

Middle Georgia State University  
Meeting 1 of the Academic Affairs Board  
August 18, 2017  
10:00 am  
Teacher Education Building Room 317

Present Dr. Rhonda Amerso (Education), Dr. Charla Bake (Math), Dr. Emmie  
(English), Dr. Mary Wearn  
Dr. Sabrina Wengier (MCA).

a.m.

tion of the minutes of the previous meeting  
e names of the individuals asking questions from the minutes.  
econd Dr. Wengier Approved as amended.

he order of business and move the election of 2018  
ore the Office of Academic Affairs gives the Board its charge.  
econd Dr. Cochran

Dr. Wearn added that departments should not submit course modifications to essential modifications this year until the software is running properly. Curriculum changes are welcome, however.

Finally, the Provost and Dr. Wearn agree that course designation changes are not the best use of the AAB's time. Dr. Wearn suggested that designation changes should become an administrative process from the Academic Affairs office. This would be only for course title changes or number changes within the same level—a course changing its number from 1000 to 1100 for instance; designation changes involving a level change (from 1000 to 2000 for instance) will still go through the AAB.

Dr. Trayers moved to propose that course designations not involving a level change or course description change will be handled administratively by the Office of Academic Affairs

First—Dr. Kang. Second—Dr. Cochran Jackson. Approved.

## 6. Review of Proposals

### a. From the Department of Media, Culture, and the Arts

C-MCA-01-AA-2017-2018: new course ARTS 3020d  
C-MCA-02-AA-2017-2018: new course ARTS 4900

The AAB noted that both courses require lab fees and that the AAB approves the courses but the fees are subject to approval by Fiscal Affairs.

Suggested changes for ARTS 4900: change 'proceeding' to 'preceding' in the course description; remove 'will be able to' from SLOs.

First—Dr. Kang. Second—Dr. Trayers. Approved as amended

### b. From the School of Information Technology

C-ITEC-01-AA-2017-2018: course deletion ITEC 4248

First—Dr. Trayers. Second—Dr. Guarisco. Approved.

### c. From the Department of Respiratory Therapy

PY-RT-01-AA-2017-2018: Dr. Taylor explained that this proposal

changes the Area F requirements for

d. From the Department of Health Services

PY-HSA-01-AA-2017-2018: Dr. Taylor explained that this proposal pertains to the requirements for admission to HLSA program. The proposal removes a requirement that forces students to take two 300-level courses in the program before they are formally admitted to the program.