

Minutes of the Academic Program Division
Monday, November 6, 2000 at 3:00 PM
Cushwa Hall Room 1074

Members present: D. Stephens, P. Hoyson, R. Shaffer, S. Husian, J. Elias, K. Feld
Members excused: B. Gray, J. Shanabarger,
Member absent: T. Holden

K. Feld, chair, called the meeting to order at 3:00 PM.

On a motion by D. Stephens and seconded by R. Shaffer, the minutes of the October 3, 2000 meeting was approved.

The committee agreed to the following operational definition of an Interdisciplinary Minor when reviewing Interdisciplinary Minor Proposals:

1. It is an interdisciplinary minor if it is composed of courses from three departments or if 1/3 of the courses come from a second department. The minor proposal must be reviewed and is required to have the appropriate signatures from both/all departments and colleges.
2. It is not an interdisciplinary minor if one course in the minor is from a second department. In this case, a letter or memo from the second department stating the approval of the inclusion of the course in the minor must accompany the minor proposal.

On a motion by J. Elias and seconded by P. Hoyson the minor form as presented was approved. The form is attached to the minutes. And can be found on the Internet at www.cis.ysu.edu/~BOB/Minors.doc

The proposal for the Political Science minor (no. M 01.00-01) was unanimously approved.

J. Elias distributed and the committee discussed the Ohio Board of Regents Standards for Approval of Associate Degree Programs.

Certificate Programs were discussed. Certificate programs currently at YSU include

- YSU issued certificate
- The first year of a two year AAS program, such as Emergency Medical Technology
- After completing a group of courses, a person will be awarded a certificate from an agency outside the university
- A postgraduate certificate.

The meeting was adjourned at 3:45 PM

Proposal Form for Academic Minor

Program Division No. _____
Department Submitting Proposal _____

Submission Date _____

Name of Minor Concentration _____

Specify the courses that make up the minor. A minor has a minimum of 18 sh. At least 1/3 of the total number of hours in minor must be upper division.

Note: A specific sequence or pattern of courses must be indicated. While some electives may be allowed, the minor must demonstrate that it has an academic focus.

Course Dept & Catalog Number	Course Title	Number of Semester Hours

Indicate: *intensive courses: writing, oral or critical thinking
And/or capstone courses _____

Total No. of SH _____

Briefly describe the background, skills, experiences and content that would be provided to a student who complete this minor.

Approval:

*Before submitting to APD
Department chair _____ Date _____
Dean _____ Date _____

*Before circulation to departments
Academic Program Division Chair _____ Date _____
*After circulation
Academic Senate Chair _____ Date _____

If a proposal is returned to the department, a second signature page with changes must be submitted with the original proposal.

TO: Academic Program Division of 2000-2001

Beverly Gray, Psychology-Arts and Science # 1622 1st
Patricia Hoyson, Nursing-Health and Human Services # 1448 1st
Shakir Husain, Civil, Environmental, and Chemical Eng. - Engineer and Tech #1742 1st
Jane Shanabarger, Communication and Theater-Fine and Performing Arts #1852 1st
Ray Shaffer, Accounting-Business #3196 1st
✓ David Stephens, Geography-Arts and Sciences #2301 2nd
Nancy Sweeney, Teacher Education-Education #3517 2nd
Tenika Holden, Student Representative, #6034 1st - STUDENT GOVERNMENT
Janice Elias, Administrative Appointment #1560 * - TOD HALL
Tammy King, Chair of University Curriculum Comm. #3278 * - CRIMINAL JUSTICE

* Nonvoting members

FROM: Kathylynn Feld, Health Professions-Health and Human Services #1760 3rd
Chair of the Academic Programs Division

DATE: October 31, 2000

RE: Scheduling a meeting for Monday, November 6, 2000 at 3:00 PM to 4:00 PM in Room 1074 of Cushwa Hall

Agenda:

Approval of 10-3-00 minutes

Discussion: *How many courses from a department makes it an Interdisciplinary Minor?
*Can one course from another department be included in a minor and approved by a letter of acknowledgement rather than go through both college curriculum committees?

Review and approval of the minor in Political Science (M 01-2000). See attached form.

Please call (1760) and state whether you *are or are not* coming to the meeting. Five voting members must be present to take a vote. Since the issue of approving minors is new to the university and our committee, your ideas, opinions and suggestions are needed so your college and/or the student body is represented.

January 30, 2001

TO: Members of the Academic Program Division

FROM: Kathylynn Feld, Chair

SUBJECT: Schedules, Meeting and Proposals

1. Please complete the enclosed schedule form with the hours you are not available as quickly as possible. Please consider faxing it to me today—Fax No. 2921
Please be a liberal with your time as possible. I would like to schedule a meeting for the week of February 5th.
2. Enclosed is a copy of the Minutes of the November 6 meeting

Forthcoming in a separate mailing will be the following proposals—
Please review and bring them to the meeting.

Programs:

1. P01 Dietetic Technology: name change to Dietetic Technician Program
2. P02 Medical Coding Specialist: New certificate program
3. P03 Respiratory Care: Required hour change
4. P04 Forensic Science Program: New BS program

Minors

1. M02 Economics
2. M03 History/Historic Preservation
3. M04 Theater
4. M05 Developmental Psychology
5. M06 General Psychology
6. M07 General Sociology
7. M08 Social Institutions
8. M09 Crime and Criminology
9. M10 Gerontology
10. M11 Social Work