

## Academic Council Minutes

Met via Zoom, September 27, 2024 at 2 PM

First Name	Last Name	College/Department
Zachary	Abernathy	College of Arts & Sciences
Leslie	Bickford	College of Arts & Sciences
Kori	Bloomquist	College of Arts & Sciences
Kelly	Costner	College of Education, Sport, & Human Sciences
Jessica	Hamm	College of Arts & Sciences
Sherry	Hoyle*	College of Education, Sport, & Human Sciences
Justin	Isenhour*	College of Visual & Performing Arts
Wanda	Koszewski	College of Arts & Sciences
Kelly	Ozust*	College of Visual & Performing Arts
Anna	Romanova	College of Business & Technology
David	Scibelli	College of Business & Technology
Ephraim	Sommers	College of Arts & Sciences
Joy	Stapleton*	College of Education, Sport, & Human Sciences
William Cody	Walters	Dacus Library
Paul	Wiegand	College of Business & Technology
Brent	Woodfill	College of Arts & Sciences
Kristen	Wonderlich	College of Visual & Performing Arts
Kelly	Richardson	General Education Director
Sean	Pennington	Council of Student Leaders representative
Gina	Jones*	Registrar/Secretary

\*absent

Guests: Sebastian van Delden and Jackie McFadden

- I. **Approval of minutes** of the August 23, 2024 meeting (approved via email)
- II. **Remarks from the Chair** (Cody Walters)  
Mr. Walters introduced himself. He appreciated everyone who was able to meet online given the situation. He said to reach out to him with any questions.
- III. **Remarks from the Provost and Executive Vice President for Academic Affairs** (Sebastian van Delden)  
Dr. van Delden expressed appreciation for folks on this committee and all the good work that's being done. He mentioned Kristen's outstanding performance at the Music Faculty Recital the day before.  
  
He stated he had just gotten off an Emergency Management Team meeting and spoke about the power outages on campus. He also mentioned his "What If" presentation. He pointed out that no decisions have been made; it was made to generate ideas. What should we move

forward with? He would love to be invited to departments to talk more. If there are any concerns, please let him know.

Dr. Wonderlich said she appreciated Dr. Van Delden's attendance at the recital, that it meant a lot to the faculty.

Dr. Koszewski said the Provost was coming to a meeting for health professions on Friday, November 8<sup>th</sup> in Dalton 331. Anyone is invited. It is focused on the health science initiative.

Dr. van Delden said that some of the ideas from his presentation came from a report that Dr. Koszewski and Dr. Dwight Dimaculangan had given him in April.

#### IV. Reports from Standing Committees

##### A. Committee on University Curriculum (Zach Abernathy)

Curriculum Actions – **Appendix A**

Dr. Abernathy briefly talked about the program changes. *The programs were unanimously approved.*

##### B. General Education Curriculum Committee (Kelly Costner)

Committee actions – **Appendix B**

Zach made a motion. Leslie seconded. *The course was approved unanimously.*

Dr. Costner also talked about a new online dashboard for Gen Ed Assessment. It is an important step and moving toward the use of our assessment data for instructional decisions. He also mentioned Maria Linn and Kelly Scott for their work on this dashboard.

## GNEC Curriculum Committee

### Previewed a new **online dashboard for GNEC Assessment Data**

- Demonstration by Kelly Scott, Institutional Effectiveness (Maria Lynn codesigned)
- Currently includes available data from past two academic years (2022-2023 and 2023-2024)
- Organized by component (common rubric within each)
- Displays include both graphs and tables, and are dynamic (hovering over an element opens pop-up details)
- Housed within password-protected section of Institutional Effectiveness page
- Will soon be linked via GNEC Sharepoint site

## V. Old Business

None

## VI. New Business

### A. CBE Course Withdrawal Policy – Appendix C

Dr. Wiegand asked for clarification in that since the student is basically “buying time,” what does withdrawal even mean? Do you start again, or does it depend on the class?

Mr. Walters mentioned the N grade and the different grading scale. If they don’t finish, they can pick back up the next semester.

Dr. Koszewski tried to explain about the subscription period and having a *W* on the transcript as opposed to an *N*. [*Clarification: a “W” doesn’t not exist on the transcript. All withdrawals show with the “N” grade on a transcript.*]

Dr. Costner sees this as a statement by the student to say “I’m not able to finish this and I won’t be able to finish in the next subscription period because things in my life will prevent that.” He thought it might affect some subscription re-payment. Overall, he sees this as our typical policy translated into the subscription model.

Dr. Richardson said an “N” would indicate to her that something like this happened (extenuating circumstance) versus an *ability* situation.

Mr. Walters pointed out the line “Students may not withdraw from a course for which they have already taken the final assessment,” so this makes sense in terms of the student completing that much of the class will get a grade.

Dr. Wiegand said his lack of understanding was about not knowing what the transcript looks like and means for these students. A withdrawal is to protect GPA, but that doesn’t seem to be an issue here.

Mr. Walters clarified that the students do get grades and Dr. Koszewski said this “N” prevents that “Not Met” grade. They still have a similar grading system.

Dr. Abernathy pulled up the CBE grading system and went over those grades. This separates students who might get a PR grade (in progress).

Dr. Koszewski motioned to approve. Dr. Abernathy seconded. ***The policy was approved.***

**B. CBE University Withdrawal Policy – Appendix D**

Dr. Wiegand asked if a student withdraws and reapplies, what happens to them? He has no objection to the policy but was curious.

Dr. Koszewski said they could be readmitted and the coursework taken would still count.

Dr. Costner motioned to approve. Dr. Bickford seconded. *The policy was approved.*

**VII. Announcements—none**

**VIII. Adjournment**

Mr. Walters adjourned the meeting at 2:37 p.m.

Respectfully submitted,  
Gina Jones, Secretary

## Appendix A

**Winthrop University**  
**Committee on Undergraduate Curriculum**  
**September 20, 2024 Minutes**

The Committee on Undergraduate Curriculum met on Friday, September 20, 2024. Participating were committee members Zachary Abernathy, Amanda Hiner, Anna Romanova, and Jared Androzzi. Also attending were Will Thacker, Cody Walters, Tim Drueke, Gina Jones, and Kara Traverse.

***These 6 program change items (degree) recommended and forwarded to Academic Council for action:***

<b>Program</b>	<b>Action</b>
BA in Math Teacher Cert	<b>Inactivate Program</b>
BS in Biology	<b>Edit Program:</b> Indicate that an additional course in the major must be from Area C rather than a choice of A, B or C. Add BIOL360, 382, 383, 384, 388, and 450H to Area D. Update MATH141 to MATH241 and QMTH205 to BSAN205.
BS in Biology - Conservation	<b>Edit Program:</b> Add GEOL345 and ENVS375 as options for Conversation Experiential Learning Requirement. Designate that one course from Area C is only required if not met above. Add BIOL360, 382, 383, 384, 388, and 450H to Area D. Update MATH141 to MATH241. Remove GEOG and BSAN/QMTH 205 from Math and Science Electives.
BS in Biology-BioMed Resrch	<b>Edit Program:</b> Add BIOL360, 382, 383, 384, 388, and 450H to Area D. Update MATH141 to 241.
BS in Biology-Medical Tech	<b>Inactivate Program</b>
BS in Math-Teacher Cert	<b>Inactivate Program</b>

**The following 44 course action items were approved at CUC Level and require no further action:**

<b>Course</b>	<b>Action</b>
ANTH331 Rise of Inequality/Complexity	<b>New Course</b>
BIOL203 Principles of Biology Laborato	<b>Inactivate Course</b>
BIOL203H Principles of Biology Laborato	<b>Inactivate Course</b>
BIOL204 Principles of Biology	<b>Inactivate Course</b>
BIOL204H Principles of Biology	<b>Inactivate Course</b>
BIOL207 SEA PHAGES Discovery Lab	<b>Inactivate Course</b>
BIOL360 Peer Mentoring in Biology	<b>Edit Course:</b> Update course description. Remove BIOL203, 204, 205, 206 from prerequisites. Add CHEM210 or 211 to prerequisites. Change number of credits that can be earned for the course from 0.5 to 1.
BIOL480 Integration of Biological Prin	<b>Edit Course:</b> Update prerequisite to clarify that two BIOL courses from Areas A, B, C do not need a C- to satisfy prerequisite.
ECED300 Foundations of Early Childhood	<b>Edit Course:</b> Add Educational Studies and Special Education majors to list of students who can register for the course.
ECON508 Forecast & Predict. Analytics	<b>New Course</b>
ENGL492 Seminar in Science Communicati	<b>Inactivate Course</b>
ENGL527 English Romantic Poetry,Prose	<b>Inactivate Course</b>
ENR370 Leadership in Free Enterprise	<b>Inactivate Course</b>
ENVS355 Earth's Changing Climate	<b>New Course</b>
FINC518 Blockchain and AI in Finance	<b>New Course</b>
FINC522 Options and Futures Markets	<b>New Course</b>

MGMT322 Intro to Talent Management	<b>Edit Course:</b> Remove MGMT321 from the prerequisite and add HXCT301 as an alternative to HMXP102.
MGMT422 HR for Sport Management	<b>Inactivate Course</b>
NUTR223 The Science of Human Nutrition	<b>Edit Course:</b> Clarify in prerequisite that course is for Human Nutrition, Exercise Science, Biology, and Chemistry majors.
NUTR227 Medical Terminology	<b>Edit Course:</b> Add NUTR223 as an option in prerequisites.
NUTR231 Food Composition	<b>Inactivate Course</b>
NUTR232 Food Composition Laboratory	<b>Inactivate Course</b>
NUTR380 Nutr Education	<b>Edit Course:</b> Add NUTR223 to the prerequisite.
NUTR421 Nutrition Through the Life Spa	<b>Edit Course:</b> Change prerequisite from NUTR321 to NUTR229.
NUTR423 Food Science Principles	<b>Inactivate Course</b>
NUTR428 Community and Cultural Nutriti	<b>Edit Course:</b> Change prerequisite from NUTR427 to NUTR380.
NUTR471 Food & Nutr Mgmt II	<b>Edit Course:</b> Change prerequisite from NUTR371 to NUTR223 and 323.
NUTR490A Practicum Experience	<b>Edit Course:</b> Change prerequisite from NUTR 421 with a C- or higher to NUTR 421 (C- or higher) for Health promotion option students and NUTR 427 (C- or higher) for dietetic option students.
NUTR521 Nutritional Biochemistry & Met	<b>Edit Course:</b> Change prerequisite from NUTR431 to NUTR321.
SCIE301 Biology of Aging	<b>Inactivate Course</b>
SCIE594 ST: Content/Pedagogy ST	<b>Inactivate Course</b>
SCIE594L ST Lab for Teachers	<b>Inactivate Course</b>
SOCL320 Sociology of Contemporary Afri	<b>Edit Course:</b> Reactivate course. Update description.
SPED581 Intro to Accessible Education	<b>New Course</b>

SUBU330 Sustainable Bus Practices	<b>Inactivate Course</b>
SUBU330H Sustainable Bus Practices	<b>Inactivate Course</b>
THED542 Theatre for Youth	<b>New Course</b>
WRIT431 Academic Internship in Writing	<b>Edit Course:</b> Delete “Open to English majors only. WRIT 366, 367, or 465 are highly recommended.” from course description. Add “Non-majors may enroll with the permission of the Department Chair if they meet the other requirements for the course” to the prerequisite.
WRIT432 Academic Internship in Writing	<b>Edit Course:</b> Delete “Open to English majors only. WRIT 366, 367, or 465 are highly recommended.” from course description. Add “Non-majors may enroll with the permission of the Department Chair if they meet the other requirements for the course” to the prerequisite.
WRIT433 Academic Internship in Writing	<b>Edit Course:</b> Delete “Open to English majors only. WRIT 366, 367, or 465 are highly recommended.” from course description. Add “Non-majors may enroll with the permission of the Department Chair if they meet the other requirements for the course” to the prerequisite.
WRIT461 Internship Science Communication	<b>Inactivate Course</b>
WRIT462 Internship Science Communication	<b>Inactivate Course</b>
WRIT566 Writing in STEM, Med, & Health	<b>Edit Course:</b> Change title from Writing for Sciences and Technology. Update transcript title and description. Change prerequisite from “HMXP 102 with a grade of C- or better; and either ENGL 380 or successful completion of a 200-level or higher course in BIOL, CHEM, CSCI, ENVS, GEOG, GEOL, GRNT, NUTR, MATH, PHYS, PSYC, SCIE, or WELL, or permission of the instructor; or graduate status” to “CRTW 201 or HXCT 301 with a grade of C- or better, and a WRIT course numbered above 299; OR successful completion of a 200-level or higher course in BIOL, CHEM, CSCI, ENVS, GEOG, GEOL, GRNT, HCMT, NUTR, MATH, PHYS, PSYC, SCIE, SPMA, or SPFA; OR graduate status; OR permission of the instructor.”



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WRIT566H Writing in STEM, Med, & **New Course**  
Health

*The following 4 course action items were approved at College Assembly Level and require no further action:*

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Course	Action
ARTS542 Advanced Painting	<b>Edit Course:</b> Change number of credits that can be earned for the course from 6 to 9.
ARTS542H Advanced Painting	<b>Edit Course:</b> Change number of credits that can be earned for the course from 6 to 9.
SPED515 Family & Professional Collab	<b>Edit Course:</b> Change title from Consultation and Collaboration in Special and General Education.
WRIT501 Writing for New Media	<b>Edit Course:</b> Update description.

## Appendix B

# General Education Committee Kelly Costner

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**Motion:** Approve the following courses for GNED inclusion.

Area	Course	Title
NASC	GEOL 201	Natural Disasters: The Violent Earth

## Appendix C

### Competency-Based Education (CBE) Course Withdrawal Policy

Students are expected to follow the courses of study selected at the beginning of the subscription period. There may be instances, however, when the student wishes to withdraw from a course. The decision to withdraw from a course is the student's alone, but consultation with the advisor or learning coach is required.

*Students may not withdraw from a course for which they have already taken the final assessment.*

Withdrawal from a course may not occur after 66% of the subscription period of the course have been completed, unless documented extenuating circumstances should warrant withdrawal from the course with the assignment of an N grade. Documented extenuating circumstances include the following:

death of an immediate family member;

traumatic and unforeseen circumstances which are considered beyond a student's control;

prolonged emotional instability, physical injury or illness which has resulted in the student's inability to complete academic responsibilities;

or a change in nonacademic employment beyond the student's control.

Documentation of such circumstances must be definitive and must be presented along with a request for withdrawal with the assignment of an N grade to the Registrar no later than the last day of classes for the course in question.

#### **Procedures:**

Students must request a withdrawal from a course from the academic advisor or learning coach. If the withdrawal from a course is completed during the first 66% of the subscription period, the grade of N is assigned, indicating that no credit is awarded.

## Appendix D

**Policy Title:**

Withdrawal from Winthrop University for Students Enrolled in Competency-Based Education Programs

**Policy Statement:**

Students who find it necessary to discontinue their college work during a subscription period should officially withdraw from the University.

**Administrative Division:**

Academic Affairs

**Effective Date:**

Spring 2025

**Full Policy:**

A student who withdraws from the University before 66% of the subscription period receives grades of N for all courses not already completed. A student may not withdraw from any course for which they have already taken the final assessment. However, a student may withdraw after the withdrawal deadline with documented extenuating circumstances. Such circumstances include the following: death of an immediate family member; traumatic and unforeseen circumstances which are considered beyond a student's control; prolonged emotional instability, physical injury or illness which has resulted in the student's inability to complete academic responsibilities; or a change in nonacademic employment beyond the student's control. Documentation of such circumstances must be definitive and must be presented along with a request for withdrawal with the assignment of an N grade to the Registrar or his designee no later than the last day of the subscription period in question. Failure to withdraw officially may seriously affect a student's eligibility for future readmission or for transfer to another institution.

**Procedures:**

Students who wish to initiate the withdrawal process must complete a Withdrawal From the University form found on the Records and Registration website under "online forms."