

**MINUTES**  
**Faculty Senate Academic Affairs**  
**March 4, 2008, 3:30 p.m.**  
**K-State Student Union, Room 204**

Present: Carroll, Charney, Dodd, Holcombe, King, Martin, Montelone, Ramaswamy, Weninger  
Absent: Chengappa, LeHew, Pacey, Staggenborg  
Visitors: John DeLeon, Monty Nielsen

1. Doris Carroll, Chair, called the meeting to order at 3:35 p.m.
2. A motion was made by Martin and seconded by King to approve the February 19, 2008 minutes. Motion carried.
3. Course and Curriculum Changes
  - A. Undergraduate Education
    1. A motion was made by Barney and seconded by Holcombe to approve the following course changes as approved by the College of Technology & Aviation on November 20, 2007:

**COURSE CHANGES**

Add:

CMST 115 Graphics Software Applications  
CMST 146 Digital Photography  
CMST 306 Digital Media II  
CMST 326 Page Layout and Type  
CMST 336 Digital Media Project

These courses were sent back to Academic Affairs by the Executive Committee for clarification between the department of Journalism and Mass Communications and Technology and Aviation. Since that time, discussions have taken place and the issue has been resolved between the two colleges to the best of their ability. Detailed course information was provided to committee members for review. Discussion took place between committee members and visitors to make certain this will be in the best interest of the students. After a lengthy discussion it was the consensus of the committee that these courses should be allowed to be offered by the College of Technology & Aviation. Motion carried without objection.

2. A motion was made by Martin and seconded by Ramaswamy to approve the following course and curriculum changes as approved by the College of Business Administration on October 31, 2007 (set #2):

**COURSE CHANGES**

*Department of Finance*

Add:

FINAN 500 Investment Management Concepts (see pages 9-11 of white sheets)  
FINAN 451 Introduction to Integrated Investment Management (see pages 12-16 of white sheets)

*Department of Management*

Add:

MANGT 566 Computer Systems for Finance and Investment Management (see pages 17-22 of white sheets)

*Department of Accounting*

Add:

ACCTG 445 Financial Statement Analysis (see pages 23-27 of white sheets)

*Department of Marketing*

Add:

MKTG 497 Topics in Financial Services Marketing (see pages 28-34 of white sheets)

## **CURRICULUM CHANGES**

Add:

Undergraduate Certificate in Integrated Investment Management- see pages 2-8 of white sheets

Martin gave an overview of the purpose of this undergraduate certificate. Various questions were asked by committee members regarding course content and delivery method, etc. Motion carried without objection.

### **B. General Education – Informational item only**

1. The following courses were approved by the UGE Council for continued UGE status on February 21, 2008:

HORT 256	Human Dimensions of Horticulture
MLANG 297	Honors Introduction to the Humanities I
MUSIC 250	Introduction to Music
POLSC 325	United States Politics
PSYCH 110	General Psychology
PSYCH 202	Drugs and Behavior
PSYCH 280	Psychology of Childhood and Adolescence
SOCIO 665	Women and Crime
SPCH 321	Public Speaking II
SPCH 326	Small Group Discussion Methods

### **4. Graduation list changes**

A. A motion was made by Montelone and seconded by King to approve the December 2007 graduation list as submitted by the Registrar's office. Motion carried.

B. A motion was made by Weninger and seconded by Dodd to approve the following removal from the December 2007 graduation list per the request from the College of Engineering:

Sarah J. Czerniewski, BS in Architectural Engineering, College of Engineering

Motion carried.

C. A motion was made by Martin and seconded by Weninger to approve the following additions to the December 2007 graduation list:

1. Christopher David Motley, Bachelor of Science, College of Arts & Sciences
2. John Stevens Bostwick, Bachelor of Science in Business Administration, College of Business Administration
3. Kevin Bruce Graham, Bachelor of Science in Business Administration, College of Business Administration
4. Jared Scott Hefley, Bachelor of Science in Business Administration, College of Business Administration
5. Dana Diane McCarthy, Bachelor of Science in Business Administration, College of Business Administration
6. John In Sung Park, Bachelor of Science in Business Administration, College of Business Administration

Motion carried.

### **5. Committee Reports**

A. University Library Committee – Mohan Ramaswamy

The ULC has not met since our last meeting. Ramaswamy reported that due to increasing Library responsibilities he has resigned from Faculty Senate, effective at the end of this year. Michelle Turvey-Welch will serve the remaining one year of his term.

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

CAPP will meet on the 12<sup>th</sup> of this month. Nielsen reported, however, that the iSIS task force continues to meet to be prepared for enrollment starting on March 24<sup>th</sup>. This will be a transition period during the upcoming enrollment season, so patience will be needed by all those involved during this process. This continues to be “a work in progress”.

C. Student Senate – Tim Weninger

No report at this time. This will be Tim's last meeting with us on Academic Affairs. Carroll and committee members thanked Tim for his energy and participation on the committee this year.

D. General Education Task Force – Melody LeHew

No report at this time. In the absence of LeHew, Carroll reported the final proposal on general education will not come to Academic Affairs until the fall. Nielsen asked about the transition details and whether a phase-in is still

likely to happen. Not being fully aware of all the details involved in their proposal, Carroll will check with LeHew regarding this.

6. Old Business

A. Faculty Senate elections update –

Primary ballots have been sent out by each unit and are due back March 5<sup>th</sup>. Final ballots will then be sent out by March 12<sup>th</sup>.

B. Course and Curriculum Policy Proposal update

The proposal has been approved by the Executive Committee to be placed on the March Faculty Senate agenda as an informational item. After careful review of the Faculty Senate constitution and University Handbook, the conclusion was reached that the Academic Affairs Committee has the ability to set the procedures used for course and curriculum changes without having full senate approval. The policy will go into effect Fall 2008. It was the decision of the Executive Committee that it will be the care of the Academic Affairs committee to implement this and oversee its use and effectiveness. Ms. Becker commented that after Faculty Senate sees the proposal, she and other key persons will be involved in meetings with the colleges to go over the proposal fully. Committee members will also need to review the information in detail since they will likely be asked questions about the process. It is important to remember that this will be a working document. It is not part of university handbook language and will not be set in stone. It will be reviewed thoroughly and modified when necessary to make it as “user friendly” as possible by the university community.

C. Plagiarism definition update

Since the last Academic Affairs meeting, the Provost has created an ad hoc committee. Members are David Allen, Cheryl Strecker, and Elizabeth Dodd. Dodd will be sure to report back to this committee and may ask for assistance in this process. Carroll thanked Dodd in advance for her contribution to this committee.

D. Substitute for March 31 Exec meeting and April 1 Academic Affairs meeting

Carroll requested that if anyone can take her place for these two meetings please email her.

7. New Business

8. For the good of the University

Ramaswamy reported on Institutional Repositories and the benefits of self-archiving. If you have questions about copyright, you can ask your subject librarian.

9. The meeting was adjourned at 4:47 p.m.