

Minutes of a Meeting of the Undergraduate Council
Wednesday, Nov. 13, 1996
#2

Harold Lang, Chair; Gordon Atkins, Secretary; Gerry Coy (for Wes Schultz), Ann Gibson, Mary Ann Hofmann, J. Mailen Kootsey, Robert Moon, Richard Orrison, Gustavo Ortiz, Malcolm Russel, Patricia Scott,

**VOTING
MEMBERS
PRESENT**

Linda Closser, Charlotte Coy, Llewellyn Seibold, Dean Hunt, Loretta Johns, David Penner, Gary Williams, Coral Brennise

**NON-VOTING
MEMBERS
PRESENT**

Curtis VanderWaall,

REGRETS

John Mamon, Coral Brennise

INVITEES

Dean Hunt

PRAYER

Oct. 16/96 meeting minutes were discussed and approved.

MINUTES

Loretta Johns reported in the new cohort system for freshmen.

The original goals of the cohort system were to :

**REPORT ON
COHORT
SYSTEM**

1. fulfill the mandate of 32 GE credits in the freshman year
2. help in the development of a "first year experience"
3. simplify advising with reserved seating
4. increase the size of some GE classes
5. improve the advising process
6. help plan four year program and reduce the number of petitions by seniors

Feedback regarding the success of this program has been obtained from advisors, teachers and students.

Summary of feedback from advisors:

In their opinion the cohort system worked well if departments have well prescribed programs. Those without prescribed programs or double majors or premed students have problems with scheduling the required departmental courses and assigning cohorts that match. The sticker system for math did not work well but will be used again until computerization is possible for this aspect of registration.

Summary of feedback from teachers:

One credit health classes on Friday do not work because of missed periods. Freshman are doing well meeting with freshmen - they are bonding well and seem to be more involved (relaxed) with their peers than in mixed classes. Some teachers think that the students seem to feel that the cohort system is just a mechanism for reserve seating system. A lack of variety of students in some classes is another concern.

Summary of feedback from students:

Reserved seating was clearly a positive feature. Many reported that it was easier to make friends. This was also a negative feature since they were not able to make as many choices as they thought they should particularly that they were not able choose to be with their friends if they were in different cohorts.

Areas that need some additional work and consideration:

1. increase flexibility to accommodated scheduling for unusual sequences
2. having even fewer freshman advisors
3. evaluated whether 67% of load of the freshman year be GE maybe to much

Coral Brenisse reported on the cornerstone class:

The Peer groups have not been working - plans are in the works to reverse this next quarter. The "Early Alert" system has been successful. Community freshman have different needs that ought to be considered. Many freshmen are not in the usually track and thus they are not in this developing community and it is difficult to get information to them in a timely manner.

REPORT ON
CORNERSTONE
COURSE

Linda Closser reported that freshman advising was improved but that the number of advisors should still be reduced and a further increase in advisor development is needed.

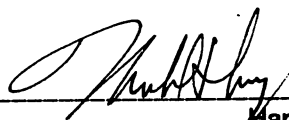
REPORT ON
FRESHMEN
ADVISING

Members of the council made several suggestions based on these reports:


1. Look at the new reservation system.
2. Look at the number of required GE courses in the freshman year.
3. Look at student choice of which cohort system they participate in.
4. Are the cohort classes really "linked" otherwise there is no real purpose to this system.
5. Consider more choices for honors students.
6. Many of the problems may be related to communication of this new program -- possibly involving the cornerstone course.
7. Arrange a forum and/or a user-friendly system for students to voice their concerns

Two recommendations from the Academic Policies Subcommittee regarding the Undergraduate Policy Manual was discussed but not voted. Some suggestions on rewording were made to clarify this documents relationship to the Bulletin. These revisions will be brought back to the council at the next meeting.

UNDER-
GRADUATE
POLICY MANUAL



Harold Lang, Chair



Gordon Atkins, Secretary

NOTES for HSI APPROVAL DISCUSSION

Background

Steering Committee: Has met several times in past year. In September meeting, developed the plan for affiliation:

- Need to begin promptly. January 1 '97 set as starting target date.
- Need to obtain NCA approval to begin.
- Approval of existing courses as AU courses — a “command decision” to allow use on a preliminary basis. Faculty vote needed.
- Removal of policy barriers to accepting courses from distance learning sites.
- Identification of priority courses for review and new course development.
- Identification of potential degree programs for development.
- Development of recruitment plans
- Development of procedures for transcribing, financial transfers, etc.

Progress to Date:

1. Agreement to affiliate. Signed in October by AU and HSI.
2. NCA has given approval for us to begin with two provisions: (a) no more than 50% of degree credits can come from HSI in initial stage before NCA review; (b) courses will be reviewed and report developed for NCA in time for 1999 site visit.
3. AU Undergraduate Council voted (a) to remove limitations on number of HSI credits accepted as transfer from other institutions towards AU degree; (b) to lift residency requirement for distance learning courses through HSI.
4. AU General Studies Committee developed a preliminary matching list of HSI and AU courses (handout). These were provided to CAS departments for study with the request for identifying priority courses to be reviewed, and suggested new courses. Dr. Thorpe met with CAS Chairs Council in October, '96.
5. A proposal for how HSI students would meet General Education requirements has been prepared. To be discussed by AU General Education committee on 12-4-96.
6. Priorities for 1997 have been identified:
 - * New courses for General Education: religion, science, service, computer tools.
 - * Review of courses in Freshment English, Communications.
 - * Development of initial degree programs:
 - BA in Religion
 - BA/BS in General Studies: Humanities track
 - AA in General Studies: Personal Ministries track

General Education Suggestions

Note	HSI COURSES					ANDREWS UNIVERSITY COURSES	
	CR #	COURSE TITLE	SHR	Q EQ	CR #	COURSE TITLE	Q CR
Religion - 16 Quarter Credits							
##					RELB100	God & Human Life	4
					<i>Pick 3 of the following 5</i>		
	RELB160	Jesus & the Gospels	3	4.5	RELB210	Jesus in His Time & Ours	4
	RELB250	Prin. Of Christian Faith	3	4.5	RELB225	Doctrines of Adventist Faith	4
##2					RELB250	Personal Spirit & Faith	4
	RELB385	Christian Ethics & Modern Society	3	4.5	RELB340	Religion & Ethics Modern Society	4
##2					RELB400	Christian Perspective & Human Know.	4
Arts & Humanities - 12 Quarter Credits							
	HIST125	History Western Civilization I	3	4.5	HIST115	Ideas & Civilization	3
	HIST126	History Western Civilization I	3	4.5	HIST116	Ideas & Civilization	3
<i>HP</i>	MULH204	Music Appreciation			GCAS211	Creativity & the Arts	3
		Choose Literature Course			GCAS212	Art Mirrors Life	3
Natural Science - 8 Quarter Credits							
						Natural Science	
##		A Course			GCAS221	Natural Science Core I	4
					GCAS222	Natural Science Core II	4
##2		Natural Science Courses					
		Local Coll/Un Alternatives				Or 2 of 3 BIOL, CHEM, PHYS	
Social Science -- 8 Quarter Credits - <i>Choose 2 of 3</i>							
	PSYC105	Introduction to Psychology -- OR	3	4.5	GCAS217	Family Systems & Group Diversity	4
	SOCI105	General Sociology -- OR	3	4.5			
	GE06351	Cultural Geography	<i>13</i>	<i>845</i>	GCAS227	Culture, Race & Indep.	4
	PLSC250	American Government	3	4.5	GCAS237	Individual, State, & Marketplace	4
Notes: # Review - Revision Priority ## Course Development Priority							

General Education Suggestions-Continued

Note		HSI COURSES				ANDREWS UNIVERSITY COURSES	
Note	CR #	COURSE TITLE	S HR	Q EQ	CR #	COURSE TITLE	Q CR
Language & Composition -- 9 Quarter Credits							
#	ENGL330	Adv. Expository Writing	3	4.5	ENGL112	English Composition	3
#	ENGL102	Research & Literature	3	4.5	ENGL306	English Composition	3
#	Engl101	Composition	3	4.5	ENGL111	English Composition	3
#	COMM105	Intro Oral Communication	3	4.5	COMM104	Communication Skills	3
Mathematics - Computer Science -- 12 Quarter Credits							
						Mathematics - Computer Science	
	MATH121	College Algebra	4	6	MATH165	College Algebra	4
	MATH270	Probability & statistics	4	6	STAT285	Elementary Statistics	4
##					INSY107	Computer Tools I AND	2
##					INSY108	Computer Tools II	2
?					COSC125	Computer Programming (OR) for Majors	4
Wellness -- 3 Quarter Credits							
						Wellness	
##	HLTH200	Health Principles	3	4.5	HEED124	Essentials of Wellness	1
					HEED125	Essentials of Wellness	1
					HEED126	Essentials of Wellness	1
Service -- 2 Quarter Credits							
##					PHSC100	Philosophy of Service	2
##						Portfolio criteria for service fieldwork	Var?
Breadth -- 8 Quarter Credits							
		Electives from HSI outside major				Electives from AU outside major	
						OR	
						Acceptable Transfer Credit	
Notes: # Review - Revision Priority ## Course Development Priority							

GENERAL EDUCATION--HSI
Suggested Priority List for Course
Development, Review, and Revision

December 4, 1996

The following list of courses have been identified as priority courses for development, review, and/or revision.

New Course Development

Phase I: 1997-98

- RELB100 — God and Human Life
- INSY107 & 108 — Computer Tools I, II
- BHSC100 — Philosophy of Service
- Portfolio criteria for service fieldwork (credit for distance education ?)
- Criteria for fitness component of Wellness
- Natural science course

Phase II: 1998-99

- RELT250 Personal Spirituality and Faith
- RELP400 Christian Perspect. & Human Knowledge
- Natural science course(s)

Course Review - Revision

- CMME105 Intro to Oral Communication
- ENGL101 Composition
- ENGL102 Research and Literature
- ENGL330 Adv. Expository Writing

GUIDELINES FOR GENERAL STUDIES HUMANITIES BA PROGRAM

1. The student must have at least three blocks of twelve quarter credits each from the following areas:
 - A. Art and Music
 - B. Literature
 - C. History, Anthropology, and Geography
 - D. Cultural Perspectives from non-English Speaking Countries or Foreign Language
 - E. Human Beliefs Systems
 - F. Critical Thinking (Philosophy, selected credits from pure Mathematics such as Symbolic Logic, Communications, and English).
2. At least one 2-semester hour--quarter hour upper division course is required from each of the ~~five~~ areas.
3. The area of Art and Music is required.
4. There must be at least 20 semester--30 quarter hours of upper division work.
5. The total program must have at least 40 semester hours--60 quarter hours not included in the General Education requirements.
6. Normally these will be 2 semester or 3 quarter credit courses.
7. Philosophy is a required course.
- 8.

	HSI COURSES				ANDREWS UNIVERSITY COURSES		
CR #	COURSE TITLE	S HR	Q EQ	CR #	COURSE TITLE	Q CR	
	English						
ENGL101	Composition	3	4.5	ENGL111 ENGL112	English Composition English Composition	3 3	
ENGL102	Research & Literature	3	4.5	ENGL255	Studies in Literature	4	Part
ENGL221	American Lit: Beginnings to 1860	3	4.5	ENGL275	American Literature I (to 1865)	4	
ENGL222	American Literature: 1860 to Present	3	4.5	ENGL276	American Literature II (1865 to Present)	4	
ENGL241	Eng. Lit: Beginnings to Renaissance	3	4.5	ENGL385 ENGL386 ENGL387	English Literature I (to 1660) English Literature II (1660-1832) English Literature III (1832-present)	4 3 3	
ENGL242	Eng. Lit: Renaissance to Present	3	4.5				
ENGL330	Advanced Expository Writing	3	4.5	EDGL306	Writing Seminar	3	
ENGL455	Charles Dickens & Mark Twain	3	4.5	ENGL464	Major Author	4	
	Fine Arts						
MUNL204	Music Appreciation	3	4.5	MUNL214	Enjoyment of Music	3	
	Geography						
GE06351	Cultural Geography	2	3	GE06260	Cultural Geography	4	
GE06352	Cultural Geography	2	3				
	Health & Nutrition						
HLSC140	The Human Body in Health & Disease	4	6	BIOL264 FDNT110	Human Physiology Survey of Nutrition	5 2	Part
HLTH200	Health Principles	3	4.5	HLED115 HLED124-	Concepts of Health & Physical Activity Essentials of Wellness (124, 125, 126)	2 1,1,1	
NUTR300	Nutrition	3	4.5	FDNT230	Nutrition	4	
	History & Political Science						
HIST125	History of World Civilization I	3	9	HIST115 HIST116 HIST310	Civilization and Ideas I Civilization and Ideas II Seminar in Western Civilization	3 3 4	Add 1 Cr of Read
HIST126	History of World Civilization II	3					
HIST275	American Civilization I	3	4.5	HIST204	History of the United States I	4	
HIST276	American Civilization II	3	4.5	HIST205	History of the United States II	4	
HIST304	Adventist Heritage*	3	4.5	HIST404	History of the Seventh-day Adv. Church	4	
HIST325	Early Christian Church	3	4.5	HIST314	History of the Christian Church I	4	
HIST326	Modern Christian Church	3	4.5	HIST315	History of the Christian Church II	4	
PLSC250	American Government	3	4.5	PLSC104	American Government	4	

	HSI COURSES				ANDREWS UNIVERSITY COURSES		
CR #	COURSE TITLE	S HR	Q EQ	CR #	COURSE TITLE	Q CR	
	<i>Religion & Theology</i>						
RELB101,2	Bible Survey	4	6	REL6104 REL6105	Understanding the Old Testament Understanding the New Testament	3 3	
RELB160	Jesus & the Gospels	3	4.5	REL6220	Life and Teachings of Jesus	5	
RELB250	Principles of Christian Faith	3	4.5	RELP235	Christianity in a World Context	3	
RELB270	Adventist Heritage	3	4.5	HIST404	History of the Seventh-day Adv. Church	4	
RELB280	World Religions	3	4.5	REL6360	Topics in Religion__World Religions	4	
RELB310	Hebrew Prophets	3	4.5	REL6360	Topics in Religion__Hebrew Prophets	4	
RELB325	Prophecies of Daniel	3	4.5	RELB304	Studies in Daniel	4	
RELB335	Old Testament Prophets, Early	3	4.5	RELB374	Prophets of Israel - Early Prophets	4	
RELB336	Old Testament Prophets, Later	3	4.5	RELB374	Prophets of Israel - Later Prophets	4	
RELB385	Christian Ethics & Modern Society	3	4.5	RELT355	Introduction to Christians Ethics	4	
RELB405	Acts & the Epistles	3	4.5	RELB434	Acts & the Epistles I	4	Part
RELB425	Book of Revelation	3	4.5	RELB305	Studies in Revelation	4	
RELT235	Principles of Bible Instruction	3	4.5	REL6360	Topics in Religion__Principles of Bible Instruction	4	?
RELT250	Church Leadership & Management	3	4.5	RELP440	Introduction to Pastoral Ministry	4	
RELT290	Introduction to Pastoral Counseling	3	4.5	REL6360	Topics in Religion__Introduction to Pastoral Counseling	4	?
RELT320	Personal Evangelism	3	4.5	RELP340	Strategies for Service	4	
RELG360	Prophetic Guidance	2	3	RELT426	Ministry and Message of Ellen G. White	4	Part
RELB260	<i>Daniel and Revelation INDEPENDENT STUDY For MAJORS</i>	2	3	REL6160	<i>Topics in Religion: Daniel and Revelation</i>	3	INBS
RELB410	<i>Biblical Theology INDEPENDENT STUDY For MAJORS</i>	3	4.5	REL6360	<i>Topics in Religion: Biblical Theology</i>	4	INBS
RELB491	<i>Seminar in INDEPENDENT STUDY For MAJORS</i>	3	4.5	REL6360	<i>Topics in Religion: Contemporary Theology</i>	4	INBS
RELB499	<i>Senior Project INDEPENDENT STUDY For MAJORS</i>			REL6496	<i>Special Projects in Religion 1-4CR</i>	1	INBS
RELT308	<i>Biblical Preaching INDEPENDENT STUDY For MAJORS</i>	3	4.5	RELP321	<i>Homiletics</i>	4	INBS
RELB360	<i>Christian Ministry INDEPENDENT STUDY For MAJORS</i>	3	4.5	RELP440	<i>Introduction to Pastoral Ministry</i>	4	INBS
RELT398	<i>Practicum in Ministry INDEPENDENT STUDY For MAJORS</i>	2	3	REL6496	<i>Special Projects in Religion 1-4CR</i>	3	INBS
RELG314	<i>Science and Christian Belief</i>	1	1.5				REVS

A.A. DEGREE: Associate Arts
A.S. DEGREE: Associate Science

A. Degree Requirements:

This degree is available through an application process only. Application must be made prior to the last 30 credits of an associate degree. Within the process an overall program plan is defined and determination is made as to the appropriateness of the degree with consideration of the career and personal goals of the applicant.

1. A minimum of 96 quarter credits including an area of emphasis drawn up in consultation with the Continuing Education office and appropriate departments.
2. A minimum cumulative G.P.A. of C (2.00) in both Andrews University credits and in transfer credits.
3. A minimum of 30 quarter credits in residence of which 16 must be taken on campus.
4. A formal request for graduation, approved by the student's Program Committee and a delegated Records Officer.
5. Students may earn only ONE General Studies associate degree.