

MINUTES
Faculty Senate Academic Affairs
September 20, 2005 3:30 pm K-State Union, Room 204

Present: Collins, Erickson, Hedrick, Lehew, Lovely, Martin, Stewart, and Trussell

Absent: Fairchild, Sachs, Stokes, and Thompson

Visitors: Monty Nielsen and Ray Hightower

- I. Alice Trussell called the meeting to order at 3:34 p.m.
- II. The minutes of September 6, 2005 were approved as written.
- III. Announcements
Trussell announced she will be gone for the next meeting, October 4th and asked for someone to chair the meeting for her. Stewart offered to Chair the meeting in her absence.
- IV. Course and Curriculum Changes
 - A. Undergraduate Education - none
 - B. Graduate Education
 1. A motion was made by Lehew and seconded by Erickson to approve graduate course and curriculum changes approved by the Graduate Council on September 6, 2005:

NEW
CE 745 Structural Dynamics
CE 824 Strength and Deformation of Geo-materials
CE 872 Transportation Safety
EECE 888 Power System Stability and Control
MANGT 660 Demand-Based Management for Supply Chain

Motion carried.
 - C. General Education
 1. A motion was made by Martin and seconded by Lehew to approve SPAN 165 (Accelerated Beginning) for UGE status. Motion carried.
- V. Old Business
 - A. Senior and Alumni Surveys Update – Senator Alice Trussell
The senior survey is nearly completed and they are now working on the alumni surveys. They hope to have these finished by the end of the semester.
 - B. CAPP proposals – Academic Definitions & KSU Certificate proposal – Attachment 1a & 1b
Academic Definitions: Trussell brought back the Academic Definitions proposal recommended by CAPP with a few minor amendments. Ray Hightower, a member of CAPP, was present to answer any questions regarding the proposal. It was discussed that regardless of the definitions we choose, LASER would use the term corequisite so it was appropriate to have a definition for it. A motion was made by Hedrick and seconded by Lehew to approve the revised proposal. Motion carried. A motion was made by Martin and seconded by Lehew to make these definitions effective as of Spring 2006. Motion carried.

KSU Certificate proposal: A motion was made by Hedrick and seconded by Martin to untable the motion from our last meeting to approve the proposal as written. Motion carried. Trussell deferred to Ray Hightower to explain the proposal. He discussed Academic Affairs concerns, which were relayed to him in the CAPP meeting by Trussell. He also passed out a handout from the Registrar’s website on certificates that are already in place. Discussion followed regarding paragraphs two and three as well as #6 in the last

section. Committee members gave suggestions on wording changes that should be made to the proposal. A friendly amendment was made to the untabled motion by Hedrick and seconded by Martin to approve the following revisions: In the second paragraph: delete the words “such as to enhance their employability and opportunities for promotions and salary benefits”. In the third paragraph: delete the words “recognized and/or endorsed as marketable by the profession in which it serves, and”; under number 6) replace the word “normal” with “internal”. Motion carried with the friendly amendment. This proposal will go into effect Spring 2006.

VI. New Business

A. A motion was made by Collins and seconded by Martin to approve additions to graduation lists:

May 2005

Christopher C. Boggas – Arts & Sciences
Christopher Andrew Hannon –Technology & Aviation
Steven Carl Palmer – Technology & Aviation
Ryan Joshua Toma – Technology & Aviation
Kelsey Wayne Veer – Technology & Aviation
Kyle L. Martin – Technology & Aviation
Paul Ryan Hendrickson – Technology & Aviation

Motion carried.

B. Graduation Honors – Trussell

Senator Trussell presented information on the number of *summa cum laude*, *magna cum laude*, and *cum laude* graduates from K-State. It seems the distribution of the numbers of persons graduating from each of these categories is uneven. For example, recently there were 101 *summa*, 7 *magna*, and 120 *cum laude* graduates from K-State. Monty Nielsen, Registrar commented that the current criteria is based on a mathematical formula, which has contributed to the mathematical disparities. There are variations to the criteria at each institution in the Big 12. Further discussion will take place at a future meeting on how to resolve this issue.

C. Committee appointments

Jennifer Gehrt, Director of the LASER project, has requested someone to join the LASER steering committee. Also, Tom Herald has requested, on behalf of Provost Nellis, someone to be part of a new committee involved with UGE. Collins had just volunteered to be a part of the new committee at her course and curriculum committee meeting earlier today. Trussell will check with President Herald to see if a dual appointment is possible.

VII. Committee Reports

A. University Library Committee – Trussell

No report.

B. Committee on Academic Policy and Procedures (CAPP) – Trussell

CAPP will be discussing the 18-hour soft cap for enrollment at its next meeting.

C. Student Senate – Lovely

Student Senate has voted on the parking garage and passed it; they have sent a funding request out to the university community for assistance with hurricane relief; and they have allocated \$60,000 for the campus-wide Honors Program Director’s position.

VIII. For the Good of the University

IX. The meeting was adjourned at 4:30 p.m.

ATTACHMENT 1a

ACADEMIC DEFINITIONS: Prerequisites, etc. (Recommended by CAPP, 7-13-05; approved by Academic Affairs, 9-20-05)

Course prerequisite (Pr.): a requirement that a student must satisfy before he/she is permitted to enroll in that course. This requirement can be one or any combination of the following: complete one or more lower level courses (if no grade specified, earn at least a P, CR, or D grade in the prerequisite course); complete a lower level course with a grade specified (C,B,A); a specified class rank for the student (sophomore, junior, senior), or instructor's permission.

Course recommended prerequisite (Rec. Pr.): a requirement a student need not satisfy before enrolling in the course, but recommended in order to enhance the student's learning of the course material.

Corequisite (Coreq.): a concurrent requirement (course, practicum, etc.), which must be completed at the same time, during the same session, as the course with which it is listed as a corequisite.

Course prerequisite or corequisite (Pr. or Coreq.): a requirement of one or more courses in which a student should either complete with the appropriate grade prior to enrolling in this course, or take concurrently with this course.

ATTACHMENT 1b

Proposed Policy for A KSU Certificate Program

(Recommended by CAPP, 7-13-05, approved with a friendly amendment by Academic Affairs, 9-20-05)

A KSU "Certificate" program emphasizes a focused specialty area of study as a part of or beyond the requirements for bachelors, masters, and doctoral degrees.

It must increase the knowledge and skills of individuals.

It must be validated by a specified assessment process.

The department and college that provides a certificate program must provide for approval the:

- 1) "purpose",
- 2) "requirements",
- 3) "desired outcomes",
- 4) "assessment procedures",
- 5) estimated budget and staff required, and
- 6) seek approval of their certificate program through internal academic channels.