

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

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

Absent: Stewart, Turnley

Visitors: Monty Nielsen

- I. Call to Order
Fred Fairchild, Chair, called the meeting to order at 3:32 p.m.
- II. Approval of minutes of October 19, 2004 Academic Affairs Committee meeting.
A motion was made by Marr and seconded by Hedrick to approve the minutes of the October 19, 2004 Academic Affairs Committee meeting. Minutes were approved as presented.
- III. Announcements
Fairchild announced that Jackie Spears and Tom Herald have interviewed four individuals for the position of secretary and hope to soon make an offer.
- IV. Course and Curriculum Changes
 - A. Undergraduate Education
 1. A motion was made by Marr and seconded by Erickson to approve undergraduate course and curriculum changes approved by the College of Business Administration October 4, 2004.

Management

ADD:

MANGT 497 Topics in Management

College of Business Administration

Proposed New Course:

GENBA 375/675* International Business Experience

*GENBA 675 needs to be approved by Graduate Council

2. A motion was made by Hedrick and seconded by Erickson to approve undergraduate course and curriculum changes approved by the College of Arts and Sciences October 7, 2004.

Department of Art

CURRICULUM CHANGE:

(page 98 of undergraduate catalog)

Changes to the B.F.A. in Pre-Art Therapy

*See page 19 of white sheets for details and rationale

Department of Biochemistry

DROP:

BIOCHEM 101 Biochemistry Colloquium

CHANGE:

BIOCH 110 Biochemistry and Society

Department of Biology

BIOL 511 ~~Embryology~~ Laboratory to BIOL 511 Developmental Biology Laboratory

Department of Chemistry

CHM 596 Physical Methods Laboratory

Department of English

ADD:

ENGL 469 Special Topics in Creative Writing

Department of Geography

ADD:

GEOG 510 Geography of the American West

CHANGE:

GEOG 502 Mineralogy

GEOG 503 Petrology

CURRICULUM CHANGE:

ADD:

Certificate in Geographic Information Systems

*See page 20 of white sheets for details and rationale.

Department of Geology

CURRICULUM CHANGE:

ADD:

Minor in Environmental Geophysics

*See page 21 of white sheets for details and rationale.

CURRICULUM CHANGE:

(page 113, undergraduate catalog)

Change requirements for Minor in Geology

*See page 22 of white sheets for details and rationale.

Department of History

ADD:

HIST 502 Off-Campus American Studies

CHANGE:

HIST 503 ~~Overseas European Studies~~ to: HIST 503 Historical Study in International Setting

CURRICULUM CHANGE:

(page 114, undergraduate catalog)

Changes to History Major.

*See page 23 of white pages for details and rationale.

Department of Kinesiology

CURRICULUM CHANGE:

(page 121, undergraduate catalog)

Change Health fitness instructor ~~endorsement~~ to: Health fitness instructor subcurriculum

*See page 24 of white sheets for details and rationale.

Department of Modern Languages

CHANGE:

SPAN 161 Spanish I

SPAN 162 Spanish II

ADD:

SPAN 165 Accelerated Beginning Spanish
SPAN 365 Spanish for Heritage Speakers
SPAN 560 Chicano Language and Literature
SPAN 575 Spanish Translation: Concepts and Practices

CHANGE:

SPAN 261 Spanish III
SPAN 262 Elementary Spanish Conversation IIIA
SPAN ~~263~~ Spanish IV to: SPAN 361 Spanish IV
SPAN ~~264~~ ~~Elementary~~ Spanish Conversation IVA to: SPAN 362 Intermediate Spanish Conversation IVA
SPAN 550 Introduction to Literature in Spanish
SPAN ~~563~~ Literature of Spanish America to: SPAN 568 Literature of Spanish America
SPAN ~~564~~ Spanish Composition and Grammar to: SPAN 410 Spanish Composition and Grammar
SPAN 565 Spanish Civilization
SPAN 566 Hispanic-American Civilization
SPAN 570 Structure of the Spanish Language
SPAN ~~571~~ Advanced Spanish Conversation to: SPAN 420 Advanced Spanish Conversation
SPAN ~~573~~ Spanish for Professions to: SPAN 530 Spanish for Professions
SPAN ~~574~~ Hispanic Readings to: SPAN 520 Hispanic Readings

Department of Philosophy

CURRICULUM CHANGE:

(page 136, undergraduate catalog)

Change from Pre-graduate school option (B.A. only) to: Pre-graduate school option (B.A. or B.S.)

CURRICULUM CHANGE:

(page 136, undergraduate catalog)

Change from ~~Traditional philosophy~~ option (B.A. only) to: Standard option (B.A. or B.S.)

Department of Physics

CHANGE:

PHYS 122 Physics Today I
PHYS 123 Physics Today II

Department of Sociology, Anthropology and Social Work

ADD:

SOCWK 330 Introduction to Social Work Research
SOCWK 530 Seminar in Applied Social Work Research

Women Studies Program

ADD/CHANGE:

WOMST 500 Topics in Women's Studies

3. A motion was made by Fairchild and seconded by Marr to approve undergraduate course and curriculum changes approved by the College of Agriculture October 13, 2004.

Animal Science and Industry

ADD:

ASI 107 Companion Animal and Horse Lab

CHANGE:

ASI 304 Companion Animal Management to: ASI 520 Companion Animal Management

CURRICULUM PROPOSAL:

Animal Sciences and Industry (Science/Pre-Vet Option)

Changes to the curriculum for the Science/Pre-Vet Option to more closely meet the needs of the changing student population.

*See white sheets for details.

Grain Science and Industry

CHANGE:

GRSC 100 Principles of Milling to: GRSC 150 Principles of Milling

ADD:

GRSC 101 Introduction to Grain Science and Industry

CURRICULUM PROPOSAL:

Grain Science and Industry

Feed Science and Management

Add CHEM 350 and CHEM 351 as alternates for BIOCH 265.

*See white sheets for details.

CURRICULUM PROPOSAL:

Grain Science and Industry

Bakery Science and Management, Cereal Chemistry Option

Changes to the curriculum.

*See white sheets for details and rationale.

CURRICULUM PROPOSAL:

Grain Science and Industry

Bakery Science and Management, Production Management Option

Bakery Science II is increased to 3 credits. Electives are adjusted to balance hours to equal total for graduation.

*See white sheets for details and rationale.

Horticulture, Forestry and Recreation Resources

CHANGE:

HORT 550 Landscape Irrigation Systems

HORT 555 Landscape Irrigation Contracting to: Landscape Irrigation Design and Contracting

FOR 510 ~~Urban~~ Forestry to: Forestry for Park Managers

RRES 210 Introduction to the Park and Recreation Profession to: Life and Leisure

DROP:

FOR 385 Microcomputer Applications in Natural Resource Management

RRES 440 Outdoor Recreation Policy

RRES 490 Parks and Recreation Administration

CURRICULUM PROPOSAL:

Horticulture, Forestry and Recreation Resources

Park Management and Conservation - Park Manager Option

Changes to the Park Manager Option

*See white sheets for details.

CURRICULUM PROPOSAL:

Horticulture, Forestry and Recreation Resources

Park Management and Conservation - Interpretation Option

Changes to the Interpretation Option

*See white sheets for details.

CURRICULUM PROPOSAL:

Horticulture, Forestry and Recreation Resources
Park Management and Conservation - Law Enforcement Option
Changes to the Law Enforcement Option
*See white sheets for details.

CURRICULUM PROPOSAL:
Horticulture, Forestry and Recreation Resources
Park Management and Conservation - Administration Option to: Recreation Business Option
Change the name of the option and curriculum changes to the option.
*See white sheets for details.

General Agriculture

ADD:
GENAG 295 Introduction to the Honors Program
GENAG 395 Honors Project Topic Development
GENAG 396 Honors Project Proposal and Research Methods

Agricultural Education

CURRICULUM PROPOSAL:
Changes to the Agricultural Education curriculum necessary to comply with the new state licensure standards.
*See white sheets for details.

B. Graduate Education - none

C. General Education - none

V. Old Business

A. Standard Class Meeting Times Update - Fairchild for Stewart. During the last meeting, Academic Affairs voted to forward three recommendations from CAPP to the Executive Committee. Spears and the Executive Committee decided only 1 item needed Faculty Senate action regarding the change in the 4:05-5:20 75-minute class meeting time to 3:55-5:10. The text of the change will be included with the agenda as the following attachment:

PROPOSED CHANGE:

With regard to the standard class times summarized in Table 1 of the Policy for Standard Class Meeting Times approved by Faculty Senate on December 10, 2002 (See Revised Standard Class Meeting Times on the Faculty Senate website), the Faculty Senate Academic Affairs Committee recommends the following change under the column label 75 minute periods:

FROM: 4:05 - 5:20 PM

TO: 3:55 - 5:10 PM

Effective: Spring 2005

RATIONALE:

The Committee of Academic Policies and Procedures (CAPP) held a special meeting on Wednesday, October 6, to consider continued concerns with the current policy regarding standard class meeting times. At that time, CAPP recommended that Faculty Senate Academic Affairs introduce a motion moving the 75-minute option from 4:05 – 5:20 PM to 3:55 – 5:10 PM. The majority of day care centers close at 5:30 PM. Those who pick up their children later than 5:30 PM are typically charged \$1/minute

after 5:30 PM. Moving the starting time 10 minutes earlier will allow parents a more reasonable period of time to get from the university to day care centers and still allows 10 minutes between classes.”

The other 2 items from CAPP regarding SCMT will be reported as a recommendation to FS.

B. Academic Definitions Update -Fairchild

Fairchild reported that the Academic Definitions document is still forthcoming. A few more definitions need to be included that encompass newer concepts and methods that are not mentioned in the current definitions.

C. Senior and Alumni Surveys Update - Marsh

The committee has been formed, but a chair has not been named. One individual was approached but declined the opportunity. The request to the second person is still outstanding.

D. Assessment Update - Patricia Marsh

At Faculty Senate next week (November 9th), Cia Verschelden and Patricia Marsh will make a formal presentation about this topic. A summary sheet will be distributed identifying activities that have occurred so far. The status of assessment in 2001 will be reviewed in the light of updates that have occurred since that time. In addition, a number of “talking points” will be listed. Marsh was asked if she had any feel for the number of colleges in compliance with the November 1 deadline, and she responded that so far she has met with three of the colleges to discuss their documents. The results so far have been very positive. Plans are due to the Provost on December 1, with official approval taking place in December. Fairchild asked if most departments were doing exit interviews, and Marsh responded that apparently they were, but that fact had not been thoroughly communicated previously. Simon asked Marsh what happens during the NCA visit, and Marsh responded that a group of people would arrive and talk to a variety of groups and people around campus. Fairchild commented that assessment is good, but we need to make sure we streamline it to incorporate changes. We need to avoid “piling things on” faculty. Hopefully, the Office of Assessment and Program Review can help departments discern how to make implementation manageable.

VI. New Business

A. Approve addition to graduation list.

A motion was made by Stokes and seconded by Marr to approve the addition to a graduation list.

August 2004

Levi Moore, Arts and Sciences - BA-Sociology-CR

VII. Committee Reports

- A. Thompson on General Education Council - Thompson had been unable to attend the meeting on October 21, but brought information to Academic Affairs that was included in the minutes of the

meeting. The General Education Council is proposing to rewrite Recommendation F to allow “each college to have the option to modify the UGE College Program Requirements to allow an upper-division major-specific course/experience to become an UGE equivalent. This course/experience

would be subject to the approval process of the University General Education Council to ensure continuity with existing UGE criteria, letter A, as well as, inclusion of the writing component, letter B.”
(Draft 10.21.04 UGE)
This proposal was to inject variety into upper level courses, but be writing

intensive.

Members of Academic Affairs discussed the importance of having information about UGE courses readily available and identifiable on the web. Currently, the UGE link simply links to a list of courses. It would be helpful to have more information about the criteria for UGE courses and when the classes are offered. In addition, communication to the departmental faculty about this pending change needs to be well executed. Faculty members could currently be teaching classes that easily would fulfill the requirements and not realize that the courses could be counted as UGE by their undergraduates.

- B. Trussell report on University Library Committee - no report; the committee has not met since the last Academic Affairs meeting
- C. Stewart report on Committee on Academic Policy and Procedures (CAPP) - Stewart was absent. No report was given on CAPP.
- D. Reynolds report on Student Senate - Student Senate approved funds for the purchase of a large clock to be placed in Bosco Plaza. In addition, the student participation in the design of "UGE of the future" is coming along well. Several volunteers have been identified to participate in an upcoming forum about UGE.
- E. Fairchild report of Class Drop Policy subcommittee - The committee has been formed and Jim Hamilton is the Chair.
- F. Hedrick report on the General Education Steering Committee - Hedrick hasn't heard from the committee and is concerned that communication is a problem. Inquiries will be made to insure that he is included in future communications.
- G. Lehew/Stokes report on Prerequisites Task Force -Neither Lehew or Stokes has heard from the Prerequisites Committee. Fairchild mentioned that one delay could be that the Wait List Committee had declined to be converted to the new Prerequisites Committee. In addition, the new LASER system needs to be considered when the Task Force considers policy. LASER is capable of giving either a warning or a denial to an enrolling student in a class based on whether they have the listed prerequisites for that class, but it can only do one or the other. A decision needs to be made if prerequisites are really

needed or if they are not needed. Currently, there is very little enforcement of prerequisite requirements. Fairchild and Spears are preparing a survey of Department Heads asking if prerequisites are really needed or not, and if so, whether LASER should warn or deny students. Stokes asked if enrolling in a class without having taken a required prerequisite could be interpreted as a violation of the honor code.

VIII. For the Good of the University

Ackerman asked if there were any update on the issue of concurrent credit courses - a situation in which high school students take designated high school classes for college credit. Jackie Spears had mentioned at a previous Faculty Senate meeting that the Board of Regents was looking into the issue. There is an expressed desire for high school faculty teaching these courses to have 18 hours of university credit in the subject area being taught for

credit.
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Fairchild asked Nielsen a question that had surfaced earlier about the Academic Affairs approval of graduation lists. Is the Registrar responsible for the validity of these individuals having met all graduation requirements in a college? Nielsen responded that the Registrar's office has little involvement; the lists are compiled and submitted by the appropriate offices within the colleges. The colleges are entrusted with the responsibility of making sure that these individuals have fully met graduation requirements. By consensus of the group, it was decided that the involvement of Academic Affairs and Faculty Senate was part of the normal process of approval.

- IX. Adjournment
The meeting adjourned at 4:47 p.m.