

**MINUTES**  
**Faculty Senate Academic Affairs**  
**October 19, 2010, 3:30 p.m.**  
**Union Room 204**

Present: Baillargeon, Bennett, Cox, DeRouchey, Easton, Hornsby, Moser, Oliver, Roberts, Sachs, Spears, Zajac  
Absent: Ganta  
Guests: Nielsen

1. Dan Moser, Chair, called the meeting to order at 3:30 p.m.
2. The October 5, 2010 minutes were approved as submitted.
3. Course and Curriculum Changes
  - A. Undergraduate Education -

1. A motion was made by Spears and seconded by Roberts to approve the following curriculum change as approved by the college of Human Ecology on October 6, 2010 (approval sheets sent out by Karen Pence to the listserv on October 8, 2010):

**CURRICULUM CHANGE**

*School of Family Studies and Human Services*

Changes to BS in Family Studies and Human Services – Communication Sciences and Disorders (see pages 4-6 of the approval sheets for details)

Motion carried.

2. A motion was made by Roberts and seconded by Cox to approve the following course and curriculum changes (with the exception of the Aerospace Studies minor which will be voted on separately) as approved by the College of Arts and Sciences on October 7, 2010 (approval sheets sent out by Karen Solt to the listserv on October 8, 2010):

**COURSE CHANGES and ADDITIONS:**

*Chemistry*

Changes:

CHM 372 Forensic Chemistry and Criminalistics

*Communication Studies, Theatre, and Dance*

Add:

COMM 499 Honors Project

THTRE 499 Honors Project

*Modern Languages*

Add:

HINDI 101 – Hindi I

HINDI 102 – Hindi II

ITAL 105 – Italian for Travelers

JAPAN 299 – Special Studies in Japanese

*Music*

Add:

MUSIC 296 – Jazz Theory I

MUSIC 297 – Jazz Theory II

MUSIC 373 – Jazz Guitar Seminar

**CURRICULUM CHANGES and ADDITIONS:**

*Aerospace Studies*

Add:

Minor in Aerospace Studies (see approval sheets for further detail)

RATIONALE: Adding an Aerospace Studies Minor adds credibility to the department's current curriculum and will help encourage more students to come join Air Force ROTC at Kansas State University.

IMPACT: None

EFFECTIVE DATE: Fall 2011

*Mathematics*

Change:

Changes to the Actuarial Mathematics Program (see approval sheets for further detail)

RATIONALE: We are updating our list of recommended (not required) courses for the actuarial math concentration to match the list of K-State courses approved by the Society of Actuaries/Casualty Actuarial Society which appears on page 182 of the Directory of Approved courses for VEE (Verification of Educational Experience) – by Institution at <http://www.soa.org/files/pdf/edu-vee-dir-approved-courses.pdf>

EFFECTIVE DATE: Spring 2011

*Military Science*

Drop:

Military Science Minor

RATIONALE: The Military Science department has not had any students in the Military Science minor since 1996. The department would like to drop the minor. There are no requirements in DARS for the minor. The Undergraduate Catalog lists the whole Military Science (Army ROTC) program as the requirements for the minor.

IMPACT: None

EFFECTIVE DATE: Spring 2011

*Music*

Change:

Changes to the Jazz Studies Minor (see approval sheets for further detail)

RATIONALE: This revision will update the curriculum to fit the developmental needs of the students and facilitate an educationally sound sequence of studies.

IMPACT: None

EFFECTIVE DATE: Spring 2011

*Women's Studies*

Change:

Changes to the Women's Studies Minor (see approval sheets for further detail)

**RATIONALE:** These should have been submitted at various times over the past 5 years: as new course forms went through all the proper steps. They should have been accompanied by curriculum change forms so that the new courses could count toward the minor.

**EFFECTIVE DATE:** Spring 2011

Changes to Women's Studies B.A./B.S. (see approval sheets for further detail)

**RATIONALE:** These should have been submitted at various times over the past 5 years: as new course forms went through all the proper steps. They should have been accompanied by curriculum change forms so that the new courses could count toward the major.

**EFFECTIVE DATE:** Spring 2011

The new Aerospace Studies minor was pulled out to be voted on separately. Motion carried to approved all course and curriculum changes with the exception of the new Aerospace Studies minor. Also, it was noted that the rationale for the Music Jazz minor curriculum change was somewhat vague and for future it would be better to make it a little more concrete.

Moser commented that he and the Leadership Council of FS will meet with the Provost next week and one of the topics he and Rintoul will discuss with her will be whether assessment pieces for minors should still continue. They are not a BOR mandate, but were mandated by the former provost. Currently however, minors are still required to have an assessment piece.

Discussion took place surrounding the new Aerospace minor. One main question was whether or not Aerospace Studies and Military Personnel had talked about the fact that one program (Military Science) is dropping their minor and another is adding one. Committee members also had a concern about the language referring to cadets instead of students. The choice was made to table the minor and get further clarification. They would like to request the department replace wording of cadet to student. They would also like further rationale regarding why this minor will be successful since the Military Science minor is being dropped. Roberts commented this new minor seems to reward students who are already in these types of courses. Do other universities offer this type of minor so that this would be competitive? Will it be available to non-cadets? A brief question about the title of the minor being named after the department was discussed and whether or not this could be confusing to outside persons. Spears moved to table this new minor and ask the department to answer the questions outlined above. Cox seconded. Motion carried. Another question came up after the vote. Is the summer course a requirement or would there be a substitute course? Moser will contact the department for further information and see if they can have it available for the next meeting.

- B. Graduate Education – A motion was made by Spears and seconded by Cox to approve the following course changes and additions as approved by the Graduate Council on October 5, 2010 (see pages 68 - 70 of the Graduate Council agenda – expedited items do not need approval by FS Academic Affairs):

**COURSE CHANGES and ADDITIONS:**

Changes:

CS 728 Theriogenology – Companion Animal Core  
CS 755 Clinical Small Animal Orthopedic Surgery  
CS 783 Theriogenology Companion Animal Elective

Add:

CS 787 Pain Management  
CS 788 Advanced Equine Studies  
CS 878 Wound Healing

DMP 680 Problems in Pathobiology  
DMP 844 Global Health Issues  
CS 771 General Dentistry  
CS 789 Theriogenology – Production Animal Core  
CS 790 Therio Production Animal Elective  
DMP 888 Globalization, Cooperation, & the Food Trade

Motion carried.

4. Graduation list additions: A motion was made by Roberts and seconded by Zajac to approve the following graduation change:

May 2006:

Alison Ratzel, Bachelor of Science, College of Arts and Sciences (clerical error – was added to the August list instead of the May list – this is to correct the error)

Motion carried. Moser thanked committee members for their verbal votes last week and cooperation to approve the posthumous degree for Bradley Murray who passed away last week. It was an unusual circumstance and because there was a Faculty Senate meeting that Tuesday afternoon, it was able to be cared for.

5. Reports

A. CAPP – Kelli Cox

CAPP Discussed stand-alone minors and questions such as: How does a student get into it whether they are a K-State Graduate or non K-State graduate? The procedures have not been identified yet, therefore, Lynn Carlin and Alison Wheatley are working on language for the catalog to clarify that the offering of a stand-alone minor is still in process. Also reported was that the drop deadline date for students has changed. If the date falls on a weekend or holiday it will be the next business day. This will take effect in fall 2011. Course tags were discussed for the K-State 8. Clegg will visit their next meeting to discuss that process.

B. iSIS Task Force

Moser was unable to attend this meeting. Nielsen relayed it was a meeting with Ken Stafford to discuss purpose of the committee. This is part of Stafford's goal to meet with all of these types of committees. Moser reminded committee members iSIS will be down during the week of Thanksgiving.

6. Old Business

A. K-State 8 Assessment piece – discussion/changes

Moser opened the floor for discussion regarding the K-State 8 assessment piece that was discussed at the October 12 FS meeting and whether any alterations are necessary due to that discussion. Easton passed out a proposed wording change to the assessment proposal on page 2. The proposed change addresses closing the feedback loop. Hornsby also passed out information about three major concerns he has: 1) temporal nature of the surveys and when they're conducted 2) concept of breadth of knowledge and 3) feedback loop to the colleges and faculty right now would provide indirect feedback. General consensus is that the program is broad enough that it has faculty support; however, assessment is still a difficult piece because of varying desires for what is assessed. Timing of the survey was discussed thoroughly among committee members. Discussion continued about closing the feedback loop. Easton felt very uncomfortable with the possibility that students will not gain a breadth of knowledge from a course that is tagged with a certain focus of the K-State 8. It was suggested that we need to start the program to have a baseline and see what data comes through. Spears moved to make an amendment to the proposal on page 2. Easton seconded. Motion carried. This amended proposal will move forward to Executive Committee to be placed on the November FS agenda. The change made is on the second page of the proposal, last paragraph before "Program Assessment" subheading and is as follows:

FROM: Reports will be provided to the colleges to share with their departments. Departments will be encouraged to consider how the assessment results demonstrate their ~~students'~~ breadth of knowledge across ~~varied disciplines~~. Solutions to fill educational gaps will continue to be the responsibility of the academic programs.

TO: Reports will be provided to the colleges to share with their departments. Departments will be encouraged to consider how the assessment results demonstrate their majors' breadth of knowledge across the K-State 8 as well as how effectively their tagged courses contribute to the K-State 8. Solutions to fill educational gaps will continue to be the responsibility of the academic programs.

B. Stand Alone Minor implementation

Conversation by CAPP about what minors could be used for stand-alone minors for K-State students and graduates. As a reminder, non K-State graduates could only participate in minors that have been approved through the course and curriculum process to be offered outside of K-State graduates. Cox reported that out of the 43 minors offered at KSU, 16 would need to revise language in order to get offer the minor as stand-alone because the wording currently ties it to a degree program, etc.

C. Appropriate use of Topics courses

Moser spoke to Sue Maes regarding courses such as these and she agreed that putting them through as regular courses would be wise. Those new course proposals will be forthcoming.

As a follow up to the last meeting and conversation about having a more concrete policy for topics courses and how many times they can be offered, Bennett reported he had visited with a couple of deans in his college. Currently there is no current policy in Arts and Sciences about these types of courses and it was noted that it seems better to not have a concrete policy. Instructors typically do not misuse this type of course offering. However, on occasion it does happen, while rare. It could be worthwhile to have a guideline or recommended standard. It was suggested a statement could be added in the Approval, Routing, and Notification Procedures for Course and Curriculum changes.

Bennett offered some wording for the instruction manual to include under the policies section:

“The expectation is that an undergraduate course will not be offered more than six times in a three-year time period.” Moser will mention to faculty senators that Academic Affairs is considering adding this general statement to see if there is any objection.

7. For the good of the University

Moser reported that the BAPP (Business Administration Pre-Professions) program is working on what is called a thematic sequence. It would include a three-course track to broaden a students' experience.

Currently they are working on 47 of these sequences. How will these get approved? Should the concept be approved or do all 47 sequences need approval? This will be discussed further.

8. The meeting was adjourned at 5:17

Next meeting is Tuesday, November 2, 2010, Union Room 204