

ACADEMIC COUNCIL MEETING MINUTES

Friday, September 26, 2003, Post Hall

The Academic Council met at approximately 1:30 am, Friday, September 26, 2003, in Post Hall. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs.

The following members were present:

Ms. Linda AndrewsHealth Sciences
Dr. Johnny Carroll.....Applied Technology
Dr. Frank Elwell.....Liberal Arts
Dr. Bruce GarrisonBusiness and Technology
Dr. Barry KnightBusiness
Dr. Jeff LaubMathematics, Science, and Health Sciences
Mr. Gary MoellerCommunication and Fine Arts
Dr. Larry MinksAcademic Affairs
Dr. Patricia Seward (guest).....Curriculum Committee

A. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS MARCH 11, 2003 MEETING

1. AA in Art (001)

Options: General
Art History
Graphics

Delete course prerequisite: ART 1203 Art Foundations II (Delete ART 1103 as prerequisite)

Change in course prerequisite: ART 1223 Communications Graphics I

From ART 1103 and 1203 to ART 1103 or 1203

Change in course prerequisite: ART 2793 Art Marketing

From ART 1103 and 1203 to ART 1103 or 1203

Change in course prerequisite: ART 1833 Introduction to Black and White Photography

From ART 1103 and 1203 to ART 1103 or 1203

Discussion:

- Correct number for Art Foundations I is 1103.
- Topics covered and sequence of courses?
- Common core created in 01-02 Bulletin.

Motion to withdraw for future consideration made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.

2. Minor in Art Graphics

21 hours, 9 of which must be upper-division. Students may not count hours taken for either general education or the degree program toward the minor. Such a class must be replaced in the minor, general education, or in the degree program by an approved class of equivalent or higher level.

Core Courses (12 hours):

ART 1103 Art Foundations I
ART 1223 Communications Graphics I
ART 2423 Communications Graphics II
ART 3123 Communications Graphics III

Electives (9 hours, 6 of which must be upper-division)

ART 1833 Introduction to Black/White Photography
ART 1853 Intermediate Black/White Photography
ART 2793 Art Marketing
ART 2883 Introduction to Color Digital Photography
ART 3013 Western Art History 1400-1850
ART 3103 Graphics Media
ART 3213 Western Art History 1850-Present
ART 3313 Art Theory I
ART 4313 Art Theory II

Discussion:

- Electives center around two combinations with prerequisites.
- Possible restructuring (technical vs. history/theory).
- Frequency of offering courses as function of expanding courses in distribution.

Motion to withdraw proposal made by Gary Moeller, seconded by Dr. Elwell. Motion passed.

B. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS APRIL 1, 2003 MEETING

1. BA in Liberal Arts (109) Concentration: English

New course additions and change in program requirements

ENGL 3443 Studies in Poetry

This course analyzes the elements, forms, and history of poetry written in and/or translated into English. The course will be comparative and historical, tracing developments in poetry from its beginnings to the present.

Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 4223 Shakespeare

Analysis of a selection of Shakespeare's tragedies, comedies, histories, sonnets and other lyric poetry. Selected criticism, 1600 to the present.

Historical background and Shakespeare's theater.

Discussion:

- Will this require too many new course preps given current faculty loads?
- Expanding number of courses in concentrations reduces ability to provide general education coverage.
- Impact on faculty needs in comp classes.

C. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS APRIL 29, 2003 MEETING

1. BA in Liberal Arts (109)

Concentration: Fine Arts

Change in course description

ART 3313 Art Theory I to Critical theory by artists as it applies to art works and culture.

ART 4313 Art Theory II to Critical theory by philosophers from antiquity to the present as it applies to art works and culture.

Discussion:

- Add prerequisite of ART 3313 to ART 4313

Motion waive second reading and approve proposal made by Dr. Knight, seconded by Dr. Laub. Motion passed.

2. Minor in Technical Writing

Requirements: 18 hours, 9 of which must be upper-division.

Core (18 hours):

ENGL 2333 Technical Writing

ENGL 3113 Advanced Technical Writing

ENGL 3123 Advanced Topics in Composition

BADM 2523 Business Communications

COMM 3913 Communications Skills for Managers and Professionals

HUM 4003 Multi-Media Communications

Discussion:

- Would Digital Photography or Art 3103 Graphics Media work? Make this a friendly amendment. This will change to 21 hours.
- No other institution in Oklahoma has a Technical Writing minor.
- Would like to leave hours at 18. What would this minor be combined with?

3. AA in Art (001)

Options: General

Art History

Graphics

And BA in Liberal Arts (109) Concentration: Fine Arts

Change in course number and description

ART 2713 Western Art History to 1400 to ART 3003

An in-depth study of the major art movements and works in western art history to 1400.

Discussion:

- Consistent with self-study?
- Matrix lists as either 2000 or 3000 level.
- Why not leave as 2000? Rationale?

4. AA in Art (001)

Options: General

Art History

Graphics

Change in Program Core Requirements (12 hours)

From:

ART 1003 Art Foundations I

ART 1203 Art Foundations II

ART 3313 Art Theory I

ART 2713 Western Art History to 1400

To:

ART 1003 Art Foundations I

ART 1203 Art Foundations II

ART 3313 Art Theory I

Choose 3 credit hours from the following:

ART 3003 Western Art History to 1400

ART 3013 Western Art History 1400-1850

ART 3213 Western Art History 1850-Present

Discussion:

- Consistency with program review self-study and assessment results?
- Impact of offering multiple courses in rotation.
- Number of upper-division hours.

5. AA in Art (001)

Option: Art History

Change in Program Selected Electives

Replace NAMS 1123 Native American Spirituality I with ART 1113 Art Appreciation

Replace ART 2920 Special Studies/Internship with ART 3003 Western Art History to 1400

Discussion:

- Replacement pending change in ART 2713 to 3000 level.
- No majors in Art History option.
- Why not delete the two courses from the distribution?

6. BA in Liberal Arts (109) Concentration: Global Humanities

New course addition

HUM 4413 Women in the Literary and Visual Arts

An interdisciplinary study of the literary and artistic productions of women in

Western culture. Considers relevant issues including, but not limited to, gendered productions, socio-historical contexts, and critical theory.

Prerequisites: HUM 2113, HUM 2223, and ENGL 1213.

Discussion:

- Instructional coverage given gen ed needs.
- Number of courses in distribution to get 9 upper-division hours.
- May possibly use guest lecturers for this course.

7. BS in Business Information Technology (108)

Option: Software Development and Multimedia

Course deletion

CS 4433 Cross-Platform Development (with Java)

Motion to waive second reading and approve proposal made by Dr. Laub, seconded by Dr. Elwell. Motion passed.

8. AS in Computer Science (097)

Change in course title and description

CS 1213 Introduction to Computers to Introduction to Computing

Introduction to programming logic, analysis of problems, language-independent program design and algorithms.

Motion to waive second reading and approve made by Dr. Knight, seconded by Dr. Garrison. Motion passed.

9. BT in Applied Technology (107)

Change in course name and description

TECH 3203 Introduction to Safety Management to

Introduction to Risk Management

Risk and safety hazards and techniques for identifying, analyzing, eliminating, or transferring the perils. Includes current laws regarding risk and safety, workers' compensation laws and insurance, employer-employee relations, and sexual harassment conditions and remedies in the workplace.

Discussion:

- Complete first sentence in course description or reword.
- Second sentence should read "Includes current laws regarding risk and safety, workers' compensation and insurance, employer-employee relations, and harassment in the workplace".

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ACADEMIC COUNCIL MEETING MINUTES

Friday, October 10, 2003, 1:30pm, OMA Conference Room

The Academic Council met at approximately 1:30 am, Friday, October 10, 2003, in the OMA Conference Room. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs. Dr. Boyd called for approval of the September 26, 2003 meeting minutes. The minutes were approved as submitted.

The following members were present:

Dr. Johnny Carroll..... Applied Technology
Dr. Frank Elwell..... Liberal Arts
Dr. Bruce Garrison..... Business and Technology
Dr. Jeff Laub..... Mathematics, Science, and Health Sciences
Dr. Abe Marrero..... Social and Behavioral Sciences
Mr. Gary Moeller..... Communication and Fine Arts
Dr. Larry Minks..... Academic Affairs

C. SECOND READING From Academic Council Meeting on September 26, 2003

1. BA in Liberal Arts (109) Concentration: English
New course additions and change in program requirements

ENGL 3443 Studies in Poetry

This course analyzes the elements, forms, and history of poetry written in and/or translated into English. The course will be comparative and historical, tracing developments in poetry from its beginnings to the present.

Prerequisites: ENGL 1113 and ENGL 1213.

ENGL 4223 Shakespeare

Analysis of a selection of Shakespeare's tragedies, comedies, histories, sonnets and other lyric poetry. Selected criticism, 1600 to the present.

Historical background and Shakespeare's theater.

Motion to approve made by Dr. Elwell, seconded by Dr. Marrero. Motion passed.

2. Minor in Technical Writing

Requirements:

18 hours, 9 of which must be upper-division.

Core (18 hours):

ENGL 2333 Technical Writing

ENGL 3113 Advanced Technical Writing

ENGL 3123 Advanced Topics in Composition

BADM 2523 Business Communications

COMM 3913 Communications Skills for Managers and Professionals

HUM 4003 Multi-Media Communications

Amended to read:

Requirements:

18 hours, 9 of which must be upper-division.

Core (18 hours):

ENGL 2333 Technical Writing

ENGL 3113 Advanced Technical Writing

ENGL 3123 Advanced Topics in Composition

BADM 2523 Business Communications

BADM 3913 Communications Skills for Managers and Professionals

HUM 4003 Multi-Media Communications **or** CS 3213 Multimedia Development

Motion to approve as amended made by Dr. Laub, seconded Elwell. Motion passed.

3. AA in Art (001)

Options: General

Art History

Graphics

And BA in Liberal Arts (109) Concentration: Fine Arts

Change in course number and description

ART 2713 Western Art History to 1400 to ART 3003

An in-depth study of the major art movements and works in western art history to 1400.

4. AA in Art (001)
 - Options: General
 - Art History
 - Graphics
 - Change in Program Core Requirements (12 hours)
 - From:
 - ART 1003 Art Foundations I
 - ART 1203 Art Foundations II
 - ART 3313 Art Theory I
 - ART 2713 Western Art History to 1400
 - To:
 - ART 1103 Art Foundations I
 - ART 1203 Art Foundations II
 - ART 3313 Art Theory I
 - Choose 3 credit hours from the following:
 - ART 3003 Western Art History to 1400
 - ART 3013 Western Art History 1400-1850
 - ART 3213 Western Art History 1850-Present

Motion to approve items 3 and 4 made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.
5. AA in Art (001)
 - Option: Art History
 - Change in Program Selected Electives
 - Replace NAMS 1123 Native American Spirituality I with ART 1113 Art Appreciation
 - Replace ART 2920 Special Studies/Internship with ART 3003 Western Art History to 1400
 - Motion to delete NAMS 1123 Native American Spirituality I from Program Selected Electives and add ART 1113 Art Appreciation made by Gary Moeller, seconded by Dr. Elwell. Motion passed.
 - Motion to add ART 3003 to Program Selected Electives made by Gary Moeller, seconded by Dr. Laub. Motion passed.
6. BA in Liberal Arts (109)
 - Concentration: Global Humanities
 - New course addition
 - HUM 4413 Women in the Literary and Visual Arts
 - An interdisciplinary study of the literary and artistic productions of women in Western culture. Considers relevant issues including, but not limited to, gendered productions, socio-historical contexts, and critical theory.
 - Prerequisites: HUM 2113, HUM 2223, and ENGL 1213.
 - Motion to approve made by Dr. Elwell, seconded by Dr. Marrero. Motion passed.
7. BT in Applied Technology (107)
 - Change in course name and description
 - TECH 3203 Introduction to Safety Management to Introduction to Risk Management
 - Risk and safety hazards and techniques for identifying, analyzing, eliminating, or transferring the perils of risk. Includes current laws regarding risk and safety, workers' compensation and insurance, employer-employee relations, and employee mistreatment in the workplace.
 - Motion to approve made by Dr. Garrison, seconded by Dr. Elwell. Motion passed.

D. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION SEPTEMBER 3, 2003 MEETING

1. BS in Biology (112)
 - Emphasis: Medical/Molecular
 - Environmental Conservation
 - Course deletion: BIOL 4535 Mammalian/Avian Biology
 - Course additions:
 - BIOL 3014 Ecology of Mammals
 - A study of morphology, systematics, and distribution of mammals in Oklahoma, North America, and globally: biogeography, evolution, and physiological, morphological, and behavioral adaptations.
 - Prerequisite: BIOL 2205.
 - BIOL 4014 Ornithology
 - A study of classification, distribution, identification, life histories and evolution of birds. Specimen preparation and field techniques emphasize Oklahoma species. Prerequisite: BIOL 2205

Discussion

- Should course title of BIOL 3014 Ecology of Mammals be changed to Mammology?
- Change BIOL 2124 Microbiology to BIOL 3525 Biology of Microorganisms on page 4 of the Request For Program Modification under Program Guided Electives.
- Will still maintain same number of courses with loss of Agricultural 4000 level course.
- Comparison to other peer institutions – SWOSU, OPSU, and Cameron?
- Issue of teaching/pedagogy considerations vs. actual need for two courses?

Dr. Boyd emphasized the need for basing a curriculum change request on the department's self-study (assessment and program review).

Next meeting will be Friday, November 14, 2003.

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ACADEMIC COUNCIL MEETING MINUTES

Friday, November 21, 2003, 1:30 PM, OMA Conference Room

The Academic Council met at approximately 1:30 am, Friday, November 21, 2003, in the OMA Conference Room. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs. Dr. Boyd called for approval of the October 10, 2003 meeting minutes. The minutes were approved as amended.

The following members were present:

Dr. Johnny Carroll..... Applied Technology
Dr. Frank Elwell..... Liberal Arts
Dr. Bruce Garrison..... Business and Technology
Dr. Jeff Laub..... Mathematics, Science, and Health Sciences
Dr. Abe Marrero..... Social and Behavioral Sciences
Mr. Gary Moeller..... Communications and Fine Arts
Dr. Larry Minks..... Academic Affairs

A. SECOND READING From Academic Council Meeting on October 10, 2003

1. BS in Biology (112)
Emphasis: Medical/Molecular
Environmental Conservation
Course deletion: BIOL 4535 Mammalian/Avian Biology
Course additions:
BIOL 3014 Ecology of Mammals
A study of morphology, systematics, and distribution of mammals in Oklahoma, North America, and globally: biogeography, evolution, and physiological, morphological, and behavioral adaptations. Prerequisite: BIOL 2205.
BIOL 4014 Ornithology
A study of classification, distribution, identification, life histories and evolution of birds. Specimen preparation and field techniques emphasize Oklahoma species. Prerequisite: BIOL 2205

Motion to table made by Dr. Laub, seconded by Dr. Garrison. Motion passed.

B. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION SEPTEMBER 17, 2003

1. BS in Business Information Technology (108)
Option: Computer Network Administration
Change in course number, title, and description:
IT 2253 Network Operating Systems II (Enterprise Administration) to
IT 3153 Network Operating Systems II
Network operating systems used in an enterprise networking context. Investigates general networking principles and capabilities.
Prerequisite: CS 2153

Discussion

- Need for an additional upper level course.
- Course is currently taught at 2000 level, but course content is upper division.
- Students complain because they have to take it and still only have 9 hours of upper division courses.
- Can this be used as a Selected Elective leaving only the four other upper level courses under the Network Administration Option for the 12 hours required?

C. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS SEPT 24, 2003 MEETING

1. BS in Business Information Technology (108)
Option: Software Development and Multimedia
Change in course prerequisite:
CS 3523 Distributed Systems Development
From no prerequisite to
Prerequisites: CS 2323 and IT 3253

Discussion

- In essence, adds another three hours to option.
 - Major online course consideration.
 - Best alternative is to revise course.
 - Agreement to remove course from spring schedule.
- Change in course description: CS 2323 Programming II to

Advanced skills in solving problems such as sorting algorithms, list processing, recursion, and code management.

D. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS OCTOBER 29, 2003 MEETING

1. AAS in Nursing (054)

Option: Bridge NREMT-Paramedic/LPN to RN

Change in course description and prerequisite:

NURS 2223 Transitions to Nursing Practice

A study of role transition, including integration of selected clinical areas with the core competencies of professional nursing practice.

Prerequisite: NURS 2138

*Note that prerequisite omitted from current bulletin.

No Discussion

Change in course description:

NURS 1191 Dosage Calculation

A study of calculation of safe medication dosages. Medication administration is not included. Placement by score on a specified mathematics assessment test.

Discussion

- Second sentence must be included.
- Last sentence could be reworded to read "Class placement (or enrollment) determined by score on a specified mathematics assessment test".
- Students may not take course without placement. Everyone wishing to enroll in this course must take test before enrollment.

Next meeting: Friday, January 30, 2004

DISTRIBUTION: Linda Andrews, Dr. Richard Boyd, Dr. Johnny Carroll, Dr. Frank Elwell, Dr. Bruce Garrison, Dr. Barry Knight, Dr. Jeff Laub, Dr. Abe Marrero, Gary Moeller, Dr. Larry Minks, Anita Schell (Academic Support Coordinator), and Dr. Patricia Seward (Chair, Curriculum Committee).

ACADEMIC COUNCIL MEETING MINUTES
Friday, January 30, 2004, 1:30 PM, OMA Conference Room

The Academic Council met at approximately 1:30 am, Friday, January 30, 2004, in the OMA Conference Room. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs. Dr. Elwell moved to approve the November 21, 2003 meeting minutes, seconded by Dr. Garrison. Motion passed.

The following members were present:

Ms. Linda Andrews Health Sciences
Dr. Johnny Carroll..... Applied Technology
Dr. Frank Elwell..... Liberal Arts
Dr. Bruce Garrison..... Business and Technology
Dr. Barry Knight Business
Dr. Jeff Laub Mathematics, Science, and Health Sciences
Dr. Abe Marrero..... Social and Behavioral Sciences
Mr. Gary Moeller Communication and Fine Arts
Dr. Larry Minks..... Academic Affairs
Dr. Patricia Seward (Guest)..... Curriculum Committee

A. SECOND READING From Academic Council Meeting on November 21, 2003

1. BS in Business Information Technology (108)
Option: Computer Network Administration
Change in course number, title, and description:
IT 2253 Network Operating Systems II (Enterprise Administration) to
IT 3153 Network Operating Systems II
Network operating systems used in an enterprise networking context. Investigates general networking principles and capabilities. Prerequisite: CS 2153
2. BS in Business Information Technology (108)
Option: Software Development and Multimedia
Change in course prerequisite:
CS 3523 Distributed Systems Development
From no prerequisite to Prerequisites: CS 2323 and CS 2153
Change in course description:
CS 2323 Programming II to
Advanced skills in solving problems such as sorting algorithms, list processing, recursion, and code management.
Motion to approve with noted changes made by Dr. Knight, seconded by Dr. Garrison. Motion passed.
3. AAS in Nursing (054)
Option: Bridge NREMT-Paramedic/LPN to RN
Change in course description and prerequisite:
NURS 2223 Transitions to Nursing Practice
A study of role transition, including integration of selected clinical areas with the core competencies of professional nursing practice. Prerequisite: NURS 2138
*Note that prerequisite omitted from current bulletin.

Motion to approve made by Dr. Elwell, seconded by Dr. Laub. Motion passed.

Change in course description:

NURS 1191 Dosage Calculation

A study of calculation of safe medication dosages. Medication administration is not included. Class placement or enrollment determined by score on a specified mathematics assessment test.

Motion to approve with change made by Dr. Elwell, seconded by Dr. Laub. Motion passed.

B. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS DECEMBER 3, 2003 MEETING

1. General Education Course Addition
Physical Science Course Distribution in
Baccalaureate Degree Programs and Associate in Science and
Associate in Arts Degree Programs
GEOL 2124 Astronomy

Discussion

- Put an * by the section showing that students who are biology majors will have to take an additional course as required.

Motion to waive second reading and approve made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.

2. AA in Business Administration (004)
Course deletions in General Education for Program
PSY 1113 Introduction to Psychology
SOC 1113 Introduction to Sociology
MATH 1503 Mathematics for Critical Thinking

The proposal to delete courses from General Education for this program was tabled by Dr. Garrison.

- Course deletions from Program Requirements
ECON 2113 Macroeconomics
CS 1113 Microcomputer Applications
Course additions to Program Requirements
BADM 2843 Business Statistics
BADM 3323 Legal Environment of Business

Discussion

- Changes in program requirements based on program review.
- ECON 2113 will remain in program.
- BADM 3323 will not be added.

C. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS JANUARY 15, 2004 MEETING

1. AAS in Computer Programming (045)
Program Deletion

Motion to waive second reading and approve made by Dr. Laub, seconded by Dr. Elwell. Motion passed.

2. AAS in Horse and Ranch Management (020)
Program Deletion

Motion to waive second reading and approve made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.

3. BS in Business Administration (113)
Options: Management
Accounting

New Course Addition

ECON 3413 Comparative Economic Systems

The economics of socialism and capitalism, major world trading blocs, and developing countries and those in transition. Prerequisite: ECON 2113

Discussion

- This is an elective.
- Management students advised to take this course.
- Satisfies Global aspect of Business Study. Accounting – may advise as a free elective
- Not previously offered as Special Topic.
- There are about 90–100 management majors.
- There are about 60 accounting majors.
- Page eight of syllabus contains obsolete information..

D. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS JANUARY 14, 2004 MEETING

1. BS in Business Administration (113)
Options: Management
Accounting

New Course Addition (elective)
BADM 4793 Business Internship

Supervised professional-level business assignment with a business firm, government agency, or non-profit agency.

Prerequisites: ACCT 2103, ACCT 2203, ECON 2123, BADM 2523,
BADM 2843, Junior standing, permission of instructor.

New Course Addition (elective)

ACCT 4793 Accounting Internship

Supervised professional-level accounting assignment with a business firm, government agency, or non-profit agency. Prerequisites: ACCT 3113, permission of instructor.

Discussion

- These are electives.
- Differentiate more in descriptions.
- Could student do a course under BADM and then do the same course in Accounting?
- Another difference – take internship between sophomore and junior years.
- Tradition of being as much as 6 or 9 units for each course.
- Could count as 3 hours towards CPA exam prerequisites.
- Doesn't matter if internship is paid or non paid.
- Are agreements used with businesses for internship?
- Need to show there is an academic component to the internship.

E. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS JANUARY 21, 2004

1. AS in Agriculture (058)

Program Deletion

Motion to waive second reading made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.

Motion to delete AS in Agriculture made by Dr. Marrero, seconded by Dr. Knight. Motion passed.

2. BS in Biology (112)

Options: Medical/Molecular

Environmental Conservation

Change in General Education Program—

Math Course Distribution to include:

MATH 1513 College Algebra

MATH 1613 Trigonometry

MATH 1715 Pre-Calculus

MATH 2264 Analytical Geometry and Calculus I

Motion to table made by Dr. Laub, seconded by Dr. Garrison.

3. BS in Biology (112)

Option: Environmental Conservation

*Note: This item tabled AC Meeting-November 21, 2003 and proposal resubmitted.

Course Deletion: BIOL 4535 Mammalian/Avian Biology

New Course Additions to Environmental Conservation Emphasis:

BIOL 3014 Ecology of Mammals

A study of morphology, systematics, and distribution of mammals in Oklahoma, North American, and globally: biogeography, evolution, and physiological, morphological, and behavioral adaptations. Prerequisite: BIOL 2205.

BIOL 4014 Ornithology

A study of classification, distribution, identification, life histories and evolution of birds. Specimen preparation and field techniques emphasize Oklahoma species. Prerequisite: BIOL 2205

4. BS in Biology (112)

Options: Medical/Molecular

Environmental Conservation

Change in Course Number and Description-

BIOL 2275 Comparative Vertebrate Anatomy to BIOL 3275

A comparative study of the morphology and evolution of the vertebrates as well as function and evolution of various representative organ systems. Lab three hours per week. Prerequisite: BIOL 2205.

Discussion

- Reorganize submission package.
- These two are to be used as required courses.
- Enough upper division hours?
- BIOL 3014 should be accepted elsewhere.
- High enrollment in these courses as special topics.
- Three agriculture courses to be left in program for elective use.
- Will handle D. 3. and 4. together on second reading.

F. FIRST READING CURRICULUM COMMITTEE RECOMMENDATIONS JANUARY 21, 2004 MEETING

1. BT in Applied Technology (107)

Change in course prerequisite-

TECH 4013 Computer and Telecommunications Applications for Managers and Professionals

Change in prerequisite from none to the following:

Prerequisite: TECH 4003

Motion to waive second reading and approve made by Dr. Garrison, seconded by Dr. Knight. Motion passed.

2. BS in Business Administration (113)

Options: Management

Accounting

Change in course prerequisite-

MGMT 3013 Principles of Management

Change in prerequisites from ACCT 2103, ACCT 2203, ECON 2123, BADM 2523, and BADM 2843 to none listed

Change in course prerequisite-

MKTG 3113 Principles of Marketing

Change in prerequisites from ACCT 2103, ACCT 2203, ECON 2123, BADM 2523, and BADM 2843 to none listed

Motion to waive second reading and approve made by Dr. Knight, seconded by Dr. Laub. Motion passed.

3. AAS in Police Science (029)

Options: Law Enforcement

Collegiate Officer Program

Change in General Education Requirements-

Communications requirement changed to the following:

Communications.....6 hours

Required:

ENGL 1113 Composition I

Choose from one of the following:

ENGL 1213 Composition II

SPCH 1113 Speech Communication

ENGL 2333 Technical Writing

Motion to waive second reading and approve made by Dr. Elwell, seconded by Dr. Marrero. Motion passed.

GENERAL EDUCATION

The general education proposal under review at the Curriculum Committee was discussed at length.

NOTES:

- General Education Requirement task force forwarded proposal on General Education requirements.
- There is a movement to automate general education requirements.
- AA/AS General Education requirements to be same for all degrees.
- Compromise at 41 hours.
- Remove ORIE 1151 – still required for deficiencies.
- Move Microcomputer Applications out of general education to elective or proficiency. Not appropriate for general education requirement.
- Took to Curriculum Committee with Deans.
- Concerns
 - o Curriculum Committee wants more information regarding general education requirements.
 - o Should CS 1113 be removed?
 - o Move ORIE 1151 for deficient students.
 - o Is proficiency test for all RSU students and is it a credit course?
 - o AAS wording does not require computer proficiency.
 - o Look at Proficiency Standard/Passing Standard.
 - o Potentially could raise AA/AS program by 3 hours.
 - o Why have 3 hours of electives?
 - o Proficiency test dates to go in next schedule.
 - o What is the procedure for taking proficiency test?
 - o If this is an assessment test, this will be the only assessment test with a \$20 fee.
 - o Credit/passing issue.
 - o What is the impact on Nursing students?
 - o How do you teach Astronomy with no math prerequisite?
 - o How do we get from where we are to where we need to be quickly?
 - o Need example of other General Education requirements.

Next meeting: Friday, February 20, 2004, 1:30 pm, OMA Conference Room

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ACADEMIC COUNCIL MEETING MINUTES

Friday, February 20, 2004, 1:30 PM, OMA Conference Room

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Ms. Linda Andrews Health Sciences
Dr. Frank Elwell Liberal Arts
Dr. Bruce Garrison Business and Technology
Dr. Barry Knight Business
Dr. Jeff Laub Mathematics, Science, and Health Sciences
Mr. Gary Moeller Communications and Fine Arts
Dr. Larry Minks..... Academic Affairs

A. SECOND READING From Academic Council Meeting on January 30, 2004

1. AA in Business Administration (004)
Course deletion from Program Requirements
CS 1113 Microcomputer Applications
Course addition to Program Requirements
BADM 2843 Business Statistics

Motion to approve made by Dr. Knight, seconded by Dr. Laub. Motion passed.

2. BS in Business Administration (113)

Options: Management
Accounting

New Course Addition
ECON 3413 Comparative Economic Systems

The economics of socialism and capitalism, major world trading blocs, and developing countries and those in transition. Prerequisite: ECON 2113

Motion to approve made by Dr. Garrison, seconded by Dr. Elwell. Motion passed.

3. BS in Business Administration (113)

Options: Management
Accounting

New Course Addition (elective)

BADM 4793 Business Internship

Supervised professional-level business assignment with a business firm, government agency, or not-for-profit agency. Prerequisites: ACCT 2103, ACCT 2203, ECON 2123, BADM 2523, BADM 2843, Junior standing, permission of instructor.

New Course Addition (elective)

ACCT 4793 Accounting Internship

Supervised professional-level accounting assignment with a business firm, government agency, or not-for-profit agency. Prerequisites ACCT 3113, permission of instructor.

Motion to approve with changes made by Dr. Knight, seconded by Dr. Elwell. Motion passed.

4. BS in Biology (112)

Option: Environmental Conservation

*Note: This item tabled AC Meeting–November 21, 2003 and proposal resubmitted.

Course Deletion: BIOL 4535 Mammalian/Avian Biology

New Course Additions to Environmental Conservation Emphasis:

BIOL 3014 Ecology of Mammals

A study of morphology, systematics, and distribution of mammals in Oklahoma, North American, and globally: biogeography, evolution, and physiological, morphological, and behavioral adaptations. Prerequisite: BIOL 2205.

BIOL 4014 Ornithology

A study of classification, distribution, identification, life histories and evolution of birds. Specimen preparation and field techniques emphasize Oklahoma species. Prerequisite: BIOL 2205

Changes in Environmental Conservation Emphasis and Guided Electives as follows:

Environmental Conservation Emphasis (21 credit hours):

Field Botany BIOL 3004

Ecology of Mammals BIOL 3014

General Ecology BIOL 3034
Environmental Conservation BIOL 3513
Ornithology BIOL 4014
Field Zoology BIOL 4524
Guided Electives (13 credit hours):
Minimum of six credit hours upper-division
(BIOL, CHEM, GEOL, MATH, PHYS, AGRI)

5. BS in Biology (112)

Options: Medical/Molecular
Environmental Conservation

Change in course Number and Description-

BIOL 2275 Comparative Vertebrate Anatomy to BIOL 3275

A comparative study of the morphology and evolution of the vertebrates as well as function and evolution of various representative organ systems. Lab three hours per week. Prerequisite: BIOL 2205.

Motion to approve items 4 and 5 made by Dr. Elwell, seconded by Dr. Garrison. Motion passed.

B. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION FEBRUARY 11, 2004 MEETING

AA/AS and Baccalaureate Degree Programs General Education Program Requirements

Course deletion from all distributions: ORIE 1151 The College Experience

Course deletion from Baccalaureate distribution: CS 1113 Microcomputer Applications

Addition of the following distribution for AA/AS:

Global Studies (3 hours)

Choose from the following:

LANG	1113	Foundations of World Languages
SPAN	1113	Beginning Spanish I
NAMS	1143	Native Americans of North America
PHIL	1313	Values and Ethics
HIST	2013	World Civilization I
HIST	2023	World Civilization II
GEOG	2243	Human Geography
NAMS	2503	Cherokee I
POLS	3053	International Relations
HUM	3633	Comparative Religions

*Baccalaureate degree-seeking students are encouraged to select a course at the 3000 level or above.

Motion to waive second reading made by Dr. Laub, seconded by Dr. Garrison. Motion passed.

Motion to approve made by Dr. Elwell, seconded by Dr. Laub. Motion passed.

C. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION APRIL 29, 2003 MEETING

1. Minor in Corporate Communications

Requirements: Requirements include minor core and program electives that total 18 credit hours. Nine hours of the minor must be upper-division.

Core Requirements:

COMM	1003	Introduction to Mass Communication
COMM	3413	Media Law
COMM	3113	Public Relations Strategies

Electives:

COMM	1103	Broadcast Equipment and Operation
COMM	3023	Writing for the Media
COMM	3613	Mass Media Communication
COMM	3803	Corporate Television
COMM	4203	Media Management
COMM	4223	Communication in Organizations

Total Credit Hours: 18

Transfer Hours: A student transferring from an accredited college or university into the Corporate Communications minor must take at least 9 hours of Corporate Communications hours at Rogers State University regardless of the number of communication hours transferred to RSU. The transfer student must also meet the 9 upper-division hour requirement.

2. Minor in Radio–Television

Requirements: Requirements include minor core and program electives that total 18 credit hours. Nine hours of the minor must be upper–division.

Core:

COMM 1003 Introduction to Mass Communication
COMM 1103 Broadcast Equipment and Operation
COMM 3613 Mass Media Communication

Electives:

COMM 2003 Video Production
COMM 2013 Audio Production
COMM 2703 Radio/Television Announcing
COMM 3023 Writing for the Media
COMM 3173 News Reporting
COMM 3413 Media Law

Total Credit Hours: 18

Transfer Hours: A student transferring from an accredited college or university into the Radio–Television minor must take at least 9 hours of Radio–Television hours at Rogers State University regardless of the number of communication hours they transfer to RSU. The transfer student must also meet the 9 upper division hour requirement.

Motion to waive second reading and approve made by Dr. Garrison, seconded by Dr. Knight. Motion passed.

D. OLD BUSINESS From Academic Council Meeting on May 23, 2003

Dr. Boyd announced that a conference committee had been formed in regard to Council rejection at its meeting on 5/23/03 of the recommendation that “Courses taught via different modes of delivery shall be considered individual courses for the purposes of determining faculty load and/or credit.” The conference committee will consist of Dr. Doug Grenier, Mr. Cliff Layton, Ms. Diana Lurz, Dr. Bruce Garrison, Dr. Frank Elwell, and Dr. Larry Minks.

E. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION FEBRUARY 20, 2004

1. AA in Art (001)

Options: Art
Art Graphics
Art History

Course description change:

ART 1103 Art Foundations I

An introduction to the practical application and theoretical aspects of creating art on two–dimensional surfaces.

ART 1203 Art Foundations II

An introduction to the practical application and theoretical aspects of creating art with three–dimensional media.

Motion to waive second reading and approve made by Dr. Elwell, seconded by Dr. Knight. Motion passed.

F. NEW BUSINESS

1. Code of Academic Conduct and Final Grade Appeal Process

Dr. Boyd distributed revised Code of Academic Conduct (Title 12) and Final Grade Appeal Process (Title 13) documents as brought forward by the Academic Integrity Committee and reviewed by OU legal Counsel. Several suggestions were made that will be incorporated into the documents and Dr. Boyd requested any further suggestions be forwarded early next week. The next step will be inclusion of the documents into the Student Code of Responsibility to be sent to OU legal for final review in its entirety.

DISTRIBUTION: Linda Andrews, Dr. Richard Boyd, Dr. Johnny Carroll, Dr. Frank Elwell, Dr. Bruce Garrison, Dr. Barry Knight, Dr. Jeff Laub, Dr. Abe Marrero, Gary Moeller, Dr. Larry Minks, Anita Schell (Academic Support Coordinator), and Dr. Patricia Seward (Chair, Curriculum Committee).

ACADEMIC COUNCIL MEETING MINUTES
Friday, April 30, 2004, 3:30 pm, OMA Conference Room

The Academic Council met at approximately 3:30 pm, Friday, April 30, 2004, in the OMA Conference Room. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs. Dr. Elwell moved to approve the February 20, 2004 meeting minutes, seconded by Dr. Marrero. Motion passed.

The following members were present:

Dr. Johnny Carroll..... Applied Technology
Dr. Frank Elwell..... Liberal Arts
Dr. Bruce Garrison..... Business and Technology
Dr. Barry Knight..... Business
Dr. Jeff Laub..... Mathematics, Science, and Health Sciences
Dr. Abe Marrero..... Social and Behavioral Sciences
Mr. Gary Moeller..... Communication and Fine Arts
Dr. Larry Minks..... Academic Affairs

**A. FIRST READING FROM
CURRICULUM COMMITTEE RECOMMENDATIONS FEB 18, 2004 MEETING**

1. BA in Liberal Arts (109)

Change in Program Requirements

Areas of Concentration and World Languages to–

Areas of Concentration: 24 credit hours*

Choose 2 areas of concentration from English, Fine Arts, and Global Humanities

English: 12 credit hours

Students may select any 12 credit hours of ENGL courses (at least nine hours must be upper–level). Students may also count Native American Literature (NAMS 4123) toward this area of concentration.

FINE ARTS: 12 credit hours

Students may select any 12 credit hours of ART and/or MUSC courses (at least nine hours must be upper–level).

No more than 3 hours may be art studio or music performance courses.

GLOBAL HUMANITIES: 12 credit hours

Students may select any 12 credit hours of HUM, NAMS**, and/or PHIL courses (at least nine hours must be upper–level). Students may also count International Relations (POLS 3053) and/or Social Ethics (SOC 3043) toward this area of concentration.

LANGUAGE: 3 credit hours*

All students must complete a second level or above non–English language course.

*Courses counted toward General Education requirements may not be counted toward BALA degree program requirements.

**Students may not count Cherokee language courses (NAMS 2503 and 2623) toward the Global Humanities area of concentration.

2. BS in Social Science (110)

Options: History and Political Science Emphasis

Psychology and Sociology Emphasis

Changes in Program Requirements

Major Emphases changed to the following:

Major Emphasis (21 credit hours)

History and Political Science Emphasis

Students must take 21 hours of POLS or HIST classes of which at least 6 hours must be from each discipline and 15 hours must be upper–division.

Major Emphasis (21 credit hours)

Psychology and Sociology Emphasis

Students must take 21 hours of PSY or SOC classes of which at least 6 hours must be from each discipline and 15 hours must be upper–division.

Discussion:

- Breadth and depth of study and exit level program assessment are major issues.
- Mastery of content discipline important in preparation for graduate school.
- Departure from original purposes and intent of degrees.
- Possibility of enlarging cores in future.
- Needs much more discussion, assessment, feedback from graduates, etc.

- Would the statement in each concentration, or emphasis, "select from following courses", or "select courses with the approval of Dean or Dept. Head", effect the same outcome?

1. FIRST READING

FACULTY DEVELOPMENT COMMITTEE RECOMMENDATION SEPT 8, 2003 MEETING

Faculty Mentoring Program Proposal

Discussion:

- The proposal should be specific to RSU and more concise.
- Need to show more formalized arrangement of who does what and when.
- Mentoring could be used as faculty university service.
- Proposal should be discussed with department faculty before next meeting.
- Myra will conduct training for mentors.
- Several items listed don't apply to RSU.
- Training and workshops are needed on advising and other related issues.
- Deans and Department Heads should make sure new faculty are mentored.
- Center for Teaching and Learning should address and target issues as they come up.
- Mentoring could be placed in faculty member's development plan.
- Proposal could be used as foundation guidelines for a good mentor.
- Dr. Boyd will meet with Myra Haulmark and Sally Emmons to clean up, revise, and resubmit.

2. FIRST READING

DISTANCE EDUCATION COMMITTEE RECOMMENDATION APRIL 5, 2004 MEETING

Amended version of recommendation from conference committee held on March 11, 2004 as follows:

Courses taught via different modes of delivery shall be considered individual courses for the purposes of determining faculty load and/or credit. Exceptions shall be determined by the Dean and Department Head, in concert with the faculty member involved.

Motion to waive second reading and approve made by Dr. Garrison, seconded by Dr. Laub. Motion approved.

Next meeting tentatively set for Friday, May 21, at 1:30 pm.

DISTRIBUTION: Linda Andrews, Dr. Richard Boyd, Dr. Johnny Carroll, Dr. Frank Elwell, Dr. Bruce Garrison, Dr. Barry Knight, Dr. Jeff Laub, Dr. Abe Marrero, Gary Moeller, Dr. Larry Minks, Anita Schell (Academic Support Coordinator), and Dr. Patricia Seward (Chair, Curriculum Committee).

ACADEMIC COUNCIL MEETING MINUTES
Friday, May 21, 2004, 1:30pm, OMA Conference Room

The Academic Council met at approximately 1:30 pm, Friday, May 21, 2004, in the OMA Conference Room. The meeting was called to order by Dr. Richard Boyd, Vice President for Academic Affairs. Dr. Elwell moved to approve the April 30, 2004 meeting minutes. All were in favor and motion passed.

The following members were present:

Dr. Johnny Carroll.....Applied Technology
Dr. Frank Elwell.....Liberal Arts
Dr. Barry Knight.....Business
Dr. Jeff Laub.....Mathematics, Science, and Health Sciences
Mr. Gary Moeller.....Communication and Fine Arts
Dr. Larry Minks.....Academic Affairs
Guest:
Dr. Bert Tollison.....Incoming Business Department Head

A. SECOND READING From Academic Council Meeting on April 30, 2004

1. BA in Liberal Arts (109)

Change in Program Requirements

Areas of Concentration and World Languages to— Areas of Concentration: 24 credit hours*

Choose 2 areas of concentration from English, Fine Arts, and Global Humanities

ENGLISH: 12 credit hours

Students may select any 12 credit hours of ENGL courses (at least nine hours must be upper-level). Students may also count Native American Literature (NAMS 4123) toward this area of concentration.

FINE ARTS: 12 credit hours

Students may select any 12 credit hours of ART and/or MUSC courses (at least nine hours must be upper-level).

No more than 3 hours may be art studio or music performance courses.

GLOBAL HUMANITIES: 12 credit hours

Students may select any 12 credit hours of HUM, NAMS**, and/or PHIL courses (at least nine hours must be upper-level). Students may also count International Relations (POLS 3053) and/or Social Ethics (SOC 3043) toward this area of concentration.

LANGUAGE: 3 credit hours*

All students must complete a second level or above non-English language course.

*Courses counted toward General Education requirements may not be counted toward BALA degree program requirements. **Students may not count Cherokee language courses (NAMS 2503 and 2623) toward the Global Humanities area of concentration.

2. BS in Social Science (110)

Options: History and Political Science Emphasis

Psychology and Sociology Emphasis

Changes in Program Requirements

Major Emphases changed to the following:

Major Emphasis (21 credit hours)

History and Political Science Emphasis

Students must take 21 hours of POLS or HIST classes of which at least 6 hours must be from each discipline and 15 hours must be upper-division.

Major Emphasis (21 credit hours)

Psychology and Sociology Emphasis

Students must take 21 hours of PSY or SOC classes of which at least 6 hours must be from each discipline and 15 hours must be upper-division.

Motion to table items 1 and 2 made by Dr. Elwell, seconded by Dr. Knight. Motion passed.

3. Faculty Development Committee Faculty Mentoring Program Proposal

Amend first paragraph under Matching Mentors with New Faculty Members to read, "The matching of new faculty members to a mentor can be achieved in several different ways, but will be left to the discretion of the department head and/or school dean".

Motion made to approve as amended by Dr. Laub, seconded by Dr. Elwell. Motion passed.

B. FIRST READING CURRICULUM COMMITTEE RECOMMENDATION MAY 6, 2004 MEETING

1. AAS in Business Office Administration/Computer Applications (039)

Program deletion

Motion to waive seconded reading and approve made by Dr. Elwell, seconded by Dr. Knight. Motion passed.

Next meeting: Friday, September 10, 2004, 1:30 PM

DISTRIBUTION: Linda Andrews, Dr. Richard Boyd, Dr. Johnny Carroll, Dr. Frank Elwell, Dr. Bruce Garrison, Dr. Barry Knight, Dr. Jeff Laub, Dr. Abe Marrero, Gary Moeller, Dr. Larry Minks, Anita Schell (Academic Support Coordinator), and Dr. Patricia Seward (Chair, Curriculum Committee).

