

**MINUTES**  
**Faculty Senate Academic Affairs**  
**January 8, 2008, 3:00 p.m.**  
**K-State Student Union, Room 204**

Present: Carroll, Chengappa, Holcombe, Hubler, King, LeHew, Martin, Montelone, Pacey, Ramaswamy, Weninger  
Absent: Charney, Staggenborg  
Guests: Kelli Cox, Monty Nielsen, Ike Ehie

1. Doris Carroll, Chair, called the meeting to order at 3:03 p.m.

2. The December 4, 2007 minutes were approved as submitted.

3. Ad Hoc Course and Curriculum Policy Proposal, second reading – Kelli Cox (**Attachment 1**)

Doris thanked Kelli for returning and asked her to give a brief update of what changed in the document. The 10 days was clarified to be *calendar* days; the word *curricula* was inserted in place of the word *curriculums*; there was a brief change to expedited changes on page 48; and some wording was added regarding technology cost and needs when proposing a new program. During discussion, it was noted that on page 16, in the table, November should be December. This was changed so the current calendar will be consistent with the previous one. It was also suggested that a commentary note be made regarding the Coordinator of Undergraduate Studies that it would need approval. There was some concern whether this would be a classified or unclassified position. The case would need to be made how the additional position would improve the flow of this process. After further discussion, it was evident this proposed position needed to be addressed further before inclusion in this proposal since the funding is not available at this time. A motion was made by Chengappa to approve the proposal with the removal of references to a Coordinator of Undergraduate Studies and minor changes to the calendar time frame. Hubler seconded the motion. There was continued discussion about this position. Cox brought up interdisciplinary programs and that a coordinator would be good in this area. After further discussion the motion carried. Carroll thanked the committee for their attention to detail on this proposal and encouraged the committee to continue thinking about this process and what would be best. Later during the meeting, it was brought up that departments proposing changes which will affect other departments need to contact the department head, or unit head, for approval of the changes. Ms. Becker will discuss this with Kelli Cox and will have it incorporated in the General Procedures section of the proposal.

4. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Martin and seconded by Chengappa to approve the following course and curriculum changes as approved by the College Business Administration on October 31, 2007:

**COURSE CHANGES**

*College of Business Administration*

New:

GENBA 399 Honors Seminar

Changes:

GENBA 499 ~~Honors Seminar~~ Business Honors Project

*Department of Marketing*

MKTG 400 ~~Marketing~~ Introduction to Marketing

**CURRICULUM CHANGES**

*Department of Finance*

Changes to the Finance Degree:

From: Nine hours of non-business electives in the finance degree track program.

To: Three hours of non-business electives in the finance degree track program, and six hours of unrestricted electives.

## College of Business Administration

(Outline approved by College of Business Administration on April 18, 2007)

The College of Business Administration and the University Honors Program welcomes qualified students to join the honors program at any point in their academic career in which they become academically eligible for admission into the University Honors Program. The University Honors Program is intended to recognize the high achievements of outstanding students who go beyond the curriculum requirements for a given degree program to meet the challenges of completing advanced study, scholarship, leadership, and citizenship activities that are embodied in the honors program.

### I. University Level.....7 credit hours or equivalent required

RETREAT for new students prior to fall semester (optional)

GENBA 020 Students enroll in program each semester .....0 credit

GENBA 189 Introduction to University Honors Program .....1 credit

Other Requirements.....6 credits

- University honors courses are designated by the University Honors Program Director. These courses can be honors sections of required courses or elective seminars (most are 3 credit hours).
- Alternative opportunities (e.g., study abroad) to generate university level honor credit hours must be approved by both the Director of the University Honors Program and the CBA Honors Program Director (or appropriate college representative). Under no circumstances will students be allowed to arrange for credit after the experience is completed.

### II. College of Business Administration Requirements .....8 credit hours required

- Honors Section of Business Orientation (GENBA 101, 0 Credit).
- Honors Colloquium (GENBA 299, 1 Credit Hour)
- Honors Seminar (GENBA 399, 1 Credit Hour)
- Honors Section of Business Strategy (MANGT 595, 3 Credit Hours)
- Business Honors Project (GENBA 499, 3 Credit Hours or one of the alternatives listed below)

(1) An independent study (GENBA 499) with a business faculty in which an Honors contract is signed between the faculty, the student, CBA Honors Program Director and the University Honors Program Director that would require a

Business Honors Project as the final output of the independent study experience. Examples of deliverables include placement in a national competition, publication in a peer-reviewed journal or proceeds, presentation in a professional organization and groups.

(2) An upper division 3-credit hour Honors course (beyond courses under the University- level Honors requirement) taken at Kansas State University that will culminate into an honors project approved by the CBA Honors Program Director, the University Honors Program Director, and the faculty responsible for the course.

(3) A 3-credit hour course taken in an approved study abroad program or international internship/service learning experience which will culminate in a Business Honors Project approved by the CBA Honors Program Director and the University Honors Program Director.

(4) An upper division non-Honors capstone course in the major in which an “Honors Contract” has been signed between the student, the instructor, the CBA Honors Program Director and the University Honors Program Director that details the additional requirement in the course that will fulfill the Business Honors Project

requirement. The Honors Contract in a non-Honors course will be approved only in situations in which the final project in the course will fulfill the requirements of an approved Business Honors project.

III. Total Number of Hours ..... 15 Credit Hours

These 15 credit hours may possibly count toward the degree program requirements through careful planning.

IV. Completion of the above requirements would allow the student to be recognized on their transcript and at graduation as "Honors Fellow."

Ike Ehie, Associate Dean of the College of Business Administration, was present to give a brief overview of the Business Administration section of the University Honors Program. Pacey asked if the term "Honors Fellows" is currently on the transcript. Currently it says Honors Program. Stephen Kiefer will be present at the next meeting to discuss this item. All agreed that a consistent terminology on transcripts would be best. Motion carried.

2. A motion was made by Chengappa and seconded by King to approve the following course changes as approved by the College of Architecture and Planning on November 29, 2007:

**COURSE CHANGES**

*Landscape Architecture/Regional and Community Planning*

Changes:

LAR 444 Internship/~~Advanced Studies~~ Planning Seminar

*Interior Architecture and Product Design*

Changes:

IAPD 391 ~~Contemporary Design~~ Topics in Contemporary Design Seminar

IAPD 416 History of Furniture I, II

Motion carried.

3. A motion was made by Chengappa and seconded by LeHew to approve the following curriculum changes as approved by the College of Human Ecology on December 3, 2007:

**CURRICULUM CHANGES**

*Department of Apparel, Textiles, and Interior Design*

Changes to the Bachelor of Science in Apparel and Textiles

- Change professional studies credit hours from 63 to 63-66 hours by adding AT 670 to the specialization in apparel design and production.
- Change unrestricted electives from 15-17 to 12-17 hours.

*Department of Hotel, Restaurant, Institution Management and Dietetics*

Changes to the Bachelor of Science in Dietetics

- Change general requirements from 64-66 hours to 61-63 hours.
- Delete 3 hours of computer science from general requirements.
- Under statistics, replace STAT 320 and 330 with STAT 325.

Under Program I:

- Change professional studies credit hours from 58 to 63. Delete HN 630, Change credit hours of HN 620 from 4 to 3. Add HN 631 and HN 632.
- Add HRIMD 562, HRIMD 570 to the Management semester.
- Add HRIMD 510, 516, & 517 to the Clinical Semester.
- Change unrestricted electives from 1-3 to 0-1.

Under Program II:

- Change professional studies credit hours from 43 to 44 hours. Delete HN 630 and HRIMD 445. Change credit hours of HN 620 from 4 to 3. Add HN 631, 632 and HRIMD 560 and 570.
- Change unrestricted electives from 16-18 to 18-20.

Motion carried.

- B. Graduate Education – Ms. Becker indicated two minor changes to the Graduate Education courses listed below. EDCEP 955, Professional Counseling Ethics, needed to be added under the changes. The semester offered is changing for this course. Also, BAE 869 was listed twice and should be removed from the drop section. Committee members had no objection to these alterations.
- A motion was made by Martin and seconded by Chengappa to approve the following course and curriculum changes as approved by the Graduate Council on December 4, 2007 (pages in parenthesis refer to page number on the Grad council agenda):

***Changes***

ENGL 662 Playwriting (75)  
KIN 792 Health-Fitness Instructor Internship (75)  
KIN 796 Topics in Exercise Physiology (75)  
KIN 830 Advanced Public Health Physical Activity (75)  
THTRE 662 Playwriting (76)  
ACCT 884 Enterprise Information Systems Assurance (76)  
EDSP 728 Characteristics of Emotional and Behavioral Disorders (76)  
EDSP 742 Interventions: Emotional and Behavioral Disorders (76)  
EDSP 743 Interventions: Academic Disabilities (77)  
EDCEP 877 Practicum in Counseling (77)  
EDCEP 948 Advanced Student Development Theory in College Student Affairs (77)  
EDCEP 955 Professional Counseling Ethics  
EDCEP 967 Advanced Counseling Appraisal (77)  
CE 703 Responsibility in Engineering: Codes & Professionalism (78)  
ARE 734 Advanced Mechanical Systems Design (78)  
ARE 690 Senior Project (78)  
ARE 710 Building Energy Analysis (79)  
ARE 735 Electrical Systems Design (79)  
BAE 636 Biological Systems Engineering Design Project (79)  
BAE 660 Natural Resource Engineering II (80)  
GERON 775 Perspectives in Gerontology (80)  
GERON 776 Program Evaluation and Research Methods in Gerontology (80)  
GERON 777 Public Policy: Economic & Social Impacts on Older Adults (81)  
GERON 778 Aging and the Family (81)  
GERON 779 Professional Seminar in Gerontology (81)  
M.S. Degree in Kinesiology (82)  
Graduate Certificate in Food Safety and Defense (83)

***New***

KIN 797 Topics in Public Health Physical Activity Behavior (86)  
PHILO 801 Topics in the Philosophy and Methodology of Science (86)  
ARE 725 Cold-Formed Steel Design (86)  
ARE 630 Introduction to LEED (86)  
CNS 629 Tilt-up Concrete Structures in Construction Management (86)  
CNS 610 Pre-Engineered Metal Buildings (87)  
BAE 665 Ecological Engineering Design (87)  
BAE 669 Watershed Modeling (87)  
BAE 865 Advanced Ecological Engineering Design (87)  
BAE 869 Advanced Watershed Modeling (87)  
CIS 734 Introduction to Genomics and Bioinformatics (87)

CE 704 Responsibility in Engineering: Leadership & Diversity (88)  
FDSCI 750 Food Toxicants (88)  
FDSCI 751 Food Laws and the Regulatory Process (88)  
FDSCI 753 Risk Assessment for Food, Ag, & Vet Med (88)  
FDSCI 810 Fermented Foods (88)  
FDSCI 820 Advanced Food Microbiology & Biotechnology (88)  
Masters of Science in Gerontology (89)

***Drop***

BAE 690 Non-Point Pollution Engineering (109)  
BAE 761 Natural Treatment Systems (109)

Motion carried.

C. General Education

1. A motion was made by Chengappa and seconded by Martin to approve the following courses for UGE status as approved by the UGE Council on November 30 and December 14, 2007:

New: (College of Arts and Sciences)  
DAS 300 The Great Conversation: Primary Texts Core Course (November 1, 2007 white sheets)  
SPCH 120 Introduction to Human Communication (November 1, 2007 white sheets)  
FREN 515 French and Francophone Culture (April 5, 2007 white sheets)

Motion carried.

5. Committee Reports

- A. University Library Committee – Mohan Ramaswamy  
The ULC has not met since the last Academic Affairs meeting.
- B. Committee on Academic Policy and Procedures (CAPP) – Doris Carroll  
No report was available.
- C. Student Senate – Tim Weninger  
Campaign season is starting. So far there are three presidential pairs running. Final exams were also discussed since the ice storm happened on Tuesday of finals week. It seemed that students' needs were cared for as best as possible.
- D. Course and Curriculum ad hoc committee (proposal reviewed under item 3)
- E. General Education Task Force – Melody LeHew  
LeHew reported on their first open meeting. It was held during the week of the ice storm and only two people attended. However, there was a nice turn out for the second meeting. The plan now is for the committee to go to individual colleges.

6. Old Business

- A. Plagiarism Definition  
CAPP has consulted with the attorney's office and David Allen of the Honor Council. Those consultants recommended that the definition be included in the University Handbook and that all parties should adhere to it; secondly, they suggested only minor wording changes to the original definition. Carroll would like to have the input of the committee. Montelone mentioned it may be necessary to have an ad hoc committee draft a definition. Carroll will review the CAPP minutes for accuracy and will also take this to FSLC on Monday, January 14.
- B. Technology & Aviation courses  
Carroll reported that at the January 7 Executive Committee meeting, five courses from the College of Technology & Aviation white sheets were returned to Academic Affairs for additional review. The Digital Media option, in which these courses were located, was sent forward to Faculty Senate. The Executive Committee's concern in sending it back to Academic Affairs was to make sure all affected parties had opportunity to comment on the changes. Discussion followed regarding this item. The Mass Communications department had expressed concern over these courses. King commented that their college had a discussion this morning and they do not feel these

courses are in direct competition with Mass Communications. Committee members discussed this matter thoroughly. The process for course additions was followed as outlined. King offered that Bill Genereux would be happy to meet with the Mass Communications department again as well as be present at the following meeting on Jan. 22.

7. New Business

8. For the good of the University

Pacey commented on the academic calendar and requested that Monday courses need to be considered when outlining future calendar years as two class days are lost during the spring semester due to the current calendar schedule.

9. The meeting adjourned at 4:50 p.m.