

MINUTES
Faculty Senate Academic Affairs
October 2, 2001 3:30 pm K-State Union, Room 204

Present: Sean McGivern for Danny Callahan, Karen Schmidt for Tom Herald, Diane Mack for Charlotte Shoup Olsen, Patrick Pesci, John Selfridge, Jackie Spears, Joyce Yagerline

Absent: Mike Haddock, Norm Mortensen, Jim Roush, John Schlup, Fred Smith

I. Call to Order

The meeting was called to order by Jackie Spears, Chair, at 3:38 p.m.

II. Approval of minutes of September 4, 2001 Academic Affairs Committee meeting.

A motion was made by Selfridge and seconded by Schmidt to approve the minutes of the September 4, 2001 Academic Affairs Committee meeting. Motion passed.

III. Announcements

Spears announced that Academic Affairs would not meet in two weeks due to the Provost Lecture Series being held at the same time.

McGivern announced that Student Senate is in the process of drafting legislation for a stop day at the end of dead week. No classes would be held on this day. He also reported that the students have been studying the tuition ownership issue and have come up with a pyramid idea where freshman pay the most for tuition and seniors paying the least. Student Senate is also looking into creating consistency across colleges for how wait lists for courses are handled.

IV. Course and Curriculum Changes

- A. Undergraduate Education - none
- B. Graduate Education - none
- C. General Education - none

V. Old Business

A. Course and Curriculum Changes

1. On-line form filler - John Selfridge

Selfridge said he had nothing new to report on the on-line form filler.

B. Academic definitions

Spears reported that issue came up last year when a recommendation came forward from CAPP giving deadlines for secondary majors and minors. These degrees would need to be completed at the same time as the student's major. Many students ask to complete certificates, secondary majors, etc. after graduation. Spears said she will draft a memo to CAPP asking them to articulate the academic issues they see regarding the deadlines and she will also draft a letter to programs to solicit information about how they are affected by this.

C. Exams Scheduled Outside of Regular Class Times

Spears reported that Academic Affairs has seen earlier drafts of this issue, but this version is the most polished. Complaints arose a year ago because students arranged their work schedules around what was in the line schedule and then exams would be different from the information given. Also, Facilities has rooms scheduled for some exams every week but the rooms may only be used three to four times during the semester. This draft policy limits the length of the test to the length of the class time. Spears also said that review sessions would have to be held during the class time before the test and not at a special time. Existing courses would have a three year period to make this change. Classes that have technology needs or those that total over one hundred when adding up all the sections will be allowed to have exams outside the normal times. McGivern said that students have weekly review sessions for some classes that introduce new material so it should actually count as an extra hour of credit or else they should not cover new material. McGivern said that this policy has not been seen in Student Senate. Spears said that she would contact departments that would be affected by this change in policy. A motion was made by Selfridge and seconded by Molt to table this item until there was broader campus input. Motion passed.

VI. New Business

A. Approve August 2001 Graduation List.

A motion was made by Molt and seconded by McGivern to approve the August 2001 Graduation List. Motion passed.

B. Approve additions to the following graduation lists.

A motion was made by McGivern and seconded by Selfridge to approve additions to the following graduation lists. Motion passed.

August 2001

Nathaniel Wayne Beenken, Arts & Sciences, BS - Kinesiology

Francesca M. Giambeluca, Arts & Sciences, BS - Sociology-CR

Lynn Ann Kassen, Arts & Sciences, BS - Kinesiology

Laura A. Weaver, Business Administration, BS - Accounting and Human Resource Management

Noriko Yoshikoshi, Arts & Sciences, Bachelor of Fine Arts-GD

December 2000

Cole B. Younger, College of Technology and Aviation, BS - Airway Science Professional Pilot, U1

C. Semester Final Examinations

Spears reported that this draft policy adds a Saturday as an extra day to finals week. It will not be enacted until fall/summer 2002. This draft also standardizes evening course times. Students will still be able to appeal to not have more than two finals in a 24 hour period. Instructors can still get special permission from the Provost to move the exam time. Spears said she would check on the reason they are adding an extra day for finals; she assumed it was because of classroom space. Molt suggested students might prefer to have the Saturday finals the day after Dead Week rather than the Saturday after finals week. A motion was made by Selfridge and seconded by McGivern to table this item until the reason for the extra day of finals is better articulated. Motion passed.

D. Yagerline reported that she had received a memo from Jane Rowlett saying that students will be evaluating advisors when enrolling on KATS. This issue came up at Faculty Senate last spring, but it was delayed because it was decided that a mechanism needs to be put in place for instructors to have input on the student. Spears said she would take this issue to FSLC (Faculty Senate Leadership Council) and the Executive Committee.

VII. Committee Reports

A. Report on General Education Council (need to elect representative)

Spears said she is in the process of finding a representative for this committee.

B. Yagerline report on University Library Committee

Yagerline will not be able to serve on this committee next semester so Spears said she is looking for a representative for this committee also. The Library Committee hasn't been meeting.

C. Report on Academic Policy and Procedures Committee (need to elect representative)

Spears is in the process of finding a representative for this committee.

VIII. For the Good of the University

Selridge reported that last spring courses were not printed out in the line schedule for secondary majors because of problem with the printing company and now faculty are being told that this decision is permanent due to the printer. Spears reported that programs cross referenced courses and gave them to the Registrar's Office to be printed in the line schedule. The larger issue is the effect this will have on interdisciplinary programs. Molt said that student will be hurt by poor communication. Spears will contact Don Foster in the Registrar's Office to discuss this problem.

IX. Adjournment

A motion was made by Molt and seconded by McGivern to adjourn. Meeting adjourned at 4:40 p.m.