

Minutes

Academic Affairs Committee

Georgia Southwestern State University

4:00 PM- 5:46 PM, April 15, 2025

College of Business and Computing Conference Room

Members Present: Brian Smith (Chair), Leigh Swords (acting Secretary), Brandy Pfeiffer, Karen Cook, Chu Chu Wu, Allison Tarrer, Bryan Davis, Carol Bishop, Mark Grimes, Susan Bragg, Anne Jacobs, Kailash Ghimire, Eric Crawford, Mohammad Dehzooei, Annie Nichols, Krista Smith

1. The meeting came to order at 4:00PM.
2. The minutes for 3/4/2025 were approved by unanimous consent.
3. Committee on Academic Affairs By-Laws Proposal from Sub-Committee on Academic Policy was approved by unanimous consent.
4. University Statute Change for Committee on Academic Affairs from Sub-Committee on Academic Policy was approved by unanimous consent.
5. Proposal for New Course ENGL 3280 Digital Narrative moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
6. Proposal for Course Revision ENGL 2160 Studies in Genre Fiction moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
7. Proposal for Course Revision ENGL 2170 The Meaning of Life was approved by unanimous consent.
8. Proposal for Curriculum Change Minor in English was approved by unanimous consent.
9. Proposal for Core Curriculum Change Add ENGL 2160 was approved by unanimous consent.
10. Proposal for Core Curriculum Change add ENGL 2170 was approved by unanimous consent.
11. Proposal for New Course PERS 2004 Personal and Professional Development and Leadership was approved by unanimous consent.
12. Proposal for Core Curriculum Change Institutional Priorities add PERS 2004 was approved by unanimous consent.

13. Proposal for New Program Certificate in Data Science moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
14. New Course POLS 3101 Law and Education was approved by unanimous consent.
15. New Course POLS 3201 Law and Sports was approved by unanimous consent.
16. New Course POLS 3301 Law and Religion was approved by unanimous consent.
17. Proposal for Curriculum Change B.S. Political Science moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
18. Proposal for Curriculum Change Minor in Political Science was approved by unanimous consent.
19. Proposal for Curriculum Change Pre-Law Studies Certificate was approved by unanimous consent.
20. Proposal for Curriculum Change Minor in History was approved by unanimous consent.
21. Proposal for Curriculum Change B.A. History was approved by unanimous consent.
22. Proposal for New Course BIOL 3500 Cancer Biology was approved by unanimous consent.
23. Proposal for Curriculum Change Elementary Education was approved by unanimous consent.
24. Proposal for Course Revision NURS 4010 Leadership in Nursing moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
25. Proposal for Course Revision NURS 1001 Fundamentals of Nursing Care moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
26. Proposal for Course Revision NURS 1002 Nursing of the Lifespan I was approved by unanimous consent.
27. Proposal for Course Revision NURS 2001 Nursing of the Lifespan II was approved by unanimous consent.
28. Proposal for Course Revision NURS 2005 Nursing of the Lifespan III was approved by unanimous consent.
29. Proposal for Course Revision NURS 3630 Pharmacology moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
30. Proposal for Course Revision NURS 4850 Transition to Practice was approved by unanimous consent.

31. Proposal for Curriculum Change BA Music moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously with requirement for correction of documents.
32. Proposal for Curriculum Change B.A. Communication and Emerging Media was approved by unanimous consent.
33. Proposal for Curriculum Change Certificate in Health Communication was approved by unanimous consent.
34. Proposal for Curriculum Change Certificate in Journalism moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
35. Proposal for Curriculum Change Certificate in Media Production and Culture was approved by unanimous consent.
36. Proposal for Curriculum Change Certificate in Persuasion, Argument, and Advocacy moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously with requirement for correction of documents.
37. Proposal for Curriculum Change Certificate in Strategic Communications was approved by unanimous consent.
38. Proposal for New Program Certificate in Sports, Leadership, and Communication moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
39. Proposal for Curriculum Change B.S. in Criminal Justice moved by Carol Bishop, second by Mark Grimes. Motion passed unanimously.
40. Proposal for Curriculum Change B.S. in Criminal Justice was approved by unanimous consent.
41. Proposal for Curriculum Change B.S. in Criminal Justice was approved by unanimous consent.
42. Advice given to administration to remove hour cap on student credentials was approved by unanimous consent.
43. Meeting adjourned at 5:46.

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Tuesday, February 4, 2025; 4 PM – 4:41 PM

Location of Meeting: College of Business and Computing Conference Room

Members Present: Anne Jacobs, Susan Bragg, Charles Wells, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 4:04 PM.
2. The minutes for 11/12/2024 were approved by unanimous consent.
3. Motion was passed by unanimous consent for BA in English proposal for curriculum change and BA in Art proposal program deactivation. Additionally, suggestions were made for cleaning up the English curriculum sheet.
4. Regarding ENGL course proposals:
 - a. For the proposal for multiple course deletion, motion was made by Anne Jacobs and seconded by Susan Bragg; motion was passed by unanimous consent.
 - b. For the new course proposals for ENGL 2170: The Meaning of Life (both face-to-face and online), motion was made by Anne Jacobs and seconded by Charles Wells; Bryan Davis suggested consolidating these two items/courses; motion was passed by unanimous consent.
 - c. For the new course proposal for ENGL 3390: Poetry and Popular Music, motion was passed by unanimous consent.
 - d. For the course revision proposals for ENGL 2150: Research and Writing (both face-to-face and online) and ENGL 3470: Post Colonial World Literature (both face-to-face and online), motion was passed by unanimous consent but with suggestions to look for typos and clean them up.
 - e. Susan Bragg made the motion for ENGL 4430: Literature and Technology new course proposal and Anne Jacobs seconded it; motion was passed by unanimous consent.
 - f. For the new course proposals for ENGL 4410: Gaming and Narrative, ENGL 3500: Contemporary Literature, ENGL 4420: Literature and Law, and ENGL 3490: Horror and the Supernatural, motion was passed by unanimous consent.
5. In regards to the new course proposal for ECON 1101: The Economics of Financial Literacy including the proposal for its core curriculum change to Social Science core IMPACTS, they have been moved to the next meeting; approval of the course is required first.
6. Motion was passed by unanimous consent for Review of Committee on Academic Affairs Procedures/Bylaws to submit their revisions to the policy subcommittee.
7. The meeting adjourned at 4:41 PM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Tuesday, March 4, 2025; 4 PM – 4:55 PM

Location of Meeting: College of Business and Computing Conference Room

Members Present: Brian Smith, Debaleena Ghosh, Brandy Pfeiffer, Sandra Swords, Karen Cook, Chu Chu Wu, Allison Tarrer, Bryan Davis, Carol Bishop, Mark Grimes, Jason Berggren, Susan Bragg, Anne Jacobs, Kailash Ghimire, Eric Crawford, Mohammad Dehzooei, Annie Nichols, Krista Smith

1. The meeting came to order at 4 PM.
2. The minutes for 2/4/2025 were approved by unanimous consent.
3. Mark Grimes moved the motion for COBAC's New Course Proposal for ECON 1101: The Economics of Financial Literacy and was seconded by Sandra Swords; the motion was approved by unanimous consent.
4. Karen Cook moved the motion for COBAC's Core Curriculum Change Proposal for ECON 1101 and was seconded by Sandra Swords; the motion was passed by unanimous consent.
5. Regarding Nursing Course Revisions:
 - a. Jason Berggren moved the motion for NURS 1001's Course Revision Proposal and was seconded by Mark Grimes; Bryan Davis suggested making changes to credit hours and course description; the motion was approved by all except Debaleena Ghosh.
 - b. Mark Grimes moved the motion for NURS 2005's Course Revision Proposal and was seconded by Anne Jacobs; the motion was rejected by unanimous consent.
 - c. The Course Revision Proposals for NURS 2001 and NURS 1002 were rejected by unanimous consent.
 - d. Jason Berggren moved the motion for NURS 4810's Course Revision Proposal and was seconded by Mark Grimes; the motion was approved by unanimous consent but with suggested revisions for header.
 - e. Mark Grimes moved the motion for NURS 4150's Course Revision Proposal and was seconded by Jason Berggren; the motion was passed by unanimous consent.
6. Mark Grimes moved the motion for Health Sciences's (XSCI) XSCI 3240's and XSCI 3240L's Course Proposal Revision and was seconded by Jason Berggren; the motion was passed by unanimous consent.
7. Anne Jacobs moved the motion for Health Sciences BS XSCI Major Curriculum Change Proposal and was seconded by Jason Berggren; the motion was passed by unanimous consent.
8. Jason Berggren moved the motion for Biology's Course Revision Proposal for BIOL 3200 and was seconded by Anne Jacobs; the motion was passed by unanimous consent.
9. Anne Jacobs moved the motion for MCEM's New Course Proposal for COMM 3900: Data Literacy and was seconded by Jason Berggren; Mark Grimes moved the motion to block 9, 10, and 11 and was seconded by Jason Berggren but was rejected by unanimous consent; suggestions were made to fix typo in the catalogue description.

10. Anne Jacobs moved the motion for MCEM's New Course Proposal for COMM 4350: Visual Communication and was seconded by Jason Berggren; the motion was passed by unanimous consent.
11. Mark Grimes moved the motion for MCEM's New Course Proposal for COMM 3350: Communicating Data Visibility and was seconded by Sandra Swords; the motion was passed by unanimous consent.
12. Mark Grimes moved the motion for MCEM's New Course Proposal for COMM 3200: Journalism and was seconded by Jason Berggren; the motion was passed by unanimous consent but with suggestions to fix typos.
13. Mark Grimes moved the motion for MCEM's New Course Proposal for COMM 3250: Interviewing as Investigative Practice and was seconded by Karen Cook; the motion was passed by unanimous consent but with suggestions to fix typos.
14. Jason Berggren moved the motion for MCEM's New Course Proposal for COMM 4800: Independent Study and was seconded by Debaleena Ghosh; the motion was passed by unanimous consent but with suggestions to fix typos, if any.
15. Mark Grimes moved the Policy Subcommittee Proposal on Degree Requirements and was seconded by Karen Cook; the motion was passed by unanimous consent
16. The meeting adjourned at 4:55 PM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Monday, August 12, 2024; 9 AM – 9:45 AM

Members Present: David Berggren, Anne Jacobs, Charles Wells, Susan Bragg, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, ChuChu Wu, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 9 AM with the welcome and introduction of 2024-25 AA members
2. Description of the AA chair and secretary roles by Dr. ChuChu Wu, outgoing AA chair
3. Nomination and appointment of 2024-25 AA chair; Dr. Brian Smith volunteered for the position
4. Nomination and appointment of 2024-25 AA secretary; Dr. Debaleena Ghosh volunteered for the position
5. The meeting was chaired by Dr. Brian Smith and Dr. Debaleena Ghosh was the secretary
6. The next AA meeting was decided to be held on Thursday, September 5 at 4 pm in the College of Business and Computing Conference Room
7. All proposals for the next meeting will be finalized and sent to Dr. Brian Smith before Wednesday, September 4
8. The meeting adjourned at 9:45 AM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Thursday, September 5, 2024; 4 PM – 4:41 PM
Location of Meeting: College of Business and Computing Conference Room

Members Present: David Berggren, Anne Jacobs, Charles Wells, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, Allison Tarrer, Bryan Davis, Jill Drake

1. The meeting came to order at 4 PM
2. The minutes for 4/11/24 and 8/12/24 were approved by unanimous consent
3. Dr. Brian Smith moved for chair nominations for each subcommittee and 6 volunteers on each committee (policy and advising); Mark Grimes and Carol Bishop were approved by unanimous consent as chairs of academic policy and academic advising committees respectively. Besides Mark Grimes, Jill Drake and Bryan Davis, Anne Jacobs, Leigh Swords, Kailash Ghimire, Karen Cook, Susan Bragg were approved without objection to serve on the Academic Policy Subcommittee. Similarly, besides Carol Bishop and Bryan Davis, Brandy Pfeiffer, Charles Wells, Chu Chu Wu, Allison Tarrer, Jason Berggren, and Signe Coombs were approved unanimously to serve on the Academic Advisement Subcommittee
4. September 17, October 15, and November 12 were scheduled for fall 2024 meetings without objection
5. Dr. Bryan Davis discussed 3 dynamic forms related to core curriculum, major/minor, and course deletion/deactivation changes, as well as the post-deactivation of program process. All were approved by unanimous consent
6. Dr. Jill Drake discussed the withdrawal policy, and the related change recommendation requested by Dr. Drake was referred to the academic advising subcommittee; no vote was taken.
7. The meeting adjourned at 4:41 PM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Tuesday, September 17, 2024; 4 PM – 4:26 PM
Location of Meeting: College of Business and Computing Conference Room

Members Present: David Berggren, Debaleena Ghosh, Susan Bragg, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 4 PM
2. The minutes for 9/5/2024 were approved by unanimous consent
3. The course revision for INDS 4000 General Studies were approved without any objection
4. General Studies curriculum change was approved without any objection
5. The new courses in English and Modern Languages- Studies in Genre Fiction (including online), Introduction to Creative Writing, Senior Capstone: A Professional Future, and Publishing Practicum- were approved without objection after seeing/discussing their course outlines and related instruction strategies (particularly for Studies in Genre Fiction) or which areas they fall under (particularly for Introduction to Creative Writing)
6. The new program Project Management Certificate was discussed, and a suggestion was made to check if it's a standalone certificate; motion passed by unanimous consent
7. The meeting adjourned at 4:26 PM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Tuesday, October 15, 2024; 4 PM – 4:27 PM

Location of Meeting: College of Business and Computing Conference Room

Members Present: David Berggren, Anne Jacobs, Charles Wells, Susan Bragg, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, ChuChu Wu, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 4 PM
2. The minutes for 9/17/2024 were approved by unanimous consent
3. The curriculum change for BSEd Special Education was bounced for next meeting to discuss any changes or revisions to the curriculum. Also, it was approved by unanimous consent to include EDRG 3280: Literature for Children to the curriculum
4. The “Doubles Canes Program” including Computer Science and Information Technology and BS and MS in Computer Science were approved by unanimous consent and will be sent to graduate affairs
5. Based on the report from the subcommittee on academic policy, except for Bryan Davis, everyone approved the removal of paragraph #9 on foreign languages from the General Baccalaureate degree program
6. As per the report from the subcommittee on advising, the webpage has been UpToDate, and it was recommended that the date of withdrawal from fall/spring semester be changed to week 11 or further as allowed; this was approved by unanimous consent
7. The meeting adjourned at 4:27 PM

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Tuesday, November 12, 2024; 4 PM – 4:24 PM
Location of Meeting: College of Business and Computing Conference Room

Members Present: Anne Jacobs, Charles Wells, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, ChuChu Wu, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 4 PM
2. The minutes for 10/15/2024 were approved by unanimous consent
3. The curriculum change for BSEd Special Education motion was moved by Mark Grimes and seconded by Charles Wells. Motion was approved.
4. The curriculum changes for Wildlife Biology Certificate, the course revisions for BIOL 4100: Biological Resources and BIOL 4200: Genetics, and the Certificate in Research Applications and Methods New Program were made one motion by unanimous consent. The motion was moved by Mark Grimes and seconded by Charles Wells. It was pointed out that BIOL 1104 w/lab, BIOL 2108K, and BIOL 1500 are core classes and cannot be double counted in a certificate and for core requirements. And so, it was recommended to include a side note in all certificate curriculum sheets that tells the student about that restriction. Also, it was pointed out that there is a typo in “Aplication” in the curriculum sheet which needs to be passed to Dr. Jamie MacLennan, President of the Faculty Senate. Motion was approved.
5. Certificate in Integrated Studies New Program motion was moved by Mark Grimes and seconded by Charles Wells. Motion was approved.
6. The course revisions for CHEM 3100: Chemical Literature and CHEM 4410: Biochemistry Proteins, Lipids, and Carbohydrates, the new course proposal for CHEM 4900: Independent Research, and the curriculum change in BS Chemistry were made one motion by unanimous consent. The motion was moved by Mark Grimes and seconded by Charles Wells. The motion was approved.
7. The curriculum changes for BFA Art including New Integrative Studies Track were moved by Mark Grimes and seconded by Charles Wells. The motion was approved.
8. The BSIT curriculum change was moved by Mark Grimes and seconded by Charles Wells. The motion was approved.
9. The new course ENGL 2220: Introduction to Rhetoric and Writing was moved by Mark Grimes and seconded by Charles Wells. The motion was approved.
10. The course changes for MUSC (changes to MUSC 4700) and THEA (course deletion of THEA 1110) were made one motion by unanimous consent. The motion was moved by Mark Grimes and seconded by Charles Wells. The description of credit hours for MUSC 4700: Internship in Music was amended by unanimous consent (since it was incorrect) amending the course outline to read correctly (0-3; 18-1-:6). The motion was approved.
11. THEA 1110: Performance Skills for Business and Professionals be removed from core curriculum since the course no longer existed after prior motion, motion made by Bryan Davis and seconded by Mark Grimes. The motion was approved.
12. The meeting adjourned at 4:24 PM