MINUTES
Academic Programs Committee (APC)
Tuesday, October 21, 2014
10:00 a.m. – 12:00 p.m.
C 306

Chair: Dr. Richard Reich
Vice Chair: Dr. Wan Yang
Members: Dr. Kiyoung Chang, Dr. Stephen Rushton, Dr. Christine Ruva, Dr. Carol Vance, Dr. Scott Perry
Regrets: Dr. Dina Osborne
Guest: Dr. Thomas Pencek
Recorders: Ms. Sarah Fayard & Ms. Christine Rock

1. Approval of September 23, 2014 minutes

Motion: A motion was made by Dr. Rushton to approve the September 23, 2014 minutes. The motion was seconded by Dr. Chang. All were in favor. Motion passed.

2. Consent Agenda Items

   a. College of Arts & Sciences (CAS)
      Interdisciplinary Social Sciences (ISS) Program Change (Rushton & Vance)

   b. College of Business (COB)
      Master of Business Administration (MBA) Program Change (Perry & Reich)

Motion: A motion was made by Dr. Perry to approve the items on the consent agenda as stated above. The motion was seconded by Dr. Ruston. All were in favor. Motion passed.

3. Discussion Items

   a. College of Business
      General Business Administration (GBA) (Osborn & Yang)

Dr. Pencek explained that COB faculty would like to remove the Option 1 concentrations from the GBA. It was suggested to also remove Option 2 CAS concentrations pending COB and CAS Deans’ approval. Once updated, the proposal can be resubmitted to APC.

Motion: A motion was made by Dr. Yang to defer the General Business Administration proposal. The motion was seconded by Dr. Vance. All were in favor. Motion passed.

4. General Discussion Items

   a. General Education Change

The following state-mandated general education courses have been added to USFSM’s course offerings:
b. **Determine December APC Meeting Date**

It was agreed that the December APC meeting will be moved to Friday, December 12th.

c. **USFSM Syllabus Template**

The course description section of the syllabus template was changed to include which, if any, core curriculum requirements are met.

**Motion:** A motion was made by Dr. Perry to approve the syllabus template changes. The motion was seconded by Dr. Yang. All were in favor. Motion passed.

d. **APC Guidelines from APC website**

Language will be added to the APC guidelines regarding APC’s membership and how to proceed if a preview team member is unable to complete his/her term. The guidelines will be revised and revisited at the November APC meeting.

5. **Meeting Adjourned**

**Motion:** A motion was made by Dr. Rushton to adjourn at 10:48 a.m. The motion was seconded by Dr. Chang. All were in favor. Motion passed.