

Academic Affairs Committee Agenda  
Tuesday, February 10, 2015  
10:00 a.m., EHFA 164

I. Call to Order

II. Chair Report

III. Consent Agenda

IV. New Business – Form C: Proposals for New Undergraduate Courses

**College of Humanities and Fine Arts – Department of Music**

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|-------------|----------|---|
| A. ID # 561 | MUED 237 | Choral Techniques for Instrumentalists  |
| B. ID # 570 | MUED 245 | Brass and Wind Techniques for Vocalists |

**College of Humanities and Fine Arts – Department of Politics and Geography**

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|------------|----------|--|
| A. ID# 529 | POLI 342 | European Union Institutions and Policymaking |
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**College of Science – Department of Marine Science**

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| A. ID# 586 | MSCI 396 | Practical Experience in Marine Science |
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V. Form B: Proposals for Changes In An Undergraduate Program

**College of Humanities and Fine Arts – Department of Music**

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|-------------|--|
| A. ID # 172 | B.A. in Music: Teacher Preparation Track |
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**College of Science – Department of Sociology**

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| A. ID# 237 | Sociology Degree |
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**College of Science – Office of the Dean**

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|-------------|------------|
| A. ID # 228 | ENIV Minor |
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VI. New Business - Additional Proposals

- A. Senior Privilege Proposal - Dr. Jim Luken

Explanation: Senior Privilege is a little-used, relatively obscure process allowing undergraduates to enroll in graduate classes. It currently requires five approval signatures. The goal of this change is to make Senior Privilege enrollment (i.e., Transitional Study) more common and less cumbersome. This change is occurring in tandem with graduate program

development where Transitional Study becomes integral to the advising process thus creating a quick and more efficient transition of our students from undergraduate to graduate studies.

Current Catalog Copy

### **Senior Privilege (Undergraduate Enrollment in Graduate Courses)**

Qualified undergraduate students may enroll in the spring or fall semesters for graduate course credit in courses numbered 500 or above. Students who have earned a minimum of 90 credits and are within 30 credit hours of completing the requirements for the bachelor's degree or who have an earned bachelor's degree may be permitted to enroll in a course for graduate credit. Students are typically expected to have a minimum grade point average of 3.0 on a 4.0 scale and be adequately prepared for graduate work in the field concerned.

Undergraduate students may earn graduate credit provided:

1. prior to registering, a Non-Degree Seeking Graduate Application is completed with the Office of Graduate Studies;
2. a senior Privilege Coursework Authorization form is obtained from the Graduate Program Coordinator/Director in the appropriate College;
3. a copy of the student's undergraduate registration for the semester in which the graduate course will be taken is attached to the senior privilege form;
4. signatures and action taken by the student's adviser, the Department Chair of the student's major, the Dean, and Graduate Program Coordinator/Director, and the Provost are on the senior privilege form;
5. the academic course load does not exceed 16 credit hours including the proposed graduate course in the semester the graduate course is taken;
6. the total number of graduate credits acquired through senior privilege does not exceed 12 credit hours; and
7. the student specifies whether the credit earned through senior privilege will be applied towards their undergraduate or graduate degree. (Credit can only be used to satisfy the requirements of one degree level and cannot be changed.)

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Proposed Catalog Copy

### **Transitional Study**

Transitional Study involves undergraduates enrolling in graduate courses. It is extended only to students who have earned a minimum of 90 credits and are adequately prepared for graduate study. Graduate courses available for Transitional Study are numbered 500-699. Transitional Study allows qualified undergraduates 1. to pursue advanced studies enhancing their undergraduate degree, or, 2. to begin work towards completing a graduate degree, certificate, or endorsement. Credits earned through Transitional Study can only be used to satisfy one degree, undergraduate or graduate. The application of credit, once chosen, cannot be changed.

Students wishing to pursue Transitional Study must:

1. Complete and submit the Application for Non-degree Graduate Admission to the Office of Graduate Studies.

2. Complete and submit the Application for Transitional Study to the Office of Graduate Studies. For credit to be applied to an undergraduate degree this form must be signed by the student's advisor, the Graduate Program Director/Coordinator, by the course(s) Dean and by the Director of Graduate Studies. For graduate credit only this form must be signed by the course(s) Dean and by the Director of Graduate Studies.
3. Limit the total credits earned under Transitional Study to 12.
4. Limit the total credits (undergraduate and graduate) taken in Fall or Spring to 16; limit the total credits (undergraduate and graduate ) taken in Summer I or Summer II to 9.
5. Indicate clearly how the graduate credits will be applied.

#### B. Admissions Requirements for International Students - Dr. Darla Domke-Damonte

This request is to change the admission requirements for international students in two ways:

- (1) Remove the requirement of the Confidential Financial Statement to complete an application for admission (and move it to requirement for visa support document issuance only); and
- (2) Amend the English language entry requirements for international students to broaden the ways that non-native speakers of English can demonstrate their ability to complete academic coursework in English.

The complete proposal is attached to the committee email.

#### VII. Old Business – Additional Proposals

##### University Credit Sharing Rule – Dr. John Beard

**Currently, there is no wording in the CCU Catalog explaining when or how course credits can, or cannot, be used across various majors, minors, concentrations, foundations, and Core requirements, etc. Sometimes referred to as “double dipping,” is it possible to use a course in more than one way to fulfill more than one requirement? The following is proposed language.**

**Proposed:** University course credit will count in multiple programs, including the Core Curriculum; majors; foundations for majors; minors; specializations or concentrations; and certificates unless otherwise stipulated by the program. Students can earn multiple specializations/concentrations in a major unless otherwise stipulated. No student can earn both a major and a minor under the same C.I.P. code.

Course credit-hours only count once toward the total University graduation credit-hour requirements.

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A. Form A – Proposals for Changes In, Restoration Of, or Removal of an Undergraduate Course

**College of Humanities and Fine Arts – Department of Communication/World Languages**

A. ID # 562      COMM 140      Oral Communication

**College of Humanities and Fine Arts – Department of Music**

A. ID # 549      MUED 337      Secondary Choral Methods  
B. ID # 574      MUED 353      Secondary General Music Methods  
C. ID # 553      MUS 124P      Band/Pep  
D. ID # 576      MUS 134      Jazz After Hours

**College of Humanities and Fine Arts – Department of Politics & Geography**

A. ID # 564      INTEL 494      Intelligence and National Security Capstone  
B. ID # 588      POLI 449      Constitutional Law I

**College of Science – Department of Biology**

A. ID # 545      BIOL 461      Ornithology

**College of Science – Department of Marine Science**

A. ID# 586      MSCI 201      Scientific Communication