

MINUTES
Faculty Senate Academic Affairs
April 19, 2005 3:30 pm K-State Union, Room 204

Present: Erickson, Fairchild, Hedrick, Lehew, Marr, Simon, Stewart, Trussell, Turnley

Absent: Ackerman, Reynolds, Stokes, Thompson

Visitors: Phil Anderson, Tom Herald, Patricia Marsh, Monty Nielsen, Jackie Spears

- I. Fred Fairchild, Chair, called the meeting to order at 3:35 p.m.
- II. The minutes of the April 5, 2005 meeting were approved as written.
- III. Announcements
 - The elections for the Chair of Academic Affairs will occur at the next meeting, which will occur May 3, 2005.
 - Because of time and schedule conflicts, a diversion of the agenda occurred in order to hear Jackie Spears commenting on changes needed to the honor code. This item was originally scheduled under item VI. B., New Business, on the agenda. President Spears noted that a discrepancy was discovered between the University Handbook and the online Constitution and Bylaws of the Honor System. At present, both the Constitution and the Bylaws can be found at the Honor System website, but only the Bylaws are included in the University Handbook (Appendix F). Article X of the Constitution allows revisions of the Bylaws to be made by approval of the Honor Council. As a result, changes have been made to the Honor System Bylaws that are not integrated into the University Handbook. President Spears recommended that the Honors System Constitution be the document that is included in the University Handbook. The following changes were suggested: (1) replace the word “Bylaws” with “Investigation and Adjudication Procedures” and (2) allow revisions to the “Investigation and Adjudication Procedures” be formally reviewed by Faculty Senate (as well as by the other relevant policy groups) every five years. These changes offer the administrators who manage the Honors Program some flexibility in response to issues that arise, but ensures that Faculty Senate (and other relevant policy bodies) be consulted periodically to examine those changes. It was moved by Marr and seconded by Lehew to approve the following procedural changes:
“~~ARTICLE X: BYLAW REVISIONS~~ *INVESTIGATION AND ADJUDICATION PROCEDURES*
~~Bylaw revisions must be approved by a 2/3 vote of the total Honor Council selected and qualified.~~
Investigation and Adjudication Procedures shall be adopted and thereafter subjected to periodic review by Faculty Senate, Graduate Council, Graduate Student Council, and Student Senate. Such reviews will begin in 2005 and be conducted at 5 year intervals thereafter. In the interim, revisions to the Investigation and Adjudication Procedures may be made but must be approved by a 2/3 vote of the total Honor Council selected and qualified. The Investigation and Adjudication Procedures must be posted at the Honor System website (<http://www.ksu.edu/honor>) and updated regularly.”
 - Chairperson Fairchild announced that Course and curriculum changes approved in the April 5, 2005 meeting required some adjustment in the light of further information. Some of the course changes approved resulted in titles to courses being changed to reflect changed content, but the course numbers were not changed. This causes problems for the Registrar’s Office when a student appropriately enrolls in the new course after having completed the original course. To simplify the incorporation of the changes, different class numbers need to be approved. As a result, courses EDEL 300 should be EDEL 310; EDEL 220 should be EDEL 230; EDCIP 310 should be EDSEC 310, and EDSEC 220 should be 230. Questions were raised by members of Academic Affairs if these course changes are really a new course (requiring a different approval process) or a title and content change. Senator Marr moved to give the chair authorization to add to this to the agenda if it is simply an “old number” correction, but if the courses involved reflect a true curricular change, then Academic Affairs needs to confirm that the changes went through the proper procedural channels. The motion was seconded by Lehew and passed. (Senator Fairchild checked and these are not new courses, but merely title and content changes.)

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Stewart and seconded by Marr to approve undergraduate course and curriculum changes approved by the College of Business Administration March 30, 2005:

Department of Management

CHANGE:

MANGT 522

MANGT 595

MANGT 596

NAME CHANGE:

FROM: Operations Management Emphasis TO: Operations & Supply Chain Management Emphasis

Curriculum changes to the Operations & Supply Chain Management Emphasis. See white sheets for details.

Motion carried.

2. A motion was made by Stewart and seconded by Marr to approve undergraduate course and curriculum changes approved by the College of Engineering April 6, 2005:

Computing and Information Sciences

CHANGE:

CIS 102

CIS 103

CIS 104

FROM: CIS 492 TO: CIS 415

ADD:

CIS 497

Curriculum changes to:

Bachelor of Science in Information Systems *

Bachelor of Science in Computer Science *

*See pages 5-9 of white sheets for details.

Mechanical & Nuclear Engineering

CHANGE:

ME 573

ME 574

Motion carried

B. Graduate Education

1. A motion was made by Lehew and seconded by Stewart to approve graduate course and curriculum changes approved by Graduate Council on April 5, 2005:

CHANGE:

AGRON 835 Nutrient Sources

AGRON 900 Micrometeorology

CHM 657 Inorganic Techniques

PLPTH 730 Plant Nematology

PLPTH 835 Plant Virology

PLPTH 840 Plant Pathogenic Bacteria

ADD:

AGRON 640 Cropping Systems
CHM 777 Practical NMR Spectroscopy
GEOG 660 Geography of East Asia/China
SPCH 742 Relational Communication

Motion carried.

C. General Education - none

V. Old Business

- A. Senior and Alumni Surveys Update – Senator Alice Trussell, who deferred to Dr. Marsh
Dr. Marsh reported that the committee met April 7 and will be meeting again in late April. Substantial progress has been made on the internal survey, which is to be distributed to Deans and Department Heads, that is designed to ascertain what surveys are currently in existence and the optimum use of the university wide surveys. At the same time, progress is being made on the revision of the Senior Survey questions. It is highly likely the work of this committee will not be completed until fall.
- B. Faculty rights in the classroom – Senator Don Hedrick
Senator Hedrick reported that they were able to get in touch with Cheryl Strecker for suggested revisions. Her suggestions are to remove references to her from the language saying that “she” recommended specific items. Language should reflect faculty recommendations. Instead of calling this faculty “rights”, they would be more appropriately called faculty “prerogatives.” Hedrick will revise the language as needed.
- C. Classroom Use – Senator Fairchild
Nothing to report.

VI. New Business

- A. A motion was made by Marr and seconded by Erickson to approve an addition to a graduation list:
August 2003
Cathy Evans, Arts and Sciences, BS in Social Science

Motion carried.

- B. Honor System
Previously discussed with President Spears during the Announcements portion of the meeting.

VII. Committee Reports

- A. University Library Committee – Senator Trussell
The University Library Committee is scheduled to meet on April 21. There are two main items on the agenda: 1) Codifying the official membership of the ULC and 2) Including the library on the list of “impacted units” that need to be consulted when undertaking the adoption of new programs according to the Course and Curriculum Changes policy.
- B. Committee on Academic Policy and Procedures (CAPP)- Senator Stewart
Senator Stewart reported several items:
- Reports have been generated and distributed to the colleges listing enrollment in multiple sections of the same course and over-enrollment (over 21 hours).
 - All financial aid offers that have been approved have been distributed to students.
 - There is a decrease in freshmen enrollment, which had been anticipated due to the demographics of the age group.

- There are continuing developments to access to online submission of grades. There have been some objections about the priority given to this project over other projects.
- The card center in the Union will soon be sending notification about new ID cards which will be issued without social security numbers. Faculty and staff will have the option to have a new picture made for their IDs.

C. Student Senate –no report

D. Class Attendance Policy subcommittee –

Senator Trussell reported that she met with Provost Nellis, Assistant Provost Cochran, Faculty Senate President Spears, and Student Senate President Urkevich to refine the document that is to be submitted to Provost Nellis. The document requests that Provost Nellis direct colleges and departments to follow specific practices in the implementation of the Class Attendance Policy. The policy is also to be given intense attention during orientation to insure that all incoming students are aware of the necessity to attend the first day. In addition, students are to be provided with contact information by colleges and departments to allow the students to know whom to notify if an absence is anticipated. Line schedules in the catalogs are also to specify courses that will have the policy strictly enforced.

VIII. For the Good of the University—

Members of Academic Affairs were strongly encouraged to attend the retirement reception, which was taking place in the Alumni Center.

IX. The meeting adjourned about 4:30.