Present: Ackerman, Fairchild, Grunewald, Hancock, Hedrick, Marr, F. Smith, Spears, Trussell

Absent: Meier, Pacey, Stewart (do not know representatives for Architecture and Veterinary Medicine)

Visitors: Vicki Clegg, Linda Brigham

I. Call to Order
   The meeting was called to order by Jackie Spears, Chair, at 3:35 p.m.

II. Approval of minutes of May 6, 2003 Academic Affairs Committee meeting.
   A motion was made by Marr and seconded by Smith to approve the minutes of the May 6, 2003
   Academic Affairs meeting. Motion passed.

III. Announcements
   Spears had the committee members introduce themselves. She then asked that the committee move to:

V. Old Business
   E. Proposal to Enhance Upper Level Writing Experience to accommodate the visitors.

   Clegg said that she has sent forward a working paper regarding writing across the curriculum. This
   proposal will be introduced formally next fall. Faculty across the university have voiced concerns about
   upper level students not having the necessary writing skills. In theory this should have been addressed
   in Expository Writing 1 and 2. However, transfer students do not take those courses here. The
   question is how to put together something that will enhance students’ writing experiences.

   Clegg said that there are two ideas in the proposal for enhancing writing skills: 1) having students write
   in the majors with discipline specific writing; and 2) systemization of writing in a capstone course.
   Clegg said that in the discipline specific writing, it takes some faculty out of their comfort zone but they
   know more about writing in their disciplines than they realize. In the capstone courses, students would
   get feedback from the faculty and get an opportunity to rewrite papers. Grunewald said that she taught a
   capstone course several years ago in her department, but it was very time consuming. The committee
   agreed that the time element involved in grading students’ writing would be a concern for faculty.

   It was suggested that the program requirements for UGE be modified to include one upper division
   course a student’s major that would have the writing experience. The course would not be on the UGE
   list, but would count for general education for the student in that major. There would have to be a shift
   in how courses are approved for general education. The course would have to be acceptable for UGE
   credit, but not on the UGE list; it would only work as UGE credit for students in that major.

   A formal report will be brought to Academic Affairs in Fall 2003.

IV. Course and Curriculum Changes

   A. Undergraduate Education

      1. A motion was made by Fairchild and seconded by Marr to approve Undergraduate Course and
         Curriculum Changes approved by the College of Technology and Aviation April 28, 2003.
CURRICULUM CHANGES:
Bachelor of Science in Electronic and Computer Engineering Technology
Associate of Technology in Electronic and Computer Engineering Technology
*This proposal moves the computer networking course from the BS in Electronic and Computer Engineering Technology degree program to the Associate of Technology in Electronic and Computer Engineering Technology degree program in order to satisfy the recently revised TAC/ABET accreditation requirements. The baccalaureate program requirements are stated as additional requirements beyond the associate degree, so this change will ensure compliance for the baccalaureate program also. See page ET-1 through ET-3 for details.

Motion passed.

2. A motion was made by Marr and seconded by Fairchild to approve Undergraduate Course and Curriculum Changes approved by the College of Business Administration May 5, 2003.

DROP:
MANGT 537  Industrial Conflict Resolution

DROP:
Management Department Support for the Secondary Major in Industrial Relations

Motion passed.

3. A motion was made by Grunewald and seconded by Marr to approve Undergraduate Course and Curriculum Changes approved by the College of Human Ecology May 9, 2003.

Proposal for Undergraduate Programs in the School of Family Studies and Human Services
CIP codes info - see page 2 of white sheets for details.

Personal Financial Planning: Completion of FSHS 100 and FSHS 105 with grades of B or better. Students may request a curriculum change to the program upon completing the requirements.
UNDERGRADUATE CATALOG 2002-2004: page 222
*See page 8 of white sheets for details.

Social Work/Family Studies and Human Services: Acceptance into the Social Work practice sequence. Students may request a curriculum change to the program once they have been accepted into the Social Work practice sequence.
UNDERGRADUATE CATALOG 2002-2004: page 223
*See page 6 of white sheets for details.

Family Life and Community Service: Before a student applies to the FLCS option, several items must be followed - see page 2 and 3 of white sheets for details.
UNDERGRADUATE CATALOG 2002-2004: Page 222 and 223,
*See page 5 of white sheets for details.

Life Span Human Development: Completion of 45 hours with a cumulative GPA of at least 2.5 and a GPA of at least 3.0 in FSHS courses (including 110 and 310). Students may request a curriculum change to the program upon completing the requirements.
UNDERGRADUATE CATALOG 2002-2--4: page 223
*See page 7 of white sheets for details.

Advising - see page 3 of white sheets for details.

Family Studies and Human Services: The curriculum of the Family Studies and Human Services option is found on page 4 of the white sheets. It would be a beginning point for all students in
the FSHS options. Many students might like to complete the degree requirements in Family Studies and Human Services.
*See page 3 - 4 of white sheets for details.

Motion passed.

B. Graduate Education
A motion was made by Fairchild and seconded by Marr to approve graduate course and curriculum changes approved by Graduate Council May 6, 2003.

CHANGE
AGRON 716 (822) Herbicide Interactions
AGRON 720 (824) Advanced Weed Ecology
ANTH 630 North American Indians
ANTH 634 South American Indians
ASI 603 (FDSCI 603) Food Science Internship
ASI 607 (FDSCI 607) Food Microbiology
ASI 690 (FDSCI 690) Principles of HACCP
ASI 694 (FDSCI 694) Food Plant Management
ASI 695 (FDSCI 695) Quality Assurance of Food Products
ASI 713 (FDSCI 713) Rapid Methods and Automation in Microbiology
ASI 725 (FDSCI 725) Food Analysis
ASI 727 (FDSCI 727) Chemical Methods of Food Analysis
ASI 728 (FDSCI 728) Physical Methods of Food Analysis
ASI 740 (FDSCI 740) Research and Development of Food Products
ASI 791 Advanced Applications of HACCP Principles
ASI 811 (FDSCI 811) Food Fermentations
ASI 815 (FDSCI 815) Advanced Food Chemistry
ASI 907 (FDSCI 907) Food Dispersions
ASI 915 (FDSCI 915) Food Toxicology
BIOL 609 Cellular and Molecular Biology of Human Diseases
BIOL 676 Molecular Genetics Laboratory
BIOL 736 Cancer Therapy
BIOL 860 Modern Molecular Approaches
CE 771 Travel Demand Modeling
GENAG 630 (FDSCI 630)  Food Science Problems
GENAG 850 (FDSCI 850)  Food Science Graduate Seminar
IMSE 660 Operations Research II
IMSE 751 Normative Theory of Decisions and Games
IMSE 805 Management of Research and Engineering
ME 622 Indoor Environmental Engineering
ME 722 Human Thermal Engineering
NE 648 Nuclear Reactor Laboratory
PLPTH 755 Plant Resistance to Disease
STAT 710 Sample Survey Methods
STAT 720 Design of Experiments
STAT 736 Bioassay
STAT 870 Analysis of Messy Data

DROP
BAE 625 Thermal Processing Operations in Food Engineering
BAE 635 Food Plant Design
BAE 700 Agricultural Process Engineering
CE 686 Regional Planning Engineering

ADD
AGRON 650 Integrated Weed Management
ANTH 678 Archaeological Laboratory Methods
BIOL 802 Advances in Plant Stress Signaling  
CE 786 Land Development for Civil Engineering and Planners  
EDSP 889 Advanced Practicum: Autism Spectrum Disorders  
EECE 648 Multimedia Compression  
FDSCI 690 Principles of HACCP  
FDSCI 791 Advanced Application of HACCP Principles  
FDSCI 898 Master’s Report in Food Science  
FDSCI 899 Master’s Research in Food Science  
FDSCI 961 Graduate Problem in Food Science  
FDSCI 999 Doctoral Research in Food Science  
FSHS 711 Foundations of Youth Development  
FSHS 712 Community Youth Development  
FSHS 713 Adolescents & Their Families: Implication for Youth Professionals  
FSHS 714 Program Design, Evaluation, and Implementation  
FSHS 715 Youth Issues & Life Skills  
FSHS 716 Contemporary Youth Issues  
FSHS 717 Youth Policy  
FSHS 718 Youth Professionals as Consumers of Research  
FSHS 719 Program Administration and Management  
FSHS 720 Youth Development  
FSHS 722 Youth and Cultural Contexts  
GEOL 715 Dating Earth Materials  
GERON 725 Topics in Gerontology  
IMSE 666 Operations Research III  
IMSE 882 Network Flows and Graph Theory  
IMSE 884 Integer Programming and Combinatorial Optimization  

(*) The committee conditionally approved pending the submission of Graduate School course change forms.

New Certificate Programs
- Teaching Students with Autism Spectrum Disorders (Department of Special Education)  
- Youth Development Administration (Department of Family Studies and Human Services)  
- Youth Development Professional (Department of Family Studies and Human Services)

New Specialization
- Youth Development (Department of Family Studies and Human Services)

Motion passed.

C. General Education - none

V. Old Business

A. Academic definitions
Spears explained that this item has been held back until the summer school issue was resolved. She will edit the list of definitions that has been proposed so far and get it in place for the committee to look at next fall.

B. Summer School Schedule (See http://www.ksu.edu/facsen/policies/summer.htm)
Spears said she has not received any responses from faculty about problems with changing Summer School. The changes would involve having summer school be eight weeks long and getting rid of 6-week courses. The 6-week courses would have to be taught as either 4-week or 8-week courses. Summer School would be divided into two 4-week sessions with 1-2-3 week classes having to fit in one of the 4-week sessions. Spears was told that some faculty will be upset with getting rid of the 6-week courses, but no one has responded with problems. This item will be worked on in CAPP and will be brought forward to Academic Affairs in September.

C. UGE Assessment
Spears reported that she will chair the UGE Assessment Committee next year. The committee will wait to see if UGE is revised before they do extensive work on this project. Currently, UGE Council is reviewing courses that were accepted for UGE credit and some do not meet the requirements. Also, some departments are removing courses from the UGE list. Provost Coffman met with Vicki Clegg last week and also met with the UGE Assessment Committee. A strategy will need to be developed to deal with UGE.

D. Approval, Routing, and Notification Policy
(See http://www.ksu.edu/facsen/policies/approval.htm for the current policy)
Spears said that it would be better to make changes to the Approval, Routing, and Notification Policy when the on-line version is ready. Last year the on-line version was stalled with the portal issue, but that is being resolved. Spears and Selfridge will work on this issue this summer. A motion was made by Marr and seconded by Smith to approve the current Approval, Routing, and Notification Policy for the next academic year. Motion passed.

E. Proposal to Enhance Upper Level Writing Experience
This item was discussed earlier.

F. Fairchild was unable to attend the last Academic Affairs meeting and wanted to express some concern about the degree discontinuance. He is working on some changes that were suggested for degrees in his department. It was suggested that they have one degree with three options: Bakery Science and Management, Feed Science and Management, and Milling Science and Management. Fairchild said that the changes would not matter much to the campus, but that industry sees these degrees as unique. If they are combined into one degree and offered as options, they lose their significance. Spears said she would write a letter to the Provost regarding the relevance of these degree programs.

VI. New Business
A. Election of new chair
After discussion of several nominations, Fairchild nominated David Pacey. Marr volunteered to serve as vice-chair next year. Spears said she would contact Pacey to see if he would agree to serve as chair of Academic Affairs.

VII. Committee Reports
A. Report on General Education Council
Hancock said she was a member of the General Education Council and would report on this committee.

B. Report on University Library Committee
Trussell agreed to serve as the liaison on this committee since she works in the Library.

C. Spears report on Committee on Academic Policy and Procedures (CAPP)
Spears reported that CAPP had received a great number of applications for out-of-class exams. The committee will meet tomorrow. Sharon Hauck has been invited to attend the meeting because of her knowledge of room scheduling.

VIII. For the Good of the University
Fairchild wished Spears good luck with her new position as President-Elect of Faculty Senate. The committee thanked Spears for her excellent work as chair.

IX. Adjournment
Meeting adjourned at 4:50 p.m.