

# Armstrong

## UNIVERSITY CURRICULUM COMMITTEE

University Hall 282

Minutes, March 7, 2012

**PRESENT:** James Brawner, Kathryn Craven, Catherine Gilbert, Leon Jaynes, Kam Fui Lau, Denene Lofland, Rick McGrath (Chair), Glenda Ogletree, Randall Reese, Jack Simmons, Rona Tyger, Phyllis Panhorst (Catalog Editor)

**ABSENT:** Myka Campbell, José da Cruz

**GUESTS:** Tom Cato, Mark Finlay, Judy Ginter, John Kraft, Jean Neil-Strunjas, Delana Nivens, Barbara Tanenbaum, Jason Tatlock, Elwin Tilson, Jane Wong

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**CALL TO ORDER.** The meeting was called to order at 3:02 p.m. by Dr. Glenda Ogletree, who presided until Dr. Rick McGrath arrived.

**APPROVAL OF MINUTES.** The minutes of February 8, 2012 were approved as presented.

### ITEMS

#### I. College of Education

##### A. Adolescent and Adult Education

*Items 1-4 from the Department of Adolescent and Adult Education were discussed and approved by the committee. They are being submitted to the Faculty Senate for approval.*

**1. Create the following course:**

**PEBC 1000 BASIC BOOT CAMP**

**0-1-1**

**Based on military-style of training, offers a variety of beginning exercises to increase cardiovascular efficiency, increase strength, and flexibility. Class may be indoors or outdoors.**

Rationale: This course will expand the physical activity offerings to all students. This course will also meet a one semester physical training requirement for the ROTC students.

**Effective Term (for catalog purposes): Fall 2012**

**Effective Term (for Banner purposes): Spring 2013**

**CURCAT:**

**Major Department: Adolescent and Adult Education**

**Can course be repeated for additional credit? No**

**Maximum number of credit hours: 1**

**Grading mode: Normal**

**Instruction type: Laboratory**

**Course equivalent: None**

**2. Create the following course:**

**PEBC 1005 INTERMEDIATE BOOT CAMP**

**0-1-1**

**Prerequisite: PEBC 1000 or Permission of Instructor**

**Based on military-style of training, offers a variety of intermediate exercises to increase cardiovascular efficiency, increase strength, and flexibility. Class may be indoors or outdoors.**

Rationale: This course will expand the physical activity offerings to all students. This course will also meet a one semester physical training requirement for the ROTC students.

**Effective Term (for catalog purposes): Fall 2012**

**Effective Term (for Banner purposes): Spring 2013**

**CURCAT**

**Major Department: Adolescent and Adult Education**

**Can course be repeated for additional credit? No**

**Maximum number of credit hours: 1**

**Grading mode: Normal**

**Instruction type: Laboratory**

**Course equivalent: None**

**3. Create the following course:**

**PEBC 1011 ADVANCED BOOT CAMP**

**0-1-1**

**Prerequisite: PEBC 1005 or Permission of Instructor**

**Based on military-style of training, offers a variety of advanced exercises to increase cardiovascular efficiency, increase strength, and flexibility. Class may be indoors or outdoors.**

Rationale: This course will expand the physical activity offerings to all students. This course will also meet a one semester physical training requirement for the ROTC students.

**Effective Term (for catalog purposes): Fall 2012**

**Effective Term (for Banner purposes): Spring 2013**

**CURCAT****Major Department: Adolescent and Adult Education****Can course be repeated for additional credit? No****Maximum number of credit hours: 1****Grading mode: Normal****Instruction type: Laboratory****Course equivalent: None****4. Create the following course:****PEBC 1700 SPECIAL TOPICS: PHYSICAL ACTIVITY****0-1-1****Physical activity announced when offered. May be repeated for additional credit as topics change.**

Rationale: This course will allow for offering physical activity topics that may develop with fitness trends. This allows for variability and currency in activity.

**Effective Term (for catalog purposes): Fall 2012****Effective Term (for Banner purposes): Spring 2013****CURCAT****Major Department: Adolescent and Adult Education****Can course be repeated for additional credit? Yes****Maximum number of credit hours: 3****Grading mode: Normal****Instruction type: Laboratory****Course equivalent: None****B. Childhood and Exceptional Student Education (no items)****II. College of Health Professions****A. Health Sciences (no items)****B. Medical Laboratory Science**

*Item 1 from the Department of Medical Laboratory Science was discussed and approved by the committee. It is being submitted to the Faculty Senate for approval.*

**1. Modify the following program of study:**

**PROGRAM OF STUDY FOR THE DEGREE OF BACHELOR OF SCIENCE IN  
MEDICAL LABORATORY SCIENCE**

## Core Area F

18 hours

BIOL 1107 – Principles of Biology I

CHEM 2101 – Organic Chemistry I or **CHEM 2000 Fundamentals of Organic Chemistry and Biochemistry**

BIOL 2081 – Human Anatomy and Physiology I

BIOL 2082 – Human Anatomy and Physiology II

Other approved courses (e.g., biology, chemistry, computer science)

Rationale: Students can have the option to satisfy this area by taking Organic Chemistry or Fundamentals of Organic Chemistry and Biochemistry.

**Effective Term: Fall 2012**

### C. Nursing

*Item 1 from the Department of Nursing was discussed and approved by the committee. It is being submitted to the Faculty Senate for approval.*

1. NURS 4216: Palliative/~~Care at the End of Life~~ **Hospice Care** ~~2-2-3-3-0-3~~ **3-0-3**  
 Prerequisites: Admission to the BSN program or permission of the course instructor.  
 Explore and address critical aspects of care ~~at the end of life in the adult client across all life threatening illness.~~ **in all disease stages, including those undergoing treatment for curable illnesses and those living with chronic diseases, as well as patients who are nearing the end of life.**

Rationale: Palliative Care is important at the end of life, but also includes all stages of disease control. The clinical component is being deleted because it is no longer necessary to meet the course objectives.

**Effective Term: Fall 2013**

D. Radiologic Sciences (no items)

### E. Rehabilitation Sciences

*The following item from UCC meeting 2/8/2012 was remanded by the Senate at their meeting of 2/20/2012. There were questions raised in the Senate about how this course was different from the Technical Writing class taught by the Department of Languages, Literature and Philosophy, and whether it had been discussed with that department.*

Discussion points:

- The focus of the course is on clinical writing, therapeutic documents, and diagnostic reports and plans that are specific to the health professions.
- There was a discussion between representatives of Rehabilitation Science and Languages, Literature and Philosophy (LLP). LLP has no philosophical problem with the course being taught in the department of Rehabilitation Sciences, but thought perhaps they could save the need of creating a new course by dedicating one section of their technical writing class to health professions needs.
- Rehabilitation Sciences has some reservations on the appropriateness of this material being taught by a non-clinician.

The item was tabled to allow time for Rehabilitation Sciences to write course description that better reflects the specific clinical nature of the course. The item was brought back to the table in the form shown below.

*Revised Item 1 from the Department of Rehabilitation Sciences was discussed and approved by the committee. It is being submitted to the Faculty Senate for approval.*

**1. Create the following course:**

**CSDS 4151 Clinical Writing for the Health Professions**

**3-0-3**

**Prerequisite: ENGL 1102**

**Description: Focuses on clinical writing skills for students in the health professions. Clinical documentation such as diagnostic reports, diagnostic plans, and progress notes will be covered. Emphasis on the ability to clearly and effectively express thoughts and information.**

Rationale: Careers in health professions are writing intensive. Students preparing for jobs in health professions must develop strong clinical writing skills. This course will provide content to assist in the facilitation of clinical writing required in the workforce.

**Effective: Fall 2012**

**CURCAT**

**Major Department: Rehabilitation Sciences**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**Course Equivalent: None**

F. Respiratory Therapy (no items)

III. College of Liberal Arts (no items)

## IV. College of Science and Technology

A. Biology (no items)

### B. Chemistry and Physics

*Items 1-7 from the Department of Chemistry and Physics were discussed and approved by the committee. They are being submitted to the Faculty Senate for approval.*

#### 1. Change the following International Baccalaureate Credit (page 24, Undergraduate Catalog 2011-12):

International Baccalaureate Diplomas and Certificates

Students who have participated in International Baccalaureate Programs in their high schools are welcomed at Armstrong Atlantic State University. In many circumstances, we are able to award college credit for exemplary performance in IB courses.

If the student did not earn an International Baccalaureate Diploma but did earn a certificate in one or more *higher level* International Baccalaureate (IB) courses, we award specific course credit as described on the following schedule, up to a maximum of 24 semester hours.

IB course in chemistry with grade of 5, 6, or 7:	CHEM 1211/L	4 s.h.
IB course in computer science with grade of 5, 6, or 7:	CSCI 1302	3 s.h.
IB course English A1 with grade of 4, 5, 6, or 7:	ENGL 1101	3 s.h.
IB course in History of the Americas with grade of 4, 5, 6, or 7:	HIST 2111 and 2112	6 s.h.
IB course in Mathematics with grade of 5, 6, or 7:	MATH 1161	4 s.h.
IB course in physics with grade of 5, 6, or 7:	<del>PHYS 2211K</del> <b>PHYS 1111K</b>	4 s.h.

Rationale: The IB program does not address sufficient calculus based physics topics to warrant credit for calculus based physics. The appropriate credit should be for algebra/trigonometry based physics instead of for calculus based physics; i.e. credit for PHYS 1111K instead of for PHYS 2211K. (According to the description of the IB Diploma Programme Physics-guide, calculus could be taken but is not required in the IB program. So, a student may have completed the program with physics without calculus based physics.)

**Effective Term: Fall 2012**

#### 2. Modify the following course:

PHYS 3120 DIGITAL ELECTRONICS

1-6-3

Prerequisite: ~~MATH 1113 and 8 semester hours of lab science~~ **Either PHYS 1112K (minimum grade of C) and MATH 1161 (minimum grade of C), or PHYS 2212K (minimum grade of C)**

Rationale: The students taking PHYS 3120 Digital Electronics need the electricity concepts and the lab experience of connecting basic circuits provided in either PHYS

1112K or PHYS 2212K in order to take this course. Students that successfully complete PHYS 1112K or PHYS 2212K will have earned 8 semester hours of lab science because of their prerequisites. The inclusion of MATH 1161 along with PHYS 1112K attempts to insure that those students also have comparable mathematical skills to those that have taken PHYS 2212K.

**Effective Term: Fall 2013**

**3. Modify the following course**

CHEM 3401 ~~PHYSICAL CHEMISTRY-I~~ **Physical Chemistry: Thermodynamics and Kinetics** 3-4-4

Prerequisite: CHEM 2300 (minimum grade of C) and MATH 1161 (**minimum grade of C**)

Prerequisite or Corequisite: PHYS 1112K or PHYS 2212K

Fundamentals of physical chemistry including gas laws, heat and work, and laws of thermodynamics. Material and reaction equilibrium and standard thermodynamic functions. Single and multi-component phase equilibria, **kinetic-molecular theory, transport processes**, reaction kinetics. Analytical applications of physical chemistry emphasized through lab investigations.

**Effective Term: Fall 2013**

**4. Modify the following course**

CHEM 3402 ~~PHYSICAL CHEMISTRY-II~~ **Physical Chemistry: Quantum Mechanics and Spectroscopy** 3-4-4

Prerequisite: ~~CHEM 3401 (minimum grade of C)~~ **CHEM 2300 (minimum grade of C)**

**Prerequisite or Corequisite: MATH 2072 and either PHYS 1112K or PHYS 2212K**

~~Continuation of CHEM 3401. Kinetic-molecular theory, transport processes,~~ Quantum mechanics, theories of atomic/molecular structure, spectroscopy, photochemistry, **group theory applied to spectroscopy**. Analytical applications of physical chemistry emphasized through lab investigations.

**Effective Term: Fall 2013**

Rationale: The courses are being split, because the content is not dependent on each other. This will allow students to take them in either order. Having a strong math background is required for doing well in either of the courses, therefore a C or better requirement has been added for MATH 1161. MATH 2072 has been added to CHEM 3402 due to the discrepancy between the math requirements for the course and the math used in the course. This course is required for the BS and not the BA, this raises the Math requirement for the BS to MATH 2072, which brings Armstrong in line with many of our peers. In addition, 9 regional graduate schools (CU, USC, UGA, GT, UNC, NCSU, UF, USF, and AU) were contacted and asked what their math

requirement is, two said calculus II was a minimum, all said they like to see at least calculus II (even if there was no official requirement).

**5. Modify the following program of study:**

**PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN CHEMISTRY**

- B. Major Field Courses .....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 3401 - Physical Chemistry: Thermodynamics and Kinetics**  
**CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy**  
 CHEM 4500 - Chemistry Seminar  
 9 hours from:  
 CHEM 3801, 3802, 3803, 4100, 4200, 4300, 4400, 4600, 4940, 4950, with a maximum 2  
 hours total from: CHEM 3900, 4960, 4991
- C. Related Field Course .....4 hours  
**MATH 2072 – Calculus II**
- D. Electives .....~~21 hours~~**17 hours**  
 14 hours of upper-division courses  
 7 **3** hours of free electives

**Effective Term: Fall 2013**

**6. Modify the following program of study:**

**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~~  
**CHEM 3401 - Physical Chemistry: Thermodynamics and Kinetics**  
 Approved upper-division electives (13 hours) in the major from:  
 CHEM 3300 - Instrumental Analysis



~~CHEM 3402 – Physical Chemistry II~~

**CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy**

CHEM 3801 - Biochemistry I

CHEM 3802 - Biochemistry II

CHEM 3803 - Biochemistry Laboratory

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 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

CHEM 4991 - Advanced Chemical Research

Transfer credit for similar courses

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 3401 - Physical Chemistry: Thermodynamics and Kinetics**

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 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy**

CHEM 3900 - Chemical Research - Biochemistry Approved

CHEM 4100 - Advanced Topics in Organic Chemistry

CHEM 4200 - Advanced Topics in Inorganic Chemistry

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

CHEM 4991 - Advanced Chemical Research - Biochemistry Approved

Transfer credit for similar courses

**Effective Term: Fall 2013**

**7. Modify the following program of study:**

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 3401 - Physical Chemistry: Thermodynamics and Kinetics**

**CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy**

CHEM 3801 - Biochemistry I

CHEM 4500 - Chemistry Seminar

CHEM 4991 - Advanced Chemical Research (3 hours)

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

**Effective Term: Fall 2013**

C. Computer Science and Information Technology (no items)

D. Engineering Studies (no items)

E. Mathematics (no items)

F. Psychology (no items)

**OTHER BUSINESS**

**A. Armstrong Regents' Test Exemption Approval (See Attachment 1)**

Students at Armstrong are no longer required to take the Regents' Test.

It was moved and seconded for the catalog editor to delete all references to the Regents' Test from the undergraduate catalog, including removing it from all programs

of study and deleting the courses, and adjusting language as necessary. The motion carried.

It was suggested to Dr. John Kraft that this be brought up at the Academic Affairs Council meeting tomorrow to make sure department heads are aware and update their websites and advisement sheets.

**B. SACS/BOR Notifications for programs with significant online components** (see Attachment 2) John Kraft

Dr. Kraft has been working with department heads to determine which courses fall into which definition of distance learning, and then determining the percentage of each program of study that is available online, including Core courses. The Board of Regents and SACS want notification at the 25% mark, the 50% mark, and the 100% mark. These percentages represent when it becomes possible for a program of study to be completed at that percentage online based on the number of online courses available.

Attachment 2 is a list of program notifications that are going forward to the Board of Regents and SACS. It does not include programs that have already been approved.

Dr. Kraft also gave Ms. Panhorst a copy of the RN Bridge Program notification, which had been distributed at the February meeting but had not been recorded into the minutes (see Attachment 3).

**C. Student Attendance language** (see Attachment 4) Judy Ginter

Ms. Ginter addressed the need to bring catalog language regarding student attendance up-to-date in terms of current practice and expectation. There was discussion and modification of the order in which the topics were listed.

A motion was made to accept the language with modification, as reflected on Attachment 4. The motion carried.

**D. Blanket Handling of Changes** (see Attachment 5) Rick McGrath

Dr. McGrath distributed a handout regarding the issue of making blanket changes to the catalog and a possible policy. He asked that committee members look over Attachment 5 and be prepared to discuss at the next meeting.

**ADJOURNMENT.** The meeting was adjourned at 4:17 p.m.

Respectfully submitted,

Phyllis L. Panhorst  
Catalog Editor and Secretary to the Committee



**BOARD OF REGENTS OF  
THE UNIVERSITY SYSTEM OF GEORGIA**

DR. VIRGINIA J. MICHELICH  
ASSOCIATE VICE CHANCELLOR FOR STUDENT ACHIEVEMENT  
ACADEMIC AFFAIRS  
270 WASHINGTON STREET, S.W.  
ATLANTA, GEORGIA 30334

404-463-0502

VIRGINIA.MICHELICH@USG.EDU

Monday, February 13, 2012

Dear President Bleicken:

After reviewing the unanimous recommendation of the Regents' Test Exemption Advisory Committee and consulting with Regent Kessel Stelling, Jr. and Chancellor Huckaby, I am pleased to inform you that Armstrong Atlantic State University's application for exemption from the Regents' Test has been approved. The exemption is effective immediately.

The reviewers noted that Armstrong's student performance profile compares favorably with other institutions in its sector. Approximately 45 percent of its entering students are exempt from the Regents' Reading requirement, while 31 percent are exempt from the Writing requirement. AASU's COMPASS exit requirements for LS Reading and Writing exceed the System minimums. First-time pass rates on both parts of the Regents' Test have been historically solid.

AASU's Communications Learning Outcomes and related assessment measures are consistent with the performance standards found in Area A1 of the University System's Core Curriculum and reflect expectations normally associated with college-level reading and writing skills. These expectations are also evident in the university's ENGL 1101-1102 sample syllabi. All of Armstrong's English faculty are expected to regularly teach 1101 and 1102; they meet frequently to ensure that common standards are applied in each section of these courses.

Beginning in Fall 2011, AASU implemented a program to identify and provide remediation for students having difficulty in ENGL 1101 and 1102. Using diagnostic measures designed by the faculty, these students are identified and required to complete individualized remediation programs through the institution's Writing Center. This diagnostic-remediation mechanism will enable targeted students to more efficiently reach the required reading comprehension and writing performance standards, thus providing a safety net for those who need extra work.

If you have any further questions about the exemption, please feel free to contact me.

Sincerely,

Virginia J. Michelich  
Associate Vice Chancellor for Student Achievement

## Program Inventory (method of instruction)

&gt; 25% online programs (but less than 50%) require letter to SACS

Program	% online
<b>Advanced Certificate</b>	
Graduate Certificate in Adult Health Clinical Nurse	40.0%
Graduate Certificate in Adult Nurse Practitioner	40.0%
Post-Baccalaureate Certificate in Advanced Imaging	45.0%
Post-Master's Certificate in Nursing Administration	40.0%
Graduate Certificate in Instructional Technology	25.0%
<b>Associate's</b>	
Associate of Arts, Core Curriculum	43.0%
Associate of Science, Core Curriculum	32.0%
<b>Bachelor's</b>	
Bachelor of Arts with a Major in Art	31.7%
Bachelor of Arts with a Major in Economics, General	40.0%
Bachelor of Arts Major in English w/ English Teacher Certification	41.0%
Bachelor of Arts with a Major in Gender and Women's Studies	41.0%
Bachelor of Arts with a Major in History	29.0%
Bachelor of Arts with a Major in Law and Society	37.0%
Bachelor of Arts with a Major in Music	37.4%
Bachelor of Information Technology	26.0%
Bachelor of Science with a Major in Respiratory Therapy Ladder	28.0%
Bachelor of Science in Nursing	29.5%
<b>Master's</b>	
Master of Science in Nursing	32.0%

&gt; 50% online programs require letter to SACS and BOR notification

Program	% online
<b>Certificate of Less than One Year</b>	
Certificate of Less than One Year in European Union Studies	83.0%
<b>Bachelor's</b>	
Bachelor of Liberal Studies	61.0%
<b>Master's</b>	
Master of Education with a Major in Early Childhood Education	50.0%
Master of Science with a Major in Criminal Justice	58.0%

100% online programs require letter to SACS and BOR notification

Graduate Certificate in Adult Education	100.0%
Graduate Certificate in Clinical Informatics (Approved 2/2012)	100.0%

**NOTIFICATION FORM FOR ADDITIONAL DISTANCE LEARNING  
DELIVERY OF EXISTING APPROVED PROGRAMS**

*(Institutional Online Offering of Second and Subsequent Online Programs)*

**Notification Date:** February 6, 2012

**Institution:** Armstrong Atlantic State University

**College/Division:** College of Health Professions

**Department:** Nursing

**Program Name:** RN to BSN Degree (degree completion program)

**CIP Code:** 51.3801

**Type of Delivery (e.g., asynchronous, synchronous, Internet, DVD, CD-ROM, Broadcast Transmission):** Internet (online)

**Total Credit Hours Required for Completion:** 127 credits: 63 hours of core course credits, 33 hours of nursing course competency credits through the GA Board of Nursing Articulation Model, and 31 hours upper level nursing course credits taken online.

Students admitted to this program are licensed Registered Nurses (RNs). Through the Georgia Articulation Model, thirty-three (33) hours of nursing credits are awarded for prior learning upon successful completion of six (6) RN Options semester hours.

Additionally, students must complete any core education requirements for the Bachelor of Science degree not previously taken for RN licensure or a degree. These courses may be completed in classroom, hybrid, or online format. The remaining upper level nursing courses (thirty-one (31) hours of baccalaureate nursing courses) are completed (100%) on-line.

**Proposed Start Date:** August 12, 2012

**Contact information for the lead person in the department in addition to the Vice President for Academic Affairs:**

**Dr. Helen M. Taggart**  
*Department Head*  
Armstrong Atlantic State University  
11935 Abercorn Street  
AH 216  
912.344.2667  
[Helen.Taggart@Armstrong.edu](mailto:Helen.Taggart@Armstrong.edu)

**Dr. Anne Thompson**  
*Interim Vice President for Academic Affairs*  
Armstrong Atlantic State University  
11935 Abercorn Street  
Burnett Hall  
912.344.2589  
[Anne.Thompson@Armstrong.edu](mailto:Anne.Thompson@Armstrong.edu)

**Provide a copy of the Letter of Notification submitted to SACS.**

### Attendance – Current UG and GR Catalog Language

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. Instructors may withdraw students from any course with a grade of W or WF on or before the midterm semester dates or with a grade of WF after the midterm semester dates if, in their judgment, absences have been excessive.

During the attendance verification period at the beginning of the term or session, a student may be dropped from a course for non-attendance. Once a student has been dropped for non-attendance, it is the responsibility of the student to re-register for the course before the drop/add period is over.

Students who appear on the class list and wish to drop a course must drop the course via SHIP or present a drop form to the Registrar's Office during the drop/add period. Students may not assume that a faculty member will drop them from the course during attendance verification.

### Attendance – Proposed UG and GR Catalog Language

#### **Attendance and Student Responsibility**

It is the student's responsibility to verify the accuracy of their course schedule at all times. It is imperative that the student verify the accuracy of their course schedule during the attendance verification period.

Students are responsible for dropping all classes that they do not plan to attend or complete. Students are also responsible for registering or adding classes for which they wish to receive credit. Drop/adds must be completed during the drop/add period which is defined on the academic calendar for each term or part of term.

#### **Attendance and Grades**

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. Instructors may withdraw students from any course with a grade of W or WF on or before the midterm semester dates or with a grade of WF after the midterm semester dates if, in their judgment, absences have been excessive.

#### **Attendance and Enrollment**

Federal regulations require the University to confirm that students are attending class before financial aid will be released to the students. Faculty must verify attendance for all students in all classes regardless of whether or not the student is receiving financial aid. Students will not receive aid for and may be dropped from classes which they did not attend.

The attendance verification period is on the academic calendar for each term or part of term. In general, this verification occurs during the first few days of the short terms or the first week of full terms. Faculty are encouraged to verify attendance the day of the first class meeting.

JG 3/5/12



**UCC policy recommendation on blanket changes to the undergraduate catalog  
March 2012**

**Issue to be resolved:**

Frequently, there are changes made to the Undergraduate Catalog that affect programs outside the department making the change. This requires balancing the needs of the programs making the change with other affected programs. The particular case addressed here pertains to changes in course number, title, prerequisites or description that do not affect who may take the course or the actual content taught in the course based on current practice.

Current curriculum procedure stresses that changes to each department's catalog entry be proposed by that department. This has resulted in numerous cases where portions of the catalog are out of date until departments notice the changes made by others and bring their catalog entries up to date.

A request was made to consider simplifying this process. In response, I propose the UCC consider a policy to handle a subset of changes more efficiently.

**A blanket change in all references to a course throughout the catalog may be appropriate for any and all of the following changes to the catalog entry for a particular course:**

1. Change in title
2. Change in course number remaining at the same level, 1000 and 2000, 3000 and 4000, 5000.
3. Reduction in prerequisite.
4. Editorial change in description with no change in actual course content. Descriptions that are being brought "up to date" for courses that have evolved away from their original description fit this criteria.

**A blanket change in all references to a course is NOT appropriate if any of these are true:**

1. Change in course number to different level of instruction (ex. from 2000 to 3000 level course)
2. Change or increase in prerequisite.
3. Change in course description based on an intended change in content. An example would be realigning content among several courses, or choosing a new emphasis for a course.

**This policy does not absolve departments of the obligation to notify other affected departments of impending proposals to make changes that would affect the other department.**