

EKU Council for Academic Affairs

November 11, 2021

Council Minutes

Members Present: Holly Argo* (*for Ryan Baggett Graduate Education and Research*); Michael Ballard (*Associate Dean, College of Health Sciences*)*; Michael Chen (*Interim Associate Dean, College of Letters, Arts and Social Sciences*)*; David Coleman (*Executive Director, Honors*)*; Lisa Kay (*Faculty Senate Vice Chair*)*; Trish Isaacs (*Associate Dean, College of Business*)*; Gill Hunter (*Executive Director, Retention & Graduation*) (*non-voting*)*; Nicola Mason (*College of Education and Applied Human Sciences*)*; Bethany Miller (*Senior Director, Institutional Effectiveness & Research*)*; Derek Paulsen (*Interim Dean, College of Justice and Safety*)*; Tim Ross (*Associate Dean, College of Science, Technology, Engineering, and Mathematics*)*; Karin Sehmman (*Administrative Fellow and CAA*)*; Kelly Smith (*Coordinator of Collections and Discovery, ECU Libraries*)*; Shannon Tipton (*University Registrar*)*; Bethany Warner (*Academic Advising*) (*non-voting*)*; Jennifer Wies (*Associate Provost and Chair*)*; Lakin Wooldridge (*e-Campus Representative*) (*non-voting*)*

Members Not Present: TBD (*SGA Student Representative*); TBD (*Chairs Representative*); Sara Ziegler (*Senior Vice President for Academic Affairs and Provost*)

Approval of Minutes

Derek Paulsen moved for approval of minutes from the previous meeting. Motion was seconded and passed.

Discussion Items

2021-2022 Curriculum Process (*Jennifer Wies and Shannon Tipton*)

1. College representatives were asked to include justification of determinations.
2. Implementation dates
 - a. For academic programs, implementation is the fall-catalog year.
 - b. For courses, implementation is dependent on the subsequent schedule.
3. Curriculum maps and curriculum guides
 - a. Future catalogs will include curriculum guides.
4. CIP codes!
5. For course syllabi, course fee information should be included when appropriate.
6. 3+2 programs can be specified as tracks.
 - a. A comprehensive advising plan is recommended to ensure student success.
7. Course revisions for cross-listed (taught/with) courses.
8. The catalog should be considered the source of record for accurate program information.

- a. For example, if the catalog lists the degree in one way and websites list it differently (e.g. Digital Forensics and Cybersecurity, Applied Engineering Management, Business and Marketing Education Teaching).

Defining “Educational Program” (Jennifer Wies)

1. Per CPE, an Educational Program is a combination of courses and related activities organized for the attainment of broad educational objectives that lead to a certificate, diploma, associate’s degree, bachelor’s degree, master’s degree, specialist degree, or doctoral degree. (CPE)
2. Per SACSCOC, an Educational Program is a coherent course of study leading to a for-credit credential including a degree, diploma, certificate, or other generally recognized credential. (SACSCOC)
 - a. Exception: General education, for substantive change purposes, is usually considered a program even if a credential is not awarded.

Clarifying Courses (Jennifer Wies)

1. Associate Provost Wies clarified “core,” “supporting,” and “elective” courses for a program of study.

Digital Catalog and Curriculum Software Update (Shannon Tipton)

1. Registrar Tipton discussed a possible notification system for the digital catalog/curriculum software.

Upcoming Discussion Items:

1. Readiness Indicators
2. Microcredentials/Badging
3. Curriculum policy/regulation

Items for Approval:

College of Business

Trish Isaacs moved for approval of the following new programs in the College of Business.

Motion was seconded and passed.

New Programs	
1.	Certificate in Corporate Communications
2.	Certificate in Marketing Research & Analytics
3.	Certificate in Sales

Trish Isaacs moved for approval of the following program revision in the College of Business.

Motion was seconded and passed.

Revised Program	
1.	BBA Management – Remove the entrepreneurship concentration

College of Education and Applied Human Sciences

Nicola Mason moved for approval of the following new course in the College of Education & Applied Human Sciences. Motion was seconded and passed.

New Course	
1.	CED 896: Proficiency Certification Graduate Practicum

Nicola Mason moved for approval of the following program revision in the College of Education & Applied Human Sciences. Motion was seconded and passed.

Revised Program	
1.	EdD in Educational Leadership, Policy Studies, & Social Justice – Remove Concentration 2 (Counselor Education & Supervision) in the Ed.D. in Educational Leadership, Policy Studies, & Social Justice program

College of Health Sciences

Mike Ballard moved for approval of the following program revision in the College of Health Sciences. Motion was seconded and passed.

Revised Program	
1.	Associate of Science in Nursing A.S.N. Nursing-Change degree to A.A.S. Degree in Nursing. Minor edits to Admission and Progression Policy.

College of Letters, Arts, and Social Sciences

Michael Chen moved for approval of the following new courses in the College of Letters, Arts, & Social Sciences. Motion was seconded and passed.

New Courses	
1.	SOC 330: Sociology of Migration (non-service learning)
2.	SOC 375: Sociology of Deviance

Academic Affairs

David Coleman moved for approval of the following new course, course revision, and curriculum revision in Honors. Motion was seconded and passed.

Honors Proposals		
1.	Revised Course	HON 100 Course Revision – revise course title and remove from First Year Courses
2.	New Course	HON 104 New Course Proposal-new topics course for honors curriculum
3.	Revised Curriculum	Honors Curriculum Revision Proposal (“Maroon Track” and “Gold Track”)

Notification Items

The Council received notification of the following routine and editorial curriculum changes.

College	Description of Change		
CoB	Revised Course	ACC 200: Add notes that ACC 200 is cross-listed with BUS 209 and credit will not be awarded to both ACC 200 and BUS 209.	Routine
CoB	Revised Program	BBA General Business: Include ECO upper-level classes and remove FIN courses designed for finance major.	Routine
CEAHS	Revised Program	BS Education of the Deaf and Hard of Hearing (P-12): Align DHH Middle Grade requirements with recent changes to elementary curriculum.	Routine
CEAHS	Revised Program	BS Special Education Teaching: Change Special Education Middle Grade Education requirements section to align SED/MG program with recent change in the Elementary Education curriculum.	Routine
CEAHS	Revised Program	Minor in Food and Nutrition: Add NFA 323 to the minor program as an elective.	Routine
CEAHS	Revised Program	School Librarian: Change the program’s admission requirements in the catalog.	Routine
CEAHS	Revised Program	Minor in Foodservice Administration: Suspend/close the minor in Foodservice Administration.	Routine
CEAHS	Revised Course	EDC Culturally Responsive Perspectives: Add to General Education Element 6.	Routine
CEAHS	Revised Course	EMS Disciplinary Literacy: Change SLO’s in course, modify course assignments	Routine
CEAHS	Revised Course	ESE 543, Teaching of Language Arts in the Secondary School: Change SLO’s in course to align with EMS 474, particularly for students in HET program.	Routine
CEAHS	Revised Course	SED 390, Applied Behavior Analysis: Update SLO #4 on syllabus and clean up course description (duplicate word)	Routine

CEAHS	Revised Course	GRD878K, MAT Middle Grade Oral Comprehensive Exam	Editorial
CEAHS	Revised Course	GRD878O, MAT IECE Oral Comprehensive Exam	Editorial
CHS	Revised Course	NSC 900: Change grade mode from N (normal) to S (satisfactory/unsatisfactory)	Routine
CHS	Revised Course	NSC 901: Change grade mode from N (normal) to S (satisfactory/unsatisfactory)	Routine
CHS	Revised Course	NSC 938: Change grade mode from N (normal) to S (satisfactory/unsatisfactory)	Routine
CHS	Revised Course	NSC 225C: Minor edit to course descriptions	Routine
CHS	Revised Course	NSC 241C: Minor edit to course descriptions	Routine
CHS	Revised Program	Department Certificate Horses, Humans, and Health: Suspension/Closure	Routine
CLASS	Course Drop	HIS 147: World Civilizations Since 1500	Routine
CLASS	Revised Program	English Teaching Minor: Close the English Teaching Minor	Routine
CLASS	Revised Program	B.A. in History: Revise program to account for drop of HIS 147 from Core courses in curriculum	Routine
CLASS	Revised Program	Minor in History: Revise program to account for drop of HIS 147 from Core courses in curriculum	Routine
CLASS	Revised Program	B.A. in History Teaching: Revise program to account for drop of HIS 147 from Core courses in curriculum	Routine
CLASS	Revised Program	B.A. in History & M.A. in History Accelerated 3 + 2 Dual Degree: Revise program to account for drop of HIS 147 from Core courses in curriculum	Routine
CLASS	Revised Program	Autism Spectrum Disorder University Certificate: Revise course options	Routine
CLASS	Revised Program	B.S. Art and Design Studio: Change Core course hours from 39 to 36. Change ARH requirements from 12 hours to 9 hours. Remove photo courses (ART 280, 382, 383) from the Art Core Concentration and Studio Art Electives. Increase free electives from 29 to 32 hours	Routine
CLASS	Revised Program	Minor in Studio Art: Drop photo courses (ART 280, 382, 383) from the Minor in Studio Art	Routine
CLASS	Revised Course	HIS 405: America's Westward Expansion: Revise course title and catalog description to better reflect the course content	Editorial
CLASS	Revised Course	HIS 424: Civil War and Reconstruction: Revise course title and catalog description to better reflect the course content	Editorial
CLASS	Revised Course	ANT 360: Mesoamerica Before Cortez: Change title, course description, and prerequisites	Routine
CLASS	Revised Course	ART 314: Painting IV: Change Major GPA to 2.75 and drop admission to BFA program	Routine
CLASS	Revised Course	ART 336: Contemporary Printmaking: Add Major GPA of 2.75 and editorial changes to improve readability	Routine

CLASS	Revised Course	ART 344: Jewelry and Metalsmithing IV: Change Major GPA and drop admission to the BFA program, change repeatable hours to ART 344 from ART 443 so ART 443 can be a one-time course taken senior year	Routine
CLASS	Revised Course	ART 430: Contemporary Print Media: Add co-requisite of ART 499, add Major GPA of 2.75, remove maximum repeatable hours, and editorial changes for readability	Routine
CLASS	Revised Course	ART 443: Jewelry and Metalsmithing V: Add co-requisite of ART 499, change Major GPA from 2.5 to 2.75, and remove maximum repeatable hours	Routine
CLASS	Revised Course	ART 491: Ceramic Wheel Forming 2: Add Major GPA of 2.75 and editorial changes to improve readability	Routine
CLASS	Revised Course	ART 492: Ceramic Materials and Methods: Add Major GPA of 2.75 pre-requisite, add co-requisite of ART 499, and remove repeatable hours	Routine
CLASS	Progression/ Admissions Revisions	ART 413: Painting V: Change Major GPA to 2.75, drop admission to BFA program, add co-requisite of ART 499, and drop repeatable hours	Routine
CLASS	Progression/ Admissions Revisions	ART 499: Senior Exhibition: Change Major GPA to 2.75 and drop admission to BFA program	Routine
CLASS	Progression/ Admissions Revisions	DES 454: BFA Graphic Design: Change Major GPA to 2.75 and drop admission to BFA program	Routine
CSTEM	Revised Program	BS Forensic Science: Change Forensic Science Program GPA requirement from 2.75 to 2.50	Routine
CSTEM	Revised Program	MS Chemistry: Change Chemistry MS admission requirements to remove the calculus and physics courses. Apply a GPA standard for waiving the GRE	Routine
CSTEM	Revised Program	Forensic science minor: Update credit hours for classes that changed, add more class choices	Routine
CSTEM	Revised Program	BS Wildlife: Add choice of GEO 456 to concentration	Routine
CSTEM	Revised Program	AAS Agriculture: Correct typo, only one BIO class required, change BTO to SCO 100	Routine
CSTEM	Revised Course	AGR 326, Light Horse Production & Management: Revise prerequisite	Routine
CSTEM	Revised Course	AGR 376, Domestic Animal Anatomy: Amend course title and description	Routine
CSTEM	Revised Course	GLY 498, Capstone Project in Geology: Update course description to include statement about Independent Study Form	Routine
CSTEM	Revised Course	GLY 499, Senior Thesis: Update course description to include statement about Independent Study Form	Routine

CSTEM	Revised Course	MAT 105, Mathematics with Applications: Update prerequisite to align with CPE's new definition of academic readiness and remain up-to-date with future CPE changes to the definition of academic readiness.	Routine
CSTEM	Revised Course	MAT 106, Mathematics with Applications (Special Topics): Update prerequisite to align with CPE's new definition of academic readiness and remain up-to-date with future CPE changes to the definition of academic readiness	Routine
CSTEM	Revised Course	MAT 120, Trigonometry: Update prerequisite to align with CPE's new definition of academic readiness and remain up-to-date with future CPE changes to the definition of academic readiness	Routine
CSTEM	Revised Course	PHY 402, Physical Optics: Update course title and description	Routine
CSTEM	Revised Course	STA 215, Introduction to Statistical Reasoning: Update prerequisite to align with CPE's new definition of academic readiness and remain up-to-date with future CPE changes to the definition of academic readiness	Routine
CSTEM	Revised Course	TEC 161 Computer Applications in Industry: Revise TEC 161 catalog text	Routine
CSTEM	Revised Course	WLD 381, Principles of Wildlife Management: Change prerequisites to C or higher	Routine
CSTEM	Revised Course	WLD 382, Wildlife Population Analysis: Change prerequisites to C or higher	Routine
CSTEM	Revised Course	WLD 489W, Wildlife Management Research and Writing: Change prerequisites to C or higher	Routine
CSTEM	Revised Course	WLD 584, Upland Wildlife Management: Change prerequisites to C or higher	Routine
CSTEM	Revised Course	WLD 585, Wildlife Resource Policy and Administration: Change prerequisite to C or higher	Routine
CSTEM	Revised Course	WLD 586, Wetland Wildlife Management: Change prerequisites to C or higher	Routine
CSTEM	Revised Course	WLD 587, Urban Wildlife Management: Change prerequisites to C or higher	Routine
Acad. Affairs	Revised Course	GSO 149A, Co-op Professional Seminar (High School Rising Juniors)	Routine
Acad. Affairs	Revised Course	GSO 149B, Co-op Professional Seminar (High School Rising Seniors)	Routine
Acad. Affairs	Revised Course	HON 101: Change prerequisite language	Routine
Acad. Affairs	Revised Course	Course Drops: HON 102, 103, 401, 402, 403, 404.	Routine