

MINUTES
Faculty Senate Academic Affairs
October 5, 2004 3:30 pm K-State Union, Room 204

Present: Erickson, Fairchild, Hedrick, Lehew, Reynolds, Simon, Stewart, Stokes, Thompson, Trussell

Absent: Ackerman, Marr, Turnley

Visitor: Patricia Marsh

I. Call to Order

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

II. Approval of minutes of September 21, 2004 Academic Affairs Committee meeting.

A motion was made by Stokes and seconded by Erickson to approve the minutes of the September 21, 2004 Academic Affairs Committee meeting. Motion passed.

III. Announcements

Fairchild announced that Faculty Senate Leadership Council (FSLC) will have a joint luncheon with Classified Senate leadership on October 7th to discuss mutual issues. He also reported that FSLC had a joint luncheon with Student Senate leadership a few weeks ago to discuss issues.

IV. Course and Curriculum Changes

A. Undergraduate Education - none

B. Graduate Education - none

C. General Education - none

V. Old Business

A. Standard Class Meeting Times Update

Stewart reported that CAPP has not met since the last Academic Affairs meeting, but they were holding a special meeting tomorrow to discuss the Standard Class Meeting Times Policy. Stewart said Academic Affairs members could give input on this issue to him or their CAPP III to the old class meeting times schedule. He said that part of the problem with the old schedule was that class in the evening could start at any time an instructor chose and students could not always take classes they needed to due to the conflicts that caused. Spears has said that this item needs to come to Faculty Senate by their December meeting or else it will be too late to make changes to the fall 2005 schedule.

B. Academic Definitions Update

Fairchild reported that this item is still on hold until the Standard Class Meeting Times issue has been decided.

C. Senior and Alumni Surveys Update - Patricia Marsh

Marsh reported that names of nominees for membership of a task force were sent to Fairchild and Provost Nellis. There were seventeen people across the colleges, Academic Affairs, and the graduate student body. Fairchild and Nellis will set up a time to review the nominees. Fairchild said there are three surveys: senior, one year out of college, and four years out of college. The questions on the surveys are very outdated. Marsh said that three areas need to be addressed: 1) update the questions on the surveys; 2) look at the process and the results that are obtained; and 3) look at surveys that are sent out by departments and colleges and make sure there is no redundancy across campus. Fairchild thanked Stokes for volunteering

to serve on this task force.

D. Assessment Update - Patricia Marsh

Marsh reported that a site team will visit campus the third week in February to look at K-State's assessment plans. Three people have been identified to serve as evaluators. Assessment workshops were held in September and Salina will have workshops held on their campus next week. Marsh said that the Assessment Office is working on developing tools to measure assessment. She also reported that templates for assessment plans are available on web in both Word and pdf files. A review committee is being formed in each college with the help of deans. Fairchild mentioned that assessment plans are due to the college deans by November 1st.

E. Appoint liaison to Prerequisites Task Force

Fairchild asked for a volunteer to serve as a liaison on the Prerequisites Task Force. Lehew said she would consider it if the meetings don't conflict with her schedule. Stokes volunteered to be a back-up on the task force with the same conditions.

VI. New Business

A. Approve the August 2004 graduation list.

A motion was made by Stewart and seconded by Erickson to approve the August 2004 graduation list. Motion passed.

B. Approve additions to graduation lists.

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

August 2004

Mark Crabb, Arts and Sciences, BA-Social Science

Rachel M. Daily, Education - BS-Elementary Education

Patrick O'Keefe, Arts and Sciences - BS-Social Science

Daniel Sanchez, Education - BS-Secondary Education

May 2004

Sivaprakash Natarajan, Master of Science

Motion passed.

VII. Committee Reports

A. Report on General Education Council

Fairchild reported that he has been trying to get in touch with Reg Pittman to discuss representation on the General Education Council. Marjorie Hancock represented Academic Affairs on the UGE Council last year but she is no longer on Faculty Senate. Thompson volunteered to serve on the committee unless there are conflicts with his schedule. The next meeting for the General Education Council will be held on October 7 at 8:00 a.m. Thompson said he would not be able to attend that meeting, but will attend meetings when able.

B. Trussell report on University Library Committee

Trussell reported that the University Library Committee has not met since the last Academic Affairs meeting.

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

Stewart said he had nothing further to report on CAPP.

D. Reynolds report on Student Senate

Reynolds reported that Student Senate passed a few privilege fees recently, including one for the radio program.

E. Trussell report on Class Drop Policy subcommittee

Trussell said she has not heard any information about this subcommittee yet. Fairchild said that he has been trying to get in touch with Kim Freed to discuss the subcommittee. Fairchild reported that Pat Ackerman,

Alice Trussell David Pacey, and Carla Jones have agreed to serve on the subcommittee as faculty representatives. He may also ask Jim Hamilton to serve on the committee. Reynolds said he would give Freed the necessary information. Fairchild said he would like to have three student representatives on the committee. Reynolds thought that Kim Freed, Hayley Urkevich, and Kristin Kay would serve as student representatives.

- F. Hedrick report on the General Education Steering Committee
Hedrick said he has not heard about any meetings yet for the General Education Steering Committee. Marsh reported that a meeting is scheduled for Friday, October 8th, at 9:30 a.m. She said she would e-mail the information to Hedrick.

- VIII. For the Good of the University
Stokes asked whether or not it was necessary for Academic Affairs to approve graduation lists and additions to the list. Fairchild said he would check with Monty Nielson, Registrar, about the approval process.

Fairchild announced that Kristi Harper, Faculty Senate secretary, has accepted a job as a Psychology advisor starting on October 11th.

- IX. Adjournment
Meeting adjourned at 4:15 p.m.