

<p>MINUTES Faculty Senate Academic Affairs February 17, 2004 3:30 pm K-State Union, Room 204</p>

Present: Ackerman, Erickson, Fairchild, Grunewald, Hancock, Hedrick, Meier, Pacey, Simon, Stewart, Trussell

Absent: Marr, F. Smith

Visitor: Patricia Marsh

I. Call to Order

The meeting was called to order by Pat Ackerman, Chair, at 3:30 p.m.

II. Approval of minutes of February 3, 2004 Academic Affairs Committee meeting.

A motion was made and seconded to approve the minutes of the February 3, 2004 Academic Affairs Committee meeting. The following amendment was made by Pacey: under II., the first sentence should read “..... Academic Affairs meeting.” Motion passed.

III. Announcements

Ackerman announced that FSLC has been attending interviews with the Provost candidates. She also announced that she and Stewart had been meeting with FSLC today in preparation for their meeting with President’s staff this Thursday. Faculty compensation issues and tuition waivers will be discussed at that meeting.

Ackerman distributed a letter she wrote to Roger Adams, Chair of Faculty Affairs, that addressed the concerns Don Hedrick outlined in a letter (Attachment 2 of the February 3, 2004 Academic Affairs minutes) regarding faculty hiring. **ATTACHMENT 1**

Ackerman also mentioned Bob Zabel reported at FSLC that the Dean’s Council met and requested that some of the targeted excellence money be moved into college OOE accounts and then salary increases should come from OOE. Stewart said that \$250,000 would need to be taken from targeted excellence to avoid callbacks.

IV. Course and Curriculum Changes

A. Undergraduate Education - none

B. Graduate Education

A motion was made by Stewart and seconded by Erickson to approve graduate course and curriculum changes approved by Graduate Council February 3, 2004.

Changes

- | | |
|--------------------|---|
| ARCH 605 | Architectural Design Studio V |
| CS 822 | Exotic, Wildlife, and Zoo Animal Medicine |
| ENTOM 885 | Conventional and Molecular Methods for Evaluation of Crop Plant Resistance to Pests |
| IAPD 608 (IAR 408) | Design Workshop II |
| IAPD 644 | Interior Architecture Internship |
| IAPD 646 | Interior Architecture Foreign Studies |
| IAPD 760 | Interior Architecture Seminar |
| PLAN 631 | Computer Applications in Planning I |
| PLAN 632 | Computer Applications in Planning II |
| PLAN 715 | Planning Principles and Process |
| PLAN 721 | Infrastructure Planning and Financing |
| PLAN 731 | Solid Waste Planning and Management |

PLAN 748 (710)	Urban Visual Analysis
PLAN 765 (640)	Growth Management
PLAN 803 (821)	Community Research Methods
PLAN 815 (826)	Planning Theory, Ethics and Practice
PLAN 820	Planning Administration

Drop

DVM 700	Veterinary Orientation I
PLAN 605	Planning Communications
PLAN 620	Urban America
PLAN 754	Fiscal Processes of Plan Implementation
PLAN 755	State and Regional Planning
PLAN 780	Planning in Developing Areas

New

AP 715	Veterinary Comparative Embryology (22)
HN 820	Functional Foods for Chronic Disease Prevention
IAPD 614	Design Workshop II Studio
IAPD 622	Building Construction Systems in Interior Architecture
IAPD 625	Lighting in Interior Architecture
IAPD 710	Advanced 3-D Computer Modeling
IAPD 713	Furniture Design Workshop Studio
PLAN 717	Seminar in Grant Preparation

Prefix change

IAR to IAPD	600, 602, 606, 607, 645, 647, 705, 706, 707, 708, 720, 730, 740, 753, 756, 821, 830
IDH to ID	600, 630, 645, 650, 651, 660, 680, 710, 725, 740, 760, 800, 825, 840, 870, 875, 899, 920

Curriculum change

Master's degree in Regional and Community Planning

Motion passed.

C. General Education - none

V. Old Business

A. Degree Changes

Ackerman said this item is regarding the degrees dropped last year by administration and also the degrees that were on the watch list. A subcommittee has been appointed to look at the handbook and decide if administration can drop degrees and change the wording in the handbook if necessary. Subcommittee members include Ackerman, Stewart, Fairchild, and Hancock. Pacey said that Brad Kramer could offer specific examples that would help the subcommittee. Ackerman also reported that Kelli Cox will work with the subcommittee.

B. Policy on Dropping Students After First Class Day **ATTACHMENT 2**

A motion was made by Pacey and seconded by Fairchild to take this item off the table. Motion passed. Pacey distributed a new draft of the Policy on Dropping Students After First Class Day. It was suggested that the last sentence read "A student may receive prior permission from "the" rather than "an" instructor in order not be dropped. Meier reported that students were more concerned about the external factors that this policy might create. Students face ramifications with financial aid if they drop below 12 credit hours. Students are still looking for a second day before they would be dropped from a class. After more discussion about the ambiguity of the document, Pacey said he would bring a revised draft back to the next meeting.

C. General Education Steering Committee

Hancock reported that the General Education Steering Committee received one proposal for a new vision

of UGE, from a college, but it had not been endorsed by the college yet. Marsh said the committee is discussing how to organize the proposals. The deadline for proposals is the end of this semester. There is discussion about having an online survey regarding what general education should look like.

D. Plus/Minus Grading System

Ackerman reported that she visited with Phil Anderson about the plus/minus grading system. Anderson said he would like to know how Academic Affairs feels about this issue before pursuing it further. Students would like to have the plus added to the grading system, but not the minus. Ackerman asked that Academic Affairs members check with their colleagues to see how they feel about the plus/minus grading system. Pacey said he would support a new grading system and that the College of Engineering was split 50/50 on this idea. He mentioned that there would not be as many 4.0 GPA's with the plus/minus grading system. Pacey said he was also surprised how K-State does not have a plus/minus grading system, but then figures the GPA to three decimal points. Trussell felt that it could have a negative affect on GPA's and hurt students' chances to get scholarships. Meier said that some of the students in Student Senate see merits to a new grading system, but that as a whole across campus, students are not in favor of the proposal. He said that the Truman, Marshall, and other scholarships are a great recruiting tool, and a loss of some of those would be harmful. Meier thought it would hard to pass the plus/minus grading system through Student Senate.

A motion was made by Fairchild and seconded by Trussell to remove this item from Old Business. Stewart mentioned that this may be an important point to get into the laser project. Simon felt that it would be difficult to define small differences between plus/minus grades. Ackerman said the item could be removed from the agenda pending the receipt of a proposal and members could still assess whether there is a need or want for a new grading system. Motion carried with Pacey voting against it.

E. Standardization of certificates

Ackerman reported that currently there is no criteria for certificates. She said she is in the process of soliciting information from departments that offer certificates to see if there is any type of universal standards that filters through all of them.

F. Learning Outcomes - Discussion Board

Ackerman reported that Cia Verschelden asked that Academic Affairs to create a discussion board, summarize the discussion, and make recommendations based on the discussion. The discussion board for learning outcomes was posted on web until the end of January. Patricia Marsh has summarized the comments from the discussion board. There will be five learning outcomes instead of six. Many concerns were raised about the "Ownership of Learning" outcome and it was dropped. This item should come to Faculty Senate before the end of the semester. Marsh said one of the problems that needs addressed is measurement of assessment and where the assessment take place.

G. Standard Class Meeting Times Update

Ackerman reported that she and David Stewart met with Ray Hightower regarding the Standard Class Meeting Times Policy and a modified proposal will be coming forward. She shared the comments from Academic Affairs and Faculty Senate. A meeting will be scheduled with Stephen White, Dean of Arts and Sciences, since the majority of the concerns regarding the policy were from that college.

H. Academic Definitions Update

Ackerman reported that Ray Hightower will also work on the academic definitions, but he has requested that more specific details be given for problems with the definitions.

VI. New Business

A. Approve the December 2003 graduation list.

A motion was made by Stewart and seconded by Meier to approve the December 2003 graduation list. Motion passed.

B. A motion was made to approve additions to the December 2003 graduation list.

December 2003

Kurtis Cornejo, Arts and Sciences, BS-Social Science
Chandana Ghosh, Doctor of Philosophy
Angela Hands, Arts and Sciences, BS-Kinesiology
Amber Washington-Hilliard, Arts and Sciences, BS-Political Science

Motion passed.

VII. Committee Reports

A. Hancock report on General Education Council

Hancock reported that the General Education Council met February 5th and discussed new courses that are coming through the general education process. They did not discuss the Procedures Committee Report they received from Jim Goddard. The committee will be voting on proposals by e-mail on February 19th. Their next meeting will be March 4th.

B. Trussell report on University Library Committee

Trussell reported that the University Library Committee has not met since the last Academic Affairs meeting. They had to reschedule their last meeting due to the change in one of the Provost candidate's interview schedule.

Trussell reported that the Dean of Libraries search is going well. They are calling references for candidates that made the short list. The list has been narrowed down from seven to six after calling co-workers of candidates. They will be meeting February 26 to discuss findings from telephone interviews. Trussell said they are very encouraged with the candidates.

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

Stewart said that members of CAPP received a list of courses approved as exceptions to the Standard Class Meeting Times Policy. CAPP has granted 300 - 350 approvals for exceptions. Stewart said that CAPP wants to set up a process so courses do not need to be approved for an exception each year. Some courses do not need to come back, but some will. Stewart said a majority of the meeting was spent discussing a report from Stephen White regarding the management of summer school. Summer school is run on a self-support basis. Colleges are given credit hour targets they must meet. If they don't meet the target, it affects their budget the following year. High demand courses and courses that are needed to make progress on degrees are offered during summer school. Summer school may start at 8:00 this summer and that late start is causing problems with the computer system. Stewart said that there is no request for approval of anything regarding summer school. The Council of Deans oversees the summer school schedule.

D. Meier report on Student Senate

Meier reported that Student Senate spend a great deal of time discussing the Governor Sebelius' proposal. He also mentioned that Student Senate elections are coming up and the deadline for filing is this Friday at 4:00 p.m. He asked members of Academic Affairs to encourage outstanding students to run for seats on Student Senate. Meier also asked members to encourage students to vote on KATS. The primary election will be held March 2nd and 3rd and the general election will be March 9th and 10th.

Meier said that State Education Day is next Monday and students will be going to Topeka to express their concerns.

VIII. For the Good of the University - none

IX. Adjournment

A motion was made by Fairchild and seconded by Meier to adjourn the meeting. Motion passed. Meeting adjourned at 5:00 p.m.

ATTACHMENT 2

Instructors may drop students from any or all components (e.g., lecture, recitation, lab, etc.) of a course who are not present at the beginning of the first class period of every component of the course. A student may receive prior permission from an instructor in order not to be dropped.