

## ***Academic Council Minutes***

Academic Council met Friday, February 9, 2018 at 2 PM in the MacFeat House.

Kristen Abernathy	Arts & Sciences
Abbigail Armstrong	Education
Bettie Parsons Barger	Education
Leslie Bickford*	Arts and Sciences
Alice Burmeister	Visual & Performing Arts
Jennifer Disney	Arts and Sciences
Marguerite Doman	Business Administration
Chad Dresbach	Visual & Performing Arts
Chlotia Garrison*	Business Administration
Laura Glasscock	Arts and Sciences
Adam Glover	Arts and Sciences
Christian Gratton*	Arts and Sciences
Shawwna Helf	Education
Jo Koster	Arts and Sciences
Alice McLaine	Education
Gale Teaster-Woods	Dacus Library
Will Thacker	Business Administration
Kristen Wonderlich	Visual & Performing Arts
TaDean Page	CSL Student Representative
Gina Jones, Secretary	Registrar

\*absent

Guests: Zach Abernathy, Marsha Bollinger, Debra Boyd, Tim Drueke, Steve Frankforter, Pat Guilbaud, Michael Lipscomb, Greg Oakes, and Takita Sumter.

**I. Approval of minutes from last meeting—Approved**

**II. Chair’s Remarks (Jo Koster)—none**

**III. Remarks from the Provost and Executive Vice President for Academic Affairs (Debra Boyd)**

Dr. Boyd asked for questions. There were none.

**IV. Remarks from the President of the Council of Student Leaders (CSL): Tadean Page**

No report

**V. Report from Standing Committees**

*a. Committee on University Curriculum (Will Thacker)*

*The following Proposals for Program Change (Degree) were unanimously passed, by Academic Council and can be found on the Curriculum Action System:*

<b>Program</b>	<b>Department</b>	<b>Action</b>
BA-SOCL	Sociology and Anthropology	<b>Modify program:</b> Add SOCL 298 to major requirements; Offer SOCL 519 as an alternative to SOCL 516; Note that SOCL 519 must be completed with a C or better and cannot be taken S/U.
BA-SOCL-ANTH	Sociology and Anthropology	<b>Modify program:</b> Add SOCL 298 to major requirements; Offer SOCL 519 as an alternative to SOCL 516; Note that SOCL 519 must be completed with a C or better and cannot be taken S/U.
BA-SOCL-CRIM	Sociology and Anthropology	<b>Modify program:</b> Add SOCL 298 to major requirements; Offer SOCL 519 as an alternative to SOCL 516; Note that SOCL 519 must be completed with a C or better and cannot be taken S/U.
BS-BIOL-BMRS	Biology	<b>Modify program:</b> Limit MATH requirements in major to MATH 101, 105, 141, 150, 151, 201, 341, or any MATH course with 201 as the pre-requisite; Change CHEM courses that meet the science requirement in major from CHEM (except 101, 104, 461, 462, or 463) to CHEM (any course above 199 except 461, 462, or 463).
BS-BIOL-MTEC	Biology	<b>Modify program:</b> Limit quantitative skills and MATH requirement in major to MATH 101, 105, 141, 150, 151, 201, 341, or any MATH course with 201 as the pre-requisite.
BS-DIFD-DMMD	Computer Science and Quantitative Methods	<b>Modify program:</b> Remove MCOM 342 from concentration and replace with either MCOM 325 or 330; Under Choose 2..., remove MCOM 325 and add MCOM 360.
BS-DIFD-INMD	Computer Science and Quantitative Methods	<b>Modify program:</b> In concentration, replace CSCI 241 & CSCI 242 with CSCI 207 & CSCI 243.
BS-DIFD-WEBD	Computer Science and Quantitative Methods	<b>Modify program:</b> In concentration, replace CSCI 241 & CSCI 242 with CSCI 207 & CSCI 243, add CSCI 208 & CSCI 390 as requirements.
BS-HDFS	Counseling, Leadership & Educational Studies	<b>Modify program:</b> Change HDFS from 1 to 3 credit hours.
BS-NUTR-CDPV	Human Nutrition	<b>New Program</b>
BS-NUTR-DIET	Human Nutrition	<b>Modify program:</b> Update dietetic verification requirement to 3.2 GPA in major and 3.0 overall GPA; Note that MATH 151 is highly recommended under Quantitative Skills; Remove NUTR 518 from major. <b>Other changes pending.</b>
BS-SPED-SPED	Counseling, Leadership & Educational Studies	<b>Modify program:</b> In major, remove MATH 393 from Content Requirements and SPED 515 from Education
BS-SPMA	Physical Education, Sport and Human Performance	<b>Modify program:</b> Edit admissions criteria and add graduation criteria (2.5 GPA and completion of SPMA 494/496).

*The following Proposals for Program Change (Minor/Certificate) were unanimously approved by Academic Council and can be found on the Curriculum Action System:*

Program	Department	Action
Minor-CAPE	Interdisciplinary Studies	<b>Modify program:</b> Remove ENV5 470 and add HIST/PEAC 570 under the Experiential component; Under electives, clarify that courses above can satisfy electives and remove requirement of two designators.
Certificate-CAPE	Interdisciplinary Studies	<b>Modify program:</b> Allow 8 elective credits from either experiential or additional elective lists; Remove ENV5 470 and add HIST/PEAC 570 under the Experiential component; Under electives, remove requirement of two designators.
Minor-CMST	Mass Communication	<b>New minor</b>
Minor-EDUC	Curriculum and Pedagogy	<b>Modify program:</b> Change to 15 credits; Remove EDUC 220 from Core; Change electives to 1-3 credits; Remove EDUC/HIS 312 and EDUC 315 from electives; Add EDUC 594 and 595 to electives.
Minor-FINP	Accounting, Finance, & Economics	<b>New minor</b>
Minor-HDFS	Counseling, Leadership & Educational Studies	<b>Modify program:</b> Change to 18 credits; Change credits for HDFS 101 to 3; Remove HDFS 501.
Minor-HLTH	Physical Education, Sport and Human Performance	<b>Modify program:</b> Add BIOL 213/214 as an option under electives.
Minor-HUMA	Interdisciplinary Studies	<b>Modify program:</b> Remove reference to GERM major; Change wording to clarify that FREN and SPAN are concentrations, not majors; Add FREN 385 and 395, GERM 280, and SPAN 385 and 395 as options; Remove ENGL 303.
Minor-LGST	Interdisciplinary Studies	<b>Modify program:</b> Add ACCT <del>351</del> (number changed to 551 last fall) under electives.
Minor-SPLH	World Languages and Cultures	<b>New minor</b>

Dr. Disney asked if the CAPE certificate was an undergraduate or graduate program. Dr. Thacker responded that it is an undergraduate one.

*The following program change requests had issues currently being addressed. Those issues were resolved and the Council approved them. They can be found on the Curriculum Action System:*

BS-BIOL	Biology	Modify program: Limit quantitative skills and MATH requirements in major to MATH 101, 105, 141, 150, 151, 201, 341, or any MATH course with 201 as the pre-requisite; Change CHEM courses that meet the science requirement in major from CHEM (except 101, 104, 461, 462, or 463) to CHEM (any course above 199 except 461, 462, or 463).
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BS-BIOL-CNSV	Biology	Modify program: Limit quantitative skills and MATH requirements in major to MATH 101, 105, 141, 150, 151, 201, 341, or any MATH course with 201 as the pre-requisite; Change CHEM courses that meet the science requirement in major from CHEM (except 101, 104, 461, 462, or 463) to CHEM (any course above 199 except 461, 462, or 463).
BS-BIOL-CSST	Biology	Modify program: Limit quantitative skills requirement to MATH 101, 105, 141, 150, 151, 201, 341, or any MATH course with 201 as the pre-requisite; Change MATH requirement in major to “MATH 101, 105, 141, 150, 150, 201, 341, or any MATH course with 201 as the pre-requisite (the MATH course used to satisfy the Quantitative Skills Area may not be counted here)., Must be MATH 141 if MATH 150 not taken.”
Minor-FILM	Mass Communication	New minor

**The following program was not voted on because changes have not been made.**

BA-ENGL	English	Modify program: Add WRIT 503 as a Frameworks option; Add WRIT 310 as an option under Strategic, Creative, and Critical Communication; Add ENGL 470 to Critical Reading and Research; Add note that no more than 8 hours internship credit can be applied to the major; Add note regarding BA-MA pgm.	Disconnect between ENGL 291 exemption procedure on the course update and the update of the major
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Dr. Thacker highlighted the 500-level courses and the issues surrounding them. CUC is clamping down on 500-level GR only classes or UG-only. If departments are making a change to an old course or adding a new course that does not fit this model, they must have a reason for an exemption. (Saying this is the way it always has been is not a reason to perpetuate error).

*b. General Education Committee (Kristin Abernathy)*

1. Recertifications

The following courses were approved for recertification in the appropriate categories:

GLOBAL

HIST 111  
HIST 112  
HIST 113

HISTORICAL

HIST 111  
HIST 112  
HIST 113

HUM/ARTS

DANA 101  
HIST 111  
HIST 112

HIST 113  
THRA 120

PHYSICAL ACTIVITY  
DANA 101

The committee has requested additional information for the following course, and it is not yet approved at this time:

SOCIAL SCIENCE  
PSYC 101

## 2.First Certify

*The following two courses were approved by Academic Council for inclusion:*

SOCIAL SCIENCE  
MCOM 495—for this specific topic only (*Media and Politics*)  
PLSC 314 (*Media and Politics*)

The committee has requested additional information for the following course, and it is not yet approved at this time:

HUM/ARTS  
RELG 300

Dr. Abernathy reminded the Council that 100-levels are up for recertification. She will send reminder to chairs for those courses which have not been recertified yet this year.

## **VI. Old Business**

At this time there is no old business.

## **VII. New Business**

*A. Consideration of revising the official attendance policy to deal with the delivery of online courses (2017-2018 Undergraduate Catalog, p. 8).*

This concern was forwarded to Academic Council by the Faculty Committee on University Priorities.

### Class Attendance Policies

*Students are expected to attend classes and should understand that they are responsible for the academic consequences of absence. The student is responsible for all requirements of the course regardless of absences. Instructors are obligated to provide makeup opportunities only for students who are absent with adequate cause such as incapacitating illness, death of an immediate family member, or authorized representation of the university. The instructor will be responsible for judging the adequacy of cause for absence. The student is responsible for providing documentation certifying the legitimacy of the absence to his or her instructor in advance of such absences. In health-related or family emergency cases where advance notice is not possible, documentation should be provided to the instructor no later than the date the student returns to class. If the instructor denies the adequacy of cause, then the student can appeal the denial to the Provost/Vice President for Academic Affairs, who will judge the*

*adequacy of cause, and if found to be adequate, will require the instructor to provide a make-up opportunity.*

*The instructor may establish the attendance requirements for the course. The following policy will be in effect unless the instructor specifies otherwise: if a student's absences in a course total 25 percent or more of the class meetings for the course, the student will receive a grade of N if the student withdraws from the course before the withdrawal deadline; after that date, unless warranted by documented extenuating circumstances as described in the previous section, a grade of F or U shall be assigned.*

It was noted that some students are waiting until several weeks into the semester to login for an online class. Dr. Koster asked if we should address this matter. The group agreed. She said she would put a group together to draft a policy and asked for volunteers. Bettie Barger and Alice McClaine agreed to be part of this group.

Dr. Lipscomb agreed that we should come up with some language that builds in something that nudges students or protects a student from being kicked out. Dr. Disney clarified that this is the current policy. Dr. Koster said yes, so Dr. Disney said we should make it applicable to online learning. Dr. Boyd mentioned financial aid applicability.

*B. Bachelor of Professional Studies Implementation Committee: Overview of the Curriculum for the Proposed Degree (Informational Presentation)—Members of the Committee ([Draft Curriculum at the end of these minutes.](#))*

As we're getting closer to this program being a reality, what will the curriculum be? The BPS implantation committee will speak to the implications of this degree, so that as it goes through the curriculum committees, we will all have context.

Dr. Oakes went over the requirements in the major. This program is intended to provide completion for adult students. The goal is to make this as streamlined as possible.

Dr. Zach Abernathy talked about the professional studies courses in the core. Drs. Katarina Moyon and Amanda Hiner are also on committee and have overseen development of the courses which will mirror HMXP and CRTW.

Dr. Oakes said they were mindful of our general education and talked about admission requirements. He acknowledged that Dr. Pat Guilbaud was driving force behind this. He asked for questions.

Dr. Burmeister asked about accepting professional experience as credit. Dr. Oakes said this was Prior Learning Assessment (PLA) and Dr. Abernathy explained that it's built into first course PFST 301. Dr. Burmeister asked if this credit would be fit into concentration and electives and they said yes. Dr. Oakes said this would be a stringent process.

Dr. Thacker asked about the Gen Ed. He is concerned that a student with an associate's degree might not have science and asked if they would have to take a science at Winthrop. Dr. Oakes said yes, and that this type of associate's would not be accepted. Dr. Abernathy said there would be a list of associate degrees that would be accepted as meshing with our Gen Ed.

Dr. Koster clarified that this is what Coastal Carolina University does.

Dr. Thacker mentioned the one Gen Ed that is state law. “How will this be handled?” he asked. Dr. Oakes said they would have to take the course.

Dr. Disney inquired about the concentration electives. “If we have ideas of courses that would fit, can we make suggestions?” Dr. Oakes said, “yes, but that needs to be pretty soon as it needs to get in on the next curriculum cycle.”

Dr. Disney also asked about the group A and B designations and if this was going to be better described.

Dr. Oakes affirmed this and stated that there had been conversations about how focused the concentrations need to be. Dr. Disney said group B seemed to be related to specific groups of populations.

Dr. Boyd said there may be a petition process for students to use other courses according to their interests.

Dr. Glasscock asked how long this program may take for a working student. Dr. Oakes answered, “About two years, depending on PLA.”

Dr. Abernathy said that with the help of AAAS, they looked at courses and when they were offered, including online.

Dr. Thacker asked about hours—it looked like a 72-hours program. Dr. Abernathy clarified with the transfer credit that students would probably be bringing in classes from their associates’ degrees that would lessen the number of hours to complete in Gen Ed.

Mr. Dresbach asked if there was a relationship between the PFST classes and HMXP & CRTW. Dr. Oakes replied, “Yes. The learning outcomes were lined up and Katarina Moyon and Amanda Hiner helped design the corresponding PFST courses.”

Mr. Dresbach also questioned if one would be able to count for the other. “What if someone wanted to change their major?” Dr. Guilbaud responded that these students could not change their major. Dr. Koster said they could petition. Dr. Guilbaud also said there would be advising at entry.

Dr. Koster asked, “Since this is being housed in Arts and Sciences, was there any thought of the Foreign Language requirement?” Dr. Oakes replied that since this degree wasn’t a BA or BS, it didn’t have to have this requirement.

Dr. Koster asked about teaching loads. Dr. Oakes said they would need faculty to teach the core. They are also hoping to get a part-time director who would teach a course or two.

Dr. Koster then asked how big of a cohort they were expecting.

Dr. Guilbaud said they looked at College of Charleston which had over 50 students the first year. Ours would be a similar projection.

Dr. Wonderlich inquired about a part-time director. She asked if they would be responsible for training, PLAs, etc. Dr. Guilbaud replied, "Yes and also administrative work. There are training programs for PLAs and directing this type of program. It's become quite an industry."

Dr. Burmeister questioned the comment about this program not leading to graduate studies. This was not what Dr. Guilbaud intended. He explained that the business concentration would not make a student eligible for the MBA.

Mr. Druke spoke to the CHE process requirement.

Dr. Oakes indicated a 2019 launch.

Dr. Disney thanked the group for all their hard work. In terms of what faculty might be willing to do, she noted this would be a new opportunity to think about their teaching load. "We should welcome and encourage faculty," she said.

Dr. Koster thanked the committee for coming and encouraged council members to talk about this in their departments.

### **VIII. Announcements**

Ms. Jones reminded everyone of interim grading starting next week.

Dr. Koster spoke to membership and opportunity for an AC chair as well as Gen Ed and CUC chairs. Dr. Thacker will be running the next meeting as she will be at a conference.

### **IX. Adjournment**

The next meeting is Friday April 6, 2018, 2 PM, in Macfeat Conference Room B.

Respectfully Submitted,  
Gina Jones, Secretary



## Bachelor of Professional Studies -- Draft Curriculum

### Requirements in the Major

PFST 301, 302, 303	9
PFST 401, 402, 4959	9
Choose a concentration	24
<u>Organizational Operations</u>	
Concentration requirements (12 credits):	
ACCT280, QMTH205, MGMT321, and MKTG380	
Concentration electives (12 credits):	
Choose 2 courses from group A:	
BADM 250, ECON215, ECON216, ENTR373, MGMT325, MKTG381	
Choose 2 courses from group B:	
MCOM205, 341, 370, 412; PLSC321; PSYC305, 316; SCWK306; SOCL314, 332, 518	
<u>Health Services</u>	
Concentration requirements (12 credits):	
HCMT200, 302; HLTH300; and PSYC510, SCWK305, or SOCL339	
Concentration electives (12 credits, at least 2 designators):	
BADM250; GRNT/SCWK300; GRNT/SOCL304; HCMT300, 303, 492; HDFS450; HLTH406, 500, 501, 506, 507; MKTG380; MGMT321, 325, 355; NUTR221, 370; PLSC324; PSYC301, 320, 402, 510, 515; SCWK305; SOCL316, 319, 339	

**Subtotal** **42**

\*\*\*A maximum of 18 credit hours in courses with designators in the College of Business Administration may be applied to a PFST concentration (ACCT, BADM, ECON, ENTR, HCMT, MGMT, MKTG, and QMTH).

**General Electives** **32-49**

**TOTAL** **120**

The student must attain a cumulative grade-point average of 2.00 or better in courses taken at Winthrop and included in the 42 semester hours of the required program.

Within the 120 semester hours required for this degree, the student must include a minimum of 40 semester hours in courses numbered above 299.

To be admitted into this program, the student must

- be at least 25 years old (US military service members (active, reserve or veteran) less than 25 years old may be evaluated for admissions to this program on a case by case basis), AND
- have attained an Associate's degree designed for university transfer from an accredited college OR at least 60 credits geared toward university transfer allowing admitted students to meet all General Education requirements, and present a cumulative GPA of 2 on a 4.0 scale from prior institutions including a 2.0 during their last term of attendance.

The BPS Core

Course	Title	ULCs	Portfolio Products
PFST 301	Introduction to Prior Learning and Experience	1, 4	PLA Assessment (if any) Concentration Proposal
PFST 302	Human Relations, Leadership, and Teamwork	2, 3	Reflective Essays Leadership Analyses Case Study Analyses
PFST 303	Applied Critical Thinking	1, 4	Argumentative Essays Research Paper Updated Concentration
PFST 401	Professional Identity and Development	2, 4	Professional Development Assessments and Plan
PFST 402	Globalization and Diversity in the Workplace	3	Reflective Essays Study Abroad Reflective Paper
PFST 495	Capstone Seminar	1-4	Senior Capstone Project Resume

**Both PFST 301/302 and HMXP 201 Require:**

- Critical reading and analysis of mature prose texts
- Argumentative and reflective writing
- The practice of both oral and written communication skills
- Thesis-driven writing that requires the correct use of borrowed information
- A minimum of 4500 words of graded writing
- Analysis and examination of prose texts addressing the self and education (301)
- Analysis of the role of education and past experience in forming personal identity (301)
- Analysis/examination of texts addressing diversity in the workplace and leadership styles (302)
- Analysis of diverse human perspectives and points of view (302)
- Increased awareness of others' perceptions (302)
- Increased self-awareness resulting from analysis of one's own attitudes and beliefs towards culture and diversity (302)

**Both PFST 303 and CRTW 201 Require:**

- Consideration of impediments to critical thinking
- Analysis and evaluation of mature prose texts and professional problems using the Elements of Reasoning and the Intellectual Standards
- Reflective and argumentative writing incorporating borrowed material
- Critical reading and analysis of mature prose texts

- Argumentative research paper analyzing a problem or issue from a professional context incorporating borrowed information and involving library research
- The practice of both oral and written communication
- A minimum of 6000 words of graded writing