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MINUTES
Faculty Senate Academic Affairs
December 20, 2005, 3:30 p.m.
K-State Union, Room 204

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Present: Erickson, Fairchild, Higgins, Lovely, Sachs, Stewart, Trussell
Absent: Collins, Hedrick, Martin, Stokes, Thompson
Proxies: Lehew
Visitors: Monty Nielsen, Wendy Ornelas, Lynn Ewanow, Mick Charney, Neal Hubbell, Stephanie Rolley, John Keller, and John Selfridge

1. Alice Trussell, Chair, called the meeting to order at 3:33 p.m.

2. The minutes of December 6, 2005 were approved as corrected. There was a slight change under the Senior and Alumni Surveys.

3. Announcements
     Trussell welcomed members from the College of Architecture.

4. Course and Curriculum Changes

      A. Undergraduate Education
          1. A motion was made by Sachs and seconded by Stewart to approve undergraduate course and curriculum changes approved by the College of Architecture on October 27, 2005:

COURSE CHANGES

Landscape Architecture

Changes:
LAR 220 ~~Landscape Architecture Design Studio I~~ Site Design Studio I
LAR 248 ~~Building Science~~ Landscape Architecture Materials and Methods
LAR 310 Design Graphics and Visual Thinking
LAR 320 ~~Landscape Architectural Design Studio II~~ Site Design Studio II
LAR 410 ~~Landscape Architecture Design Studio~~ Planting Design Studio
LAR 438 Land Construction I
LAR 442 ~~Landscape Architecture Design Studio IV~~ Site Planning and Design Studio
LAR 501 Landscape Architecture Seminar I
LAR 502 Landscape Architecture Seminar II
LAR 510 ~~Landscape Architectural Delineation Techniques~~ Landscape Architecture Tech Module I

Add:
LAR 520 Landscape Architecture Tech Module II
LAR 530 Landscape Architecture Tech Module III
LAR 540 Landscape Architecture Tech Module IV
LAR 550 Landscape Architecture Tech Module V
LAR 560 Landscape Architecture Tech Module VI

Regional and Community Planning

Changes:
PLAN 315 Introduction to Planning

Add:

PLAN 590 Problems in Planning (1-3) *Somehow has not been in the undergraduate catalog and needs put back in. It has been an approved course since at least 1984.*

Interior Architecture and Product Design

Changes:
IAPD 406 ~~Prob in Interior Arch & Prod Design~~ <u>Problems in IAPD</u>
IAPD 407 Design Workshop I
IAPD 409 Materials and Finishes
IAPD 410 Interior Arch. Microcomputers
IAPD 412 Design Workshop I Studio
IAPD 416 History of Furniture
IAPD 456 Theory of Product Design
IAPD 520 Design Graphics Workshop

Add:
IAPD 307 IAPD Design Studio 1
IAPD 320 IAPD Design Studio 2
IAPD 391 Contemporary Design
IAPD 435 IAPD Design Studio 3
IAPD 440 IAPD Design Studio 4

Questions were asked about the changes taking place in the College of Architecture. Wendy Ornelas, Associate Dean of the College of Architecture, Planning & Design, responded to questions and briefly described how the transition will be made. John Keller also briefly described his area's transition in now delivering undergraduate courses. Each department within the College of Architecture is making modifications to their programs in order to keep in step with other universities. Various comments were made by committee members and visitors. Fairchild noted that students could apply to the Graduate School without completing an undergraduate degree in this college now. This is correct and precedence has been set for this by the Graduate School. Lovely asked about how this might affect their recruitment. Lynn Ewanow responded they feel this will affect the college in a positive way. Motion carried.

2. A motion was made by Anderson and seconded Sachs by to approve undergraduate course and curriculum changes approved by the College of Human Ecology December 2, 2005:

    <u>CURRICULUM CHANGES</u>

    Curriculum changes to the Bachelor of Science in apparel and textiles. See page 2 of the white sheets for rationale.

    Curriculum changes to the Bachelor of Science in Human Ecology. See page 14 of white sheets for details.

    Change to Teacher Licensure requirements for Family and Consumer Sciences Education. See pages 15-16 of the white sheets for details.

    Motion carried.

B. Graduate Education – A motion was made by Stewart and seconded by Fairchild to approve graduate course and curriculum changes approved by the Graduate Council on December 6, 2005:

    <u>CHANGES:</u>
EDEL 620	Foreign Language Methods of Elementary Schools
ENTOM 830	Molecular Entomology
ENTOM 875	Insect Physiology
IAPD 606	Design Studio 6
IAPD 644	Interior Architecture Internship
IAPD 645	Interior Architecture Internship Report

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IAPD 647 ~~Interior Arch Internship Report~~ *(department withdrew change request 11/28/05)*
IAPD 753   Professional Practice
IAPD 802 (608)   Design Workshop II
IAPD 803 (614)   Design Workshop II Studio
IAPD 813 (713)   Furniture Design Workshop Studio
IAPD 814 (714)   Furniture Design Workshop
IAPD 820 (720)   Advanced Seminar in IA
IAPD 821   Advanced IAPD Design Studio
IAPD 831 (730)   Facilities Management
IAPD 840 (740)   Advanced Design Workshop
LAR 646   Community Planning and Design
LAR 647   Land Construction III
LAR 648   Landscape Architecture Specialization Studio
LAR 700   Project Programming
LAR 703   Landscape Architecture Off-Campus Studio
LAR 704   Environmental Landscape Planning and Design
LAR 750   Landscape Architecture Seminar III
LAR 898   Thesis Proposal Writing
PLAN 630   Computer Applications in Planning and Design
PLAN 631   Computer Applications in Planning I
PLAN 633   Computer Applications in Planning III
PLAN 650   Housing and Development Programs
PLAN 716   Seminar in Planning
PLAN 717   Seminar in Grant Preparation
PLAN 731   Solid Waste Planning and Management
PLAN 740   Small Community and Rural Area Planning
PLAN 746   Urban Design and Preservation Studio
PLAN 752   Physical Processes of Plan Implementation
PLAN 753   Planning Law
PLAN 660 (760)   Community Development Planning
PLAN 661 (761)   Community Development Workshop
PLAN 765   Growth Management
PLAN 810   Practicum in Planning and Development
PLAN 820   Planning Administration
PLAN 880   Topics in Planning
PLAN 899   Research in Planning
PLPTH 890   Introduction to Genomic Bioinformatics
SPCH 735   Leadership Communication

Master of Landscape Architecture
Master's of Regional and Community Planning
Master of Architecture

DROP:
ENTOM 706   External Insect Morphology
ENTOM 865   Internal Insect Morphology
ID 630   Household Equipment Theory
PLAN 615   Shaping the American City
PLAN 651   Planning Municipal Services

ADD:
ARCH 801   Topics in History of the Designed Environment
ARCH 803   Environmental Aesthetics
ARCH 804   Topics in Environment and Behavior
ARCH 805   Project Programming
ARCH 806   Architecture Design Studio VII
ARCH 807   Architectural Design Studio VIII
ARCH 811   Topics in Architectural Design Methods
ARCH 815   Topics in Architecture
ARCH 816   Topics in Environmental Systems in Architecture
ARCH 820   Environmental and Behavior
ARCH 831   Environment and Aging
ARCH 835   Topics in Building Construction Systems in Architecture

ARCH 840	Building-Related Health and Safety
ARCH 852	Topics in Structural Systems in Architecture
ARCH 853	Professional Practice
ARCH 870	History of American Architecture and Allied Design I
ARCH 871	History of American Architecture and Allied Design II
ARCH 880	Development Analysis
ASI 650	Identification and Data Management of Food Animals
ASI 776	Meat Industry Technology
ENTOM 840	Immature Insects
ENTOM 850	Scanning Electron Microscopy
ENTOM 866	Insect Morphology
ENVD 900	Conceptual Approaches to Design and Planning
ENVD 901	Research Methods in Deign and Planning
ENVD 999	Dissertation Research
FREN 721	Francophone Literature
GRAD 801	Foundations of Leadership
GRAD 820	Leadership Practicum
IAPD 628	Building Construction Systems IA
IAPD 664	Interior Architecture Summer Internship
IAPD 665	Interior Architecture Summer Internship Report
IAPD 668	Study Abroad Experience
IAPD 801	IAPD Design Studio 5
IAPD 810	Capstone Studio
IAPD 815	Advanced Studio Programming
IAPD 822	Advanced Product Design Studio
IAPD 823	Advanced IA Design Studio
IAPD 824	Advanced Furniture Design Studio & Workshop
IAPD 891	Contemporary Design
ID 630	Topics in Advanced Interior Design Theory
LAR 705	Master's Project and Report
LAR 725	Landscape Architecture Research Methods
PLAN 804	Environmental Planning Methods
PLAN 898	Thesis Proposal Writing
SPCH 745	Political & Corporate Speechwriting

Children's Literature Concentration - Department of English
Master of Interior Architecture and Product Design
MS Arch Program
Doctoral Program in Environmental Design and Planning

Motion carried.

C. General Education – A motion was made by Lovely and seconded by Anderson to approve the following courses for UGE status as approved by the UGE Council December 7, 2005:

GRMN 510 German Film
FREN 113   Beginning Accelerated French
CHINE 101 Chinese I
CHINE 102 Chinese II
CHINE 201 Chinese III
CHINE 202 Chinese IV

Committee members made various positive comments about these courses being added to UGE. Motion carried.

5. Committee Reports

   A. University Library Committee – Alice Trussell
      No report.
   B. Committee on Academic Policy and Procedures (CAPP) – Alice Trussell

Much discussion in CAPP has surrounded the implementation of LASER and questions colleges are having. Trussell mentioned to CAPP members the inconsistency in terminology used by different colleges in describing possibly the same things in their course and curriculum changes. Trussell also spoke to CAPP members about the change to Graduation Scholastic honors in the university handbook. CAPP as a whole felt this will be a change for the better.

C. Student Senate – Alex Lovely
Student senate has passed a resolution opposing TABOR. The 5-year tuition committee plan is also working hard.

D. Laser Steering Committee – Robert Stokes
Stokes was not present. He did email Trussell and has attended two of these meetings. He mentions difficulty in following the theme of the meetings due to new terminology. He will try and keep us informed.

E. University General Education Council – Judy Collins – Not present

F. University General Education Steering committee – Melody Lehew – Not present
Barbara Anderson, who serves on the UGE Council, gave us an update. The Committee met two weeks ago and was given its charge from the Provost. Anderson also mentioned the broad definition for General Education is changing and she feels this is a widespread shift in academia. This elicited a variety of comments from committee members.

6. Old Business

A. Senior and Alumni Surveys update – Alice Trussell
Trussell and Cia Verschelden are working closely together to finalize things. They are very close to sending their memo to the Provost.

B. Enrollment cap – **Attachment 1** (Action item)
Trussell briefly reviewed the proposal with the committee. Fairchild made a motion to approve this proposal and Stewart seconded the motion. Lovely mentioned that it would be nice to make a note on the DCE website so students understand that DCE courses will count towards the 21 credit hours. Stewart will explore this suggestion. Motion carried.

C. Approval, Routing and Notification Policy – **Attachment 2** (Action item)
Trussell mentioned this is the proposal which was returned to Academic Affairs by the Executive Committee. She explained the various changes that have been made. Fairchild made a motion to approve the proposal and it was seconded by Lovely. Motion carried.

7. New Business

A. Course and Curriculum policy committee update
Trussell updated Academic Affairs committee members on her findings regarding setting this new committee up. Trussell spoke with Ruth Dyer and discussed how this was done last time through an Ad Hoc committee. It is in the discussion phase right now. In the near future a joint committee will be proposed.

8. For the Good of the University
Higgins mentioned he was just at a meeting the Provost has initiated to start an advisory committee to help Kansas State University reach Top 10 status. There is a document on the Provost's website that discusses this more in detail. You can find it at: http://www.k-state.edu/provost/planning/strategy/priority/engage.htm. Higgins feels this document really explains the purpose behind this committee. He asked for any input to be emailed to him.

Lovely commented that over the Christmas break, student senators and alumni from their districts will be meeting with representatives in Topeka. He also mentioned the Higher Education day coming up in February.

Sachs mentioned the ranking for the design programs in the College of Architecture. They are in the top 5 in the country!

Stewart commented about K-State's ranking in distance education programs. K-State is highly regarded and is probably in the top ten, maybe the top five, among distance education programs in the nation. (If we look at land grants only, we are easily in the top five.) Distance education programs and staff have won more than 40 regional and national awards during the last ten years. We now have students in all 50 states and in 93 Kansas counties. The economic impact on those Kansas counties is very significant.

9. The meeting was adjourned at 4:40 p.m.

Proposed change to the University Handbook: Section F12

Rationale:

With the implementation of the new iSIS system, a review has been needed of the current cutoff for maximum enrollment hours. The new system will count the waitlisted classes as well as the classes in which the student is enrolled. Increasing the hours from 18 to 21 will give students greater flexibility and fewer frustrations at the time of enrollment. Therefore, the Committee on Academic Policies and Procedures and the Faculty Senate Academic Affairs recommend that the cap for enrollment be increased from the current 18 hours to 21 hours effective with enrollment for the fall 2006 semester. Wording in the University Handbook should be updated as follows:

F12 An undergraduate student may not enroll for more than 21 Kansas State University credit hours in a semester unless the student is granted permission to do so by the student's academic dean or the dean's representative.

Approval Routing and Notification Policy for the Change Process for Courses, Curriculums, Degrees, and Programs (Revised March 4, 1999)
Course and Curriculum policy and procedural changes—December 20, 2005

The Board of Regents Policy and Procedures Manual, Appendix G, revised 03-01 and 01-04, establishes specific requirements of institutions requesting approval of new academic programs. Section 4.f., Program Review, Assessment and Accreditation, states the requirement for the institution to "establish clearly the institution's plan to monitor, maintain and enhance the quality and effectiveness of the program." The K-State BOR Performance agreement and the NCA accreditation visit reinforce the need to address assessment as in integral component of the design academic programs.

To be inserted in the procedure at I. D.5., Undergraduate Degrees, Programs, and Majors. Subsequent items currently listed as 5., 6., 7., 8., and 9., shall be renumbered 6., 7., 8., 9., and 10..

"For new degree programs, including majors, secondary majors and certificate programs, list student learning outcomes. Attach an Assessment of Student Learning Plan for the first three years of the degree program following the template found as provided by the Office of Assessment."

To be inserted in the procedure at I.E. 5., Graduate Degrees and Programs. Subsequent items currently listed as 5. and 6. shall be renumbered 6. and 7.

"In accordance with Board of Regents Policy and Procedures manual for new degrees and programs, list student learning outcomes. Attach an Assessment of Student Learning Plan for the first three years of the degree program following the template found as provided by the Office of Assessment."