human Resources Development  
  Fall 2014
- EAD 846 – Leadership for School Community Relations  
  Fall 2014
- EAD 869 – Decision-Making and Action Research in Education  
  Fall 2014

**Program Revisions**

Approved
- Certification for Supervisor of Instruction  
  Revise the program as follows to reflect new licensure standards: Increase hours to  
  15; Remove EPY 816, SED 775, 800, and 810; Add EAD 851, EAD 856, and EMS  
  850; Make Level I principal courses required.
- Certification for Director of Pupil Personnel 78  
  Revise the program as follows to reflect new licensure standards: Decrease hours to  
  15; Remove EPY 816, SED 775, 800, and 810; Add EAD 851 and EAD 856; Make  
  Level I principal courses required.
Approved
- EdS in Educational Administration and Supervision  
  Move SSE 870 from an elective class to a core course.

**Special Education**

**Course Revisions**

Approved
- SED 352 – Special Education Early Childhood Assessment  
  Add a co/prerequisite to the course to accommodate the new Clinical Courses in the  
  Professional Core.
Approved  SED 436 – Early Intervention Programming
    Add a co/prerequisite to the course to accommodate the new Clinical Courses in the Professional Core.

Program Revisions

Approved
    B.S. in Education of the Deaf and Hard of Hearing (Critical for CAEP Accreditation)
    Change the applied learning courses to reflect the new clinical courses; Add EDF 413 and EMS 300 from the Professional Education core.

Approved
    B.S. in Early Childhood Special Education (IECE) (Critical for CAEP Accreditation)
    Revise the Early Childhood Special Education program to allow for a common planned program for IECE certification and incorporate changes for the new Clinical model.

Approved
    B.S. in Special Education/Teaching (Critical for CAEP Accreditation)
    Change the applied learning courses to clinical courses and add the new curriculum course and the core assessment course.

Teacher Education Services

Course Revisions

Approved
    CED 100 – Clinical I: Introduction to the Education Profession

Approved
    CED 200 – Clinical II: Understanding the Learner

Approved
    CED 300 – Clinical III: Curriculum & Instructional Design

Approved
    CED 400 – Clinical IV: Diagnosis and Prescription

Approved
    CED 450 – Clinical V: Practicing Teaching

Approved
    CED 499 – Clinical VI: The Professional Semester

Catalog Revisions

Noted
    Admission to Professional Education
        1. Add an interview requirement for admission to professional education.
        2. Add the grade requirements for the CED clinical courses.

Noted
    Clinical Placement
        1. Update the technology requirement.
        2. Add the grade requirement for the CED clinical courses.

Footnotes:
1. Approved with amendments.
Discussion Items

Office of the Provost

No Updates Update regarding Intervention for First-Time Freshmen on Academic Probation Fall 2014

Action Items

Office of the Provost

Approved\(^1\) Regulation Change – 4.1.6R, Student Absence from the University
Revised the Student Absence Regulation to update acceptable reasons for absences, provide a clearer process, and update University sponsored absence.

Good of the Order

Provost Vice welcomed Dr. Shirley O’Brien to the Council and introduced Ms. Katherine Fontanella, who will begin service as CAA Secretary.

Dr. Chris Taylor will be replacing Dr. Dorie Combs as Chair of Chairs’ Representative because Dr. Combs is scheduled for Sabbatical.

Provost Vice announced that CAA would meet again in August.

Adjournment – 3:14 p.m.

Footnotes:
1. Approved with amendments.