Present: Haddock, Herald, Molt, Mortensen, Olsen, Pesci, Selfridge, Smith, Spears, Yagerline

Absent: McGivern, Roush, Schlup

I. Call to Order

The meeting was called to order by Jackie Spears, Chair, at 3:40 p.m.

II. Approval of minutes of November 6, 2001 Academic Affairs Committee meeting.

A motion was made by Herald and seconded by Olsen to approve the minutes of the November 6, 2001 Academic Affairs meeting. Motion passed.

III. Announcements

A. Spears discussed an article that appeared in the Collegian a couple of weeks ago that reported that the BOR had passed a policy that increased the number of upper division classes students must complete to graduate. The number was increased from 40 to 54 credit hours. Spears said that since the article was written, the BOR has realized the difficulty this will pose for academic programs. For now, universities will operate as they always have regarding upper level division classes.

B. Spears also reported that she received a letter from Jim Guikema regarding adding band direction as a graduate music education focus. In the letter, Guikema said it was not necessary for Music to have this action go through Graduate Council or Faculty Senate. The committee decided to discuss this issue under New Business.

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Molt and seconded by Herald to approve Undergraduate Course and Curriculum Changes approved by the College of Arts and Sciences November 8, 2001. Motion passed.

Health Professions Advising

CHANGE:

CHANGE TO UNDERGRADUATE CATALOG:

/Page 94, undergraduate catalog **see page 24 of white sheets for details

Name change for the major Medical Technology to: Clinical Laboratory Science (Medical Technology)
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 030</td>
<td>Writing Laboratory</td>
</tr>
<tr>
<td>ENGL 110</td>
<td>Honors English I</td>
</tr>
<tr>
<td>ENGL 125</td>
<td>Honors English II</td>
</tr>
<tr>
<td>ENGL 150</td>
<td>English Studies Abroad</td>
</tr>
<tr>
<td>ENGL 220</td>
<td>Fiction into Film</td>
</tr>
<tr>
<td>ENGL 230, 231, 233, 234</td>
<td>Introduction to Western Humanities</td>
</tr>
<tr>
<td>ENGL 230</td>
<td>Humanities: Classical Cultures to “Classical Cultures”</td>
</tr>
<tr>
<td>ENGL 231</td>
<td>Humanities: Medieval and Renaissance to “Medieval and Renaissance”</td>
</tr>
<tr>
<td>ENGL 233</td>
<td>Humanities: Baroque and Enlightenment to “Reformation to Enlightenment”</td>
</tr>
<tr>
<td>ENGL 234</td>
<td>Humanities: modern to “Modern”</td>
</tr>
<tr>
<td>ENGL 251</td>
<td>Introduction to Literary Studies</td>
</tr>
<tr>
<td>ENGL 261</td>
<td>British Literature: Medieval and Renaissance</td>
</tr>
<tr>
<td>ENGL 262</td>
<td>British Literature: Enlightenment to Modern</td>
</tr>
<tr>
<td>ENGL 287</td>
<td>Great Books</td>
</tr>
<tr>
<td>ENGL 295</td>
<td>Selected Studies in English</td>
</tr>
<tr>
<td>ENGL 299</td>
<td>Honors Topics in English</td>
</tr>
<tr>
<td>ENGL 300</td>
<td>Expository Writing III</td>
</tr>
<tr>
<td>ENGL 330</td>
<td>The Novel</td>
</tr>
<tr>
<td>ENGL 340</td>
<td>Poetry</td>
</tr>
<tr>
<td>ENGL 345</td>
<td>Drama</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 361</td>
<td>British Survey I</td>
</tr>
<tr>
<td>ENGL 362</td>
<td>British Survey II</td>
</tr>
<tr>
<td>ENGL 381</td>
<td>American Survey I</td>
</tr>
<tr>
<td>ENGL 382</td>
<td>American Survey II</td>
</tr>
<tr>
<td>ENGL 280</td>
<td>Selected American Ethnic Literatures to:</td>
</tr>
<tr>
<td></td>
<td>ENGL 385    Selected American Ethnic Literatures</td>
</tr>
<tr>
<td>ENGL 390</td>
<td>Fable and Fantasy</td>
</tr>
<tr>
<td>ENGL 395</td>
<td>Topics in English</td>
</tr>
<tr>
<td>ENGL 399</td>
<td>Honors Seminar in English</td>
</tr>
<tr>
<td>ENGL 400</td>
<td>Advanced Expository Writing for Prospective Teachers</td>
</tr>
<tr>
<td>ENGL 420</td>
<td>Literature and Film</td>
</tr>
<tr>
<td>ENGL 430</td>
<td>The Structure of English</td>
</tr>
<tr>
<td>ENGL 440</td>
<td>Themes in Literature</td>
</tr>
<tr>
<td>ENGL 445</td>
<td>Literary Kinds</td>
</tr>
<tr>
<td>ENGL 450</td>
<td>Literature and Society</td>
</tr>
<tr>
<td>ENGL 461</td>
<td>Introduction to Fiction Writing</td>
</tr>
<tr>
<td>ENGL 463</td>
<td>Introduction to Poetry Writing</td>
</tr>
<tr>
<td>ENGL 470</td>
<td>English Bible to “The Bible”</td>
</tr>
<tr>
<td>ENGL 476</td>
<td>American English</td>
</tr>
<tr>
<td>ENGL 485</td>
<td>Introduction to History and Theory of Composition and Rhetoric</td>
</tr>
<tr>
<td>ENGL 490</td>
<td>Development of the English Language</td>
</tr>
<tr>
<td>ENGL 498</td>
<td>Honors Tutorial in English</td>
</tr>
<tr>
<td>ENGL 499</td>
<td>Senior Honors Thesis</td>
</tr>
<tr>
<td>ENGL 516</td>
<td>Written Communication for the Sciences</td>
</tr>
<tr>
<td>ENGL 525</td>
<td>Women in Literature</td>
</tr>
<tr>
<td>ENGL 545</td>
<td>Literature for Adolescents</td>
</tr>
<tr>
<td>ENGL 562</td>
<td>Playwriting</td>
</tr>
<tr>
<td>ENGL 580</td>
<td>Selected World Literature</td>
</tr>
<tr>
<td>ENGL 599</td>
<td>Special Research in English</td>
</tr>
</tbody>
</table>
ADD:
ENGL 270 American Literature

DROP:
ENGL 271 American Literature: Colonial through Romantic
ENGL 272 American Literature: Realists and Moderns
ENGL 535 Literature of Aging

Department of Modern Languages
CHANGE:
FREN 502 French Literature in Translation

Department of Music
CHANGE:
MUSIC 200 Styles I, Elements of Music to: MUSIC 210 Music Theory I
MUSIC 201 Styles II, Textures of Music to: MUSIC 230 Music Theory II
MUSIC 202 Styles III, The Classical Period to: MUSIC 320 Music Theory III
MUSIC 218 Aural Skills Proficiency to: MUSIC 322 Aural Skills Proficiency
MUSIC 213 Styles IV, The Romantic Period to: MUSIC 360 Music Theory IV
MUSIC 417 Conducting

ADD:
MUSIC 225 Freshman Survey
MUSIC 231 Aural Skills I
MUSIC 321 Aural Skills II
MUSIC 361 Aural Skills III
MUSIC 517 Choral Conducting
MUSIC 518 Instrumental Conducting
MUSIC 525 Instrumentation and Arranging
MUSIC 530 Music History I: Ancient Greece through 1700
MUSIC 531 Music History II: 1700 to 1850
MUSIC 532 Music History III: 1850 to the Present

CHANGES TO UNDERGRADUATE CATALOG:
(Page 129, undergraduate catalog)
Music Minor **see page 26 of white sheets for details
The list of courses reflects changes to the core curriculum.

(Page 130, undergraduate catalog)
Proficiencies **see page 26 of white sheets for details
Change in Course numbers because of changes to the core curriculum

(Page 129, undergraduate catalog)
Bachelor of arts with a music major **see page 28 of white sheets for details
The list of music courses reflects changes in course names and credit hours for the core curriculum.

(Page 130, undergraduate catalog)
Bachelor of music education **see pages 29 - 30 of white sheets for details
The format for the music requirements has been changed to conform to the other degrees and for better readability. New course titles and numbers are necessary because of changes in the core curriculum of the music department. **Pending approval by the College of Education
(Page 129 - 130, undergraduate catalog)
CHANGE in Bachelor of Music **see pages 31 - 32 of white sheets for details
The list of music courses reflects changes in course names and credit hours for our core curriculum.
THTRE 268 for 267 which is not regularly offered.

(Page 90, undergraduate catalog)
CHANGE in Bachelor of Music **see page 33 of white sheets for details
To clarify general education requirements and give more flexibility for the science area.

Department of Women's Studies
CHANGE:
WOMST 150  Introduction to Women's Studies
WOMST 405  Senior Seminar in Women's Studies to:
            WOMST 610  Senior Seminar in Women's Studies

ADD:
WOMST 205  Gender, Ethnicity, and Class
WOMST 410  Feminist Thought
WOMST 550  Women and Popular Culture
WOMST 560  Women and Violence
WOMST 580  Women and Religion
WOMST 590  Field Experience in Women's Studies

DROP:
WOMST 506  Approaches to Women's Studies

Department of Kinesiology
CHANGE TO UNDERGRADUATE CATALOG:
(Page 119, undergraduate catalog) **see page 25 of white sheets for details
Reflects changes in course titles and curriculum passed through Faculty Senate in January 1998, but
not yet listed in printed catalog.

Department of Physics
CHANGE TO UNDERGRADUATE CATALOG:
ADD (list of basic courses and additional requirements)
(Page 135, undergraduate catalog) **see page 34 of white sheets for details
Minor in Physics
Some students in the other sciences and engineering now take one or two physics courses beyond
their basic requirements of Engineering Physics 1 & 2. These students could obtain formal
recognition by having a minor. We expect that the existence of the minor will encourage more
students in other disciplines to take 1 - 2 advanced physics courses.

Department of Statistics
CHANGE TO UNDERGRADUATE CATALOG:
(Page 151, undergraduate catalog) **see page 35 of white sheets for details
CIS has rearranged course offerings. CIS 203 no longer exists. That laboratory has been included
as a component in CIS 200, with that course changed to 4 credits.

2. A motion was made by Smith and seconded by Olsen to approve Undergraduate Course and Curriculum
Changes approved by the College of Engineering November 9, 2001. Motion passed.
Biological and Agricultural Engineering

CHANGE:
BAE 200    Engineering Methods to "Introduction to Biological and Agricultural Engineering and Technology"
BAE 530    Natural Resource Engineering
BAE 536    Agricultural Engineering Design I

DROP:
BAE 512    Functional Analysis of Agricultural Machinery
BAE 521    Energy in Biological Systems
BAE 551    Hydrology
BAE 566    Design of Agricultural Structures

ADD:
BAE 350    Agricultural Machinery Systems
BAE 351    Agricultural Machinery Systems Lab
BAE 531    Natural Resource Engineering Field Laboratory
BAE 535    Fundamentals of Structures and Environment Engineering

CURRICULUM CHANGES:
General Option **see pages 7, 11, and 12 of white sheets for details
Environmental Option **see pages 8, 13, and 14 of white sheets for details
Food Engineering Option **see pages 9, 10A, and 15 of white sheets for details

NAME CHANGE:
FROM: Food Engineering Option
TO:    Procession Option **see pages 10A and 16 of white sheets for details

NEW OPTION:
Machinery Option **see pages 10B and 17 of white sheets for details

CHANGES:
CIS 605    Programming Languages to CIS 505 Programming Languages
CIS 570    Introduction to Formal Language Theory

Computer Science
CURRICULUM CHANGES:
Bachelor of Science in Computer Science
CIS 605 is being renumbered to CIS 505 **see pages 20, 21, and 22 of white sheets for details

Information Systems
CURRICULUM CHANGES:
Bachelor of Science in Information Systems
CIS 605 is being renumbered to CIS 505 **see page 20, 23, and 24 for details

General Engineering Course Modifications
MODIFICATIONS:
DEN 120    Minority Engineering Enrichment Seminar to "Multicultural Engineering Enrichment Seminar"
DEN 220    Minority Engineering Colloquium to "Multicultural Engineering Colloquium"
Embedded Systems Minor - the Computer Engineering program of the Dept. of Electrical and Computer Engineering offers an interdisciplinary minor in Embedded Systems. The minor requires 15 semester hours. **see page 28 of white sheets for details

Industrial and Manufacturing Systems Engineering

Course changes - Industrial Engineering Program

CHANGE:
IMSE 560  Introduction to Operations Research I
IMSE 251  Manufacturing Processes Laboratory
IMSE 555  Industrial Facilities Layout and Design
IMSE 591  Senior Design Project I
IMSE 592  Senior Design Project II
IMSE 580  Manufacturing Systems Design and Analysis
**see pages 29 - 35 of white sheets for details

Course Changes - Manufacturing Systems Program

DROP:  Restrictive Elective  3 credit hours
       CE 530          4 credit hours
ADD:   CE 530          3 credit hours
Credit hours required for graduation change to 130.
**see pages 33, 36, and 37 of white sheets for details

B. Graduate Education

1. A motion was made by Pesci and seconded Smith to approve the Graduate Course & Curriculum Changes approved by Graduate Council December 4, 2001 (postponed from their November 6, 2001 meeting). Motion passed.

CHANGE
EDCEP 721  Mental Health in Schools
EDSP 750  Characteristics and Needs of Individuals Who are Gifted
EDSP 847  Methods and Materials for Learners who are Gifted

DROP
CS 864  Equine Advanced Hard Tissue Surgery
CS 865  Equine Advanced Soft Tissue Surgery
STAT 807  Applied Geostatistics

NEW
ANTH 684  Forensic Medicine and the Investigation of Death
BIOL 622  Cellular and Developmental Biology of the Nervous System
BIOL 823  Demographic Methods
MC 712  Environmental Communications
POLSC 655  International Politics of Latin America

2. A motion was made by Herald and seconded by Haddock to approve the Graduate Course and Curriculum Changes approved by Graduate Council on December 4, 2001. Spears reported that PLPTH 915 (Chromosome and Genome Analysis) was left off the list on the Graduate Council agenda and should be added to the list below. Motion passed.
CHANGE
AGCOM 810 Agriscience Communication
AGEC 680 Risk Management
ATM 653 Water Management and Irrigation Systems
BAE 636 Agricultural Engineering Design II
BAE 705 Irrigation Engineering
BAE 750 Analysis and Design of Off-Highway Vehicles
CIS 605 Programming Languages
CIS 705 Programming Language Design
CIS 706 Translator Design I
EDCIP 803 Curriculum Development
EDCIP 808 Curriculum in the Inner City
EDCIP 831 Contemporary Issues in Teaching and Learning
EDCIP 832 The Role, Organization, and Function of Community Colleges
EDCIP 882 Teaching and Learning Models
EDCIP 879 The Community College Curriculum and Instructional Services
EDCIP 821 Contemporary Mathematics in Elementary/Middle Schools
EDCIP 822 Trends in Elementary/Middle-Level Social Studies
EDCIP 834 Improving Elementary/Middle-Level Science Teaching
EDDEL 840 Assessment in Reading/Language Arts
EDDEL 841 Individualized Reading and Writing Instruction
EDETC 718 Learning Technologies
EDSEC 776 Teaching in Middle Schools
EECE 636 Introduction to Computer Graphics
EECE 885 Power Systems Operation and Control
GEOG 801 Graduate Colloquium II
IMSE 633 Production Planning and Inventory Control
IMSE 780 Methods of Operations Research
MUSIC 714 Advanced Orchestration
PLPTH 676 Fusarium Laboratory Workshop
PLPTH 915 Chromosome and Genome Analysis
WOMST 810 Gender: An Interdisciplinary Overview

DROP
EDCIP 704 Extra-Class Activities
EDCIP 805 Curriculum Construction for Elementary and Secondary Schools
EDCIP 836 Individualized Instructional Programs
EDETC 719 Microcomputers in Instruction Lab
EECE 742 Data Communications

NEW
AGCOM 712 Environmental Communication
AGEC 710 Comparative Food and Agriculture Systems
ATM 654 Water Management and Irrigation Systems Lab
BAE 650 Energy and Biofuel Engineering
BAE 761 Natural Treatment Systems
EDADIL 770 Educational Change and Technology
EDCIP 740 Curriculum Materials for Dual Language Learners
EDCIP 890 Master's Project
EDEL 755 Tradebooks in Elementary/Middle Schools
EDEL 758 Reading/Writing Connections
EDEL/EDSEC 760 Teachers as Researchers
EDEL/EDSEC 768 Enhancing Instruction Through Technology
EDETC 765  Computer Networking in Schools
EDETC 766  Multimedia for Teachers
EDETC 864  Hypermedia for Teachers
EDETC 887  Proseminar I:  Educational Computing, Design, and Distance Education
EDETC 888  Proseminar II:  Technology, Change, Research, and Theory
EDETC 890  Cognitive Issues in Educational Computing
EDSEC 720  Study Skills Instruction
EECE 641  Advanced Digital Design using Logic Synthesis
EECE 841  Wide Area Networking
KIN 818  Social and Behavioral Bases of Public Health
THTRE 673  Theatre for Conflict Resolution
THTRE 674  Drama Therapy with Adolescents
THTRE 675  Drama Therapy with Older Adults

Graduate Certificate Program in Real-Time Embedded System Design

New degree  -  M.S. in Curriculum and Instruction

C.  General Education

1. A motion was made by Herald and seconded by Posci to approve the course for general education that was approved by the University General Education Council on May 18, 2000. (This course was inadvertently not forwarded on to Academic Affairs.) Motion passed.

CHM 350  General Organic Chemistry

V.  Old Business

A. Course and Curriculum Changes

1. On-line form filler  -  John Selfridge  -  Spears reported that there was nothing new to report on this issue.

B. Academic definitions

Spears said there was nothing new to report on this issue.

C. Exams Scheduled Outside of Regular Class Times (ATTACHMENT 1 of October 2, 2001 Agenda)

Two issues were raised. The first was that the exam dates need to be listed on KATS as well as in the line schedule. Spears suggested that this could be dealt with administratively. The second issue was that restricting the time period for the exam to the length of a regular class time (i.e. 50 minutes) does not take into account the time required to distribute exams to large classes. The committee recommended that CAPP be asked to reword section III.B.b. Selfridge recommended that Section II be changed from “Some of the Issues” to “A Sampling of Issues.” A motion was made by Selfridge and seconded by Smith to approve the recommended policies pending a revision of Section III.B.b. by CAPP.

D. Semester Final Examinations (ATTACHMENT 2 of October 2, 2001 Agenda)

The committee discussed having exams on Saturdays. There was discussion about the misunderstanding of classes meeting once a week and on Saturday having their finals given on Saturday. Spears reported that they meant the classes that only meet on Saturdays have their finals on Saturday; they did not intend for classes that meet once a week on another day have their finals on Saturday. Smith suggested that 2.B. be reworded to make that clearer. A motion was made by Smith and seconded by Selfridge to approve the document with the provision that 2.B. be reworded to say the final examination for courses that meet only on Saturday will have the same day for final exams. Motion passed. This item will be sent back to CAPP for their approval.
VI. New Business

A. A motion was made by Herald and was seconded by Selfridge to approve the granting of a Social Science degree to Jennifer Andres as requested by the Dean of the College of Arts and Sciences. Motion passed.

B. Credit hour requirements for graduating with honors ATTACHMENT 1
Spears said she had been contacted by a professor in Agriculture regarding a student having a 4.0 GPA but not being able to graduate with honors because she did not have the minimum number of credit hours required by KSU to do that. The undergraduate catalog says that a student must have a minimum of 60 hours in residence in order to graduate with honors. The student in Agriculture has 53 credit hours at KSU. Spears proposed that the catalog be modified to read “at any Regents’ four year institution.” Molt suggested that it say “any Kansas Regents.” The committee agreed this action should be taken to eliminate any ambiguity and solve the problem long-term. The committee agreed that the last 30 hours should be taken at KSU. Spears said she will send this on to CAPP for their input.

C. Plus/Minus Grading System
Yagerline said that a professor in Arts and Sciences was asking about the plus/minus grading system and wanted Academic Affairs to look into it. This issue has come up several times at Faculty Senate. Spears said she would send this issue directly to CAPP. Problems that have come up in the past have been that instructors use different scales for determining grades and that students want the plus but not the minus.

D. Music Focus
The committee discussed whether or not Graduate School can decide whether or not Faculty Senate needs to approve something and who decides whether an item is a just clerical change or something of substance that needs Senate approval. Spears said she would contact Guikema asking for the policy or procedure used in concluding that Faculty Senate does not need to consider the addition of a focus in an academic program. Spears will report back at the next meeting.

VII. Committee Reports

A. Pesci report on General Education Council - nothing to report.

B. Yagerline report on University Library Committee - nothing to report

C. Report on Academic Policy and Procedures Committee (need to elect representative)

VIII. For the Good of the University
There were no items for the good of the university.

IX. Adjournment
Meeting adjourned at 4:40 p.m.
Degree candidates who have completed a minimum of 60 hours in residence at any Kansas Regents' four year institution, with at least 60 hours in graded courses, are considered for graduation with scholastic honors as follows:

Rationale: There have been several instances in which students completed two years at a community college, one year at a Regents' institution, and then the final year at another Regents’ institution. These students have a cumulative grade point average that would make them eligible for academic honors but have not accumulated 60 hours in residence at any single Regents’ institution. This would enable these students to receive the academic honors they have achieved so long as 60 hours had been completed within the Regents’ system of four year and graduate institutions.