

**MINUTES**  
**Faculty Senate Academic Affairs**  
**March 2, 2004 3:30 pm K-State Union, Room 204**

Present: Ackerman, Hancock, Hedrick, Meier, Pacey, Simon, F. Smith, Stewart, Trussell

Absent: Erickson, Fairchild, Grunewald, Marr

Visitors: Patricia Marsh, Monte Nielsen, Mickey Ransom, David Stone

I. Call to Order

The meeting was called to order by Pat Ackerman, Co-Chair, at 3:35 p.m.

II. Approval of minutes of February 17, 2004 Academic Affairs Committee meeting.

A motion was made by Hancock and seconded by Stewart to approve the minutes of the February 17, 2004 Academic Affairs Committee meeting. Motion passed.

III. Announcements - none

IV. Steering Committee for Future of General Education - Mickey Ransom and David Stone

David Stone reported that there are two committees working on fixing general education: the committee that handles the quick fixes and the committee that is looking for alternative systems. The Steering Committee for Future of General Education is looking for suggestions and comments. They want to hear from faculty and students what the concepts of general education should be and what the program should look like. The steering committee will be putting together ideas this spring and next fall to submit to the Provost.

Ransom reported that an interim report will be submitted to the Provost by the end of spring semester and that the final report is due at the end of fall semester. Ransom said that the steering committee would like Academic Affairs to co-sponsor a forum with them either at the end of this semester or the beginning of fall semester. Stone said they were also getting input from Student Senate and Ransom said they have also met with Deans' Council. Hancock asked if they had asked other universities about their general education programs and Ransom said they have. A survey is being worked on that will be sent to current students and recent graduates. Once the results of the surveys are examined, a more focused plan can be made. Simon suggested that the forum be done this spring rather than waiting until fall so that the feedback can be incorporated into the interim report to the Provost. Ransom said the steering committee would welcome fully developed proposals. He also said a forum would be good to get a diversity of opinion. He felt that the invitation for a forum should come from Academic Affairs. Stone and Ransom will also discuss some of the issues with the General Education Council and ask someone from that group to be a panelist at the forum. A motion was made by Pacey and seconded by Stewart to co-sponsor a forum with the Steering Committee for Future of General Education. Motion passed. Ransom said the steering committee would develop the plans and get back to Academic Affairs.

V. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Stewart and was seconded to approve undergraduate course and curriculum changes approved by the College of Arts and Sciences February 12, 2004. **NOTE:** A&S has asked that the following change be made to page 5 of white sheets:

Delete the last 2 lines of description of the changes in the 2<sup>nd</sup> column (~~\*CHM 545 may be replaced with either: CHM 566 and Chm 567, or CHM 595 and either CHM 586 or CHM 596.~~)

CHANGE:

MSCI 100 Introduction to Military Science and ROTC  
MSCI 101 Introduction to Military Leadership  
MSCI 401 Leadership Challenges and Objective-Setting  
MSCI 402 Transition to Lieutenant

DROP:

MSCI 102 Basic Riflery  
MSCI 107 Rappel Master Skills

*Department of Chemistry*

DROP:

CHM 567 Instrumental Methods of Analysis Laboratory  
CHM 586 Physical Chemistry Laboratory I  
CHM 598 Physical Chemistry Laboratory II

ADD:

CHM 596 Physical Methods Laboratory

CURRICULUM CHANGES:

CHANGE:

(Page 108, undergraduate catalog)  
Under Chemistry curriculum for the BS degree  
\*See page 4 of white sheets for details.

CHANGE:

(page 108, undergraduate catalog)  
Under Chemical Science curriculum for the BS degree  
\*See page 5 of white sheets for details. (Delete last 2 lines in 2<sup>nd</sup> column - see note above after the motion)

*Department of Music*

CURRICULUM CHANGES:

CHANGE:

(page 134, undergraduate catalog)  
\*See page 6 of white sheets for details.

**Bachelor of Arts and Bachelor of Sciences**

CHANGE:

(page 93, undergraduate catalog)

Additional requirements for the B.S.

Natural sciences

\*See page 7-8 of white sheets for details.

Motion passed.

2. A motion was made by Stewart and seconded by Pacey to approve undergraduate course and curriculum changes approved by the College of Agriculture February 19, 2004.

*Agronomy*

CHANGE:

AGRON 305 Soils

*Horticulture, Forest and recreation Resources*

HORT 508 Landscape Maintenance

HORT 585 Arboriculture

## CURRICULUM PROPOSALS:

*Department of Grain Science and Industry*

B.S. in Feed Science and Management (change)

\*See white sheets for details.

*Department of Secondary Education and College of Agriculture*

B.S. in Agriculture, Major in Agricultural Education (change)

\*See white sheets for details.

*Department of Animal Science and Industry*

Undergraduate Equine Sciences Certificate Program (new)

\*See white sheets for details.

Motion passed.

B. Graduate Education - none

C. General Education - none

## VI. Old Business

A. Degree Changes

Ackerman reported that this subcommittee has not met yet, but hopefully they will meet before the next Academic Affairs meeting.

B. Policy on Dropping Students After First Class Day ATTACHMENT 1

Pacey distributed a handout with new wording for the Policy on Dropping Students After First Class Day. A motion was made by Pacey and was seconded by Smith to approve the new wording of the policy. Hedrick made the following friendly amendment: change the last part of the last sentence to read "in order not to be dropped" rather than to not be dropped." Pacey accepted the friendly amendment. Meier reported that the Student Senate Academic Affairs Committee is also working on this policy and wants the change to allow students 2 class days before being dropped from the class. Pacey said he was proposing this in order to be student friendly and not as a punishment to students. Many students want to enroll in classes that are full so this will give them the opportunity to get into the class sooner rather than waiting a week. It was suggested that Pacey write a purpose to go along with the new wording of the policy. Motion passed (with the friendly amendment) with Meier voting against it.

C. General Education Steering Committee

Marsh reported that the questionnaire on general education should be done in the next two weeks. The survey will be asking students and faculty to rate the importance of characteristics of general education. The committee feels that some graduate students are ill-trained to teach UGE courses and some new faculty are not even aware that they are teaching courses approved for UGE credit. The committee wants to gain an understanding of how faculty and students see the future of UGE. Marsh said that reviewing the proposals will also be helpful in gaining insight into the future of UGE.

D. Standardization of certificates - no report

E. Learning Outcomes - Discussion Board

Ackerman distributed two handout regarding learning outcomes. Cia Verschelden drafted a revision of the original student learning outcomes. There were originally six learning outcomes and they were revised to five due to comments received from the discussion board. Ownership of Learning was deleted from the list of outcomes. Academic Affairs members discussed the fact that individual colleges can still have different learning outcomes for their degrees. The other handout was a summary report of the message board discussion. Ackerman asked that members look over this information and discuss it with their caucuses. A motion regarding the student learning outcomes should go to Faculty Senate this spring and come from Academic Affairs. Ackerman said this item should be listed as an item of business on the next Academic Affairs agenda.

F. Standard Class Meeting Times Update

Ackerman reported that this item and the academic definitions item (VI. G.) function together. She and Stewart have meet with Ray Hightower, Assistant Dean of Engineering, to communicate problems they regarding the policy that they have received to date. Ackerman and Stewart have also discussed this issue with Steve White, Dean of Arts and Sciences, since most of the problems came from that college. Stewart emphasized that Academic Affairs members should check with their departments and colleges to see if there are any more problems that have not been brought forward. These two issues may be forwarded to Faculty Senate in April.

G. Academic Definitions Update

See VI. F. for report.

VII. New Business

- A. A motion was made by Smith and seconded by Hedrick to approve additions to a graduation list.

December 2003

Derek Andersen, Business Administration, BS-Marketing and International Business

Anne E. Finley, Business Administration, BS-Accounting

Motion passed.

VIII. Committee Reports

- A. Hancock report on General Education Council

Hancock reported that the General Education Council met on February 19<sup>th</sup> but she was unable to attend the meeting. Marsh reported that the council is addressing recommendations from the procedures committee that is chaired by Jim Goddard. The General Education Council will meet again on March 4 and continue discussing recommendations.

- B. Trussell report on University Library Committee

Trussell reported that the University Library Committee has not met since the last Academic Affairs meeting. There next meeting is scheduled for March 11<sup>th</sup>.

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

Stewart reported that the CAPP has not met since the last Academic Affairs meeting. A report from the last CAPP meeting is in the February 17<sup>th</sup> Academic Affairs meeting.

- D. Meier report on Student Senate

Meier reported that Student Senate is currently in election mode. The primary election takes places today and tomorrow with the final election being Tuesday and Wednesday. Meier said that Student Senate is looking into the instructor drop policy and also constitutional revisions that would add 2-3 weeks onto terms of students in office. He also reported that State Education Day went well last week and that students were able to meet with representative throughout the state. Students would like to see a grassroots effort start at the high school level regarding problems with higher education.

IX. For the Good of the University

Hedrick mentioned that he is concerned about the academic climate at K-State. His department is having their Annual Cultural Studies Conference and has a limited budget. They have been putting posters up around campus and noticed it is difficult to put posters in a prominent area in the Union. With the Union being remodeled over the years, there is less bulletin board space where students actually spend time. Hedrick said he felt like the whole climate of learning is being stomped on and would like to find some way of addressing this issue more broadly. Simon said perhaps this issue could be connect to student learning outcomes as a broader type of learning. Meier mentioned that there are several calendars online and the Student Senate Academic Affairs Committee is looking into having one complete calendar online that would list any activities going on at the university on a certain day. Meier said he is on the Union Governing Board and he would bring this issue to their attention. Stewart suggested that Academic Affairs talk to the director and staff of the Union to make them aware that the posting of announcements is fading away in the Union. Ackerman asked Meier to also take this issue to Student Senate to see what they say.

X. Adjournment

A motion was made by Pacey and seconded by Smith to adjourn the meeting. Motion carried. The meeting adjourned at 4:40 p.m.

## ATTACHMENT 1

### **Proposed Undergraduate Catalog Policy Change (Approved by Academic Affairs 3/2/2004)**

#### Purpose:

The main purpose of this proposed policy change is to facilitate the timely and efficient addition of students to “full” course sections. The new policy will allow instructors to more quickly determine available openings in a course and thereby be able to more quickly authorize enrollment permission to students wanting to enroll in the course.

2002-2004 Undergraduate Catalog, Enrollment, Drop/Add (page 14)  
(online at <http://courses.k-state.edu/catalog/undergraduate/enrollment/dropadd.html>)

Replace the following paragraph:

The instructor *may* drop a student from a course after the first week of classes if the student has neither attended any of the scheduled course meetings nor notified the instructor of his or her intent to take the course. For purposes of this procedure enrollment in and payment of tuition for a course do not constitute notification of intent to take a course.

With this paragraph:

An instructor *may* drop a student from any or all components (e.g., lecture, recitation, lab, etc.) of a course if the student is absent at the beginning of the first class period of any component of the course. Students who cannot be in attendance should arrange prior permission from the instructor in order not to be dropped.

## **Undergraduate Student Learning Outcomes at Kansas State University**

Kansas State University strives to create an atmosphere of intellectual curiosity and growth, one in which academic freedom, breadth of thought and action, and individual empowerment are valued and flourish. We endeavor to prepare citizens who will continue to learn and will contribute to the societies in which they live and work.

Students share in the responsibility for a successful university educational experience. Upon completion of their degree and regardless of disciplinary major, undergraduates are expected to demonstrate ability in at least five essential areas.

### **Knowledge.**

Students will demonstrate a depth of knowledge and apply the methods of inquiry in a discipline of their choosing, and they will demonstrate a breadth of knowledge across their choice of varied disciplines.

### **Critical Thinking.**

Students will be able to access and interpret information, respond and adapt to changing situations, make complex decisions, solve problems, and evaluate actions.

### **Communication.**

Students will be able to communicate clearly and effectively.

### **Diversity.**

Students will demonstrate the awareness, understanding, and skills necessary to live and work in a diverse world.

### **~~Ownership of Learning.~~**

~~Students will demonstrate the inclination to be life-long learners, a concern to become and remain well informed, the ability to retrieve and manage information appropriately, open-mindedness regarding divergent worldviews, and a willingness to reconsider and revise their own views when warranted.~~

### **~~Personal and Professional Development. Academic and Professional Integrity.~~**

~~Students will practice professional ethics, demonstrate personal and social responsibility, provide leadership in interactions with peers, and work effectively as team members.~~ Students will practice within the ethical standards of their academic discipline and/or profession.

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