EPC Meeting Minutes

Email meeting from October 23-27

Members present: Micheal Fultz, Kerri Steele, Kathy Harper, Manashi Ray, Karen Anderson, Upali Karunathilake, Michael Pennington, Tae Park, Thomas Kiddie, Vasilios Dianellos

Dept.	Request	EPC Action	Comments
Business Administration	Change in prerequisites for Business Administration 320	Approved unanimously with the edit to the wording of the prerequisites	The motion was passed unanimously after it was made clear that the prerequisites were intended to be English 102 and a C in Business Administration 301. The original wording left some confusion about which class required a C and which courses required just a passing grade.

Notes prepared by Dr. Micheal Fultz

West Virginia State University Educational Policies Committee New Course/Course Revision Form

Please complete the appropriate sections. Use a separate form for each revision or proposal. Please submit the completed original form, three paper copies and an electronic copy to the EPC chair by the designated deadline dates. For a course proposal or course description change, please attach a SYLLABUS, which follows the guidelines in the Faculty Handbook. Minutes of the department or program meeting where the proposal was approved must be attached.

NAME OF DEP		* *	RAM:		DAT	E:		
Business Administration and Economics				10/16]	
Propose a New C	Course or D	elete an Exist	ing Course			Change an	Existing Cou	rse
						[] Change in course titl	le	
[] Add new cou	urse to catalo	og				[] Change the course i	number	
[] Approve for	general edu	cation (must b	e approved			[] Revise the course de	escription	
by General Education committee FIRST)					[] Change the credit he	ours		
[] Approve for Committee F		st be approved	by Honors			[X] Change the prer	equisites	
[] Delete cours	•	og				[] Approve for general by General Education which component b	on committee l	FIRST; indicate
Proposed Implementation Date for proposal or revision:					[] Approve for honors Honors Committee		roved by	
January 15, 2018					[] Other:			
					,			
COURSE:	PREFIX	NUMBER	TITLE				CREDITS	
	BA	320	Organizatio	onal Behavior			3	
CURRENT								
NEW								
Current Catalog								
Description	at the ind integratio	ividual, grou _l n of applicati	o and organi on and theo	zational levels ry. Topics to b	s. Em oe cov	at with the behavior of er phasis will be placed on vered include: motivation at, stress and leadership	the n, team	
Prerequisites	Prerequisite(s): Grade of C or better in BA 301; ENGL 102 and either PSYC 151 or SOC 101.							
New Catalog Des						description or prerequisite		
Description	integration of application and theory. Topics to be covered include: motivation, team building, perception, attitudes, communication, conflict, stress and leadership.							
Prerequisites	Prerequis	site(s): ENGL	102 and a C	or better in E	3A 30	1		
Summarize brief	ly: 1) reaso	ns for the pro	posal, 2) fiso	cal effects:				
1) Textbool	ks for this co	ourse incorpor	ate the necess	ary prerequisit		rial from the Psychology a		

avoid having students exposed to certain, excessive and redundant aspects of course material.

Students will still take the required 120 credits for graduation. Therefore, the University loses no overall revenue with respect overall credit hours. However, this proposal might entail the re-allocation of funds from Sociology or Psychology courses to courses that better fit the needs of our students.

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West Virginia State University Educational Policies Committee New Course/Course Revision Form

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Please complete the appropriate sections. Use a separate form for each revision or proposal. Please submit the completed original form, three paper copies and an electronic copy to the EPC chair by the designated deadline dates. For a course proposal or course description change, please attach a SYLLABUS, which follows the guidelines in the Faculty Handbook. Minutes of the department or program meeting where the proposal was approved must be attached.

[] Add new course to catalog [] Approve for general education (must be approved by General Education committee FIRST) [] Approve for honors (must be approved by Honors Committee FIRST) [] Delete course from catalog [] Change to []	the course number e course description the credit hours ge the prerequisites for general education (must be approve
[] Add new course to catalog [] Approve for general education (must be approved by General Education committee FIRST) [] Approve for honors (must be approved by Honors Committee FIRST) [] Delete course from catalog Proposed Implementation Date for proposal or revision: January 15, 2018	course title the course number the course description the credit hours ge the prerequisites for general education (must be approved al Education committee FIRST; indicate imponent below in "Other") for honors (must be approved by committee FIRST)
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New Catalog Description (fill in this section for new courses and changes to description or p	rerequisites):
The purpose of this course is to familiarize the student with the beh	avior of employees
Description at the individual, group and organizational levels. Emphasis will be integration of application and theory. Topics to be covered include:	motivation, team
building, perception, attitudes, communication, conflict, stress and I Prerequisite(s): Grade of C or better in BA 301: ENGL 102	eadership.
Prerequisites 2 e v 75 e d	

Sociology disciplines as needed for the respective applications to the management discipline. To avoid having students exposed to certain, excessive and redundant aspects of course material.

Students will still take the required 120 credits for graduation. Therefore, the University loses no overall revenue with respect overall credit hours. However, this proposal might entail the re-allocation of funds from Sociology or Psychology courses to courses that better fit the needs of our students.

The following signatures must be obtained IN BLUE INK before submitting to EPC:	. 1
DEPARTMENT OR PROGRAM FACULTY APPROVAL	
The proposed changes were discussed and approved by a majority of the department or program faculty during a meeting onSeptember 26, 2017_(date). (Minutes of the meeting are attached to this submission).	
Department Chair Signature: Date:	
EXTERNAL CONSIDERATION FOR PROPOSAL: In recognition of the effect that the above proposal may have on proposal may	grams in
Approval of any other Department/Committee/Program that may be affected: (if additional approvals are needed, make a copy of this block and attach with proposal).	
Signature:	
Approval of College Dean (get this signature LAST):	
Signature Debarah A Williams Date: 10/19/17	
FINAL CHECKLIST Have you Filled in all of the appropriate boxes? Got all of the needed signatures? Attached a copy of the departmental minutes? Attached a syllabus, if needed?	
EPC Action Taken: [] Approved, sent to Senate & Academic Affairs [] Not Approved	
[] Approved with revisions or conditions [] Action postponed until	
[] Returned to department	
EPC Chair signature: Date:	
Date Signature.	
Faculty Senate Action:	
[] Approved [] Not Approved [] Other (attach specifics)	
Senate Chair Signature: Date:	
Academic Affairs Action:	
[] Approved [] Not Approved	

VPAA signature:

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Date:_

Approval of any other Department/Committee/Program that may be affected	d:
(if additional approvals are needed, make a copy of this block and attach with pro-	oposal).
Signature: Charle four	
Signature: Chull Hue	Date: Oct 18 2017

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Department of Business and Economics Department Meeting September 26, 2017 12:30 PM

Interim Department Chair - Matthew Carroll

Attendance –Dr. Alan Tillquist, Dr. Cyrus Aleseyed, Dr. Suvayan De, Dr. Abainesh Mitiku, Mr. Matthew Carroll, Mr. Michael Lewis, Mr. John Hodges, Mr. Ed Goldberg, Dr. Frehot Hailou, Ms. Deborah Williams, Dr. Mahmoodul Islam and Ms. Cheryl King

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BA 320- The prerequisite language for BA 320 course is currently listed as "Prerequisite(s): Grade of C or better in BA 301; ENGL 102 and either PSYC 151 or SOC 101." A motion to remove "and either PSYC 151 or SOC 101." From the prerequisite language was made on the basis of textbooks always including the necessary prerequisite material from the psychology and sociology disciplines. Motion to remove the prerequisite language stated above was seconded and approved.

Meeting Adjourned.