



**ARMSTRONG ATLANTIC
STATE UNIVERSITY**

University Hall 282
Minutes March 24, 2010

PRESENT: James Brawner, Kimberly Coulton, José da Cruz, Sharon Gilliard-Smith, Leon Jaynes, David Lake, Glenda Ogletree (Chair), Randall Reese, Jonathan Roberts, Teresa Winterhalter, Jennifer Zettler, Phyllis Panhorst (Catalog Editor)

ABSENT: Regina Rahimi, James Todesca

GUESTS: Joyce Bergin, Trish Coberly, Stan Cooke, John Hobe, Tom Murphy, Delana Nivens, Helen Taggart

CALL TO ORDER. The meeting was called to order at 3:06 p.m. by Dr. Glenda Ogletree.

APPROVAL OF MINUTES. The minutes of February 17, 2010 were approved, with friendly amendment to description in Item I.C.1 put forward by the Senate on March 8, 2010.

SECTION I. Undergraduate Items Approved

The following items were discussed and approved by the committee and are being submitted to the Faculty Senate for approval.

I. College of Education

A. Early Childhood Education

1. Delete the following course:

~~ECUG 3100 Contemporary Social Issues of the Family 2-2-2~~

Rationale: Course is no longer viable. Its content has been added to ECUG 3040 Childhood and Adolescence and ECUG 3060 Language, Learning, and Cognition.

Effective date: Fall 2010

2. Change the title, hours, and description of the following course:

ECUG 3040 Childhood **Development from Prenatal Period to Adolescence** ~~and~~
Adolescence ~~2-2-2~~ **3-V-3**

Description: ~~Comprehensive overview of developmental process from prenatal through adolescence.~~ **An overview of developmental processes in the social, emotional, cognitive, and physical contexts from the prenatal period to adolescence. Appropriate methods for diagnosing and evaluating the young child, incorporating an integrated approach to curriculum planning, and family issues will be emphasized. A field experience is required.**

Rationale: This course has been changed to reflect the addition of content from the deleted course, ECUG 3100. The title and description reflect these changes. The change in hours reflects the change in course content and the requirements of a field experience.

Effective date: Fall 2010

3. Change the title, hours, and description of the following course:

ECUG 3060 Language Development, Birth to Grade 5 ~~Learning, and Cognition 2-2-2~~ **3-V-3**

Description: ~~Normal development of language with emphasis on oral language and the relationships between cognition, speech and language.~~ **Language development emphasizing oral language, phonics, diagnosing and evaluating children's literacy skills through observational procedures to meet the needs of a diverse population including ELL and students with special needs. Emphasizes proficiency in establishing a culturally sensitive family involvement program in order to develop children's literacy skills. A field experience is required.**

Rationale: The change in title and description reflect the changes in the course and the addition of content from the deleted course, ECUG 3100. The change in hours reflects the additional content and the requirements of a field experience.

Effective date: Fall 2010

4. Change the hours, prerequisites, and description of the following course:

ECUG 4090 Classroom Management ~~3-3-3~~ **3-V-3**

Prerequisite: Admission to Candidacy in the Department of Early Childhood Education and ~~ECUG 3100 and~~ ECUG 3040

Description: ~~Research knowledge base to create a well-managed classroom and guide the behavior of young children.~~ **Developing, organizing, managing, and modifying classroom procedures and student performance. Emphasis on developing teacher candidates' abilities to meet the needs of a diverse population including ELL and students with special needs. A field experience is required.**

Rationale: The change in hours reflects the requirements of a field experience. Removal of ECUG 3100 reflects the fact that this course has been deleted and will no longer be offered. The change in the course description reflects the change in the focus of the course and additions to its content.

Effective date: Fall 2010

5. Change the title, hours, and description of the following course:

ECUG 4300 ~~Diagnosing and Prescribing for Reading Problems~~ **Language Arts Assessment and Modification** ~~3-3-3~~ **1-V-3**

Description: ~~Diagnostic and prescriptive principles underlying assessment and correction of learning problems.~~ **An intensive study of assessment, diagnosis, planning, implementation and modification of instruction in order to bridge the achievement gap in Language Arts. A field experience is required.**

Rationale: The change in title and description reflect the changes to the course's content and focus. The change in hours reflects the addition of a field experience with focus on instruction outside the university classroom.

Effective date: Fall 2010

6. Modify the Program of Study for the Bachelor of Science in Early Childhood Education

B. Major Field Courses	47 hours
EDUC 3100 - Technology Applications for Teachers	2
EDUC 3200 - Curriculum, Instruction, and Assessment	3
EDUC 3300 - Educating Students with Disabilities in the General Education Classroom	3
ECUG 3040 - Childhood and Adolescence Childhood Development from Prenatal Period to Adolescence	2 3
ECUG 3060 - Language and Cognition Language Development, Birth to Grade 5	2 3
ECUG 3071 - Literature and Language Arts	3
ECUG 3072 - Teaching of Reading	3
ECUG 3100 - Contemporary Social Issues of the Family	2
ECUG 3750 - Internship I – Pre-Student Teaching	3
ECUG 4070 - Social Studies	3
ECUG 4080 - Life and Physical Science	3
ECUG 4090 - Classroom Management	3
ECUG 4300 - Diagnosing and Prescribing for Reading Problems Language Arts Assessment and Modification	3 3
ECUG 4750 - Internship II – Student Teaching	12

Effective date: Fall 2010

- B. Health and Physical Education (no items)
- C. Middle and Secondary Education (no items)

D. Special and Adult Education

This item was remanded by the UCC at the February 17, 2010 meeting.

1. Change prerequisites for the following course:

EDUC 3100 Technology Applications for Teachers

Prerequisites: ~~none~~ ~~Two of the following courses: EDUC 2110, 2120, and/or 2130~~

Rationale: The content of EDUC 3100 is not dependent on mastery of the content of EDUC 2110, 2120, or 2130. Teacher education candidates in Early Childhood Education, Middle Grades Education, and Health and Physical Education are required to take this course. Requiring that candidates complete the two course prerequisites before enrolling in EDUC 3100 creates a bottle neck and unnecessarily delays progression through the programs of study. Because of the nature of the content and requirements of this course, it is important that it be taken early in the program of study. The request to remove the prerequisites came from the three departments of the College of Education and was reviewed and approved by the College of Education Curriculum Committee.

Effective Term: Fall 2010

II. College of Health Professions

A. Communication Sciences and Disorders

1. Delete the following courses:

~~CSDS 4140 – Augmentative & Alternative Communication 3-0-3~~

~~CSDS 4170 – Introduction to Diagnostic Procedures in Speech Language Pathology 3-0-3~~

~~CSDS 4180 – Directed Observations in Speech Language Pathology 3-0-3~~

Rationale: The department of Communication Sciences and Disorders no longer leads to certification at the undergraduate level. As a result, 4140, 4170 and 4180 are not essential components for the education of undergraduate students or for preparing a student for graduate study. Information contained in 4140 that is potentially helpful to students who are continuing with graduate study will be taught at the graduate level in 7145, 7143, and 7151. Likewise, a survey of the content will remain at the undergraduate level and will be taught in 4190 (Clinical Methods). In addition, deleting these courses will allow students to substitute more appropriate electives. The deletion will also decrease the need for the use of adjunct faculty in response to the reduction of budgets campus-wide.

Effective date: Fall 2010

2. Create the following course:

CSDS 4050 Intercultural Communication

3 - 0 - 3

Description: This course explores key concepts of culture as it relates to verbal and nonverbal communication using a global perspective. The course will address topics such as barriers to communication; dimensions of culture; multiculturalism and culture's influence on communication. In addition,

students will examine cultural and linguistic variation/language difference versus language disorder. Course materials and activities are designed to expand students' intellectual curiosity, critical thinking, and intercultural competence in the area of speech, language and communication.

Rationale: The department recognized the need to better prepare students in the major and across disciplines to work in a dynamic and diverse society. As a result students will now have a course offering that will explore communication interaction, both verbal and nonverbal from a global perspective.

CURCAT

Major Department: Communication Sciences and Disorders

Can Course Be Repeated For Additional Credit: No

Maximum Number of Credit Hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Effective date: Fall 2010

3. Modify Program of study for the Bachelor of Science in Communication Sciences and Disorders

A. Core Area F18 hours

CEUG 1010 - Human Growth and Development
 CEUG 2100 - Introduction to Students with Disabilities
~~CSCI 1150 - Introduction to Internet & Web~~
 HSCC 2500 - Health Issues & Resources
 PHSC 1211 - Physical Science
 PHSC 1211L - Physical Science Lab
 HLPR 2010 - Cultural, Illness, Diagnosis, & Treatment
HSCC 2200- Health Communication

B. Major Field Courses48-39 hours

CSDS 1220 - Introduction to Communication Disorders
 CSDS 2230- Anatomy and Physiology of Speech and Hearing Mechanisms
CSDS 2240 -Normal Speech and Language Development
 CSDS 2250 - Phonetics
~~CSDS 3150 - Normal Speech and Language Development~~
 CSDS 3400 - Speech Science
 CSDS 3410 - Introduction to Audiology
 CSDS 3420 - Language Disorders
 CSDS 3430 - Organically Based Communication Disorders
 CSDS 3450 - Articulation Disorders
~~CSDS 4140 - Augmentative & Alternative Communication~~
~~CSDS 4170 - Introduction to Diagnostic Procedures in Speech Language Pathology~~
~~CSDS 4180 - Directed Observations in Speech Language Pathology~~

CSDS 4190 - Clinical Methods in Speech-Language Pathology	
CSDS 4210 - Senior in Communication Sciences and Disorders	
CSDS 4050 Intercultural Communication	
CSDS 4450 - Practicum in Speech-Language Pathology	
CSDS 4500 - Introduction to Research in Speech-Language Pathology	
C. Related Field Courses	9 hours
PSYC 5060U - Behavior Modification Basic Behavior Principles and Behavior Change	
GERO 5500U - Survey of Gerontology	
GERO 5510U - Healthy Aging	
D. Electives*	312 hours
<i>*If not taken in area E, substitute PSYC 1101 - General Psychology. At least six hours of electives must be courses numbered 3000 or above unless the following sequence is taken in American Sign Language: CSDS 1001, 1002, 2001. PSYC 1101 (Introduction to Psychology) may also be substituted if not taken in area E.</i>	

Total Semester Hours	123 hours
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Rationale: In relation to CSCI 1150, this course has been substituted with a more appropriate course (HSCC 2200: Health Communication) for students in communication sciences and disorders as it will increase their ability to effectively communicate health related information and work successfully as a member of an interdisciplinary team. The other changes reflect deletions, changes, and additions of courses.

Effective Term: Fall 2010

- B. Dental Hygiene (no items)
- C. Health Sciences (no items)
- D. Medical Technology (no items)

E. Nursing

1. Delete the following course:

~~NURS 3311: Introduction to Pharmacological Concepts for Nursing~~ ~~2-0-2~~

Rationale: The pharmacology content is currently taught in three 2-hour classes in the first, second and third semesters of nursing. The change will also allow a reduction in the number of hours required for the first semester of nursing.

Effective Term: Fall 2010

2. Change credit distribution for the following courses:

NURS 3312: Pharmacological Concepts for Nursing I	2-0-2 3-0-3
NURS 4313: Pharmacological Concepts for Nursing II	2-0-2 3-0-3

Rationale: The two 3-hour classes will be offered in the second and third semesters of nursing. The change from three 2-hour courses to two 3-hour courses is needed to allow

longer class time for each course and more consistency between courses. The total hours for the pharmacology content will remain at 6 hours.

CURCAT

Major Department: Nursing

Can course be repeated for additional credit? No

Maximum number of credit hours: ~~2~~ **3**

Grading Mode: Normal

Instruction Type: Lecture

Effective Term: Fall 2010

3. Change the following pre/ corequisites:

- a. NURS 3344. Skills and Essentials of Nursing Practice.
Prerequisites or co requisites: Admission to the BSN program ~~NURS 3311, NURS 3309, and NURS 3320.~~
- b. NURS 3320. Health Assessment of the Well Individual
Prerequisite: Admission to the BSN program.
Prerequisites or corequisites: NURS 3304, 3309, 3344

Rationale: The first semester courses include NURS 3304, 3344, 3309 and 3320. The change in pre-/co requisites will allow students to complete the first semester content in a part time fashion. All courses needed to be completed pre or co- NURS 3320.

Effective Term: Fall 2010

4. Change the following pre/corequisites:

- a. NURS 3345. Adult Health I
Prerequisite: ~~NURS 3304, NURS 3344, NURS 3320~~
Corequisite: ~~NURS 3312~~
Pre requisite or corequisite: NURS 3312
- b. NURS 3535. Mental Health
Pre requisite: ~~NURS 3304, NURS 3344, NURS 3320~~
Co-requisite: ~~NURS 3312~~
Prerequisite or corequisite: NURS 3312

Rationale: This reflects changes in the pre or co requisites for the first semester. Allowing NURS 3312 as a pre or co requisite allows for a part time schedule.

Effective Term: Fall 2010

5. Change the following pre/corequisites:

- NURS 4313: Pharmacological concepts for Nursing II
Prerequisites: NURS 3312
Co-requisites: ~~NURS 4355, NURS 4355~~

Rationale: Allows for part time schedule

Effective Term Fall 2010

6. Change the following pre/ co requisites:

NURS 4355: Women and Children's Health

4-6-6

Prerequisites: NURS 3345, NURS 3535, NURS 3312

Pre or corequisite: NURS 4313, ~~NURS 4345~~

Rationale: Allows for part time schedule.

Effective term: Fall 2010

7. Change the following pre/ co requisites:

NURS 4215. Home Health Nursing.

Prerequisites: ~~NURS 3535~~ . **NURS 3345**

Rationale: Previous curriculum changes eliminated NURS 3535.

Effective Term: Fall 2010

8. Change the following pre/ co requisites:

NURS 4214. Complementary and Alternative Modalities.

Prerequisite: ~~NURS 3345~~ **Admission to the BSN program or permission of the course instructor.**

Rationale: NURS 4214 is not a clinical course. Eliminating the pre requisite will open the opportunity for more students to take advantage of this course. Allowing permission of the instructor will also open the course to be used for study abroad.

Effective term: Summer 2010

9. Modify the Program of Study Bachelor of Science in Nursing - Pre licensure Program – 64 hours

Major Field Courses

NURS 3304 - Professional Nursing Practice (3-0-3)

NURS 3309 – Pathophysiology (3-0-3)

~~NURS 3311 – Intro to Pharmacological Concepts (2-0-2)~~

NURS 3320 - Health Assessment (3-3-4)

NURS 3344 – Skills and Essentials (3-3-4)

NURS 3312 – Pharmacological Concepts for Nursing I (~~2-0-2~~) **(3-0-3)**

NURS 3345 - Adult Health I (4-6-6)

NURS 3535 - Mental Health (4-6-6)

NURS 4313- Pharmacological Concepts for Nursing II (~~2-0-2~~) **(3-0-3)**

NURS 4355 – Women and Children's Health (4-6-6)

NURS 4345 - Adult Health II (4-9-7)
 NURS 4445 - Research for Evidence Based Practice (3-0-3)
 NURS 4440 – Population Focused Nursing (3-6-5)
 NURS 4450 – Professional Nursing Leadership and Management (4-9-7)
 NURS 4466 –Critical Scientific Inquiry (0-3-1)
 One elective course selected from list
 Nursing Elective (3)

Effective term: Fall 2010

- F. Physical Therapy (no items)
- G. Radiologic Sciences (no items)
- H. Respiratory Therapy (no items)

III. College of Liberal Arts (no items)

IV. College of Science and Technology

A. Biology (no items)

B. Chemistry & Physics

1. Change the following courses (see rationale on page 11, following Item 2):

- a. CHEM 4100 ADVANCED TOPICS IN ORGANIC CHEMISTRY ~~2-4-3~~ **2-0-2**
 Prerequisite: CHEM 2102, ~~and~~ CHEM 2102L and ~~CHEM 3401~~
instructor/Department Head permission
Description: Topics **may** include synthesis of complex molecules and natural products, asymmetric synthesis and mechanistic organic chemistry. Analytical applications of organic chemistry emphasized through lab investigations. **Course offerings include medicinal chemistry and molecular level organic chemistry. Course may be repeated as topics vary.**

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? Yes

Maximum number of credit hours: 20

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

- b. CHEM 4200 ADVANCED TOPICS IN INORGANIC CHEMISTRY ~~2-4-3~~ **2-0-2**
 Prerequisite: CHEM 3200 and ~~CHEM 3401~~ **instructor/Department Head permission**
Description: ~~Advanced applications of inorganic chemistry through lab investigations.~~ **Course offerings may include metals in medicine, bioinorganic**

chemistry, and applied catalysis and biocatalysis. Course may be repeated as topics vary.

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? Yes

Maximum number of credit hours: 20

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

c. CHEM 4300 ADVANCED TOPICS IN ANALYTICAL CHEMISTRY ~~2-4-3~~ 2-0-2

Prerequisite: CHEM 3300 and ~~CHEM 3401~~ instructor/Department Head permission

Description: ~~Advanced applications of spectrometric and chromatographic analyses.~~ Course offerings may include bioanalytical chemistry and NMR methods in chemistry. Course may be repeated as topics vary.

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? Yes

Maximum number of credit hours: 20

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

d. CHEM 4400 ADVANCED TOPICS IN PHYSICAL CHEMISTRY ~~2-4-3~~ 2-0-2

Prerequisite: CHEM 3402 3401 and instructor/Department Head permission

Description: ~~Advanced topics and applications of physical chemistry emphasized through lab investigations.~~ Course offerings may include computational chemistry, chemical kinetics, and quantum chemistry. Course may be repeated as topics vary.

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? Yes

Maximum number of credit hours: 20

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

2. Create the following course:**CHEM 4600 ADVANCED TOPICS IN INTERDISCIPLINARY CHEMISTRY****2-0-2****Prerequisite:** CHEM 2102, CHEM 2102L, CHEM 2300 and instructor/Department Head permission**Description:** Course offerings may include chemistry of materials, plagiarism & misconduct in science, forensic chemistry, and environmental chemistry. Course may be repeated as topics vary.**Effective Term: Fall 2010****CURCAT:****Major Department: Chemistry & Physics****Can course be repeated for additional credit? Yes****Maximum number of credit hours: 30****Grading Mode: Normal****Instruction Type: Lecture****Course equivalent: None**

Rationale for items 1 & 2: In the current structure, B.S. students are required to take two advanced courses. The changes made to these courses remove the lab portions and reduce the credits to 2 hours, which allows our students to have a broader exposure to a variety of advanced topics. Making these changes has resulted in the updating of the course descriptions, and the creation of a new course (CHEM 4600). The prerequisite courses are those required for success in each of the advanced courses.

3. Change the following programs of study:**a. PROGRAM FOR THE DEGREE OF BACHELOR OF ARTS IN CHEMISTRY**

Track I: Chemistry

B.Major Field Courses 33 hours

Required (20 Hours)

CHEM 2101/2101L - Organic Chemistry I

CHEM 2102/2102L - Organic Chemistry II

CHEM 2300 - Principles of Chemical Analysis

CHEM 3200 - Inorganic Chemistry

CHEM 3401 - Physical Chemistry I

Approved upper-division electives (13 hours) in the major from:

CHEM 3300 - Instrumental Analysis

CHEM 3402 - Physical Chemistry II

CHEM 3801 - Biochemistry I

CHEM 3802 - Biochemistry II

~~CHEM 3900 - Chemical Research (maximum of 3 credit hours)~~CHEM 4100 - Advanced **Topics in** Organic ChemistryCHEM 4200 - Advanced **Topics in** Inorganic Chemistry

CHEM 4300 - Advanced **Topics in** Analytical Chemistry
 CHEM 4400 - Advanced **Topics in** Physical Chemistry
 CHEM 4500 - Chemistry Seminar
CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry
 CHEM 4940 - Special Topics in Chemistry
 CHEM 4950 - Special Lecture Topics in Chemistry

with a maximum 3 hours total from:

CHEM 3900 - Chemical Research

CHEM 4960 - Internship (~~maximum of 3 credit hours~~)

CHEM 4991 - Advanced Chemical Research (~~maximum of 3 credit hours~~)

Track II: Biochemistry

B.Major Field Courses 33 hours

Required (30 Hours)

CHEM 2101/2101L - Organic Chemistry I

CHEM 2102/2102L - Organic Chemistry II

CHEM 2300 - Principles of Chemical Analysis

CHEM 3200 - Inorganic Chemistry

CHEM 3300 - Instrumental Analysis

CHEM 3401 - Physical Chemistry I

CHEM 3801 - Biochemistry I

CHEM 3802 - Biochemistry II

CHEM 3803 - Biochemistry Laboratory

Approved upper-division electives (3 hours) in the major from:

CHEM 3402 - Physical Chemistry II

CHEM 3900 - Chemical Research - Biochemistry Approved (~~maximum of 3 credit hours~~)

CHEM 4100 - Advanced **Topics in** Organic Chemistry - Biochemistry Approved

CHEM 4200 - Advanced **Topics in** Inorganic Chemistry - Biochemistry Approved

CHEM 4300 - Advanced **Topics in** Analytical Chemistry - Biochemistry Approved

CHEM 4400 - Advanced **Topics in** Physical Chemistry - Biochemistry Approved

CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry - Biochemistry

Approved

CHEM 4940 - Special Topics in Chemistry - Biochemistry Approved

CHEM 4950 - Special Lecture Topics in Chemistry - Biochemistry Approved

CHEM 4960 - Internship - Biochemistry Approved (~~maximum of 3 credit hours~~)

CHEM 4991 - Advanced Chemical Research - Biochemistry Approved (~~maximum of 3 credit hours~~)

b. PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN CHEMISTRY

B.Major Field Courses 38 39 hours

CHEM 2101/2101L - Organic Chemistry I

CHEM 2102/2102L - Organic Chemistry II

CHEM 2300 - Principles of Chemical Analysis

CHEM 3200 - Inorganic Chemistry

CHEM 3300 - Instrumental Analysis

CHEM 3401 - Physical Chemistry I

CHEM 3402 - Physical Chemistry II

CHEM 4500 - Chemistry Seminar

Two courses from:

—CHEM 3801—Biochemistry I

—CHEM 4100—Advanced Organic Chemistry

—CHEM 4200—Advanced Inorganic Chemistry

—CHEM 4300—Advanced Analytical Chemistry

—CHEM 4400—Advanced Physical Chemistry

Two credit hours from **9 hours from:**

CHEM 2700, 2900, 3801, 3802, 3803, 3900, 4100, 4200, 4300, 4400, **4600**, 4940, 4950, 4960, or 4991/2/3/4 **with a maximum 2 hours total from: CHEM 3900, 4960, 4991**

C.Electives ~~22~~ **21** hours

~~15~~ **14** hours of upper-division courses ~~from within College of Liberal Arts~~

7 hours of free electives

Total Semester Hours 123 hours

Pre-professional/Biochemistry Option:

B.Major Field Courses ~~38~~ **39** hours

Add CHEM 3801, 3802 - Biochemistry I, II as requirements

C.Related Field Courses 7 hours

BIOL 1107 - Principles of Biology I and BIOL 1108 - Principles of Biology II (one hour counted in Area F)

D.Electives ~~15~~ **14** hours

Upper-division courses ~~from chemistry or other subjects within the College of Liberal Arts (15 semester hours)~~

Pre-Graduate Study Option:

Note: PHYS 2211**K** and PHYS 2212**K** is the recommended physics sequence.

C.Related Field Courses ~~13~~ **10** hours

MATH 2072 - Calculus II (one hour counted in Area F) and

MATH 2083 - Calculus III and

PHYS 3801/3801L - Optics and Modern Physics as requirements

D.Electives 12 hours

Upper-division courses from chemistry or other subjects within the College of Liberal Arts

c. PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN CHEMISTRY WITH AMERICAN CHEMICAL SOCIETY CERTIFICATION

B.Major Field Courses 42 hours

CHEM 2101/2101L - Organic Chemistry I

CHEM 2102/2102L - Organic Chemistry II

CHEM 2300 - Principles of Chemical Analysis

CHEM 3200 - Inorganic Chemistry

CHEM 3300 - Instrumental Analysis

CHEM 3401 - Physical Chemistry I

CHEM 3402 - Physical Chemistry II
 CHEM 3801 - Biochemistry I
 CHEM 4500 - Chemistry Seminar
 CHEM 4991 - Advanced Chemical Research (3 hours)

~~Two~~ **Three** courses from:

CHEM 4100 - Advanced **Topics in** Organic Chemistry
 CHEM 4200 - Advanced **Topics in** Inorganic Chemistry
 CHEM 4300 - Advanced **Topics in** Analytical Chemistry
 CHEM 4400 - Advanced **Topics in** Physical Chemistry
CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry

- C.Related Field Course 7 hours
 MATH 2072 (1 hour in area F)
 MATH 2083
- D.Electives 11 hours
 9 hours of upper-division electives
 2 hours of free electives

Rationale: The changes made to the degree programs reflect the proposed course changes.

Effective Term: Fall 2010

4. Create the following course (see rationale on page 15, following Item 5):

CHEM 1200 Introduction to Chemistry—Concepts and Calculations 2-0-2

Prerequisite or Corequisite: MATH 0099 or MATH 1111

Description: Introduction to chemical concepts including the periodic table, bonding and stoichiometry. Significant class work involves mathematics review and application to chemistry concepts. Students who do not take the Chemistry Placement Exam must take CHEM 1200 in preparation for taking CHEM 1211.

Credit for CHEM 1200 does not count toward the chemistry major and does not count in Core Area D for any major.

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? No

Maximum number of credit hours: 2

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

5. Change the following courses:

a. CHEM 1211 PRINCIPLES OF CHEMISTRY I

3-3-4

Prerequisite: ~~or corequisite: MATH 1111~~ **A qualifying score on the Chemistry Placement Exam or AP credit for CHEM 1211 or CHEM 1200 (minimum grade of C)**

Prerequisite or corequisite: MATH 1111

Corequisite: CHEM 1211L

Description: First course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Topics include composition of matter; nomenclature; atomic structure; bonding and molecular geometries; stoichiometry; properties of solids, liquids, gases; acids and bases; thermochemistry; and periodic relations. The lab reinforces these topics.

- b. CHEM 1212H HONORS PRINCIPLES OF CHEMISTRY II 3-0-3
 Prerequisite: ~~CHEM 1211 and approval of department head and a minimum grade of B in CHEM 1211~~ **Eligibility for MATH 1113 and either CHEM 1211 (minimum grade of B) or AP credit for CHEM 1211 or a qualifying score on the Chemistry Placement Exam.**

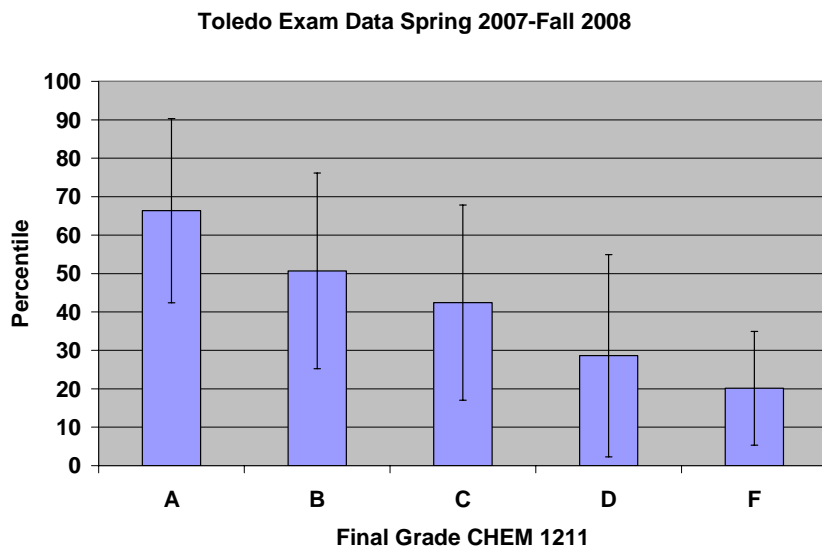
Prerequisite or corequisite: CHEM 1212A

Description: Second course in a two-semester sequence covering the fundamental and more advanced principles and applications of chemistry designed for science majors. A more in-depth treatment of the topics covered in CHEM 1212.

Rationale for Items 4 & 5:

CHEM 1200 is a course designed to IMPROVE STUDENT SUCCESS.

- Of the 1041 freshmen entering AASU between Spring 2000 and Fall 2005 with College of Science and Technology majors, 10.8% graduated from AASU with a CST major.
- Of the 1041 freshmen entering AASU between Spring 2000 and Fall 2005 with College of Science and Technology majors, 5.6% graduated from AASU with the same CST major originally declared.
- DFW rates in CHEM 1211 for the past 3 academic years are over 31%.
- Data collected over several CHEM 1211 courses shows a correlation between students' final grades and their performance on an entrance exam (Toledo Exam) given the first day of class (see graph below).
- This pre-requisite requirement is consistent with that in the MATH curriculum. **MATH 1113: MATH 1111 or a grade of at least 550 on the mathematics portion of the SAT or Math ACT score of 21. MATH 1161: MATH 1113 or 600 or higher on the mathematics portion of the SAT or Math ACT score of 24 or higher.** We are simply using an American Chemical Society entrance examination versus the SAT/ACT. *Students scoring below the passing score on the entrance exam would be moved into a chemistry preparatory course (CHEM 1200) to give them an opportunity to improve on the skills required to perform well in CHEM 1211. The assessment committee will evaluate this change in two years, and make further recommendations based on their findings.*



6. Change the following course:

PHYS 3400 CHEMICAL THERMODYNAMICS

3-0-3

Prerequisite: CHEM 1212 and MATH 2072 and either PHYS 1112K (minimum grade of C) or PHYS 2212K (minimum grade of C) and ~~PHYS 2211L (minimum grade of C)~~

~~Description: Continuation of CHEM 3401.~~ Fundamentals of physical chemistry: gas laws, heat and work, and laws of thermodynamics; material and reaction equilibrium and standard thermodynamic functions; single and multi-component phase equilibria; and reaction kinetics.

Rationale: This course allows the Applied Physics majors to take the lecture portion of CHEM 3401 without requiring the lab portion of CHEM 3401 to satisfy their 3 hour thermodynamics requirement. Therefore, this course is not a continuation of CHEM 3401, and the reference should be removed from the course description. Delete the listing of "and PHYS 2211L (minimum grade of C)" from the prerequisite. PHYS 2211L would have already been completed as a prerequisite for PHYS 2212 and clean up the redundancy of PHYS 2212.

Effective Term: Fall 2010

CURCAT:

Major Department: Chemistry & Physics

Can course be repeated for additional credit? No

Maximum number of credit hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: None

C. Information, Computing, and Engineering

1. Create the following course:**CSCI 2625 Discrete Structures for Computer Science****3-0-3****Prerequisites: CSCI 1302 and MATH 1161****Description: Introduction to mathematical and algorithmic reasoning. Topics include propositional and predicate logic, proofs, program verification, combinatorics, number theory, set theory, functions and relations, asymptotic analysis, and matrices.**

Rationale: We have proposed two courses on discrete structures for building a strong theoretical foundation for CS majors. The current computer science course in discrete structures does not allow students to obtain appropriate depth of knowledge in essential topics. This course is an introduction to discrete mathematics for computer science majors. Students will learn fundamental concepts of mathematics dealing with discrete structures relevant to computer science. The new course covers fewer topics and allows a more meaningful study of these fundamental concepts than the previous CSCI 2620 Discrete Structures course, that we propose to delete. A second proposed follow-on course covers more advanced topics building on these. These courses, taken together with other MATH courses, implement requirements for accreditation by ABET the recognized accreditor for college and university programs in applied science, computing, engineering, and technology.

Effective Term: Fall 2010**CURCAT:****Major Department: Information, Computing, and Engineering****Can Course be repeated for additional credit? No****Maximum Number of Credit Hours: 3****Grading Mode: Normal****Instruction Type: Lecture**

Course Equivalent: CSCI 2620

2. Create the following course:**CSCI 3625 Advanced Discrete Structures****3-0-3****Prerequisites: CSCI 2625****Description: Topics in discrete mathematics including advanced counting techniques, discrete probability, graph theory, Boolean Algebra, and modelling computation.**

Rationale: We have proposed two courses on discrete structures for building a strong theoretical foundation for CS majors. This is the second course. This course is a continuation of CSCI 2625. In this course, students will learn the fundamental concepts of discrete structures including graphs, trees, Boolean algebra, and finite-state machines. Students will also learn to analyze algorithms and other components of information systems using the mathematical techniques such as counting, probabilistic, algebraic, and syntactical methods.

Effective Term: Fall 2010

CURCAT:

Major Department: Information, Computing, and Engineering

Can Course be repeated for additional credit? No

Maximum Number of Credit Hours: 3

Grading Mode: Normal

Instruction Type: Lecture

3. Delete the following course:

~~CSCI 2620 Discrete Structures for Computer Science~~ ~~3-0-3~~

Rationale: Course is no longer needed with creation of CSCI 2625.

Effective Term: Fall 2010

4. Modify Program of Study for the Bachelor of Science of Computer Science

PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN COMPUTER SCIENCE

A. General Requirements

Core Areas A, B, C, D, E 42 hours

Computer science majors are required to take MATH 1113 in core area A and MATH 1161 in core area D.

Area F 18 hours

One semester hour excess for MATH 1161 from core area D and one semester hour of an approved lower division elective.

CSCI 1301 - Introduction to Programming Principles

CSCI 1302 - Advanced Programming Principles

CSCI 2070 - Ethical Considerations in Computer Science

~~CSCI 2620 – Discrete Structures for Computer Science~~

CSCI 2625 – Discrete Structures for Computer Science

MATH 2072 - Calculus II

Physical Education 3 hours

B. Major Field Courses 39 hours

CSCI 2410 - Data Structures and Algorithms

CSCI 3301 - UNIX and Secure Web Development

CSCI 2490 - Object-Oriented Programming in C++

CSCI 3201 - Computer Organization and Architecture I

CSCI 3202 - Computer Organization and Architecture II

CSCI 3321 - Introduction to Software Engineering Concepts

CSCI 3330 - Comparative Languages

CSCI 3341 - Introduction to Operating Systems

CSCI 3510 - Theory of Computation

CSCI 3720 - Database Systems

Six additional semester hours from 5000 level computer science courses

C. Related Field Courses 15-23 hours

ENGL 3720 - Business and Technical Communication

STAT 3211 - Statistics Applications I

One of the following:

CSCI 3625 – Advanced Discrete Structures

STAT 3222 - Statistics Applications II

MATH 3411 - Differential Equations

MATH 3460 - ~~Mathematical Modeling and Optimization~~ **Introduction to Operations Research**

MATH 3480 - Optimization and Graph Theory

CSCI 5610U - Numerical Analysis (If used here, may not also be counted as major field course.)

One of the following CAC approved science sequences (unless taken to meet core area D):

BIOL 1107 and 1108 - Biology I, II (and labs)

CHEM 1211 and 1212 - Principles of Chemistry I, II (and labs)

PHYS 2211K and 2212K - Principles of Physics I, II (and labs)

At least six additional semester hours from BIOL 1107, BIOL 1108, CHEM 1211, CHEM 1212, PHYS 2211, PHYS 2212, or any science or engineering course having BIOL 1108, CHEM 1212, or PHYS 2212 as a prerequisite.

D. Free Electives 1-9 hours**Total Semester Hours 123 hours****E. Regents' Test and Exit Exam**

Rationale: In area F CSCI 2620 is replaced by the new CSCI 2625 and in area C related fields courses CSCI 3625 is added as one of the options computer science majors can take. This will allow computer science majors aspiring to graduate school to obtain additional breadth and depth in discrete structures.

Effective Term: Fall 2010**5. Change the Prerequisites of the following courses:**

- a.. ENGR 2010 COMPUTATIONAL MODELING (COMPUTING TECHNIQUES) 3-0-3
Prerequisites: MATH 2072 and PHYS 2211 and either ENGR 1171 or ENGR1371 **or CSCI 1371**
- b. ENGR 2025 INTRODUCTION TO SIGNAL PROCESSING 3-3-4
Prerequisites: MATH 2072 and either ENGR 1171 or ENGR1371 **or CSCI 1301 or CSCI 1371**
- c. ENGR 2030 INTRODUCTION TO COMPUTER ENGINEERING 3-0-3
Prerequisite: CSCI 1060 or CSCI 1301 or ENGR 1371 **or CSCI 1371**
- d. ENGR 3322 FUNDAMENTALS OF THERMODYNAMICS 3-0-3
Prerequisite: CHEM 1211 and MATH 2072 and PHYS **2211K** and either CSCI 1301 or ENGR 1371 **or CSCI 1371**

Rationale: CSCI 1371 is an equivalent course to ENGR 1371 being taught by Computer Science

Effective Term: Fall 2010

6. Change the Engineering Studies Minor Requirements

Engineering Studies 15 hours

~~ENGR 3100, ENGR 3220, and PHYS 3120, plus six semester hours of lower division engineering courses.~~

Six hours from CSCI 1301, CSCI 1371, ENGR 1170, ENGR 1371 **or any 2000 level ENGR course**

Six hours from ENGR 3100, ENGR ~~3220~~ **3322** or PHYS3100,

Three hours from CHEM 3071, CHEM 3072, CHEM 3300, CHEM 3401, CSCI 3201, CSCI 3321, MATH 3460, MATH 3480, PHYS 3120, PHYS 3220, PHYS 3230, PHYS 3312, or STAT 3211

Rationale: As previously written, students could take ENGR1100 to satisfy minor requirements, ENGR1100 is an introductory survey course; this type of course is not typically used as a minor engineering course because it provides only an introduction to fundamental topics in engineering and the engineering profession. By definition, a minor is required to have nine hours in coursework at the 3000 level or higher within the specific field. The Engineering Studies Department only offers the two 3000 level engineering courses listed under the latter six hour requirement. The Chemistry, Physics, Math and Computer Science Courses listed (three hour requirement) cover many topics taught in higher level (3000 or greater) engineering courses.

Effective Term: Fall 2010

D. Mathematics (no items)

E. Psychology

1. 5000-level course. See section II, below.

2. Change the following programs of study:

a. PROGRAM FOR THE DEGREE OF BACHELOR OF ARTS IN PSYCHOLOGY

A. General Requirements

Core Areas A, B, C, D, and E 42 hours

Area F 18 hours

PSYC 1101 or PSYC 1101H - Introduction to Psychology

PSYC 2000 – Ethics and Values in Psychology

PSYC 2190 – Careers and Professional Skills in Psychology

PSYC 2200 - Introduction to Psychological Research

MATH 2200 – Elementary Statistics

ITEC 1050, CSCI 1150, ITEC 1310, or another approved course from CSCI/ITEC

- Physical Education 3 hours**
- B. Major Field Courses 30 hours**
- I. All courses in this section:**
 PSYC 3000 – Human Resource Dev Skills
 PSYC 4000 – Measurement
 PSYC 4100 – History and Systems of Psychology
 PSYC 4130 – Senior Internship
 One course selected from:
 PSYC 5060U – Basic Behavior Principles and Behavior Change
 PSYC 5200U – Industrial Organizational Psychology
- II. One course selected from:**
 PSYC 3070 – Sensation and Perception
 PSYC 3080 – Evolutionary Psychology
 PSYC 3090 – Physiological Psychology
 PSYC 3190 – Comparative Psychology
 PSYC 3500 – Cognitive Psychology
- III. Two courses selected from:**
 PSYC 5150U - Conflict Resolution
 PSYC 5200U - Industrial/Organizational Psychology
 PSYC 5300U - Leadership and Group Dynamics
 PSYC 5060U – Basic Behavior Principles and Behavior Change or PSYC 5061U
 – Advanced Behavioral Assessment
- IV. One course selected from:**
 PSYC 3020 – Psychological Testing
 PSYC 3110 - Theories of Personality
 PSYC 3160 - Clinical Psychology
 PSYC 3280 - Abnormal Psychology
 PSYC 5061U- Advanced Behavioral Assessment or PSYC 5062U – Advanced
 Behavior Change Techniques
PSYC 5100U- Women and Mental Health
- V. One course selected from:**
 PSYC 3030 - Experimental Social Psychology
 PSYC 3050 - Child Psychology
 PSYC 3100 - Human Sexuality
 PSYC 3800 – Health Psychology
 PSYC 3900 - Psychology of Self
 PSYC 5062U – Advanced Behavior Change Techniques
- C. Related Field Courses 12 hours**
- I. All courses in this section:**
 PSYC 3400 – Introduction to Learning
 Foreign Language 1002
- II. One sequence from:**
 Foreign Language 2001 and 2002
 ACCT 2101 and ACCT 2102 – Accounting I and II
- D. Electives 18 hours**
 Six hours upper-division electives (3000+ level)

Six hours from BIOL– If hours are already satisfied in Area D, then 6 hours are to be added to free electives.

Six hours free electives

Total Semester Hours 123 hours

E. Regents' Test and Exit Exam

**b. PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN
PSYCHOLOGY**

A. GENERAL REQUIREMENTS

Core Areas A, B, C, D, and E 42 hrs

Area F (courses related to field) 18 hrs

PSYC 1101 or 1101H – Introduction to Psychology

ANTH 1102 – Introduction to Anthropology or PSYC 2000 – Ethics and Values in Psychology

PSYC 2190 – Careers and Professional Skills in Psychology

PSYC 2200 – Introduction to Psychological Research

Two of the following courses:

ITEC 1050, CSCI 1150, ITEC 1310, or another approved course from CSCI/ITEC

Physical Education 3 hrs

B. MAJOR FIELD COURSES 32 hrs

I. All courses in this section

PSYC 3090 – Physiological Psychology

PSYC 4000 – Measurement (3 hours)

PSYC 4001 – Measurement Laboratory (1 hour)

PSYC 4080- Learning and Behavior

PSYC 4100 – History and Systems of Psychology

II. Two courses selected from:

PSYC 3070 – Sensation and Perception **or** PSYC 3500 Cognitive Psychology

PSYC 3080- Evolutionary Psychology **or** PSYC 3190 – Comparative Psychology

PSYC 5060U - Basic Behavior Principles and Behavior Change

III. Two courses selected from

PSYC 3020 – Psychological Testing

PSYC 3110 – Theories of Personality

PSYC 3160 – Clinical Psychology

PSYC 3280 – Abnormal Psychology

PSYC 5060U – Basic Behavior Principles and Behavior Modification

PSYC 5061U – Advanced Behavioral Assessment

PSYC 5100U – Women and Mental Health

PSYC 5150U – Conflict Resolution

PSYC 5200U – Industrial & Organizational Psychology

PSYC 5300U – Leadership & Group Dynamics

IV. Two courses selected from:

PSYC 3030 – Experimental Social

PSYC 3050 – Child Psychology
 PSYC 3100 – Psychology of Human Sexuality
 PSYC 3800 – Health Psychology
 PSYC 3900 – Psychology of Self
 PSYC 5062U – Advanced Behavior Change Techniques

C. RELATED FIELD COURSES 11 hrs

All courses in this section

MATH 2200

BIOL 1107 & L Principles of Biology I

BIOL 1108 & L Principles of Biology II or another sequence from the following if BIOL 1107 and 1108 were taken for Area D:

CHEM 1211/1212 Principles of Chem I/II

PHYS 1111K/1112K Intro Physics I/II

PHYS 2211K/2212K Principles of Physics I/II

D. ELECTIVES 17hrs

7 credit hours of approved upper division electives

4 credit hours of free electives

6 credit hours of approved electives in Biology, Chemistry, Mathematics or Physics.

Total Semester Hours 123

E. Regents Test and Exit Exam

Rationale: The program of study for both the Bachelor of Arts in Psychology and the Bachelor of Science in Psychology has been modified to reflect the creation of PSYC 5100U/G.

Effective Term: Fall 2010

SECTION II. 5000-level Items Approved

The undergraduate components of the following items were discussed and approved by the committee. They are being submitted to the Graduate Curriculum Subcommittee of the Graduate Affairs Committee for approval of the graduate components.

IV.E. Psychology

1. PSYC 5100U/G Women and Mental Health 3-0-3

Undergraduate Prerequisite: PSYC 1101 or PSYC 1101H

Graduate Prerequisite: Graduate Standing

Description: A review of current research and theory related to women's mental health, including psychological phenomena and disorders prevalent at higher rates among women and a discussion of biopsychosocial factors influencing gender differences in mental health and illness.

Rationale: The course “Women and Mental Health” has now been taught twice (Spring, 2008 and Spring, 2010) under our PSYC 5010U/G Special Topics in Psychology course number. Both times the course was offered, it was also cross-listed as GWST 5000U/G to serve undergraduate and graduate students in the Gender and Women’s Studies program. The course has generated considerable interest, and would be a valued permanent addition to our department’s curriculum. The course content covers material that is not covered in our other courses and represents an important area of contemporary psychology.

Students enrolled in PSYC 5100G will be required to complete additional projects and/or papers to demonstrate more advanced mastery of course content.

Effective Term: Fall 2010

CURCAT:

Major Department: Psychology

Can course be repeated for additional credit? No

Maximum number of credit hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Course equivalent: PSYC 5010U/G (Spring, 2008 and Spring, 2010); GWST 5000U/G (Spring, 2008 and Spring, 2010)

OTHER BUSINESS

A. Course Withdrawal/Course Repeat policies

The recommendations put forward in the February 17, 2010 minutes were remanded by the Senate. The Senate had specific questions they wanted addressed, requested a catalog-ready policy, and added an additional charge. The topics were discussed, and a report to the Senate addressing all charges and questions has been written. See Attachment 1.

ADJOURNMENT. The meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Phyllis L. Panhorst
Catalog Editor and Secretary to the Committee

**Report of the University Curriculum Committee to the Senate
March 24, 2010**

I. Charge from the Senate, October 21, 2008: To review the university's Course Repeating Policy. Senators expressed concern on behalf of the faculty that this policy does not serve either the university, or its students, well regarding grade point average inflation.

Please have the UCC study this policy, examine sister institutions within the University System of Georgia for the sake of comparison, and develop a recommendation on best practice that can be brought before the Faculty Senate for consideration.

Current course repeat policy (Undergraduate Catalog 2009-10, Page 69):

Repeating Courses. When a course is repeated, only the last grade earned counts in earned hours requirements, grade point average hours, points and overall grade point average. All course work taken remains on a student's academic records. Students may repeat any course. However, the grade earned in the last attempt will determine the number of quality points assigned for calculation of grade point average.

Two-part proposal to replace current repeat policy:

1. Repeating Courses. Students may repeat any course. However, when a course is repeated, all grades earned for each repetition counts in earned hours requirements, grade point average hours, points and overall grade point average. All course work taken remains on a student's academic records.

Rationale: The subcommittee of the UCC given this charge recommends that all grades earned should be used to compute student grade point averages. For current students, the adjusted GPA earned prior to Fall 2010 will be retained. However, all grades earned after the implementation date will be calculated in their GPA.

The subcommittee feels that Armstrong students have the false impression that repeating a course comes without penalty. Students might retake courses in the hopes of replacing a passing grade (such as a C) with an A to inflate their overall GPA. Students seeking to get into graduate or professional programs assume that AASU's current grade replacement policy is universal. When in reality, most institutions (and financial aid) use all attempted hours to calculate GPA. Changing this policy may help ameliorate the problem of Armstrong students unnecessarily repeating courses.

Effective Date: Fall 2010

- 2. Course Withdrawal Policy.** Students are limited to a maximum of five course withdrawals (W or WF). Beyond that maximum, any withdrawal will automatically be recorded as a "withdrawal-failing" (WF).

Policy exceptions

- For students currently enrolled, only withdrawals incurred after the implementation date will count towards the allowed maximum.
- Only AASU course withdrawals will be considered. Therefore, W/WF grades transferred from other institutions will not count towards the maximum allowed amount.
- With approved documentation, hardship withdrawals from the university due to circumstances of extreme duress or for military obligations will be exempted from the maximum allowed amount. See the sections on "Withdrawing from the University" and "Hardship Withdrawal from the University."

Rationale: In the UCC January 21, 2009 minutes, the subcommittee of the UCC given this charge provided recommendations as well as a compilation of policies from Georgia, South Carolina, and Florida schools. In the February 18, 2009 minutes, the subcommittee shared data collected by Andy Clark on the elevated numbers of course repeats at Armstrong.

Upon further review of policies at other Georgia schools, the subcommittee found that many universities have recently imposed a limit on the numbers of withdrawal-passing (WP) grades rather than restricting the number of course repeats (See table below). Each school allows for policy exceptions.

<i>University</i>	<i>Number of WP allowed</i>	<i>Effective date</i>
University of Georgia	4	Fall 2008
Georgia Southern University	5	Fall 2009
Kennesaw State University	8	Fall 2004
Macon State College	No limit	
Georgia College and State University	No limit	
Clayton State University	No limit	

The subcommittee feels that by allowing an unlimited number of withdrawals, Armstrong students are careless in selecting courses and determining appropriate workloads. For example, a student might register for 18 hours with the full intent to drop at least one course. If the consequences of dropping

courses are understood, students should be more careful to select the appropriate classes and loads. Furthermore, this policy might encourage students with borderline-passing grades to seriously attempt to complete the courses rather than withdrawing. Implementing this policy should help prevent students from unnecessarily dropping courses and eventually repeating them.

Effective Date: Fall 2010

II. Charge from the Senate, March 22, 2010:

There is considerable confusion regarding the assignment of grades of “W” and “WF,” including who is responsible for initiating the withdrawal – student or faculty - as well as who bears responsibility for assigning the grade and when.

Your charge is to examine the policy approved by the Faculty on April 9, 2007, and in consultation with the Registrar, Ms. Judy Ginter, develop an advisory position that defines clearly and succinctly the questions stated in the above paragraph.

1. Policy approved by the Faculty on April 9, 2007:

Withdrawing from the University. Withdrawing from the university means that a student has requested to drop all courses for the current term. A student who finds it necessary to withdraw should begin the withdrawal process in the Division of Student Affairs. The last day to formally withdraw from the university is the published last day of class for the session enrolled. Withdrawals based on military obligations must include copies of supporting military orders.

Formal withdrawal from the university is required to ensure that the student is eligible to return to Armstrong Atlantic at a future date. Any refund to which a student is entitled will be considered on the basis of the withdrawal date. Grading procedures for withdrawing are the same as those listed under “Dropping Courses.”

Hardship Withdrawal from the University. In the case where a student is forced, through circumstances of extreme duress beyond their control, to withdraw from the university past mid term, the student should begin the withdrawal process at the Division of the Division of Student Affairs will direct the student to the appropriate College Dean. The Dean, or the Dean’s designee, may, with appropriate evidence provided by the student, withdraw the student from all courses without penalty. Individual faculty members will be notified that the student has been withdrawn from the university and a grade of “W” issued for all courses. The individual instructor retains the right to challenge the issuance of a “W”.

Recommendation: The University Curriculum Committee has examined this policy and finds no reason it should be changed. However, an additional policy clarifying the questions in the charge has been developed by Ms. Judy Ginter. This policy, below, has been vetted by the Academic Affairs Council and by the University Curriculum Committee, and is recommended for approval.

2. Attendance Policy:

Current Attendance Policy (Undergraduate Catalog 2009-10, page 61):

Control of student attendance at class meetings and the effect of attendance on course grades are left to the discretion of instructors. Students are responsible for knowing everything that is announced, discussed, or lectured upon in class as well as for mastering all assigned reading. Students are also responsible for submitting all assignments, tests, recitations, and unannounced quizzes on time.

Instructors are responsible for informing all classes at the first meeting what constitutes excessive absence in the course. Students are responsible for knowing and complying with attendance regulations in all their courses. Instructors may drop students from any course with a grade of W or WF if, in their judgment, absences have been excessive.

Students can be dropped for non-attendance from a course at the discretion of the instructor. Once a student has been dropped for non-attendance, it is the responsibility of the student to reregister for the course with written permission from the instructor. If a student does not attend class and is not dropped from their course, it is the responsibility of the student to request that the instructor drop the course for non-attendance from their registration record during that term. Attendance is processed within the first two weeks of the semester start date.

Proposed Attendance Policy:

The effect of attendance on course grades is left to the discretion of instructors. Students are responsible for knowing everything that is announced, discussed, or lectured upon in class as well as for mastering all outside assignments. Students are also responsible for submitting all assignments, tests, recitations, and unannounced quizzes on time.

Instructors are responsible for informing all classes at the first meeting what constitutes excessive absence in the course. Students are responsible for knowing and complying with attendance regulations in all their courses.

Students may be dropped for non-attendance from a course at the discretion of the instructor only during the attendance verification process at the beginning of the semester. If a student does not attend, it is the responsibility of the student to drop the course before the drop/add period concludes or to withdraw from the course by the last day of the term. A student who withdraws from a course after the drop/add period is over and before the mid-term semester dates will receive a W or a WF at the instructor's discretion. A student who withdraws from a course after the mid-term semester dates will receive a WF in the course.

Rationale: Students must be responsible for their own course schedule. How many hours they take affects how much money they owe, whether or not they are eligible for financial aid, whether or not they are eligible for health insurance, etc. Faculty should not drop classes from a student's schedule (except during attendance verification) and should never add or withdraw students

Effective Term: Fall 2010