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Academic Affairs Committee Minutes

Faculty Senate

11-16-2023

November 2023 Academic Affairs Minutes

University of Nebraska at Kearney Academic Affairs Committee

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Academic Affairs Committee Meeting Minutes

11/16/23

Attending: Rebecca Nelson, Jody Herchenbach, Joel Cardinas, Hui Liew, Lisa Neal, Shawn Peterson (student rep.), Alejandro Cahis, Kristi Kanowski-Schaefer, Rachel Hammer, Bethany Burklund (student rep.)

Absent: Kate Heelan, Chance Bell, Jenny Jansky, Mark Ellis

Rebecca Nelson presiding in place of Kate Heelan (Absent).

2023-2024 ACADEMIC AFFAIRS SUBCOMMITTEE MEETING

Academic Affairs Subcommittee 11/08/2023

Academic Affairs Full Committee 11/16/2023

NUMBER, REQUEST, LEVEL, SPECIFIC REQUEST, DEGREE/COURSE,
PROGRAM/COURSE, TITLE, DEPT, COL, REASON

#29, Create, Minor, Hispanic Studies, HIST, CASC, This 18-hour minor degree program will require HIST 215 “Introduction to Latin America” and will offer a range of electives thematically connected by the study of Hispanics across the disciplines. It will be interdisciplinary, enabling students with many different majors to pursue this minor. Since General Studies is 30 credit hours, students have more opportunities to add minor degrees to complement their majors and professional work after degree completion. This minor will support UNK's efforts to provide quality education to all students, including Hispanics who make up a growing demographic of UNK's enrollment. Upon initial review by CAS Ed Policy Cmte, additional Spanish courses are being added as recommended by the committee. This will give Hispanic Studies minors more options for elective courses that will count for the minor degree.

#30, Create, Minor, Medical Humanities, HIST, CASC, This 18-hour minor degree program will require HIST 110 “History of Science & Medicine” and offer a range of electives that are thematically connected by the study of society and culture on health-related issues. It is interdisciplinary, enabling students from many different majors to pursue this minor. Since General Studies is 30 credit hours, students have more opportunities to add minor degrees to complement their majors and professional work after degree completion. This minor will support UNK’s efforts to provide quality education to all students, including STEM and Health-Science majors who make up a growing demographic of UNK’s enrollment. Upon initial review by the CAS Ed Policy Cmte, SPAN 103 for Special Purposes (Medical) will be added to the list of

electives. This will add value to the minor and give students more options for elective courses in the minor degree.

#31, Alter, Course, Catalog Description, ART 344B, Glass III, ART, CASC, Updating description to match contemporary practices in the classroom and field; Change catalog description, Old Value: Continuation of ART 344A. Advanced techniques of coloring, casting, slumping, blasting and joining will be stressed, New Value: Continuation of ART 344A. This course in creative glass making will focus on the off-hand glassblowing and sculpting techniques of molten glass. Students will learn to create thinner glassware by learning faster techniques of glassblowing. We will create advanced vessels, learn new color techniques and more advanced sculptural objects. Students will begin to explore their own voice in working with the material. Each class will result in higher levels of design and forming competencies which will also lead to more sophisticated techniques. Students are encouraged to use colored glass.

#32, Alter, Course, Catalog Description, ART 344C, Glass IV, ART, CASC, Updating description to match contemporary practices in the classroom and field, Change catalog description, Old Value: Continuation of ART 344B. Advanced techniques of coloring, casting, slumping, blasting and joining will be stressed, New Value: Continuation of ART 344B Each class will result in higher levels of color techniques, design and forming competencies which will also lead to more sophisticated processes. Students will learn advanced techniques of color application and complicated blown and sculptural forms. Students are encouraged to use colored glass and will create original creative concepts of their own design. In this course students will learn how to channel their artistic voice. Students will begin to use their creative thought process to create meaningful work.

#33, Alter, Course, Co-requisites, Catalog Description, CHEM 301, Analytical Chemistry, CHEM, CASC, Updating co-requisites to remove CHEM 301L to allow for students to choose between CHEM 301L and CHEM 499L for the chemistry minor, Change co-requisites, Old Value: CHEM 301L, New Value: None; Change catalog description, Old Value: Take concurrently with CHEM 301L. This will provide a short, engaging elementary introduction to modern analytical chemistry for students whose primary interests lie inside or outside of chemistry. The laboratory experiments in the accompanying laboratory (CHEM 301L) are designed to give students hands-on experience in the use of modern instruments, with emphasis on environmental and pharmaceutical samples. Three lectures per week, New Value: This will provide a short, engaging elementary introduction to modern analytical chemistry for students whose primary interests lie inside or outside of chemistry. Three lectures per week.

#34, Create, Course, CHEM 430A Inorganic Reactions & Mechanisms, CHEM, CASC, Splitting CHEM 430 into 2 parts to allow for greater flexibility in course offerings and maximize class size.

#35, Create, Course, CHEM 430B, Inorganic Structures & Properties, CHEM, CASC, Splitting CHEM 430 into 2 parts to allow for greater flexibility in course offerings and maximize class size.

#36, Create, Course, CHEM 475A, Instrumental Analysis: Chromatography, NMR, & Mass Spectrometry, CHEM, CASC, Splitting CHEM 475 into 3 parts to allow for greater flexibility in course offerings and greater student choice on advanced chemistry content.

#37, Create, Course, CHEM 475B, Instrumental Analysis: Spectroscopic Techniques, CHEM, CASC, Splitting CHEM 475 into 3 parts to allow for greater flexibility in course offerings and greater student choice on advanced chemistry content.

#38, Create, Course, CHEM 475C, Instrumental Analysis: Electroanalytical Techniques, CHEM, CASC, Splitting CHEM 475 into 3 parts to allow for greater flexibility in course offerings and greater student choice on advanced chemistry content.

#39, Create, Course, CHEM 480A, Chemical Thermodynamics, CHEM, CASC, To increase flexibility for student degree programs and to streamline department scheduling we are splitting the existing 3 credit hour Chem 480 course into two courses.

#40, Create, Course, CHEM 480B, Chemical Kinetics, CHEM, CASC, To increase flexibility for student degree programs and to streamline department scheduling we are splitting the existing 3 credit hour Chem 480 course into two courses.

#41, Create, Course, CHEM 481A, Quantum Mechanics, CHEM, CASC, To increase flexibility for student degree programs and to streamline department scheduling we are splitting the existing 3 credit hour Chem 481 course into two courses.

#42, Create, Course, CHEM 481B, Spectroscopy, CHEM, CASC, To increase flexibility for student degree programs and to streamline department scheduling we are splitting the existing 3 credit hour Chem 481 course into two courses.

#43, Alter, Minor, Chemistry, CHEM, CASC, Adjusting minor to allow CHEM 499L to be taken instead of CHEM 301L.

#44, Alter, Program, Health Sciences, B.S., HSCI, CASC, The current program has CHEM 148L as a course option. CHEM 148L is no longer an active course and therefore we have proposed a minor change in the 100-level chemistry courses taken for this degree. The original change submission also proposed a change from MGT 450 to MGT 350. After consultation with the Management Department, MGT 450 will remain in the minor. No changes in courses are needed at this time.

#45, Alter, Minor, Health Science, HSCI, CASC, Changes are being proposed to add CHEM 148 to the list of choices to fulfill the chemistry requirement. The original change submission also proposed a change from MGT 450 to MGT 350. After consultation with the Management Department, MGT 450 will remain in the minor.

#46, Inactivate, Program, Information Technology, B.S., CYSY, CBT, The Information Technology (INFT-BS) program was intended to be inactivated following revision of the Information Technology and Networking Comp – BS (INTCNWR-BS) program. The Cyber Department voted on 10/19/2023 to inactivate the INFT-BS. The two programs are duplicative and creating confusion for students, so the INFT-BS program needs to be inactivated. Students

remaining in the INFT-BS program will be able to complete their degree program through continued course offerings that serve the INTCNWR-BS degree.

#47, Create, Course, ITEC 472, Airline Operations, ITEC, CBT, ITEC 472 Airline Operations is added to align the program with the needs of the aviation industry. This course will provide all aviation students with working knowledge of how an airline operates. This also aligns the UNK Aviation Program with similar collegiate aviation programs.

#48, Create, Course, JAPN 175, Japanese Study Abroad I, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#49, Create, Course, JAPN 176, Japanese Study Abroad I, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#50, Create, Course, JAPN 275, Japanese Study Abroad II, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#51, Create, Course, JAPN 276, Japanese Study Abroad II, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#52, Create, Course, JAPN 375, Japanese Study Abroad III, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#53, Create, Course, JAPN 376, Japanese Study Abroad III, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish.

These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#54, Create, Course, JAPN 475, Japanese Study Abroad IV, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#55, Create, Course, JAPN 476, Japanese Study Abroad IV, MODL, CASC, The Department of Modern Languages seeks to add study-abroad courses in Japanese to complement the study-abroad options in the catalog for our other majors and minors in French, German, and Spanish. These courses will provide flexibility for students studying in Japan (they will be able to enroll in UNK sections in addition to, or instead of, courses at the host institution). Likewise, they will provide additional experiential learning options in our department.

#56, Alter, Course, Prerequisites, Credits, Catalog Description, MATH 101, Intermediate Algebra, MATH, CASC, We are changing this to a 4 hour course to incorporate review material and student study strategies and habits for success in mathematics courses. This is in conjunction with plans to remove Math 90 from the course offerings and to make math 101 and 106 open enrollment as well as the creation of a 3rd open enrollment math course offered for general studies credit which will be coming through Courseleaf in the fall; Change in prerequisites, Old Value: MATH 090 or Math ACT Score of 17 or greater and one year of high school algebra Students may not enroll in MATH 101 after earning credit for any General Studies Mathematics class, New Value: None; Change credits, Old Value: 3, New Value: 4; Change catalog description, Old Value: The course which includes a study of the properties of real numbers, polynomials, fundamental operations, factoring, exponents, and radicals, linear and quadratic equations, and other selected topics, all of which are necessary for the study of college algebra. Not a General Studies course, New Value: This course is designed to prepare students for success in their General Studies mathematics class. Course topics include properties of real numbers, polynomial and rational expressions, factoring, exponents, radicals, and linear and quadratic equations.

#57, Alter, Course, Prerequisites, MATH 230, Math for Elementary Teachers I, MATH, CASC, The department is no longer offering Math 104. We have suggested Math 106 as the prerequisite and TE has agreed. They have already changed their programs to reflect this. So we are changing the prerequisite here as well; Change prerequisites, Old Value: MATH 102 or MATH 104 or Math ACT score of 20 or greater and four years of high school mathematics including two years of algebra and one year of geometry and a senior level mathematics course, New Value: MATH 102 or MATH 106 or Math ACT score of 20 or greater and four years of high school mathematics including two years of algebra and one year of geometry and a senior level mathematics course.

#58, Create, Course, MGT 310, Introduction to Entrepreneurship, MGT, CBT, The goal of Introduction to Entrepreneurship is to better prepare undergraduate students to be leaders in adaptive, globally-minded, working environments. The course is structured so students develop skills that are of high value in any workplace: they develop improved leadership skills, higher self-efficacy, creativity and the ability to deal with ambiguity. Not only is the course designed to develop entrepreneurial skills, but an entrepreneurial mindset. An entrepreneurial mindset can be applied to different situations such as social entrepreneurship, intrapreneurship, creative problem solving, opportunity recognition, technology management, innovation and career development, etc. On course completion, students will have a working knowledge of traditional and non-traditional ways for identifying a new product or business opportunity, quantifying the potential, understanding the key competitive factors, researching the audience and producing a convincing executive summary for internal or external financing and launch.

#59, Alter, Course, Number, MGT 315, Creativity and Innovation, MGT, CBT, The student makeup of this course is currently a mixture of sophomores, juniors, and seniors. This course is required for the Entrepreneurship minor. The content and rigor of the course is appropriate for a 300-level course. We believe a “315” course better reflects the suggested sequencing for our students in the Entrepreneurship minor, and it is more appropriate for the class standing of the students who take and succeed in this course; Change course number, Old Value: 405, New Value: 315.

#60, Alter, Course, Number, Prerequisites, Catalog Description, MGT 320, Small Business Management, MGT, CBT, The student makeup of this course is currently a mixture of sophomores, juniors, and seniors. This course is required for the Entrepreneurship minor. It is also a popular elective for business students. The content and rigor of the course is appropriate for a 300-level course. Because it helps prepare students for running a business, we encourage our Entrepreneurship students to take it before MGT 400 (where they will start and run a new business.) We believe a “320” course better reflects the suggested sequencing for our students in the Entrepreneurship minor, and it is more appropriate for the class standing of the students who take and succeed in this course. We propose re-wording the course description slightly. We added the words “such as” to the description’s list of topics covered. This was done to better reflect our intention to cover a range of contemporary and practical small business topics that may differ slightly each semester. We propose removing MKT 300 as a prerequisite to this course. This reflects our strategy to offer a flexible Entrepreneurship minor with no prerequisites. MKT 300 remains an integral, required course in our Entrepreneurship minor core. Many students will take it prior to taking MGT 320. MGT 320 covers many marketing concepts related to small businesses. However, marketing concepts in MGT 320 will be taught as if the student is unfamiliar with them. This approach will serve as a good review and application opportunity for students who have already taken MKT 300, and it will be a good preparation for the remaining students who must still take MKT 300. Some students will take both courses concurrently. Additionally, we feel that MGT 320 will be a popular course for students outside of our traditional business majors. In these instances, we may be able to recruit new, non-business students to our minor who will also end up taking MKT 300 as part of our core Entrepreneurship minor; Change course number, Old Value: 401, New Value: 320; Change prerequisites, Old

Value: MKT 300, New Value: None; Change catalog description, Old Value: This course focuses on the operation of small business and the small business environment. This course deals with the topics related to personnel, government regulations of small business, advertising, sales promotion, accounting, forecasting, family ownership and other management related problems, New Value: This course focuses on the operation of small business and the small business environment. This course deals with topics such as human resources, government regulations of small business, advertising, sales promotion, accounting, forecasting, family ownership and other management related problems.

#61, Create, Course, MGT 390, Project Management, MGT, CBT, The College of Business & Technology does not currently offer a project management course. This is an important and helpful area of knowledge for graduates who will be involved with leading or helping with projects during their careers. ITEC previously offered a course, ITEC 388, that focused on project management. That course is no longer offered. Two recent instructors who taught that course have reviewed the syllabus being submitted for MGT 385. Both were supportive of the Management Department moving forward with the creation of this course; they echoed the importance of offering project management to a wide range of students in the college. ITEC department chair, Dr. Vaux, was also given a copy of the proposed syllabus. It is the understanding of the Management Department that Dr. Vaux saw no immediate concerns with the creation of the proposed MGT 385 and that he was supportive of ITEC students having the option to take such a course.

#62, Alter, Course, Title, Catalog Description, MGT 400, The Entrepreneurship Experience, MGT, CBT, The previous MGT 400 description focuses on the development of a feasibility plan. Over time this course has evolved to include not only a feasibility plan but also the planning and execution of a small business during the semester. To better convey that learning experience to students we updated the course description; Change course title, Old Value: Entrepreneurship, New Value: The Entrepreneurship Experience; Change catalog description, Old Value: This course explores the phenomena of entrepreneurship, including the myths, realities, and impact of entrepreneurial activity. Students assess their own entrepreneurial aptitude and interests, meet a variety of entrepreneurs, and investigate the processes of generating promising ideas, evaluating the viability of those ideas, finding capital, considering franchise opportunities, and developing a new venture management team. The class is project oriented with each student participating in the development of a feasibility plan for a new venture, New Value: This course will focus on the theory and practice of entrepreneurship. The course is designed to provide students with an overview of the skills and abilities necessary to form a business. Student teams will develop a new business idea, secure funding, coordinate suppliers, production, marketing and distribution to execute a small business during the semester.

#63, Alter, Program, Middle Level 5-9 Teaching Subject Endorsement, B.A.Ed., TE, COE, Changes reflect courses offered in HIST and ENG more frequently and added in as options.

#64, Alter, Course, Prerequisites, MUS 122, Conducting, MUS, CASC, Prerequisites are altered to adjust to offering recently approved Musicianship and Music Theory courses; Change prerequisites, Old Value: MUS 200 and MUS 201, New Value: MUS 207 and MUS 208.

#65, Alter, Minor, Public Health, HSCI, CASC, The program electives are being re-structured to better convey to students the different areas of concentration within the field of public health. The original change submission also proposed to change from MGT 450 to MGT 350. After consultation with the Management Department, MGT 450 will remain in the minor.

#66, Alter, Program, Pre-Public Health, HSCI, CASC, The program electives are being re-structured to better convey to students the different areas of concentration within the field of public health. A new 3+2 collaboration program with UNMC has also been approved and language is being included to make students aware of that opportunity. The original change submission also proposed to change from MGT 450 to MGT 350. After consultation with the Management Department, MGT 450 will remain in the minor.

#67, Alter, Program, Pre-Respiratory Therapy, HSCI, CASC, The program is being updated for the following reasons: 1) To reflect changes to the prerequisite requirements for the Nebraska Methodist RT program, our affiliated hospital for receiving training towards a bachelor's degree. 2) To add the newly created Master's Degree in RT option that is now available at UNMC.

#68, Create, Course, SCM 350, Supply Chain and Operations Management, MASCUM, CBT, This course was approved by business faculty to be added to the Business Core in Fall 2024. This course will replace MGT 314.

#69, Alter, Course, Experiential Learning Status, TE 317, Field Experience: Literacy, TE, COE, Requesting EL designation; Change Experiential Learning Status, Old Value: No, New Value: Yes.

#70, Create, Course, THEA 280, Directing for the Stage I, MUS, CASC, We are in need of a lower level, introduction directing course that all Theatre students will take. This will be an in-class practice activities based course that will prepare students for Directing II (now THEA 480).

- A representative from the math department attended the meeting to help clarify the Math department changes.
 - Math 90 will sunset (elementary algebra) so that Math 101 (intermediate algebra) can be changed to a 4-credit hour class to help lower the DFW rates, which are currently high for the course. This allows students more class time to work with the instructor directly and fewer math classes to take in order to get into Math 102, which qualifies as Loper 4. The benchmark for 101 has been lowered to allow for it to be an entry level class. There were approximately 100 students that tested into Math 90 each year. Math 106 (math for liberal arts) is also open enrollment without any test-in requirements.
- A representative from the Modern Languages department attended the meeting to help clarify the Japanese course changes.
 - 175, 275, etc. and 176, 276 etc. are essentially the same courses. The 75's are geared towards study abroad programs worth 3 credit hours. If the student is doing a longer study abroad program that should be worth 6 credits, they would enroll in one of the 76's. There is a 100 level, 200 level, etc. to accommodate students at each level of study.

This is the same course format and description for every language-based study abroad program.

- Alejandro moved to accept the agenda items #29-70. Kristie seconded. Motion carried
- Attendance Policy discussion after reviewing the faculty input:
 - Suggestions to remove the verbiage about taking an incomplete during the first week of classes.
 - “ Each instructor must inform and explain to all classes at the beginning of each semester their attendance policies in their syllabus. Students who are unable to meet the requirements of the course due to attendance issues may consider withdrawing or request an incomplete. ~~(For incompletes, students should refer to the university’s incomplete policy.)~~”
 - Remove the attendance appeal process and incorporate it into the current grade appeal process.
 - Faculty want online classes to be addressed in this document. We suggest adding language regarding faculty who teach online asynchronous courses should develop a policy that aligns with their curricular expectations for participation.
- Kristie moved to reject the attendance policy as written and send back to the faculty senate with specific suggestions (see discussion above). Rebecca seconded. Motion carried.
- Kristie moved to adjourn. Alejandro seconded. Meeting adjourned.