

Troy University Undergraduate Academic Council Minutes
March 28, 2018

Meeting location: Colledgeview Conference Room with additional locations by WebEx .

Call to Order

UGAC Chair Shellye Vardaman called the meeting to order at 3:00pm and Christine Haug called the roll.

Voting Members Present- Heidi Beattie, Kanessa Doss, Carrie Lee Gardner, Joel Hammonds, Rachel Hooper, Jerry Johnson, Barbara Metzger, Meg Milligan, Dena Mitchell, Carol Moore, Karen Ross, and Huijun Yi.

Voting Members Absent- Tim Buckner (class), Ernest Capozzoli (class), Aaron Hagler (reviewed), Thomas Hogan, John Jinright (Faculty Senate meeting), Frank Thompson (reviewed), Zhiyong Wang (class).

Guest attending – Donna Bragg, Wendy Broyles, Samantha Ellis, Carla Gallahan, Janet Gaston, Shannon Grissette, Robin McCormick, and Carrie Miller.

Approval of Minutes and Agenda

February's minutes and agenda were approved electronically.

Legend: New Courses

Revised Courses /Majors/Minors

Renumbered Courses

New Majors or Minors

~~Eliminated Courses~~

FIRST YEAR STUDIES

1. Dr. Hal Fulmer was present to discuss changes in the Associates of Arts Degree and the Associates of Science Degree.

GENERAL EDUCATION A.A. DEGREE (60 HOURS)

Associate of Arts Degree

See the academic regulations section of this catalog for additional information regarding associate degrees.

Note: Students who pursue a baccalaureate degree with Troy University following the completion of the Associate of Arts in General Education must meet the minimum grade requirements in mathematics.

General Studies Requirements

Area I

ENG 1101 (3) Composition & Modern English I
ENG 1102 (3) Composition & Modern English II

Area II

Select one of the following:

ART 1133 (3) Visual Arts
THE 1130 (3) Introduction to Theatre
MUS 1131 (3) Music Appreciation

Select one of the following:

ENG 2205	(3)	World Literature before 1660
ENG 2206	(3)	World Literature after 1660
ENG 2211	(3)	American Literature before 1875
ENG 2212	(3)	American Literature after 1875
ENG 2244	(3)	British Literature before 1785
ENG 2245	(3)	British Literature after 1785

Select six hours of one foreign language.

Area III

Select one of the following:

MTH 1110	(3)	Finite Mathematics
MTH 1112	(3)	Pre-calculus Algebra

Select one science course and corresponding lab:

BIO 1100	(3)	Principles of Biology
BIO L100	(1)	Principles of Biology Lab
SCI 2233	(3)	Physical Science
SCI L233	(1)	Physical Science Lab
SCI 2234	(3)	Earth and Space Science
SCI L234	(1)	Earth and Space Science Lab

Area IV

Select one of the following:

HIS 1101	(3)	Western Civilization I
HIS 1102	(3)	Western Civilization II
HIS 1111	(3)	U.S. to 1877
HIS 1112	(3)	U.S. since 1877
HIS 1122	(3)	World History to 1500
HIS 1123	(3)	World History from 1500

Area V

IS 2241	(3)	Computer Concepts and Applications
TROY 1101	(1)	University Orientation

Additional requirements

~~Select any minor or area of concentration.~~

Select additional free electives to complete a total of 60 hours.

The completion of 12 or more elective hours within the same discipline area (English, Math, History, etc) will constitute an emphasis area with the Associate's degree. Emphasis areas are not required for the completion of the Associate's degree.

GENERAL EDUCATION A.S. DEGREE (60 HOURS)

Associate of Science Degree

See the academic regulations section of this catalog for additional information regarding associate degrees.

Note: Students who pursue a baccalaureate degree with Troy University following the completion of the Associate of Science in General Education must meet the minimum grade requirements in mathematics.

General Studies Requirements

Area I

ENG 1101	(3)	Composition & Modern English I
ENG 1102	(3)	Composition & Modern English II

Area II

Select one of the following:

ART 1133	(3)	Visual Arts
THE 1130	(3)	Introduction to Theatre
MUS 1131	(3)	Music Appreciation

Select one of the following:

ENG 2205	(3)	World Literature before 1660
ENG 2206	(3)	World Literature after 1660
ENG 2211	(3)	American Literature before 1875
ENG 2212	(3)	American Literature after 1875
ENG 2244	(3)	British Literature before 1785
ENG 2245	(3)	British Literature after 1785

Area III

Select one of the following:

MTH 1110	(3)	Finite Mathematics
MTH 1112	(3)	Pre-calculus Algebra

Select one science course and corresponding lab:

BIO 1100	(3)	Principles of Biology
BIO L100	(1)	Principles of Biology Lab
SCI 2233	(3)	Physical Science
SCI L233	(1)	Physical Science Lab
SCI 2234	(3)	Earth and Space Science
SCI L234	(1)	Earth and Space Science Lab

Area IV

Select one of the following:

HIS 1101	(3)	Western Civilization I
HIS 1102	(3)	Western Civilization II
HIS 1111	(3)	U.S. to 1877
HIS 1112	(3)	U.S. since 1877
HIS 1122	(3)	World History to 1500
HIS 1123	(3)	World History from 1500

Area V

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Additional requirements

~~Select any minor or area of concentration.~~

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The completion of 12 or more elective hours within the same discipline area (English, Math, History, etc) will constitute an emphasis area with the Associate's degree. Emphasis areas are not required for the completion of the Associate's degree

Motion was made by Dena Mitchell to approve the changes.

Second was made by Huijun Yi.

Motion passed.

COLLEGE OF ARTS & SCIENCES

1. Carrie Miller was present to discuss changes to the B.S. in Environmental Science Program.

CURRENT:

ENVIRONMENTAL SCIENCE & FIELD BIOLOGY PROGRAM (56 HOURS)

*Special Topics in Biology (BIO 4476), Guided Independent Studies (BIO 4491/4492) and Guided Independent Research (BIO 4493, 4494) may only be taken for a maximum of 6 semester hours.

Specialized General Studies Requirements

Area III

BIO 1100	(3)	Principles of Biology
BIO L100	(1)	Principles of Biology Lab
CHM 1142	(3)	General Chemistry I
CHM L142	(1)	General Chemistry I Lab

Select one of the following:

MTH 1114	(3)	Pre-Calculus Trigonometry
MTH 1125	(4)	Calculus I*

*Required for Field Biology Concentration

Area V Requirements:

IS 2241	(3)	Computer Concepts and Applications
TROY 1101	(1)	University Orientation
BIO 1101	(3)	Organismal Biology
BIO L101	(1)	Organismal Biology Lab
CHM 1143	(3)	General Chemistry II
CHM L143	(1)	General Chemistry II Lab
GEO 2299	(3)	Basic GIS

Complete one:

PHY 2252	(3)	General Physics I
PHY L252	(1)	General Physics I Lab

OR

PHY 2262	(3)	Physics I with Calculus
PHY L262	(1)	Physics I with Calculus Lab

Program Requirements:

BIO 2220	(3)	Principles of Cell Biology
BIO L220	(1)	Principles of Cell Biology Lab
BIO 2229	(3)	General Ecology
BIO L229	(1)	General Ecology Lab
BIO 3320	(3)	Genetics
BIO L320	(1)	Genetics Lab
BIO 4484	(1)	Senior Seminar in Biological & Environmental Sciences
CHM 3342	(3)	Organic Chemistry I
CHM L342	(1)	Organic Chemistry I Lab
CHM 3343	(3)	Organic Chemistry II
CHM L343	(1)	Organic Chemistry II Lab
MTH 2210	(3)	Introductory Statistics

Complete one of the following concentrations:

~~Environmental Science Concentration (32 semester hours)~~

BIO 1120	(3)	Survey of Environmental Science
BIO L120	(1)	Survey of Environmental Science Lab
BIO 3328	(3)	Environmental Pollution and Control
BIO L328	(1)	Environmental Pollution and Control Lab
BIO 4413	(3)	Limnology
BIO L413	(1)	Limnology Lab
BIO 4479	(3)	Environmental Assessment
BIO L479	(1)	Environmental Assessment Lab

Complete 16 hours of adviser-approved upper-level courses in biology, marine biology, chemistry or mathematics.

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~~Field Biology Concentration (32 semester hours):~~

BIO 4420	(4)	Field Vertebrate Zoology
BIO 4421	(3)	Population Ecology
BIO L421	(1)	Population Ecology Lab
BIO 4425	(4)	Field Botany

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Complete 12 hours (three courses with labs) from the three categories below. At least one course must be taken from each of the three categories.

Zoology:

~~BIO 3307 (3) Invertebrate Zoology~~

~~BIO L307 (1) Invertebrate Zoology Lab~~

~~BIO 4405 (2) Entomology~~

~~BIO L405 (2) Entomology Lab~~

Botany:

~~BIO 3325 (3) Plant Form and Function~~

~~BIO L325 (1) Plant Form and Function Lab~~

Ecology:

~~BIO 4413 (3) Limnology~~

~~BIO L413 (1) Limnology Lab~~

~~BIO 4479 (3) Environmental Assessment~~

~~BIO L479 (1) Environmental Assessment Lab~~

Complete an additional eight hours of adviser-approved biology or marine biology courses.

PROPOSED:

ENVIRONMENTAL SCIENCE PROGRAM (54-56 HOURS)

*Special Topics in Biology (BIO 4476), Guided Independent Studies (BIO 4491/4492) and Guided Independent Research (BIO 4493, 4494) may only be taken for a maximum of 6 semester hours.

Specialized General Studies Requirements

Area III

BIO 1100 (3) Principles of Biology

BIO L100 (1) Principles of Biology Lab

CHM 1142 (3) General Chemistry I

CHM L142 (1) General Chemistry I Lab

Select one of the following MTH courses:

MTH 1114 (3) Pre-Calculus Trigonometry

OR

MTH 1125 (4) Calculus I*

Area V Requirements:

IS 2241 (3) Computer Concepts and Applications

TROY 1101 (1) University Orientation

BIO 1101 (3) Organismal Biology

BIO L101 (1) Organismal Biology Lab

CHM 1143 (3) General Chemistry II

CHM L143 (1) General Chemistry II Lab

Select one of the following GEO or GEM courses:

GEO 2299 (3) Basic GIS

OR

GEM 3390 (3) Fundamentals of Geographical Information

Select one PHY lecture and lab combination:

PHY 2252 (3) General Physics I

PHY L252 (1) General Physics I Lab

OR

PHY 2262 (3) Physics I with Calculus

PHY L262 (1) Physics I with Calculus Lab

Program Requirements:

BIO 1120 (3) Survey of Environmental Science

BIO L120 (3) Survey of Environmental Science Lab

BIO 2220 (3) Principles of Cell Biology

BIO L220 (1) Principles of Cell Biology Lab

BIO 2229 (3) General Ecology

BIO L229 (1) General Ecology Lab

BIO 3320 (3) Genetics

BIO L320 (1) Genetics Lab

BIO 3328 (3) Environmental Pollution and Control

BIO L328	(1)	Environmental Pollution and Control Lab
BIO 4413	(3)	Limnology
BIO L413	(1)	Limnology Lab
BIO 4479	(3)	Environmental Assessment
BIO L479	(1)	Environmental Assessment Lab
BIO 4484	(1)	Senior Seminar in Biological & Environmental Sciences
CHM 3342	(3)	Organic Chemistry I
CHM L342	(1)	Organic Chemistry I Lab
MTH 2210	(3)	Introductory Statistics

Complete 18-20 hours of adviser-approved upper-level courses in biology, marine biology, chemistry, geography, or mathematics.

Motion was made by Carrie Lee Gardner to approve the changes.

Second was made by Kanessa Doss.

Motion passed.

2. Carrie Miller was present to discuss the addition of BS / MSEBS Accelerated Honors Requirement (approved by Graduate School).

BS/MSEBS Accelerated Honors Requirements:

*EBS 6601	(3)	Environmental and Biological Ethics
*EBS 6624	(3)	Public Health
*EBS 6691	(3)	Research Methodology and Experimental Design

Note: These three courses fulfill 9 hours of the upper-level electives courses in the BS in Environmental Science Program.

*Registration for courses marked with an asterisk is restricted to students who have been admitted to the Environmental and Biological Sciences Accelerated Honors Option, have completed at least 90 credit hours and 18 hours of biology courses, and have a GPA of 3.4 or above. Students must also meet the requirements for the graduate program.

Motion was made by Jerry Johnson to approve the new requirement.

Second was made by Rachel Hooper.

Motion passed.

3. Janet Gaston was present to discuss the addition of the Bachelors of Science in Computer Science at the DaNang, Vietnam site.

Motion was made by Carol Moore to approve the addition in DaNang.

Second was made by Frank Hammonds.

Motion passed.

SORRELL COLLEGE OF BUSINESS

No Agenda Items

COLLEGE OF COMMUNICATION AND FINE ARTS

1. **Carla Gallahan was present to discuss the addition of an ensemble to the music curriculum.**

MUS 11XX Sangeet Ensemble (1)

The ensemble will explore traditional and classical musics from the rich variety of cultures throughout India and the surrounding regions of Nepal, Pakistan, and Bangladesh through learning songs, melodies, rhythms and lore.

Motion was made by Heidi Beattie to approve the new course.

Second was made by Dena Mitchell.

Motion passed.

1. **Carla Gallahan was present to discuss change in credit hours for Study abroad courses in the College of Communication and Fine Arts.**

DAN 3380 Travel Study in Dance (3) (1-3)

Supervised study of dance through travel abroad or within the United States.

May be repeated for credit.

Prerequisite: Permission of instructor.

MUS 3380 Travel Study in Music (1) (1-3)

Supervised study of music through travel abroad or within the United States. May be repeated for credit.

Prerequisite: permission of instructor.

THE 3380 Travel Study in Theatre (3) (1-3)

Supervised study of theatre through travel abroad or within the United States.

May be repeated for credit.

Prerequisite: Permission of instructor.

Motion was made by Huijun Yi to approve the changes in credit hours.

Second was made by Meg Milligan.

Motion passed.

COLLEGE OF EDUCATION

1. **Barbara Metzger was present to discuss changing the title of PSY 4490 Field Experience in Psychology and adding another Field Experience course.**

PSY 4490 Field Experience in Psychology - I

This course is designed to provide students majoring or minoring in psychology with practical work experience in a psychology-related work setting within an approved agency or business. Students are required to complete a minimum of 45 documented, supervised clock hours during the semester or term in which enrolled in the course (transportation not provided). This class meets once a week in a seminar format. Students are required to meet with the Field Experience instructor the semester/term prior to the class in order to secure an approved site.
Prerequisites: Junior or senior standing, instructor approval, and an overall institutional GPA of 3.0.

PSY 44XX Field Experience in Psychology - II

This course is designed to provide students majoring or minoring in psychology with practical work experience in a psychology-related work setting within an approved agency or business. Students are required to complete a minimum of 45 documented, supervised clock hours during the semester or term in which enrolled in the course (transportation not provided). This class meets once a week in a seminar format. Students are required to meet with the Field Experience instructor the semester/term prior to the class in order to secure an approved site.
Prerequisites: Junior or senior standing, instructor approval, and an overall institutional GPA of 3.0.

Motion was made by Jerry Johnson to approve the changes.

Second was made by Carol Moore.

Motion passed.

COLLEGE OF HEALTH AND HUMAN SERVICES

1. **Robin McCormick was present to discuss the newly created NSG 2286 Maternal/child Nursing (3) reverting back to NSG 2255 Maternal–Infant Nursing and NSG 2265 Nursing of Children.**

Current:

NSG 2286 — Maternal/Child Nursing (3)

~~Focuses on providing the foundational knowledge of childbearing and childrearing families, identifying health alterations in preparation to provide safe, high-quality, family-centered care. Emphasizes the nursing process and evidenced-based practice as a basis for evaluation of the holistic needs of both childbearing and childrearing families. Applies theoretical knowledge from nursing, scientific, environmental and humanistic disciplines.
Prerequisites: NSG 1140, 1141, 2202, 2271, 2272. BIO 3372/L372.~~

Revert:

NSG 2255 Maternal-Infant Nursing (2)

Focuses on the nursing process and evidence-based practice as a basis for in in assisting the family during childbearing experiences. Applies theoretical knowledge from nursing, scientific, environmental and humanistic disciplines.
Prerequisites: NSG 1140, 1141, 2202, 2271, 2272. BIO 3372/L372.

NSG 2265 Nursing of Children (2)

Focuses on the use of the nursing process and evidence-based practice as a basis for assisting the family during childrearing experiences. Applies theoretical knowledge from nursing, scientific, environmental and humanistic disciplines.
Prerequisites: NSG 1140, 1141, 2202, 2271, 2272. BIO 3372/L372.

Motion was made by Kanessa Doss to approve the changes.

Second was made by Rachel Hooper.

Motion passed.

- 2. Robin McCormick was present to discuss the newly created NSG 2287 Maternal-Child Nursing Practicum (3-6) reverting back to NSG 2256 Maternal-Infant Nursing Practicum (2) and NSG 2265 Nursing of Children Practicum (2).**

Current:

~~NSG 2287 — Maternal-Child Nursing Practicum (3-6)~~

~~Focuses on the role of the professional nurse in providing high quality nursing care for both childbearing and childrearing families. Encourages clinical reasoning through the application of the nursing process with an emphasis on preconception to peripartum in the childbearing family and growth and development of children with altered health states.~~

~~Pre or Co-requisite: NSG 2286~~

~~Prerequisites: NSG 1140, 1141, 2202, 2271, 2272, BIO 3372/L372.~~

Revert:

NSG 2256

Maternal-Infant Nursing Practicum (2-4)

Focuses on the role of the professional nurse in providing high quality nursing care to childbearing individuals and families. Utilizes antepartal, intrapartal, postpartal, and neonatal experiences.

Pre or Co-requisite: NSG 2255.

Prerequisites: NSG 1140, 1141, 2202, 2271, 2272, BIO 3372/L372.

NSG 2266

Nursing of Children Practicum (2-4)

Focuses on the role of the professional nurse in providing high quality nursing care to children and their families. Concepts of growth and development are applied in the care of children with altered health states including multiple disabilities.

Pre or Co-requisite: NSG 2265.

Prerequisites: NSG 1140, 1141, 2202, 2271, 2272, BIO 3372/L372.

Motion was made by Jerry Johnson to approve the changes.

Second was made by Carrie Lee Gardner.

Motion passed.

- 3. Robin McCormick was present to discuss NSG 2282 Adult Health Nursing II: Geriatrics (3) changing to a two credit hour course and NSG 2283 Adult Health II Practicum: Geriatrics (3-6 changing to a 2 credit hour course.**

NSG 2282 Adult Health Nursing II: Geriatrics (3) (2)
Continues to explore patient-centered care for adults and older adults with actual or potential health deviations. Focuses on an evidence-based approach to the nursing process within a culture of quality and safety. Emphasizes the role of the professional nurse for adults and older adults in acute and long-term settings.–Applies theoretical knowledge from nursing, scientific, environmental and humanistic disciplines.
Prerequisites: NSG 1140, 1141, 2202, 2271, 2272, BIO 3372/L372.

NSG 2283 Adult Health II Practicum: Geriatrics (3-6) (2-4)
Focuses on the role of the professional nurse in providing high quality nursing care to older adults and families. Utilizes an evidence-based approach in the continued application of the nursing process, emphasizing clinical decisions that are safe, ethical, patient-centered and collaborative to assist a diverse population of middle adults, and older adults with common health alterations. Includes visits to various residential care options available in the community.
Pre or Co-requisite: NSG 2282.
Prerequisites: NSG 1140, 1141, 2202, 2271, 2272, BIO 3372/L372.

Motion was made by Huijun Yi to approve the changes.

Second was made by Barbara Metzger.

Motion passed.

4. Carrie Lee Gardner was present to discuss the addition of the course Global Identity for Study Abroad credit.

NSG 3390 Global Identity: Connecting Your International Experience to Your Future (3)
Studying abroad is a transformative experience that has the power to challenge our thinking and our perspective on the world. This course aims to attract students across disciplines, to promote inter-professional development, and to prepare them to expand their understanding of their global identity and communicate their growth in intercultural competence toward their personal and professional development. Students make connections between their study abroad experience and the broader range of skills connected with this experience, to become a competitive member of a global workforce.

Motion was made by Heidi Beattie to approve the new course.

Second was made by Dena Mitchell.

Motion passed.

5. Carrie Lee Gardner was present to discuss change in credit hours for NSG 2291 Nursing Study Abroad.

NSG 2291 Nursing Study Abroad (2) (1-3)
Provides the opportunity for students to experience nursing in the global community through a cultural immersion in a study abroad program. Focuses on the comparison of nursing in the United States to nursing in the international community.

Motion was made by Jerry Johnson to approve the change.

Second was made by Carol Moore.

Motion passed.

6. Carrie Lee Gardner was present to discuss change in language for the Nursing, Bachelor of Science (BSN) Program.

NURSING, BACHELOR OF SCIENCE (BSN) (124 HOURS)

Admission

Admission to the BSN program is competitive. Meeting minimal admission criteria does not guarantee acceptance. For admission to the BSN program, students must

1. have an overall GPA of at least 2.5 on 4.0 scale. (All hours attempted are used in calculation of overall GPA.)
2. file written application with the School of Nursing. Consult academic adviser or BSN Coordinator. For information Regarding BSN courses on the Dothan campus, please contact the School of Nursing at (334) 983-6556 EXT 1435. Deadlines for receipt of BSN applications are March 15 for fall semester and Sept. 15 for spring semester. Registered Nurse students enrolling in the RN Mobility track should contact the RN Mobility Assistant Coordinator for admission times.
3. have successfully completed general studies courses. A grade of C or above is required in many of these courses. For additional information, contact the office of the BSN Program ~~director~~ Coordinator or visit the School of Nursing website at www.troy.edu.
4. have a current, unencumbered RN license in state of clinical practice if student is entering the RN Mobility course sequence.
5. be able to achieve certain core performance standards required by the duties of the nursing profession.
6. If transferring from another school of nursing, submit a letter from the dean/department chair of that school stating that the student was eligible for continuation in the school. Students transferring from another school of nursing who are not or were not eligible to continue in the nursing program in which they are/were enrolled are not eligible for admission to Troy University's BSN program unless they first completed an associate degree program from a regionally accredited institution and/or Accreditation Commission for Education in Nursing (ACEN) accreditation and are registered nurses.

Progression

- a. Students are required to have an overall GPA of 2.5 on a 4.0 scale for enrollment in the Clinical Nursing Sequence.
- b. Students are required to make a grade of C or better in each nursing course.
- c. Students may repeat only one 3300-4400 level nursing course required in the BSN clinical nursing sequence (with the exception of NSG 3315, Pathophysiology); therefore, a second D or F in any 3300-4400 level nursing course (with the exception of NSG 3315 Pathophysiology) will result in automatic dismissal from the program.
- d. Students who are planning to apply, or have applied, but have not yet begun, the BSN Clinical Nursing Sequence, may repeat only one 3300-4400 level nursing course from the required courses in the clinical nursing sequence; thereafter, a D or F in a 3300-4400 level nursing course will automatically disqualify the student from entering the BSN Clinical Nursing Sequence.
- e. Students who drop or fail a theory or clinical course with a co-requisite component must drop the co-requisite course.
- f. Satisfactory performance on an exit exam is required for ~~graduation~~ completion of NSG 4417 Professional Nursing Seminar. (Note: Exit exam is not required for students in the RN Mobility track.)
- g. Students must graduate within 150% of program completion time (7 semesters to be completed in no more than 3 1/2 years) from date of admission to the clinical nursing sequence to date of graduation from BSN program.

Additional policies related to the BSN program may be found on the School of Nursing website. Enrollment may be limited based on available resources.

Degree

Upon satisfactory completion of the program, the student is awarded the Bachelor of Science in Nursing degree and may then apply to the Board of Nursing to write the licensing examination to become a registered nurse (RN).

Locations

The clinical facilities used for student learning experiences in the BSN generic track are located in Troy and surrounding communities. Students are responsible for transportation and the cost of meals. For child health nursing, students may be assigned to learning experiences in Birmingham, Alabama.

The clinical facilities used for students in the RN Mobility track are located in a variety of settings and geographical locations.

Motion was made by Karen Ross to approve the changes.

Second was made by Kanessa Doss.

Motion passed.

7. Samantha Ellis was present to discuss the addition of two new courses to the Human Services Curriculum.

HS 33XX

Wellness Across the Lifespan I (3)

Introductory examination of several aspects of wellness to include nutrition, physical activity, and mental wellness, from birth to young adulthood. This course exposes the student to resources related to a wellness plan.

HS 3335

Wellness Across the Lifespan II (3)

Introductory examination of several aspects of wellness to include nutrition, physical activity, and mental wellness, adulthood to death and dying. This course exposes the student to resources related to a wellness plan.

Motion was made by Jerry Johnson to approve the new courses.

Second was made by Meg Milligan.

Motion passed.

Information Items: - None

Meeting Adjourned at 4:00pm.