1. Approval of Minutes

   a. December 17, 2013 Minutes

      Motion: A motion was made by Dr. Rushton to approve the December 17, 2013 minutes
      with one grammar correction. The motion was seconded by Dr. Noel. Seven members were
      in favor of approving the minutes with one abstention. Motion passed.

   b. January 28, 2014 Minutes

      Motion: A motion was made by Dr. Wilson to approve the January 28, 2014 minutes with
      one administrative change. The motion was seconded by Dr. Rushton. All were in favor of
      approving the minutes. Motion passed.

2. Consent Agenda Items

   College of Hospitality and Technology Leadership

   a. CGS 3373L IT Concepts & Data Networking Laboratory (Reich & Yang)

   b. CGS 3374L Computer Architecture & Operating Systems Lab (Reich & Yang)

      Motion: A motion was made by Dr. Yang to approve both new courses, CGS 3373L and
      CGS 3374L. The motion was seconded by Dr. Reich. All were in favor of the motion.
      Motion passed.

   c. Self-Supporting Certificate Program in Hospitality Management with
      Optional Internship (Chang & Rushton)

      Dr. Keith Barron presented the Hospitality Management Self-Supporting certificate and
      answered questions.

      Motion: A motion was made by Dr. Rushton to approve the new Self-Supporting
      Certificate Program in Hospitality Management with Optional Internship. The motion was
      seconded by Dr. Noel. All were in favor of the motion. Motion passed.
3. General Discussion Items

a. Syllabi template change (Appendix A)

The syllabi template has been updated to include a suggested “Academic Support Services” section under the “General Instructions for Students” section. One verbiage change was requested to accurately reflect current academic support staff.

**Motion:** A motion was made by Dr. Perry to approve both the new syllabi template pending the one verbiage change. The motion was seconded by Dr. Reich. All were in favor of the motion. Motion passed.

b. General Education (Appendix B)

General Education curriculum was approved at the December 17, 2013 APC meeting. Dr. Hunsader reviewed edits made to the General Education curriculum after this approval.

**Motion:** A motion was made by Dr. Reich to approve the General Education curriculum including these changes. The motion was seconded by Dr. Rushton. All were in favor of the motion. Motion passed.

Next Scheduled APC Meeting: Tuesday, March 25, 10:00 a.m. – 12:00 pm, C 306