

ACADEMIC AFFAIRS COMMITTEE

February 24, 2004

Members

Present: R. E. Byrd, Bob Austin, Mike Bellah, Toni Brasher, Diane Brice, Bill Crawford, David Fike, Mary Graff, Kim Hays, Judy Johnson, Jerry Moller, Ken Pirtle, Jim Powell, Kathy Reed, Bob Sloger, and Mark Usnick

Members Cherie Clifton

Absent:

FEBRUARY 10, 2004 MINUTES

Moller moved, seconded by Crawford, to approve the February 10, 2004 minutes as submitted. The motion carried.

REVIEW OF ACADEMIC POLICIES AND INFORMATION/DEGREES AND CERTIFICATES

Byrd noted that at the next meeting we will review the Admission Policies. SACS mandates that this committee review the above and admission policies annually.

Academic Policies and Information

Byrd reviewed the proposed changes which included:

1. Adding a statement about the Texas Common Course Numbering System
2. Adding a statement under Attendance about courses delivered electronically
3. Revision to Final Examinations statement.

Degrees and Certificates

Byrd reviewed the proposed changes which included:

1. Addition of the following courses to the General Education Course List: ANTH 2346, ANTH 2351, HIST 2311, HIST 2322, ENGL 2341

Austin moved, seconded by Sloger, to approve the changes as presented. The motion carried.

BUSINESS DIVISION

Computer Information Systems

Sloger expanded on the rationale for the changes. The advisory committee has endorsed the changes to update, refine, and/or change the indicated courses and programs. Part of the reason for the changes is that we may be spreading the CIS majors to thin and we need to improve the preparation of our students in the workforce. Sloger said they work with the WTA&MU articulation.

Bellah asked if these types of programs are competitive with programs offered through schools like the University of Phoenix. Byrd said he would like many of our programs to work towards such.

Sloger and Fike discussed Math for Business Decisions and agreed that MATH 1324 will meet the prerequisite of MATH 1342 which is required in the Computer Business Specialist Option.

Proposed Changes:

1. AS/400 Applications Development
 - a. Replace BCIS 1432 with ITSE 1418
 - b. Replace BCIS 2432 with ITSE 2451.
2. Microcomputer Specialist
 - a. Change name to Computer Business Specialist
 - b. Replace BUSI 2471 with Math 1342

- c. BCIS 1432 with ITSE 1418
 - d. Replace ITSE 1414 with BCIS 2431
 - e. ACNT 1311 with CPMT 1305
 - f. Add ITCC 1302
- 3. Software Systems and Networking
 - a. Replace IMED 1416 with ITSE 2402
 - b. Replace CPMT 1349 with CPMT 1305
 - c. Replace ITNW 2351 with CPMT 1309
 - d. Replace COSC 2425 with ITCC 1302
- 4. Systems Programming
 - a. Change name to Computer Programming
 - b. Replace COSC 2425 with COSC 2430
 - c. Replace ITSE 2459 with BCIS 2390
 - d. Change ITSC 1402 to ITSC 1402 or BCIS 2431 or COSC 2425
- 5. World Wide Web Software Development
 - a. Replace BCIS 2390 with BCIS 2431
 - b. Replace IMED 1416 with ITSE 2402
 - c. Replace IMED 2415 with INEW 2434
 - d. Replace CPMT 1349 with ENGR 1373
 - e. Replace ENGL 2311 with ENGR 1173
 - f. Replace ITNW 2454 with IMED 1316
 - g. Replace MATH 1325 with ITSC 1411 or ITSE 2417
- 6. Revise the Course Descriptions of:
 - a. ITSC 1313
 - b. ITSC 1411
- 7. Delete the following courses:
 - a. BCIS 1432: Cobol//400 Programming
 - b. BCIS 2432: Cobol/400 Programming II
 - c. IMED 1416: Web Page Design I
 - d. IMED 2415: Web Page Design II
 - e. ITNW 2454: Internet/Intranet Server
- 8. Add the Following courses:
 - a. CPMT 1305: Essentials I: PC Hardware and Software
 - b. CPMT 1309: Essentials II: Network Operating Systems
 - c. INEW 2434: Advanced Web Page Programming
 - d. ITSE 1418: Introduction to Cobol Programming
 - e. ITSE 2417: JAVA Programming I
 - f. ITSE 2402: Intermediate Web Programming
 - g. ITSE 2451: Advanced Cobol Programming

Crawford moved, seconded by Brasher, to approve the requests as submitted. The motion carried.

INDUSTRIAL AND TRANSPORTATION TECHNOLOGIES DIVISION

Interior Design

Hays said most of the requests are housekeeping. Byrd noted that the program does have an articulation agreement with Texas Tech and we need to notify students of such but need to be careful in how we state such.

Proposed changes:

AAS:

- 1. Revise introduction Change Humanities* to Humanities/Fine Arts*
- 2. Change Math* to Math 1333: Contemporary Math (or any Math*)
- 3. INDS 1349 – delete prerequisite of INDS 1315

4. INDS 1345 – add prerequisite of INDS 1315
5. INDS 1345 and INDS 2313 – add pre/corequisite of INDS 2307
6. Replace INDS 1364 with INDS 2330
7. Delete optional course of INDS 1391

Professional Certificate:

1. Revise
2. Replace INDS 2401 with INDS 2364
3. Add INDS 2491 and INDS 1391 as optional substitutions for ART 1303 and ART 1304
4. Change DFTG 1352 to DFTG 2319

Certificate:

1. Reword testing requirement
2. Delete optional course of INDS 1391

Courses:

1. Change INDS 1364 to INDS 2364
2. Add INDS 1491
3. Change prerequisite of INDS 1345
4. Change prerequisite of INDS 2313
5. Change prerequisite of INDS 1349
6. Change INDS 2401 to INDS 2330

Pirtle moved, seconded by Sloger, to approve the requests are submitted. The motion carried.

LANGUAGE, COMMUNICATION AND FINE ARTS

Mass Communication

Radio-Television

Pirtle noted that the changes are due to the approval of the Field of Study for Communication. Byrd explained that a few years ago the legislature demanded that the Coordinating Board create a field of study that will satisfy the lower-division requirements for a bachelor's degree in a specific academic area at the general academic teaching institution. About 10 fields of study curriculum have been designed.

Proposed changes for Mass Communication:

1. Add COMM 1318: Photography I and cross-list it with ARTS 2356: Fundamentals of Photography I
2. Change title of COMM 1307 to Introduction to Mass Communication
3. Change title of COMM 2305 to Editing and Design
4. Delete COMM 1129, 1130, 2129, 2130: Publications
5. Delete RTVB 1329 and add COMM 2339
6. Delete the Mass Communication option
7. Revise the Advertising/Public Relations, Journalism, and Mass Communication/Radio-Television Options to align with the Communication Field of Study curriculum
8. Increase the number of hours under Recommended Courses from 1-3 to 5-6 hours

Proposed changes for Radio-TV:

1. Revise the Radio-Television AAS Broadcast Production and Broadcast Sales and Marketing options to delete RTVB 1329 and add COMM 2339
2. Change RTVB 1447 to (4 sem hrs; 2 lec, 4 lab)
3. Change BUSI 1311 (expired course) to MRKG 2333

Moller moved, seconded by Powell, to approve the requests as submitted.

The motion carried.

LATE WITHDRAWALS

Byrd has obtained data from Brice. There were 69 faculty who submitted late withdrawals which is an improvement over fall 2002 where there were 114 faculty requesting such. Many of the 69 were justifiable.

35 withdrawals were granted after finals had begun and 9 have been granted since January 1, 2004.

LATE REGISTRATIONS

Brice noted that we also have a slight problem with faculty registering students for a class at the time they turn in grades. Usually the student had been dropped for non-payment.

Byrd noted that the 12th class-day rosters were returned in a timely manner this semester.

ADVISORS, ADVISING, DEGREE PLAN CHANGES, ETC

Usnick distributed a memo of concern that has arisen in his area regarding the above. Bellah noted that these types of concern could be covered under the Best Practices which are being worked on, Academic Integrity, and Ethics statements.

BEST PRACTICES

Byrd noted that this is still a topic and he is still working on how to accomplish such.