

MINUTES
Faculty Senate Academic Affairs
April 6, 2004 3:30 pm K-State Union, Room 204

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

Absent: Marr, F. Smith

Visitors: Monty Nielsen, Patricia Marsh

I. Call to Order

The meeting was called to order by Pat Ackerman, Co-Chair, at 3:33 p.m.

II. Approval of minutes of March 16, 2004 Academic Affairs Committee meeting.

A motion was made by Pacey and seconded by Stewart to approve the minutes of the March 16, 2004 Academic Affairs Committee meeting. Motion passed.

III. Announcements

A. Academic Affairs Chair Election

Ackerman asked members of Academic Affairs if anyone was interested in being chair. Fairchild said he was up for re-election to Faculty Senate and would consider being chair if re-elected. Ackerman said she will stay on Academic Affairs and help a new chair as needed. Stewart said he was also up for re-election to Faculty Senate this year and would be willing to serve as co-chair again. Ackerman said the committee will wait until the first May meeting to elect a chair to see if members are re-elected to Faculty Senate.

B. Online TEVAL Task Force representative

Ackerman reported that Academic Affairs was asked to look into online TEVALs. She requested that Bob Zabel appoint a task force with a representative from Academic Affairs, Faculty Affairs, and FSCOUP since they all had an interest in this issue. Stewart reported that Faculty Senate Leadership Council was interested in having a representative from each teaching college on the task force. Academic Affairs will appoint members from the Colleges of Human Ecology, Business Administration and Engineering. Faculty Affairs will appoint members from the other teaching colleges. The task force will convene later this spring and work through the spring and summer in order to have a report ready no later than October. Vicki Clegg has put out a memo to the campus regarding this issue. The task force will not just discuss the process, but also the whole evaluation process itself. Zabel felt that there were enough questions raised, that faculty input was needed. Zabel will convene the first meeting. Grunewald (College of Human Ecology) said that she would not be available this summer, but would try to find a representative. Pacey (College of Engineering) said that he would be gone this summer, but would try to help since his department has a real interest in this issue. Ackerman said she would check with Fred Smith to see if he would be able to represent the College of Business Administration.

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Pacey and seconded by Stewart to approve undergraduate course and curriculum changes approved by the College of Engineering March 5, 2004.

Architectural Engineering and Construction Science

ADD:

CNS 200	Computer Applications in Engineering and Construction
CNS 231	Statics A

CURRICULUM CHANGES:

Architectural Engineering

Rationale: See the course rationale for CNS 200.

*See pages 2 - 4 of white sheets for further details.

Construction Science and Management

Rational: See the course rationale for CNS 200 and CNS 231.

See pages 2, 5, and 6 of white sheets for further details.

Civil Engineering

DROP:

CE 231 Statics A

Computing and Information Sciences

ADD:

CIS 543 Software Engineering Design Project

CHANGES:

CIS 015 Undergraduate Seminar

CIS 540 Software Engineering Project I

CIS 541 Software Engineering Project II

CIS 505 Programming Language to: Introduction to Programming Languages

Electrical and Computer Engineering

CURRICULUM CHANGES:

Computer Engineering

DROP:

CIS 540 Software Engg Project I 3

ADD:

CIS 543 Software Engg Design Project 3

*See pages 14 - 16 of white sheets for further details.

Motion passed.

2. A motion was made by Grunewald and seconded by Stewart to approve undergraduate course and curriculum changes approved by the College of Human Ecology March 8, 2004.

Apparel, Textiles, and Interior Design

CHANGES:

Pages 218-219, KSU Undergraduate Catalog, 2002-2004

AT 245 Apparel and Textile Marketing to: Apparel and Textile Industry

AT 300 Apparel ~~Design and~~ Production to: Apparel Production

AT 325 Apparel and Textile Store Operations

AT 330 Apparel Consumers and Society

AT 400 Apparel Design and Production III to: Fashion Illustration

AT 445 Professional Development: Issues and Opportunities to: Pre-Internship Seminar

AT 451 Apparel and Textile ~~Marketing~~ Practicum to: Apparel and Textile Practicum

AT 550 Apparel Design Field Experience to: Apparel and Textile Internship

DROP:

AT 200 Apparel Design and Production I

AT 225 Quantitative Merchandising Analysis

AT 360 Intermediate Textiles

AT 425 Apparel and Textile Promotion

AT 440 Fundamentals of Apparel Evaluation

AT 450 Apparel and Textile Marketing Internship

AT 525 Principles of Apparel Buying and Forecasting
AT 580 Internships in Textiles

ADD:
AT 340 Aesthetics of Apparel and Textiles
AT 460 Apparel and Textile Evaluation
AT 475 Principles Buying
AT 575 Principles of Forecasting

New Specialization

Selective Advancement in Apparel Design & Production Specialization

Apparel, Marketing and Design

Pages 216-217, KSU Undergraduate Catalog 2002-2004

Rationale: Changes are being made to streamline and reorganize the curriculum.

*See pages 9 - 11 of white sheets for details.

School of Family Studies and Human Services

Page 221, KSU Undergraduate Catalog, 2002-2004

DROP:

Communication Sciences and Disorders minor

Rationale: low enrollment

Human Nutrition

Page 233, KSU Undergraduate Catalog, 2002-2004

CHANGES:

HN 556 Rehabilitation and Conditioning for Athletic Injuries
HN 557 Administration of Athletic Training Programs
HN 585 Internship in Athletic Training to: Practicum III in Athletic Training

ADD:

HN 583 Practicum I in Athletic Training
HN 584 Practicum II in Athletic Training

HN 586 Practicum IV in Athletic Training
HN 587 Practicum V in Athletic Training
HN 588 Practicum VI in Athletic Training

Department of Human Nutrition

Athletic Training

Bachelor of Science in Athletic Training

Curriculum changes to this degree.

See pages 16-17 of white sheets for further details.

Department of Human Nutrition

Pages 231 and 232, KSU Undergraduate Catalog, 2002-2004

Public Health Nutrition

Bachelor of Science in Human Nutrition

Curriculum changes to this degree.

See pages 18-19 of white sheets for further details.

Motion passed.

B. Graduate Education - none

C. General Education

A motion was made by Hancock and seconded by Pacey to approve general education course proposals approved by the General Education Council March 4, 2004.

ENGL 525 Women in Literature
SOCIO 562 Social Construction of Serial Murder

Motion passed.

V. Old Business

A. Degree Changes **ATTACHMENT 1**

Ackerman reported that this issue came up when administration discontinued some programs last year without going through the normal procedures. The handbook does not say that administration can't drop programs and the Provost is anticipating a letter from Academic Affairs about concerns. Ackerman distributed a letter and policy change to Appendix K (Discontinuance of Academic Programs), Section IIIA 3g. A motion was made by Fairchild and seconded by Grunewald to forward the policy change to Faculty Senate. Motion passed.

B. General Education Steering Committee

Ackerman reported that she had not received any correspondence from Mickey Ransom regarding the General Education Steering Committee. Fairchild said that Ransom has met with the committee a couple of times and they are having interesting discussions about what should replace the current general education in the future. Marsh said that the College of Architecture, Planning and Design is working on a proposal. The College of Engineering sent a proposal earlier.

C. Standardization of certificates

Ackerman said that there was nothing new to report on the standardization of certificates. Larry Noble had questions last month about having certificates printed on transcripts. Ackerman said that having information printed on transcripts is not our decision. Nielsen said that before anything can be printed on transcripts, it has to be an approved curriculum. He thought that some certificates may appear on transcripts. Ackerman said that Noble will need to get his certificate approved through Academic Affairs. There is great disparity among certificates with the credit hours required varying from 12 - 34. Some certificates lead to degrees and others are supplemental. Ackerman asked Nielsen if Academic Affairs could get a list of approved certificates from the Registrar's Office. Nielsen said he would check with his technology staff. Academic Affairs members discussed the issue of standardization of certificates. Ackerman reported that she had gathered information and it got very complicated. Marsh suggested that a clear process needs to be in place on how to get a certificate approved so people can be referred to a policy when they have questions.

D. Standard Class Meeting Times Update

Stewart reported that there have been several meetings regarding the Standard Class Meeting Times Policy and they have collected statements and comments from people that expressed concerns about the present policy. They would like to find a time to get all parties together to discuss the issues. Hopefully, they will be able to move fairly quickly towards a resolution and be able to give a report at the May Faculty Senate meeting.

E. Academic Definitions Update

Ackerman said that academic definitions will be worked on after the Standard Class Meeting Times Policy has been completed. Pacey said that there is a glossary of terms in the catalog but not all of the terms that Academic Affairs discussed are in there. He also said that when the definitions do become official, they should be published in the catalog.

VI. New Business

- A. A motion was made by Pacey and seconded by Erickson to approve additions to graduation lists.

December 2003

Christian Osse, Arts and Sciences, BS-Chemistry

May 2003

Clinton Garrett, Business Administration, BS-Financial Management

Brandon Spencer Hardin, Architecture, Planning, and Design, Bachelor of Architecture

Motion passed.

- B. A motion was made by Fairchild and seconded by Pacey to approve a posthumous degree for Jay Cody Ott, College of Agriculture, BS-Horticulture-Golf Course Management requested by Larry Erpelding, Associate Dean of Agriculture. Jay was scheduled to graduate in May 2004 and was in good academic standing with the university. Motion passed.

VII. Committee Reports

A. Hancock report on General Education Council

Hancock reported that the General Education Council met on March 18 and April 1. They are continuing to discuss changes that could be made to the current program that could salvage it. Vicki Clegg developed a UGE template and a proposal for guidelines. It can be linked to the general education website and the proposal could come as one document rather than several different parts. Hancock also reported that there is a shortage of general education courses at the 300 level and above. The council is looking at having faculty recommend UGE courses and Clegg has come up with a streamlined routing procedure for this process. Hancock also said that the council is looking into a modification to UGE where the college could create a course in a student's major and have it count for UGE. Currently, students have to take UGE courses outside their college. The course would have extensive writing so the writing component for UGE could be met.

B. Trussell report on University Library Committee

Trussell reported that the Library is conducting interviews for the new dean this week. They have four excellent candidates and it will be a difficult decision.

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

Stewart said there was nothing to report from CAPP.

D. Meier report on Student Senate

Meier reported that the 2003-2004 Student Senate concluded last week and that the new student senators took office. A new Student Senate chair, Committee Chairs, and representatives will be chosen. John O'Hara, Student Body President, asked Student Tribunal to interpret the election codes for after-election complaints. Meier said that Student Tribunal will meet tonight to discuss the complaints and make a decision about the current election. The election codes will be overhauled and revised. Meier said that internet voting will probably stay, but polling places and voting times will be discussed.

VIII. For the Good of the University

Marsh mentioned that changes need to be made to the senior and alumni surveys. Academic Affairs has ownership over them and they have not been changes since the 1980's. Ackerman said this item will be listed on the next agenda under New Business.

IX. Adjournment

Meeting adjourned at 4:45 p.m.

ATTACHMENT 1

April 6, 2004

Provost James Coffman
106 Anderson Hall
Manhattan, Kansas 66506

Provost Coffman:

On behalf of the Faculty Senate Academic Affairs Committee, please accept this letter regarding the list of Programs/Degrees submitted for discontinuation in April of 2003. It is the understanding of this committee that this list was compiled in consultation with Central Administration, the Council of Deans, and Faculty Senate Leadership. The list was submitted to the College Deans in February of 2003, followed by a vote in COCAO and submission to the Kansas Board of Regents.

Because the proposal did not originate at departmental levels and follow standard procedures for academic program changes, news of these changes caused concern in faculty members, as well as in Faculty Senate. Academic Affairs was not formally involved in these important decisions, outside of Leadership Council. As faculty representatives on academic matters, we have been asked to review and respond to policies related to this ruling.

In support of K-State's strong history of faculty governance, members of the 2003-2004 Academic Affairs Committee strongly recommend that this committee be formally involved in future proposals for Program/Degree changes. Consequently, we propose the following change to Appendix K of the KSU Faculty Handbook. If you have questions or concerns, we are available to meet at your convenience. Respectfully submitted,

Patricia Ackerman & Dave Stewart
825-2904 532-5635

cc: Bob Zabel, Faculty Senate President

**Kansas State University Handbook
Proposed Change To Appendix K
Discontinuance of Academic Programs**

Section IIIA 3g

Current Policy

- g. The report with appendices will be sent to the Faculty Senate Committee on University Planning. This committee will review the report and also determine the effect of the recommendation on the university as a whole, its mission, and its resources. Within a reasonable time, it will forward the report, along with its findings, to the provost for administrative action.

Proposed Change

- g. The report with appendices will be sent to the Faculty Senate Committee on University Planning. A copy will be forwarded to the Faculty Senate Academic Affairs Committee for formal review and comment. Prior to final recommendation, FSCOUP will review the report and these comments when determining the effect of the recommendation on the university as a whole, its mission, and its resources. Within a reasonable time, it will forward the report, along with its findings, to the provost for administrative action.