MINUTES: School of Professional Studies Meeting, September 29, 2011, 3:30 p.m., TJM 307

PRESENT: Dean Galardi, Dr. Asmussen, Dr. Bliss Fudge, Ms. Edris, Dr. Gardner, Dr. Goebel-Lundholm, Mr. Griffin, Dr. Grotrian, Ms. Grotrian-Ryan, Dr. Ibrayeva, Dr. Hutchison, Mr. Jackson, Mr. Knape, Dr. Nevitt, Dr. Sharma

I. Dean Galardi called the meeting to order.

II. Department members reviewed the minutes of the September 15, 2011 School of Professional Studies meeting. Mr. Griffin with a second from Dr. Nevitt moved to approved the minutes. Minutes were approved.

III. Department representatives to Senate committees reported on activity.
   A. Dr. Nevitt reported that the Assessment Committee has been working on the modification of the course-enhancement form.
   B. Dr. Ibrayeva reported that the Academic and Curriculum Committee continues to evaluate the various elements of the General Studies proposal.
   1. There are questions about how the increase in credits for COLL 101 would be implemented.
   2. The science area supports two science classes with labs
   3. The math area opposes the change of statistics from 340 to 240 because the 300-level course is needed for the Math Program.
   4. The Arts and Sciences personnel support that the interdisciplinary course should be included in the General Studies Program.
   5. The Education personnel support the interdisciplinary course being a part of the graduation requirement.
   C. Dr. Goebel-Lundholm reports that the Rank Promotion and Tenure Committee met, and it is “off and running”. Emails declaring interest in promotion or tenure are due October 3, 2011; materials for consideration of promotion or tenure are due October 28, 2011.
   D. Dr. Grotrian, as the Faculty Athletic Representative, reported that the athletic activities are ongoing.
   E. Mr. Griffin advised that the Teacher Education Committee had not yet met.

IV. Professional Studies department members reviewed and voted on the general education curriculum items provided in the meeting agenda. Extensive discussion preceded the vote on each agenda item.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Vote Result</th>
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<tbody>
<tr>
<td>Effective writing skills-use current standards</td>
<td>Continue Current Standards</td>
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<tr>
<td>Effective math skills-use current standards</td>
<td>Continue Current Standards</td>
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<tr>
<td>Effective verbal communication skills - develop</td>
<td>Yes</td>
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<tr>
<td>assessment standards</td>
<td></td>
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<tr>
<td>Effective verbal communication skills - completion of HS speech with B or better</td>
<td>No</td>
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<tr>
<td>Effective computer skills - develop assessment standards</td>
<td>Yes</td>
</tr>
<tr>
<td>Effective computer skills - completion of software apps course in HS with B or better</td>
<td>No</td>
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<tr>
<td>Increase College 101 to 2 hours (credits)</td>
<td>Approved – including BUS 301 (Organizational Communications) ENG 309 (Creative Writing) and ENG 310 (Writing for Publication/Technical Writing) as options for the 3rd writing course</td>
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<tr>
<td>Add 3rd writing course</td>
<td>Approved – including Ethics or Religion along with Philosophy - BUS 353 (Organizational Ethics), SOWK 300 (Professional Ethics), PHIL/SOC 322 (The World’s Religions)</td>
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<tr>
<td>Move Math 340 to Math 240</td>
<td>Yes</td>
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<tr>
<td>Literature, Fine and Performing Art, Philosophy</td>
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<td>Agenda Item</td>
<td>Vote Result</td>
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<tr>
<td>Two science laboratory classes or categorizations</td>
<td>Approve only one lab class; therefore, no required sequence; CMIS, PSYC, Forensic Science, Exercise Science and Marketing lab classes should be included as choices</td>
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<td>Behavioral Science - one Psychology, Sociology or Anthropology</td>
<td>Approve with the inclusion of CJUS 110 as a choice for students</td>
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<td>Social Science Focus - one 2-course sequence in</td>
<td>Approve - with sequence not required and Political Science and Human Geography listed separately</td>
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<tr>
<td>1. History</td>
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<td>2. Economics</td>
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<td>3. Political Science and Human Geography</td>
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<td>Discussion and vote on Interdisciplinary Learning and Decision Studies - is this class within or outside of general education requirements?</td>
<td>Approve Interdisciplinary course as a graduation requirement</td>
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V. Department members reviewed recommended changes in programs. Discussion accompanied proposals.

A. Psychology
Psychology faculty proposed changes to the Psychology program.
1. Adding a course to the program
   a. PSYC 121 Introduction to Psychology
2. Removing a course from the program
   a. PSYC 380 Adolescent Psychology (topics covered in other courses)
3. Prerequisites
   a. Removing SOWK 300 as prerequisite for courses
   b. PSYC 410 Experimental Psychology should have prerequisites: PSYC 330 Research Methods and MATH 340 Statistics
   c. PSYC 431 Psychology of Tests and Measurements should have prerequisite of PSYC 330 Research Methods
4. PSYC 380 Adolescent Psychology should be replaced with a special topics course.

B. Criminal Justice
1. Department members are exploring the addition of two new options.
   a. Criminal Justice - Juvenile Justice
   b. Criminal Justice - Law and Society

C. Department members discussed possible changes in the business core. With Economics and Organizational Communications being moved to the General Studies, possible additions to the core would be International Business, Business and Society, and Introduction to Business. Other suggestions included replacing the Finite Math prerequisite with College Algebra; adding to major Business Statistics and Business Research Methods.

D. Accounting
Mr. Knape indicated that 30 accounting hours were required to sit for the CPA exam. He suggested the following changes.
1. Drop the CMA Focus
3. Make BUS 372 Advanced Cost/Managerial Accounting an elective or drop the course. The CPA exam addresses public accounting.
4. Possibly replacing BUS 353 Organizational Ethics with BUS 252 Commercial Law if that course has 25 percent ethics in its content.
5. Adding Advanced Auditing as an elective.
E. **Computer and Management Information Systems**
   Mr. Griffin proposed changes to the CMIS option.
   1. Replace BUS 301 Organizational Communications with CMIS 300 Information Systems Management in the business core
   2. Adding the course - CMIS 330 Advanced Applications (Excel) to the Option
   3. Adding the course - CMIS 360 Cyber Security
   4. Removing the second internship CMIS 442 from the Option
   5. Possibly removing CMIS 495 Systems Project Development from the Option since Policy (BUS 495) is considered a capstone course.

F. **Human Performance & Systems Management**
   Ms. Grotrian-Ryan and Mr. Griffin proposed changes to the Human Performance & Systems Management option.
   1. Change of name to remove athletic nature of the Human Performance title.
   2. Removing some courses from the program
      a. BUS 301 Organizational Communications
      b. BUS 252 Commercial Law
   3. Adding courses to the program
      a. BUS 431 Small Business Management
      b. CMIS 330 Advanced Applications (Excel)
   4. Moving CMIS 300 Information Systems Management to the Core courses
   5. Removing BUS 373 Organizational Behavior as a prerequisite for BUS 380 (Human Resources Management).

G. **Marketing**
   Mr. Jackson proposed changes to the Marketing option.
   1. Replacing BUS 313 Loss Prevention with BUS 315 Marketing Research
   2. BUS 350 Salesmanship – change the title of the class to Professional Selling
   3. Adding a new course BUS 355 Cyber Marketing (or E-Marketing or E-Commerce)
   5. Retain CMIS 410 Web Page Development & Programming

H. **Bachelor of Applied Science**
   Dr. Hutchison and Ms. Grotrian-Ryan proposed changes to the Bachelor of Applied Science program.
   1. Drop BUS 414 Supervisory Skills and Practices
   2. Develop a class that teaches the development of a business plan – possibly to be included in Small Business Management.
   3. Removing BUS 373 Organizational Behavior as a prerequisite for BUS 380 Human Resources Management.
   4. BUS 496 Organizational Leadership should have enrollment exclusively for the BAS majors as the BAS capstone course.

   Additional discussion included the suggestion that BUS 496 Organizational Leadership could be replaced by BUS 495 Policy as the capstone course for the Bachelor of Applied Science degree making BUS 495 the capstone course for all business degrees.

VI. Mr. Jackson noted that the department’s curriculum does not match with the objectives of the Mission and Goals. Dean Galardi advised that as the department goes through the curriculum alignment, these issues should be addressed.

VII. Meeting was adjourned at 5:29 p.m. with a motion and second by Dr. Grotrian and Mr. Jackson.