

**MINUTES**  
**Faculty Senate Academic Affairs**  
**May 4, 2004 3:30 pm K-State Union, Room 204**

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

Absent: Marr, F. Smith

Visitor: Patricia Marsh

I. Call to Order

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

II. Approval of minutes of April 20, 2004 Academic Affairs Committee meeting

A motion was made by Pacey and seconded by Fairchild to approve the minutes of the April 20, 2004 Academic Affairs meeting. The following amendment was made by Pacey: under VIII., second paragraph, the last sentence should read "that students may or will be dropped" instead of "that students will be dropped." The motion, along with the amendment, passed.

III. Announcements

Ackerman announced that Academic Affairs will be presenting two important items of business at the May Faculty Senate meeting: the Continuing Education resolution regarding bachelor's degree completion programs and the proposed change to Appendix K,

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Grunewald and seconded by Stewart to approve undergraduate course and curriculum changes approved by the College of Human Ecology April 12, 2004.

*Department of Apparel, Textiles, and Interior Design*

Page 216-217, Kansas State University Undergraduate Catalog, 2002-2004

CHANGE:

FROM: Apparel marketing and design

TO: Apparel and Textiles

Rationale: We are changing the name of the program from Apparel Marketing and Design to Apparel and Textiles. Since we have deleted the program in Textiles, there is no longer a need to distinguish the Apparel Marketing and Design program from the degree, which is Apparel and Textiles. The two specializations Apparel and Design and Production, and Apparel Marketing will stay intact.

\*See page 1 - 2 of white sheets for further details.

Page 218, KSU Undergraduate Catalog, 2002-2004

CHANGE:

AT 325 Apparel and Textile Store Operations

AT 475 Principles of Buying

AT 545 Global Apparel and Textile Production and Distribution

AT 575 Principles of Forecasting

Selective Advancement in Apparel Design & Production Specialization

\*See page 5 of white sheets for further details.

*School of Family Studies and Human Services*

Page 220-221, KSU Undergraduate Catalog 2002-2004

CHANGE:

FSHS 443      Language Assessment and Intervention I

Curriculum Communication Sciences and Disorders

K-State Undergraduate Catalog (This copy reflects previous changes approved by not in catalog)

Include THTRE 664 Creative Dramatics as an option under the Professional Electives category of the undergraduate curriculum in Communication Sciences and Disorders.

\*See pages 8 - 10 of white sheets for further details.

*Department of Human Nutrition*

ADD:

HN 530      Nutrition Education in Extension

Motion passed.

B. Graduate Education - none

C. General Education

Approve a general education course proposal approved by the General Education Council April 26, 2004. Hancock mentioned that the course listed below was to be cross referenced in other departments and should have other reference numbers listed as well. Hancock said she would check with the General Education Council at their next meeting about how this course should be listed. A motion was made by Fairchild and seconded by Hedrick to table this item until the committee had the correct information.

ANTH 505      Introduction to the Civilizations of South Asia I

Motion passed and the item is tabled until the next Academic Affairs meeting.

V. Old Business

A. General Education Steering Committee

Hancock reported that the general education forum went well and many diverse views were shared. There is lot of disagreement as to what general education should be, but the common thread was to keep it simple. Ackerman said that another forum will be held during the fall semester. The new provost may have some ideas regarding general education.

B. Standardization of certificates

Ackerman reported that there was nothing new to report on the standardization of certificates.

C. Standard Class Meeting Times Update

Stewart reported that the Standard Class Meeting Times Task Force met two weeks ago. Many key people attended the meeting and had a good discussion regarding the objections to the policy. One of the issues is the 45 minute gap on Tuesday and Thursday mornings. Some felt that this dead time could be put to better use. Also, the group felt that the class schedule needs to reflect that 85% of all courses are 3 credit hours. Stewart also said that another concern was that the schedule runs beyond 5:00 p.m. and presents problems for other university obligations. Ray Hightower will develop a revised statement of the policy and take it to CAPP. If it is approved there, it will be forwarded to Academic Affairs for consideration. Stewart said they missed the April deadline and may also miss the May Faculty Senate meeting, but the necessary communication is going on and they will come up with a policy that makes everyone involved happy. Hopefully they can address both the needs of students and efficiency in the scheduling of classroom space.

D. Academic Definitions Update

This item will be addressed after the Standard Class Meeting Times Policy changes has been finalized.

E. Senior and Alumni Surveys Update - Patricia Marsh **ATTACHMENT 1**

Marsh distributed a draft of a charge for a committee to revise institutional surveys. Marsh said that anything on the draft can be edited. There was discussion about how members should be appointed and if there should be representatives from each college. The committee also discussed if the Provost or Academic Affairs should appoint members or it should be a joint process. It was suggested that the Draft be split into two separate memos with the front page being sent to colleges for recruitment of members and then the second page being sent to the people selected. Simon suggested that someone from the student learning outcomes task force would have good input for this committee. It was suggested that all surveys that are sent out from campus should be looked at so people don't get several surveys asking some of the same questions. Ackerman asked Marsh to redraft the document into two separate memos and decide who it should be sent to. Ackerman said she would contact the Provost's Office to discuss who appoints members to the committee.

VI. New Business

A. Elect Academic Affairs Chair

Ackerman said that Fred Fairchild agreed to run as a candidate for Chair of Academic Affairs. A motion was made by Stewart and seconded by Reynolds to cease nominations. Motion carried. Fred Fairchild was elected chair by a unanimous vote.

VII. Committee Reports

A. Hancock report on General Education Council

Hancock reported that the General Education Council met on April 22<sup>nd</sup>. They looked at surveys conducted for UGE during the spring semester. The surveys are quite positive overall. The smaller the class is, the higher the value of support for writing and active learning. Hancock said that scores are still higher for professors than GTAs. The council would like to see professors overseeing GTAs to make sure the GTAs understand the spirit of UGE. Hancock also reported that Vicki Clegg distributed a letter that was written to Provost Coffman from Jan Wissman, Chair of ICCP (Intercollege Coordination Panel), that outlined the recommendations of the procedures committee chaired by Jim Goddard. The new provost will decide what actions to take to improve UGE.

B. Trussell report on University Library Committee

Trussell reported that the University Library Committee has not done as much due to the dean's search. Three candidates were chosen to come back; two last week and one this week. They will meet Thursday to provide feedback to Coffman and Nellis and the Provost will make the final decision.

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

Stewart reported that CAPP has not met since the last Academic Affairs meeting. Their next meeting is May 12<sup>th</sup>.

D. Reynolds report on Student Senate

Reynolds reported that the new group of Student Senate has met. They are looking into standards for election procedures. In the future, listserves will not be allowed to be used to solicit votes. Reynolds said that Student Senate would like to hear any concerns Faculty Senate may concerning Student Senate. Reynolds said to send concerns to him at the following e-mail address: [ber7755@ksu.edu](mailto:ber7755@ksu.edu).

VIII. For the Good of the University

Ackerman announced that May 18<sup>th</sup> was the last Academic Affairs meetings for this academic year. Fairchild will give the Academic Affairs report at the June Faculty Senate meeting.

Hedrick mentioned that he had worked with Sam Meier, the former Student Senate representative regarding the academic climate at K-State. There are not many places in the Union or around campus to advertise lectures, activities, etc. Reynolds said he would discuss this issue with Student Senate.

Pacey reported that Steve Eckels will replace him on the TVAL Committee.

Hedrick thanked Ackerman and Stewart for chairing Academic Affairs and doing the work so willingly. Ackerman said that the committee has accomplished many things this year and Stewart said it was a great experience.

- IX. Adjournment  
Meeting adjourned at 4:40 p.m.