

**MINUTES**  
**Faculty Senate Academic Affairs**  
**February 1, 2005 3:30 pm K-State Union, Room 204**

Present: Fairchild, Hedrick, Lehew, Reynolds, Simon, Stewart, Trussell, Turnley

Absent: Ackerman, Erickson, Marr, Stokes, Thompson

Visitors: Patricia Marsh, Monty Nielsen

I. Fred Fairchild, Chair, called the meeting to order at 3:35 p.m.

II. The minutes of January 25, 2005 Academic Affairs Committee meeting were approved.

III. Announcements

Senator Fairchild reminded the committee of the Higher Learning Commission's accrediting visit taking place February 21-22, 2005. He mentioned they would like to meet with members of the Academic Affairs committee on Monday, February 21<sup>st</sup> if possible.

IV. Course and Curriculum Changes

A. Undergraduate Education - none

B. Graduate Education - none

C. General Education - none

V. Old Business

A. Senior and Alumni Surveys Update – Alice Trussell

Nothing to report

B. Assessment Update - Patricia Marsh

Dr. Marsh presented a handout (**see Attachment 1**) to the committee regarding the HLC's (Higher Learning Commission) visit on February 21-22, 2005. The handout has condensed information on achievements in assessment of student learning. It also includes the names of HLC evaluation team. One of the evaluators, Dr. Rosa Cintron, is interested in meeting with students who are either aware of or actively involved in student assessment or making improvements to student learning. Dr. Marsh asked for committee members to give her a list of students who may like to be involved in this. She asked for names by the end of this week. Senator Fairchild asked for a time frame that would be good for the committee to meet with the HLC on Monday February 21<sup>st</sup>. Dr. Marsh will pass on the request for 12:45-1:30 p.m.

C. Faculty rights in the classroom

Senator Hedrick and Dr. Roger Adams have not met yet with the University Attorney's office.

D. Pick-A-Prof

Senator Reynolds spoke at length with Kim Freed and passed on the information he received at the last Academic Affairs meeting.

E. Dropping of Minors

Senator Fairchild asked for Senators Hedrick and Lehew to report on what they found out from their colleges on dropping of minors listed in the memo from Provost Nellis. Senator Hedrick indicated that from what information he received, his college would like to see the Russian minor kept. He will get more information on the Russian minor and he will visit with Political Sciences about their minor and then report back to Senator Fairchild. Senator Lehew reported that her college does wish to drop the minors listed on the memo from the Provost. Senator Reynolds questioned why these minors are being dropped. Dr. Marsh commented that when a program does not meet certain criteria, it is reviewed to see if it is still necessary. This gives colleges an opportunity to reevaluate their need for that program.

VI. New Business - none

## VII. Committee Reports

- A. Trussell report on University Library Committee – Nothing to report
- B. Stewart report on Committee on Academic Policy and Procedures (CAPP) – Nothing to report
- C. Reynolds report on Student Senate – Nothing to report
- D. Trussell report on Class Drop Policy subcommittee – Nothing to report

## VIII. For the Good of the University

-Senator Simon asked about the General Education committee that had been appointed and where they were at with their goals. Senator Turnley, a member of that committee, commented they had turned in their report to the Provost and it showed the interest and possibilities and it is now up to the Provost office how to act on that information. Their duties have been accomplished. Senator Fairchild will contact the Provost office to inquire about the future of the General Education committee.

-Senator Stewart commented on the perceived breakdown of communication between Faculty Senate and the Registrar's office. Monty Nielsen responded that he doesn't feel there is one direct channel of communication, but that through the many channels of communication, information should be disseminated. Discussion arose between committee members and visitors about the best way to inform faculty and well as students of K-State of changes happening within the university. Ideas arose about a student listserv that could inform students of necessary changes such as the Class Drop Policy. Cost would be associated with this and something of this magnitude would most definitely need to pass by a proposal. Senator Trussell will pass this idea on to the Class Drop Policy committee and see what their comments are.

-Senator Fairchild reminded committee members of the upcoming Faculty elections as well as changes to committee chairs.

-Senator Reynolds mentioned at a recent Student Senate meeting they were given a presentation on the emblem that will be on the Clock Tower. He asked the presenter why it was the Powercat instead of the University Seal. In short, the Powercat generates much funding and so was chosen as the emblem.

## IX. Meeting was adjourned at 4:30 p.m.

**ATTACHMENT 1**  
**Kansas State University**  
**Focused Visit on Assessment of Student Learning**  
**Higher Learning Commission**  
**North Central Association of Colleges and Schools**  
**February 21-22, 2005**

**Important Achievements in Assessment of Student Learning at K-State:**

- Policies and procedures have been developed and implemented to guide our assessment efforts.
- University undergraduate and graduate student learning outcomes (SLOs) have been established. Individual degree programs have identified student learning outcomes and linked them to the university SLOs.
- Three-year plans for the assessment of student learning in each degree program are under review. These plans include direct measures of student learning and strategies for using assessment results to improve student learning.
- Assessment Committees at the university level and in each college are actively working to sustain and build on our progress to date.
- An annual report of progress on assessment of student learning in each degree program will include a section on how programs are using assessment results to improve student learning.
- Conversations are underway related to the assessment of student learning in distance learning programs and courses, as well as the assessment of learning and services offered through the KSU Libraries, Institutional Advancement, and the Division of Continuing Education.

**NCA Evaluation Team:**

**Dr. Thomas Conry**, Team Chair  
Professor of General Engineering  
University of Illinois at Urbana-Champaign

**Dr. Barbara Steidle**  
Assistant Provost for Undergraduate Education and Academic Services  
Michigan State University

**Dr. Rosa Cintron**  
Associate Professor, Adult and Higher Education  
University of Oklahoma

**Tentative Schedule:**

Monday, February 21 - After an initial meeting with Duane Nellis, Ruth Dyer, Patricia Marsh, and Cia Verschelden, team members will meet with the K-State Assessment Facilitators Committee, the Dean of the Graduate School, Faculty Senate Academic Affairs Committee, groups of departmental faculty, faculty working on the UGE program, representatives from student service units, and groups of students.

Tuesday, February 22 - Exit meeting with Jon Wefald, Duane Nellis, and Ruth Dyer, and other groups not yet identified by the team members

*The self-study report for the focused visit is available on the APR office web site: [www.ksu.edu/apr/reports/index.htm](http://www.ksu.edu/apr/reports/index.htm)*

*See [www.ksu.edu/apr/accreditation/2005visit.htm](http://www.ksu.edu/apr/accreditation/2005visit.htm) for Focused Visit information, including team bio's and detailed schedule of meetings for February 21 and 22.*