

**MINUTES**  
**Faculty Senate Academic Affairs**  
**December 20, 2011, 3:30 pm**  
**Union room 204**

Present: Marne Arthaud-Day, Andrew Bennett, Laura Bonella, Joel DeRouchey, Todd Easton, Kevin Roberts, David Sachs, Jackie Spears, David Stewart, and Rick Zajac  
Absent: Kate Bormann, Anita Dille, Roman Ganta  
Visitors: Monty Nielsen, Ruth Dyer, Kelli Cox

1. Andy Bennett, Chair, called the meeting to order at 3:30 p.m.
2. The December 6, 2011 minutes stood approved as submitted.
3. Course and Curriculum Changes
  - A. Undergraduate Education -
    1. A motion was made by Roberts and seconded by Spears to approve the following course and curriculum changes as approved by the College of Agriculture on November 17, 2011 (approval sheets sent out by Janet Roggenkamp to the listserv on December 1, 2011):

**COURSE CHANGES:**

*Department of Agricultural Economics*

Add:

AGEC 115 Decision Tools for Agricultural Economics and Agribusiness

K-State 8: Empirical and Quantitative Reasoning

AGEC 501 Data Analysis and Optimization

K-State 8: Empirical and Quantitative Reasoning

Drop:

AGEC 490 Computer Applications in Agricultural Economics and Agribusiness

Change:

AGEC 500 Production Economics

AGEC 505 Agricultural Market Structures

AGEC 513 Agriculture Finance

*Department of Animal Sciences and Industry*

Change:

ASI 533 Anatomy and Physiology

*Department of Food Science and Industry*

Add:

FDSCI 101 Food Science & Industry Orientation

**CURRICULUM CHANGES:**

*Department of Agricultural Economics*

Changes to the B.S. in Agribusiness (see supplemental information for detail):

Agribusiness Option

Food Industry Option

International Option

Changes to the B.S. in Agriculture, Agricultural Economics major (see supplemental information for detail):

Farm Management Option

Natural Resources Option  
Specialty option  
Specialty option: Pre-Law  
Specialty option: Quantitative

*Department of Animal Sciences and Industry*

Changes to the B.S. in Agriculture, Animal Science & Industry major (see supplemental information for detail):

Animal Products Option  
Bioscience/Biotechnology Option  
Business Option  
Communications Option  
Science/Pre-Vet Option  
Production/Management Option

*Department of Food Science & Industry*

Changes to the B.S. in Food Science & Industry (see supplemental information for detail):

Business & Operations Management Option  
Science Option

*Department of Grain Science & Industry*

(Grain Science and Industry minors)

Changes to the Bakery Science Minor in order to allow it to be offered to non-K-State graduates

Changes to the Feed Science Minor in order to allow it to be offered to non-K-State graduates

Add:

Grain Handling Operations Minor – to be available also for non-K-State graduates

*Department of Horticulture, Forestry, and Recreational Resources*

Changes to the B.S. in Wildlife and Outdoor Enterprise Management

Motion carried

2. A motion was made by DeRouchey and seconded by Spears to approve the following course additions and curriculum change as approved by the College of Business Administration on December 7, 2011 (approval sheets sent out by Alice Neidfelt on December 8, 2011):

**COURSE ADDITIONS:**

*Department of Marketing*

Add:

MKTG 560 Sales Management, K-State 8: Social Sciences

MKTG 570 Advanced Selling, K-State 8: Social Sciences

**CURRICULUM CHANGE:**

Drop:

The Agribusiness option within the Marketing major.

Discussion: Brief comments on K-State 8 tags. Arthaud-Day responded to the questions.

Motion carried.

3. A motion was made by Roberts and seconded by Zajac to approve the following curriculum change as approved by the College of Human Ecology on December 8, 2011 (approval sheets sent out by Marqueta Wall on December 9, 2011):

**CURRICULUM CHANGE**

*Department of Human Nutrition*

Changes to the B.S. in Human Nutrition to reduce total credit hours from 124 to 120 to reflect current BOR requirements.

Discussion: Dyer wanted to clarify that the Board of Regents does not “require” lower credit hours to graduate. This is simply a minimum requirement; degrees may have more credit hours required for completion.

Motion carried.

B. Graduate Education

1. A motion was made by DeRouchey and seconded by Arthaud-Day to approve the following course changes and additions as approved by the Graduate Council on December 6, 2011:

**COURSE CHANGES**

Change:

MC ~~685~~ 585Media Management

Add:

FSHS 724 The Army Family: from Challenge to Resilience

EDACE 765 Adult Learners and Integrating Technology into Curriculum

EDACE 785 Designing Classroom Instruction and Curriculum for Adult Learners

EDCI 781 Teaching the Theoretical Foundations of Constitutional Government

EDCI 782 Teaching the Historical Origins of Constitutional Government

EDCI 783 Teaching the Development of Constitutional Principles

EDCI 784 Teaching the Institutions of Government

EDCI 785 Teaching the Bill of Rights

EDCI 787 Teaching Citizenship

EDCI 794 Advanced Methods of Teaching

MC 760 Communication and Risk

MC 785 – Issues in Media Management

MATH 705 – Computational Math

SPAN 600 – Introduction to Linguistics

PHYS 741 – The Physics of Lasers

PHYS 775 – Biological Physics

PHYS 870 – Nonlinear and Quantum Optics

SOCIO 645 – Post-Communist Societies

Discussion: Spears commented briefly on the rationale for creation of the Education course proposals.

Motion carried.

2. A motion was made by Spears and seconded by Zajac to approve the following new graduate certificate as approved by the Graduate School on December 6, 2011:

**CURRICULUM CHANGES**

Add:

*College of Education*

Graduate Certificate in Adult Learning

Discussion: Spears gave a brief background about the desire for the certificate program. This was in response to a constituency request for access to a certificate program, not a Masters or PhD.

This will be a distance education program and does not conflict with other programs offered.

DeRouchey just wanted to touch on the topic of budget/funding and sustainability of the program since this has come up before. Spears will be prepared to answer those questions.

Motion carried.

C. Old Business – Course and Curriculum

1. Update on the following course changes as approved by the College of Arts and Sciences on October 6, 2011 and November 3, 2011 (approval sheets sent out by Karen Solt on November 4, 2011):

**COURSE CHANGES**

*Political Science (Nov. 3)*

Changes:

From: ~~POLSC 301~~ – Introduction to Political Thought

To: POLSC 165 – Introduction to Political Thought

From: ~~POLSC 325~~ – U.S. Politics

To: POLSC 115 - U.S. Politics

From: ~~POLSC 333~~ – World Politics

To: POLSC 155 - World Politics

From: ~~POLSC 344~~ – Introduction to Comparative Politics

To: POLSC 135 - Introduction to Comparative Politics

*English (Oct. 6)*

Add:

ENGL 756 Business Communication

ENGL 758 Scientific Communication

Bennett referred committee members to the letter sent by the department indicating that the three units came to a consensus that two of the courses will be sent forward while two will come forward at a later time. There was some confusion about which two courses were going forward because the information in the letter and the background email, which was included, were in conflict. A motion was made by Spears and seconded by Zajac to approve two of the above POLSCI courses. Bennett will confirm with the department which two are going forward and will report back to committee members. Stewart, who attended the meeting where these were discussed with the department and the Salina representative, commented the meeting was very productive and helped them to come to a better understanding of each other's needs.

Motion carried.

Bennett reminded committee members of the concern over the English courses and reported he has not heard back from the Department of English yet. He will contact them again before the next January Academic Affairs meeting.

2. Update on the following course changes as approved by the College of Architecture, Planning and Design on November 18, 2011:

**COURSE CHANGES:**

*Department of Architecture*

Add:

ARCH 274 Digital Architecture I, K-State 8 tag: Aesthetic Experience and Interpretive Understanding; Empirical and Quantitative Reasoning

ARCH 373 Digital Architecture II, K-State 8 tag: Aesthetic Experience and Interpretive Understanding; Empirical and Quantitative Reasoning

ARCH 374 Digital Architecture III, K-State 8 tag: Aesthetic Experience and Interpretive Understanding; Empirical and Quantitative Reasoning

PLAN 510 Tech Module, K-State 8: Empirical and Quantitative Reasoning, Natural and Physical Sciences.

Sachs reported he took the three architecture courses back to his department head who actually teaches these courses. His department head has sent forward a letter with explanation on the proposed tags and would like to keep the tag in the sequence. Sachs then went to the head of Landscape Architecture regarding PLAN 510. This course will be put forward with no K-State 8 tags.

Spears mentioned to committee members a concern that has come up about what the role of Academic Affairs is. The committee certainly does not want to micro manage colleges and individual faculty; however, there is also necessity to be thorough in light of the many changes that have come forward in the past couple of years. Therefore, reviewing proposals and asking thoughtful questions to be sure they are good for the student and university is entirely appropriate.

A motion was made by Sachs and seconded by Zajac to pass the Arch courses with the tags being on the ARCH 374 course and the PLAN course with no tags. Motion carried.

3. Update on the following curriculum addition approved by the Graduate Council on November 1, 2011:

### **CURRICULUM ADDITION**

#### New Graduate Certificate in Homeland Security

Bennett reported that he and Tom Vontz, Faculty Senate president, met with Carol Shanklin, Dean of the Graduate School regarding the recent vote of Faculty Senate on the new graduate certificate in Homeland Security. The biggest hold back seems to be that it is not housed within a department at K-State and it has only GRAD courses, therefore it would be difficult to assess the program. Spears had done a little research and it turns out there are 17 interdisciplinary certificates, which are all housed in K-State departments and which have a good deal of involvement from faculty at K-State. There *were* comments in favor of the program and its content at the senate meeting, but not a strong enough voice to get a vote in favor of the program. Shanklin will meet with Cheryl Polson and Charlie Griffin to determine what the next best steps are. She also questioned whether there are issues in proposing GRAD courses. No. GRAD courses in themselves are not the problem, but this particular program has *all* GRAD courses. Easton commented on the point there is still no way to assess the *program* if there are only ALL grad courses, this will be very difficult. It may be possible, if there is not a proliferation of these courses, that the Office of Assessment and someone from the grad school could assess the courses. This seems to be a possible solution to address that particular problem. DeRouchev asked if there is any feel for where this may go. Not at this point, but it appears they would like to move quickly on it.

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

#### August 2010

Ashley Walker, Bachelor of Science in Education, College of Education (grade change paperwork finalized)

#### December 2009

Curtis McClain, Bachelor of Science, College of Arts & Sciences (application error-technical)

Motion carried.

5. New Business
  - A. Credit Hour definition

Bennett reported committee members should have received a copy of the proposed definition for a credit hour. The university is in need of having this defined. The definition will be placed in the University Handbook in Section F, dealing with instruction and academic procedures. Dyer questioned what was going in the university handbook. This was discussed by members and visitors. Spears had a question about the intersession and summer course section. These are listed as *examples*. Easton had a question as well about contact hours. Other various questions were raised and discussed.

Bennett has passed this through Faculty Affairs co-chairs and received their feedback and approval. Jackie suggested having part of this in the department heads manual, perhaps the language outlined in the proposed F116 and F117 and then F115 could be in the University Handbook. Easton spoke in favor of having the whole thing in the university handbook.

A motion was made by Easton and seconded by Stewart to approve the proposal to be placed in the university handbook. Spears moved to amend the motion to have F115 placed in the University Handbook with a link for the rest of the information in the department head's manual and potentially other places if necessary. Amendment was seconded by Roberts. Nielsen clarified what would go in the catalogs – proposed F115 will go in the catalog. Easton commented that he feels it is a mistake to put the rest of the information in the department head's manual because faculty proposing a course would not look there as well as other reasons. DeRouche commented that communication should occur between a department head and a faculty member proposing a course, so the communication piece needs to be there and he thought the motion should be sufficient. Cox also thought having this in the Approval, Routing, and Notification manual may be good, or on the course forms, since they are available through the Registrar web page and faculty go to those forms when proposing a new course.

Motion on the amendment: 5 in favor, 4 against. Amendment passed. Cox brought up that there are no definitions either for seminar, research hours, topic courses, etc which could become confusing when this goes into effect. It would be good to look into defining these as well so there could be some consistency. Credit hour and distance credit hour is being discussed at a higher level as well. This definition was passed through the general counsel's office to hopefully outline something that may be similar to what the government may come up with at a later time. It remains to be seen.

Vote on the amended motion passed with one against and one abstention. Therefore, the committee passed that F115 will be placed in the University Handbook with a link to the rest being included in the department head's manual and elsewhere as needed. Bennett noted that this will still need to go before senate.

B. Approval, Routing and Notification manual – Discussion

Bennett commented on certain areas the manual needs updated. It still refers to UGE instead of K-State 8 at this time; also, in light of the recent interdisciplinary graduate certificate, as well as other graduate certificate programs, the Appendix O flowchart may need some revisions. Carol Shanklin also agreed and would like someone from Grad School to be included. This will be discussed at a future meeting. A small subgroup of Academic Affairs and someone from Grad School as well as CAPP may be asked to begin reviewing this in January or February.

C. Course and Curriculum proposals – what should be included?

This item and the committee reports will be placed on the January 17, 2012 Academic Affairs agenda.

6. Committee Reports

A. iSIS – Bennett

B. CAPP – Bennett

C. Library Committee – Sachs

7. Announcements/for the good of the University

Grades were due at 5pm today.

8. The meeting was adjourned at 5:00 p.m.

Next meeting is Tuesday, January 17, 2011, Union room 204, 3:30 pm