

**MINUTES**  
**Faculty Senate Academic Affairs**  
**October 21, 2003 3:30 pm K-State Union, Room 204**

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

Absent: Fairchild, Marr, F. Smith

Visitor: Patricia Marsh

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 October 7, 2003 Academic Affairs Committee meeting.

A motion was made by Hancock and seconded by Pacey to approve the minutes of the October 7, 2003 Academic Affairs meeting. Motion passed.

III. Announcements

Stewart reported that at the FSLC meeting, the Board or Regents' interest in doing a faculty morale survey in the near future was discussed. He also said that tuition waivers was a topic of discussion at the BOR meeting. Last year, the BOR did not accept Fort Hays' proposal. They are interested in K-State's proposal, but they want to study it in greater detail.

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Stewart and seconded by Grunewald to approve Undergraduate course and curriculum changes approved by the College of Arts and Sciences October 2, 2003.

*Department of Art*

CHANGE:

ART 105      Art Career Seminar

*Department of Chemistry*

CHANGE:

CHM 531      Organic Chemistry I  
CHM 550      Organic Chemistry II

*Department of Economics*

CHANGE:

ECON 505      ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations

DROP:

ECON 506      Introduction to the Civilization of South Asia II

*Department of English*

ADD:

ENGL 086      Orientation to the American Higher Education System  
ENGL 087      Exploration of American Culture

*Department of Geography*

CHANGE:

GEOG 505      ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations

DROP:  
GEOG 506 Introduction to the Civilization of South Asia II

*Department of Geology*

DROP:  
GEOL 301 Historical Geology Laboratory

*Department of History*

CHANGE:  
HIST 505 ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations  
HIST 506 ~~Introduction to the Civilization of South Asia II~~ to: Modern India and South Asia

*Department of Military Science*

CHANGE:  
MSCI 501 Advanced Transition to Lieutenant I  
MSCI 502 Advanced Transition to Lieutenant II

*Department of Modern Languages*

ADD:  
FREN 530 Topics in French Literature and Culture

CHANGE:  
GRMN 121 German I  
GRMN 122 German II

*Department of Music*

CHANGE:  
MUSIC 210 Music Theory I  
MUSIC 245 Introduction to American Music  
MUSIC 320 Music Theory III  
MUSIC 321 Aural Skills II  
MUSIC 360 Music Theory IV  
MUSIC 361 Aural Skills III  
MUSIC 417 Conducting  
MUSIC 530 Music History I  
MUSIC 531 Music History II

DROP:  
MUSIC 467 French Diction II

*Department of Political Science*

CHANGE:  
POLSC 505 ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations

DROP:  
POLSC 506 Introduction to the Civilization of South Asia II

ADD:  
POLSC 525 U.S. National Government and Politics

*Department of Psychology*

ADD:  
PSYCH 430 Forensic Psychology

DROP:  
PSYCH 550 Group Dynamics

*Department of Sociology, Anthropology, and Social Work*

CHANGE:

SOCIO 505 ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations

ANTH 505 ~~Introduction to the Civilization of South Asia I~~ to: South Asian Civilizations

DROP:

SOCIO 506 Introduction to the Civilization of South Asia II

ANTH 506 Introduction to the Civilization of South Asia II

**CURRICULUM CHANGES:**

*Department of Biochemistry*

ADD: (Page 104 of undergraduate catalog in between section titled “Transfer students” and “Biochemistry courses.”)

Concurrent B.S./M.S. Program

A combined B.S./M.S. program provides exceptional undergraduates an opportunity to obtain both a Bachelor of Science and a Master of Science in Biochemistry in 5 years.

For details of applications procedures and the program of study toward the M.S. degree, see the Graduate Catalog Admission and retention in the program requires a 3.0 GPA. Students may apply after they have accumulated 45-90 hrs towards the B.S. degree. Students in the B.S./M.S. program are excused from BIOCH 590 because the M.S. program requires that they take the comparable graduate course BIOCH 790.

\*See page 14 of white sheets for further details.

*Department of Biology*

CHANGE: (page 104-105, undergraduate catalog)

Changes to the Biology degree - Add the following sentence to the 2<sup>nd</sup> paragraph of Block C: “Up to 2 credits from BIOL 365 may be applied as biology elective credit.”

Change to the Microbiology degree - Add BIOL 365 to the list of courses under Block C: Microbiology major electives.

Change to Fisheries and wildlife biology - Add the following sentence after the classes listed in Block B: Division of biology courses: “\*up to 2 credits from BIOL 365 may be applied to this requirement.

Rationale: Practicum in Biology provides valuable learning by teaching experience. We feel it is appropriate that 2 credits of this experience be applied toward Biology, Microbiology, or Fisheries & Wildlife Biology elective credits.

\*See pages 22 - 26 of white sheets for details.

*Department of Chemistry*

CHANGE: (page 107, undergraduate catalog)

Changes to the Chemistry degree, the general requirements for undergraduate major, the Chemistry curriculum for the B.S. degree, and the Chemical Science curriculum for the B.S. Degree

\*See pages 27 - 29 of the white sheets for details.

*Department of Geology*

CHANGE: (page 115, undergraduate catalog)

Changes to the Geology option

Rationale: These changes are proposed as part of an effort to insure that the Geology undergraduate

program is fully integrated, that it is consistent with current trends in the discipline of Geology, and that it thoroughly addresses the expectation for a Bachelor's degree in Geology.

\*See page 30 of the white sheets for details.

*Department of Music*

ADD: (page 123, undergraduate catalog)

Music Minor in Jazz Studies

\*See page 31 of the white sheets for details.

CHANGE:(page 134, undergraduate catalog under section titled Bachelor of Music section which starts on page 133)

Rationale: Reduce the total hours for a Bachelor of Music degree in Vocal Performance to 129-131 hours. The change in hours for the primary and secondary modern languages reflect the variation in credits for the Department of Modern Languages.

\*See page 32 of the white sheets for details.

CHANGE: (page 134, undergraduate catalog)

Changes to the Bachelor of music education

Rationale: The addition of MUSIC 490 (Collegium Musicum) to the choice of MUSIC 480 (Upper-Division Ensemble) and MUSCI 475 (Opera Workshop) offers more choices for music education vocal/choral emphasis majors. The level of repertoire, technical difficulty and vocal independence required for all three is comparable.

\*See page 33 - 34 of the white sheets for details

Motion passed.

B. Graduate Education - none

C. General Education - none

2. Degree Changes **ATTACHMENT 1**

Stewart reported that Jackie Spears and Jim Guikema received a letter from the Provost that outlines a list of degrees being deleted. Spears forwarded the letter to Stewart for Academic Affairs to consider. The Provost worked through appropriate procedures by talking to deans and department heads to drop degree programs. Last year the Board of Regents asked the university to review programs and it was to be done by May 2003. The options Academic Affairs has are: 1) agree to delete the degrees; 2) table this item; 3) consult with caucuses/departments; or 4) require the colleges to send them through the usual green and white sheet process.

The committee was curious as to why they are just seeing this document. Stewart said there was a push to get things done quickly last year in order to improve the budget situation, but this document was never brought forward to Academic Affairs. Ackerman said she would discuss this item with Spears and ask how the timeline was arrived at and how it occurred and why standard procedures were not followed (normally this would start with the colleges and come up through the channels rather than from the Board of Regents on down). Ackerman said Academic Affairs could approve the document or challenge components of it.

Ackerman said Academic Affairs could ask the Provost to come and address the concerns raised. Members would like to be provided with the number of students in the degrees they want to discontinue, who makes the decision to delete degrees, and these decisions may be based on statistical data, but it may really be hurting some of the colleges and departments those degrees are located in. Ackerman felt that there were too many questions to approve this document. Ackerman and Stewart will meet with Spears to get more background information on this issue and Academic Affairs members should talk to their college deans to make sure they discussed these issues with the appropriate people. This item will appear on the next agenda as old business.

## V. Old Business

### A. Academic definitions

Concerns were raised about some of the definitions and if they worked for every college on campus. The committee felt that they would rather wait and have caucus members look at the list of definitions to see if they agree with them. Ackerman said she would look into the original intent and how the definitions were arrived at. This item was tabled until the next meeting.

### B. Policy on Dropping Students After First Class Day

David Stewart took this item to CAPP and it will appear on their next agenda.

### C. Summer School Schedule **ATTACHMENT 2**

Stewart reported that he received a memo from Ron Downey regarding the summer school schedule. The memo outlines principles and plans for summer school. The memo does not require an action from Academic Affairs, but an action could be considered. Originally, the summer school schedule was included in the Standard Class Meeting Times Policy but it was separated from that document. Ackerman said that last year there was talk of doing away with 6-week summer school classes, but this document has two 6-week sessions included. Academic Affairs members agreed that they would like to take this to memo their caucuses for discussion before voting on it. This item will be tabled and discussed at the next meeting.

### D. UGE Assessment

Ackerman reported that Vicki Clegg is setting up a task force to look at options to replace the current UGE program. Spears submitted the names of interested faculty that Academic Affairs gave her to Clegg. Clegg still needs representatives from the Colleges of Architecture, Planning and Design and Business Administration.

### E. Standard Class Meeting Times

Ackerman reported that the resolution regarding the Standard Class Meeting Times Policy was tabled at the last Faculty Senate meeting. This policy may be sent to Academic Affairs to make changes, but we won't know until after the November Faculty Senate meeting.

## VI. New Business

### A. A motion was made by Grunewald and seconded by Erickson to approve additions to a graduation list.

#### August 2003

Ronald K. Brown, Arts & Sciences, BS - Life Sciences  
Laura Vasquez, Arts & Sciences, BA - Political Science

Motion passed.

### B. Plus/Minus Grading System

Ackerman reported that Phil Anderson asked Jackie Spears to have Academic Affairs look into the plus/minus grading system last year. Spears said the committee did not have enough time to look into it last year, but would this year. Ackerman asked for volunteers to serve on a subcommittee to look into this issue. Pacey volunteered to work on the committee. Ackerman said she would also help with the subcommittee and would call Phil Anderson regarding the issues and what actions have been taken in the past. This item will appear on the next agenda under Old Business.

### C. Standardization of certificates

Ackerman said that a subcommittee would need to be formed to look into the standardization of certificates. There is no definition for certificates on the academic definitions document. Since there are so many new members on Academic Affairs since this issue was first discussed, Ackerman said she would ask Spears the background of this issue so members have a better understanding of the charge of the subcommittee. Marsh said she could ask Kelli Cox in Planning and Analysis to check on the number of graduates who

receive certificates, how many certificates there are, and how they get recorded. This item will appear on the next agenda under Old Business.

VIII. Committee Reports

A. Hancock report on General Education Council

Hancock reported that the General Education Council had not met since the last Academic Affairs meeting. Their next meeting is scheduled for November 6<sup>th</sup>.

B. Trussell report on University Library Committee

Trussell reported that the University Library Committee had not met since the last Academic Affairs meeting. The committee will meet next week.

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

Stewart reported that at their next meeting CAPP will look at the enrollment procedures regarding the amount of time instructors need to wait to drop a student from a class. At the last meeting CAPP raised questions about policies related to changing grades. They agreed that if an administrator or someone else wants to change a student's grade, the instructor of the class has to be consulted before it can be done. Stewart reported that CAPP also discussed the enrollment cap being set at 21 hours with some exceptions. He said there would be further discussion at CAPP on this issue.

IX. For the Good of the University - none

X. Adjournment

Meeting adjourned at 5:00 p.m.