

MINUTES
Faculty Senate Academic Affairs
September 6, 2011, 3:30 pm
Union Room 204

Present: Bennett, Bonella, Bormann, DeRouchey, Dille, Easton, Roberts, Sachs, Spears, Stewart, and Zajac
Absent: Arthaud-Day and Ganta
Guests: Monty Nielsen, Ruth Dyer

1. Andrew Bennett, Chair, called the meeting to order at 3:30 pm and introduced new and returning members.
2. The May 17, 2011 minutes were approved as submitted.
3. Course and Curriculum Changes - none
4. Graduation lists and list additions – Bennett gave a brief history on Academic Affairs involvement in approving graduation lists and additions. A motion was made by Roberts and seconded by Zajac to approve the following graduation lists and additions.

December 2010 Graduation list as submitted by the Registrar's office
May 2011 Graduation list as submitted by the Registrar's office

May 2011

James Russell Harris, Master of Science, Graduate School (clerical error)
Jacque D. Schultz, Master of Science, Graduate School (clerical error)

August 2010

Nathaniel Myers, Bachelor of Science, College of Arts & Sciences (credit hour waived, degree approved by dean)

December 2010

Megan Chaffee, Bachelor of Science, College of Arts & Sciences (application error – transfer work)

May 2008

Brandi N. Abel, Bachelor of Science, College of Engineering (requirements were completed)
Wendy Idell Hanzlik, Master of Science, Graduate School (transfer course work submitted)

December 2004

Brandi Cantrell, Bachelor of Science, College of Arts & Sciences (application error – technical)

Motion carried.

5. Old Business:

a. Suggested language for Course Syllabus

Background: Came out of FSCOT and was discussed at FS on May 10

Bennett reviewed the handout with committee members and reminded them where this language started. Examples have been brought forward for discussion. Bennett reminded the committee of an issue raised by Bonella at the last meeting about the fact that students ask librarians for help and they are not sure at times where the line should be drawn as to whether they are authorized to give the aid.

Bennett asked for input from Bormann. She feels this type of language in a student's syllabus would be beneficial in clarifying for them what is acceptable. She likes the idea of having different options available to suit the class since each is unique. Easton was concerned over the language "everyone" in the last paragraph on page 1. Zajac also commented on the very last paragraph on page 2.

These are *examples* that could be helpful for teachers to have available for the student at the start of the class. Also, the document of options provided here would be in supplementation to the honor code; not a replacement of it. This is to help make clear to students what is authorized. Conversation also turned back to previous exams being available for future students to use.

Spears suggested on page 1, the last paragraph, deleting the wording “everyone has turned in their work” and replacing it with “unless authorized by the instructor”.

Dyer observed that it really seems all these items being discussed tie into the fact we are trying to define what is authorized help for students. These examples really make clear for students what IS authorized. In the end, what is placed in the syllabus will have to be left up to the instructor, but having examples that could be used would aid in better communication between the student and instructor.

Action items: Bennett asked for Zajac and Bonella to work on a couple of the paragraphs and see if we can have a few more concrete suggestions for next meeting. Bennett will see if David Allen from the Honor & Integrity System might be available for the next meeting. Once Faculty Senate has accepted example language, Bormann will take it to Student Senate.

b. K-State 8 Background:

Update on development of rules for courses to satisfy tags

Bennett updated members that Faculty Senate and the K-State 8 College Council, assisted by the Provost office, will put together a joint task force to review K-State 8, specifically in connection to the tagging of courses. Academic Affairs may address this topic once the task force comes back with their work.

6. New Business:

a. K-State 2025

Background: President Vontz has asked all Faculty Senate standing committees to consider what our roles should be in the K-State 2025 process.

Bennett passed out a handout to committee members from one of the themes from the K-State 2025 (the undergraduate educational experience). There are many other themes; this is just one that seemed appropriate for the Academic Affairs committee.

Dille asked if we would be involved in policy changes or where our involvement would be. Bennett responded this is the time where, while in draft, we could determine what Faculty Senate’s role could and should be and we want to be proactive about helping.

Stewart commented perhaps we could be a partner in regulating items in #4 on the handout. Zajac commented on #13. After *much* discussion about what role Academic Affairs plays, it seems at this time it might be best to allow progress and creativity to flow freely and if policy needs to be made, Academic Affairs will be very happy to assist with this.

Undergraduate research projects and scholarships did come up on the radar. This will be discussed further at the next meeting.

7. iSIS report – Dille

Dille reported that one item of note was that newer social security numbers coming out are starting with 8s and the wildcat cards also have 8s so after time this may have an impact on each other.

Bennett commented that CAPP met in July as well. Nielsen noted they also discussed the syllabus language that was talked about today.

8. Announcements/for the good of the University

None.

9. The meeting adjourned at 4:50 pm.

Next meeting is Tuesday, September 20, 2011, Union Room 204, 3:30 pm