



Academic Notes

OCTOBER 25, 2004

AN 2004-2005

****SPECIAL NOTICES****

MEMBERSHIP ON THE GRADUATE STUDENT ACADEMIC INTEGRITY COMMITTEE

Graduate Council is soliciting volunteers for the Graduate Student Academic Integrity Committee (GSWIC). According to the policy, four faculty members from each college shall be randomly selected from volunteers to serve as a "pool" from which seven committee members will be selected. Members of the committee will serve for one calendar year and only meet when a complaint requiring formal procedures comes forward.

If you would be interested in serving on this committee please send your name, telephone number, department, college, and e-mail address to Shannon Barton, Chair of Graduate Council, as soon as possible.

Thank you for considering service on a Graduate Council committee and for your continued support.

CURRICULUM TRACKING

Curriculum tracking is available at <http://www.indstate.edu/acad-aff/tracking.html>. This feature allows you to find the location of any curriculum proposal in the approval process once it has been sent to the Office of the Provost and Vice President for Academic Affairs. All courses in a department are located in the same Excel workbook but divided by level on separate spreadsheets. The course level is indicated at the bottom of the spreadsheet. The website is updated by 4:30 p.m. each business day. After a proposal has been approved, it is removed the next semester from the Web site to keep the lists at a reasonable length. If you have any questions about this feature, please contact Lori Cheatham at x3662.

FACULTY ATTENDANCE FORM FOR FALL COMMENCEMENT

All faculty are asked to go to the Academic Affairs Web site and fill out the Faculty Attendance form for Fall Commencement 2004 at <http://web/acadnotes/commencement.htm>. After completing the attendance form, click on the submit button, and it will be sent directly to the Office of the Provost. Please complete the attendance form no later than **5 p.m., Wednesday, December 15, 2004**. If you have questions, please contact Donna Royse at x2307.

ACADEMIC APPAREL RENTAL FORM

Faculty members needing to rent academic apparel for Fall 2004 Commencement need to fill out the Academic Apparel Rental Form attached to the back of this issue and send it **by Saturday, November 20, 2004**, to:

DEBBIE OSBORNE
ISU BOOKSTORE

A late fee will be applied after November 20, 2004 to cover additional shipping charges.

ACADEMIC NOTES PUBLICATION SCHEDULE FOR FALL 2004

Below is the circulation schedule for the hard copy of *Academic Notes* through December 13, 2004. An asterisk (*) indicates a curricular issue. **All submissions for inclusion in *Academic Notes* are due in the Office of Academic Affairs no later than 10:00 a.m. on the Wednesday^a prior to the distribution of *Academic Notes* on the following Monday, along with an E-Mail or a diskette with the same information in Microsoft Word format. Failure to submit a diskette containing this information will delay publication.** An electronic version of *Academic Notes* is available using Acrobat Reader via the ISU Web Page at – <http://web.indstate.edu/acadnotes/> –.

ACADEMIC NOTES PUBLICATION SCHEDULE FOR FALL 2004

<u>Deadline for Items</u>	<u>Issue Date</u>
Oct 27*	Nov 1*
Nov 3	Nov 8
Nov 10*	Nov 15*
Nov 17	Nov 22
Nov 23* ^a	Nov 29*
Dec 1	Dec 6
Dec 8*	Dec 13*

^aDue to holidays, the dates for submission and publication have been moved up or back a day.

FIELD TRIP

COLLEGE OF TECHNOLOGY: Manufacturing and Construction Technology

The students in IMT 130 and MCT 131 will be taking a tour of Aisin Brake and Chassis, Thursday, October 28, 2004, from 2:10-3:50 p.m. during the regular course time. Professor Beth Fauber, will

accompany the students on this field trip. A list of participants is in the MCT Department Chair's Office and also in the College of Technology Dean's Office.

CORRECTIONS

***The following is a correction of the text that appeared in the October 18, 2004 issue of *Academic Notes*. The corrected portion is shown in [*bold-italics within bold-italic brackets*].

UNDERGRADUATE PROPOSALS

COURSE REVISIONS

COLLEGE OF HEALTH AND HUMAN PERFORMANCE: Health, Safety, and Environmental Health Sciences

***HLTH 415B Laboratory Programs in Driver and Traffic Safety Education**--3 hours. A technical examination of the aims, objectives, and role of laboratory programs in driver and traffic safety education. A supervised student teaching experience.

Change Description and title to:

***HLTH 415B Developing Driver [*Skills*] and Competencies**--3 hours. The candidate will be guided in the development of laboratory lesson plans and strategies for giving effective instruction to students with diverse needs. Under the guidance of a mentor, the candidate will provide instruction to novice drivers for six clock hours of planned instruction with a performance evaluation at the end by the instructor and the mentor. They will prepare individuals to know and show how to be responsible highway users. Prerequisites: HLTH 4/515A or concurrent enrollment.

Preferred Effective Term: Spring 2005

**Course has a graduate level equivalent*

***HLTH 515B Laboratory Programs in Driver and Traffic Safety Education**--3 hours. A technical examination of the aims, objectives, and role of laboratory programs in driver and traffic safety education. A supervised student teaching experience.

Change Description and title to:

***HLTH 515B Developing Driver [*Skills*] and Competencies**--3 hours. The candidate will be guided in the development of laboratory lesson plans and strategies for giving effective instruction to students with diverse needs. Under the guidance of a mentor, the candidate will provide instruction to novice drivers for six clock hours of planned instruction with a performance evaluation at the end by the instructor and the mentor. They will prepare individuals to know and show how to be responsible highway users. Prerequisites: HLTH 4/515A or concurrent enrollment.

Preferred Effective Term: Spring 2005

**Course has an undergraduate level equivalent*

CORRECTIONS: *continued*

UNDERGRADUATE APPROVALS

COURSE REVISIONS

***FCS 497ID Special Problems in Interior Design and/or Housing--[1-3 hours.]** Additional work in interior design or housing for which the student has a particular interest or need. Prerequisite: consent of instructor.

Change title and description to:

***FCS 497ID Special Problems in Interior Design--[1-3 hours.]** Additional work in interior design for which the student has a particular interest or need. Prerequisite: consent of instructor.

Preferred Effective Term: Spring 2005

**Course has a graduate level equivalent*

PROGRAM REVISIONS

COLLEGE OF HEALTH AND HUMAN PERFORMANCE

Athletic Training

B.S. Athletic Training

Athletic Training Major (76 semester hours, including clinicals)

¹**Required Core (34 hours):** 110 – 3 hrs.; 212 – 3 hrs.; 212L – 1 hr.; 225 – 3 hrs.; 280 – 3 hrs.; 363 – 3 hrs.; 365 – 3 hrs.; 425 – 3 hrs.; 435 – 3 hrs.; 472 – 3 hrs.; 473 – 3 hrs.; 475 – 3 hrs.

[Required Support Courses (22 hours): 210 – 2 hrs. and 210L – 1hr. or LIFS 231--3hrs. and 231--1 hr.; Counseling 433 – 3 hrs.; Family and Consumer Sciences 429 – 3 hrs.; Health and Safety 211 – 2 hrs.; 211L – 1 hr.; 340 – 3 hrs.; Physical Education 220 – 2 hrs. and 220L - 1 hr. or LIFS 241--3 hrs. and 241L--1 hr.; 480 – 4 hrs.]

¹**Clinical Experience (20 hours):** 255 – 1 hr.; 256 – 1 hr.; 355 – 3 hrs.; 356 – 3 hrs.; 455 – 6 hrs.; 456 – 6 hrs.

Pre-requisite General Education Courses: Chemistry 105 – 3 hrs.; 105L – 1 hr.; Health and Safety 111 – 3 hrs.; Physics 105 – 3 hrs.; 105L – 1 hr.; Psychology 101 – 3 hrs.

FACULTY ACADEMIC APPAREL ORDER AND ATTENDANCE FORMS

1. Please provide the following information concerning your plans for the Commencement so that, if attending, you can be included in the lineup.
2. To order faculty academic apparel, fill out the faculty academic apparel order form at the bottom of this page and send to Debbie Osborne, ISU Bookstore.

Attendance Form

Check one:

I shall participate in Commencement _____
 I shall NOT participate in Commencement _____

Check one:

I have my own academic apparel _____
 I have placed my order for rental of academic apparel from the ISU Bookstore (see form below) _____

Name: _____

Rank: _____

Year(s) Of Service at ISU: _____

Please cut top portion of this form and send to:
 Office of the Provost and Vice President for Academic Affairs by December 15, 2004
 Parsons Hall, Room 208
 (812) 237-2304
 FAX: (812) 237-3607

Faculty Academic Apparel Rental Order Form

ISU Bookstore (812)237-3507

I shall participate in Commencement _____ Please check _____
 I shall NOT participate in Commencement _____ Please check _____

Please place a rental order for academic apparel for use at Commencement of Indiana State University.

Name _____ Height _____ Weight _____ Hat Size _____

Degree _____ Field Of Study In Which I Obtained My Degree _____

Name and Location Of Institution From Which I Received The Degree:

Institution: _____ City / State _____

Hood Color (if known) _____

Check one of the following:

I will require cap, gown, and hood _____
 I will require hood only _____
 I will require cap and gown only _____

	Doctor Regalia:		Tax	Total
	Cap, gown and hood	\$62.96	\$3.78	\$66.74
	Cap and gown only	\$33.96	\$2.04	\$36.00
	Hood only	\$27.98	\$1.68	\$29.66
	<u>Master Regalia:</u>			
	Cap, gown and hood	\$50.96	\$3.06	\$54.02
	Cap and gown only	\$21.98	\$1.32	\$23.30
	Hood only	\$20.98	\$1.26	\$22.24
	<u>Bachelor Regalia:</u>			
	Cap, gown and hood	\$46.96	\$2.82	\$49.78
	Cap and gown only	\$23.98	\$1.44	\$25.42
	Hood only	\$22.98	\$1.38	\$24.36
	Cap and tassel only	\$ 6.98	\$0.42	\$7.40

Please return the lower portion of this form to Debbie Osborne, ISU Bookstore by November 20, 2004

***A late Fee will be applied after that date to cover additional shipping charges**

The ISU Bookstore