

MINUTES
Faculty Senate Academic Affairs
February 5, 2002 3:30 pm K-State Union, Room 204

Present: Callahan, Haddock, Herlad, Pesci, Selfridge, Smith, Spears, Yagerline

Absent: Molt, Mortensen, Olsen, Roush, Schlup

I. Call to Order

The meeting was called to order by Jackie Spears, Chair, at 3:35 p.m.

II. Approval of minutes of January 22, 2002 Academic Affairs Committee meeting.

A motion was made by Smith and seconded by Callahan to approve the minutes of the January 22, 2002 Academic Affairs meeting. Motion passed.

III. Announcements - none

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Selfridge and seconded by Haddock to approve Undergraduate Course and Curriculum Changes approved by the College of Arts and Sciences November 8, 2001. (These items were on the January Faculty Senate agenda but needed words in parentheses added to be accurate.)

Health Professions Advising

CHANGE:

DAS 001 Medical Technology to "Clinical Laboratory Science (Medical Technology)"

DAS 405 Topics in Medical Technology to "Topics in Clinical Laboratory Science (Medical Technology)"

Motion passed.

B. Graduate Education - none

C. General Education - none

V. Old Business

A. Course and Curriculum Changes

1. On-line form filler/paper format - John Selfridge

Selfridge reported that a person is being hired that will be able to work with the flow and analysis of the on-line form filler.

2. Format for Course and Curriculum Changes

Selfridge distributed a handout that with another question and answer that could be included on the Frequently Asked Questions web page. The question was about whether a department needs to go back through the whole formal course & curriculum process when questions are raised by General Education Council, the Graduate Council, and /or the Faculty Senate Academic Affairs Committee. After the committee members discussed examples of course and curriculum changes, it was decided editorial changes could be negotiated as a proposed course and curriculum change was working its way through the approval process. Editorial changes that are proposed after Faculty Senate approval would have to go back through the complete approval process.

B. Academic definitions - Spears has not gotten to this item yet.

C. Exams Scheduled Outside of Regular Class Times

Spears reported that she was supposed to meet with Loleta Sump from Room Scheduling and Gunile Devault from the Registrar's Office last week, but had to reschedule due to the snowstorm. They had brought up some concerns earlier, but some of their issues got lost in the process. Spears will find out what these issues are and present them at the next Academic Affairs meeting. Ruth Dyer says that the Board of Regents do periodically audit classes to see if the credit hours given match the contact hours. Since the BOR does audit this, it is more than just campus authority to deal with. Spears will check into when the BOR last audited KSU classes and compile the information for the next Academic Affairs meeting.

Smith said he was checking to see how KU handles this problem and someone is supposed to call him back. He said he would also check with other peer institutions for their input. Spears said she went through this semester's line schedule and there are 7 - 8 departments that are affected by this issue. She may set up a meeting with those department heads to discuss the issues.

CAPP will look at the draft of the policy with feedback that was given from Faculty Senate and Academic Affairs.

D. Semester Final Examinations - on CAPP's next agenda

E. Credit hour requirements for graduating with honors - on CAPP's next agenda

F. Plus/Minus System - on CAPP's next agenda

G. Secondary Majors and Minors - on CAPP's next agenda

H. Line Schedule Issues - on CAPP's next agenda

I. Report from the Advising Enhancement Task Force

Spears reported that this report was accepted at the last Faculty Senate meeting. Academic Affairs needs to decide what should be done with the information. Spears said that the Provost has been following up on the issue. He will be meeting with Spears, Vicki Clegg, Mike Lynch, and others to discuss what should be done next. Spears distributed Appendices D, J, and L from the Advising Task Force Report. Appendix D discusses the preliminary results of the academic advising survey, Appendix J graphs students' satisfaction with their advising, and Appendix L shows the results of a student perceptions survey on academic advising done in Spring 2000.

The committee discussed some of the drawbacks of the data in these appendices: 1) the size of the sample groups were not very large so it may not be indicative of the majority of students; 2) the students that did respond may be the ones who are unhappy with advising; and 3) some colleges have faculty do the advising and some hire advisors and that is their full-time job. Pesci suggested that we should look at the models that students say are the best for advising and use them across campus.

Spears said that Mike Lynch will be at the next Faculty Senate meeting to discuss the PILOTS Report and she will ask him if he would stay to discuss the Advising Report since he was on the task force and wrote Appendix D.

VI. New Business

A. A motion was made by Herald and seconded by Selfridge to approve addition to a graduation list:

May 2001

Timothy P. Glaser, Technology & Aviation, Associate and BS - Airway Science Professional Pilot and PPIL, degree codes U1 and T3

Motion passed.

VII. Committee Reports

A. Pesci report on General Education Council

Pesci reported that the General Education Council is making progress on passing the Study Abroad program in the Architecture department as a general education program. They will be looking at some first readings for classes to be considered for general education.

B. Haddock report on University Library Committee

Haddock reported that he attended a University Library Committee meeting the day before and Dean Hobrock discussed the budget situation. A retreat will be held at the end of February to discuss the Library's strategic plan. The University Library Committee is looking into having a website.

The committee also discussed the Library achieving ARL status. It would take approximately ten years to reach ARL status, not only because of needing more money to acquire journals, etc. for the Library, but also because they only allow a couple of institutions per year to apply and there are that many ahead of us. Haddock said that \$150,000 had been earmarked to buy serials for the last two years, but it was decided not to add any journals this year.

C. Spears report on Committee on Academic Policy and Procedures (CAPP)

Spears reported that CAPP meets next week and she will have something to report at the next Academic Affairs meeting.

VIII. For the Good of the University

There were no items for the good of the university.

IX. Adjournment

Meeting adjourned at 4:25 p.m.