

MINUTES
Faculty Senate Academic Affairs
April 1, 2008, 3:30 p.m.
K-State Student Union, Room 204

Present: Charney, Dodd, Holcombe, King, LeHew, Martin, Montelone, Staggenborg, Weninger

Absent: Carroll, Chengappa, Devore, Ramaswamy

Visitors: Monty Nielsen

1. Melody LeHew, substitute Chair, called the meeting to order at 3:30 p.m.
2. A motion was made by Staggenborg and seconded by Holcombe to approve the March 18, 2008 minutes (from electronic agenda). Motion carried.

Ms. Becker reported that AGCOM courses 435 and 590 need to be withdrawn from the agenda, by request, so that they and their JMC cross-listed courses can be approved at the same time. No objection was made to this.

3. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Martin and seconded by Staggenborg to approve the following course and curriculum changes as approved by the College of Human Ecology on March 10, 2008:

COURSE CHANGES

Department of Human Nutrition

Changes to:

HN 450 Nutritional Assessment

Department of Hotel, Restaurant, Institution Management and Dietetics

Change prefix from HRIMD to HMD for the following course numbers:

120

130

220

221

230

275

340

341

342

361

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420

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441

442

443

445

463

470

475 Internship in the ~~Hotel and Restaurant~~ Hospitality Management Industry

480

482

495

499 Problems in ~~Hotel, Restaurant, Institution~~ Hospitality Management and Dietetics

510

515
530
521
560
561
570

Add:

HRIMD 426 Financial Management in Dietetics

CURRICULUM CHANGES

Department of Hotel, Restaurant, Institution Management and Dietetics

Changes to the B.S. in Dietetics (Coordinated Program and Didactic Program):

- Remove HN 630 and HRIMD 422 from Professional Studies. Add HN 631, HN 632, and HRIMD 426. Total hours for graduation will not change. See pages 4-7 of white sheets for more detail.

Name change to Department

From: Department of ~~Hotel, Restaurant, Institution Management~~ and Dietetics (~~HRIMD~~)

To: Department of Hospitality Management and Dietetics (HMD)

See rationale on page 8 of white sheets.

Motion carried.

2. A motion was made by Weninger and seconded by Staggenborg to approve the following course and curriculum changes as approved by the College of Agriculture on March 13, 2008:

COURSE CHANGES

Department of Communications

Changes to:

AGCOM 110 Introduction to Agricultural Communications (~~4~~ 2)

Department of Agricultural Education

Add:

AGED 500 Methods of Teaching Agriculture in the Secondary and Middle Schools

AGED 520 Block II Lab: Content Area Methods and Field Experience

Changes to course prefixes:

~~EDSEC/GENAG~~ AGED 260 Ag Construction

~~EDSEC/GENAG~~ AGED 262 Ag Structures

~~EDSEC/GENAG~~ AGED 264 Ag Power

~~EDSEC~~ 300 AGED Introduction to Agricultural Education

~~EDSEC~~ 400 AGED Leadership & Professional Development in Agricultural Education

~~EDSEC~~ 503 AGED Teaching Adult Classes in Agriculture

~~EDSEC~~ 505 AGED Field Experience in Agricultural Education

Rationale: Agricultural Education is administratively moving from the Department of Secondary Education in the College of Education to the Department of Communications in the College of Agriculture. The above courses are all part of the current agricultural education programs at the undergraduate or graduate level. No new courses are being created and this change is simply a prefix change to reflect the new administrative structure. The College of Education and College of Agriculture support this change.

Department of Animal Sciences and Industry

Proposed Pre-Requisite Requirements:

FROM:

Course **Current Requirements**

ASI 315 Pr.:ASI 102 and ASI 105 or Instructor consent

TO:

Proposed Requirements

Pr.:ASI 105 Rec. Pr.:ASI 102 or Instructor consent

ASI 350	Pr.:BIOL 198	<u>Rec.</u> Pr.:BIOL 198 <u>or a course in Chemistry</u>
ASI 385	Pr.:ASI 102	<u>Rec.</u> Pr.:ASI 102
ASI 396	Pr.:ASI 102 and ASI 106	<u>Rec.</u> Pr.:ASI 102 and ASI 106
ASI 445	Pr.:ASI 345	<u>Rec.</u> Pr.:ASI 345
ASI 490	Pr.:Junior Standing	<u>Rec.</u> Pr.:Junior Standing
ASI 535	Pr.:Senior Standing	<u>Rec.</u> Pr.:Senior Standing

RATIONALE: For these courses the listed prerequisites are only recommended by the assigned faculty teaching the courses. Although faculty prefer incoming students have these courses they will allow students to enroll without them.

Changes to:
ASI 510 Animal Breeding Principles

Department of Entomology

Add: ENTOM 583 Survey of Horticultural Ornamental and Food Crop Pests

Department of Horticulture, Forestry and Recreation Resources

Changes to:
HORT 583 Survey of Horticultural Ornamental and Food Crop Pests (cross list with Entomology)

Department of Plant Pathology

Changes to:
PLPTH 583 Survey of Horticultural Ornamental and Food Crop Pests (cross list with Entomology)

CURRICULUM CHANGES

Department of Communications

Changes to the Agriculture and Environmental Options:

Remove GENAG 101 from General Requirements. Change AGCOM 110 credit hours from 1 to 2 under Agriculture/NR requirements. See rationale on page 11 of white sheets.

Department of Agricultural Education

Change Agricultural Education curricula to reflect course prefix changes. See page 14 of white sheets.

Department of Animal Sciences and Industry

Add:
Undergraduate Meat Science Certificate (**Attachment 1**)

Department of Grain Science and Industry

Add two options to the existing Bachelor of Science degree in Feed Science and Management. Total hours for graduation will change from 126 to 124:

1. Feed Production Option
2. Biofuels Production Option

See pages 20-24 of white sheets for curriculum outlines.

Rationale: There is a great need for educated management and leaders in the biofuels industry. No other university offers an option for this management training. The Feed Science and Management degree already prepares students for careers in the feed, pet food and related grain processing industries, but does not offer a separate option in the biofuels. With the addition of certain current classes as a requirement, the Feed Science and Management degree program can offer a separate option in Biofuels Production. Thus, the Feed Science and Management degree is being revised from no options to offering 2 options, Feed Production and Biofuels Production. In addition, the sequencing of certain courses has been modified. Deletions of courses in Algebra, Trig and Computer Science were dropped in the Fall of 2008.

IMPACT: No departments outside of Grain Science will be affected as there are no core or required class

additions or drops with this change. The new Feed Production curriculum guide rearranges the course sequence and incorporates previous changes.

Department of Horticulture, Forestry and Recreation Resources

Changes to the Horticulture Major, Landscape Design Specialization:

1. Remove BIOCH 265 from Quantitative Sciences. Add 3 hours of Surveying electives.

Rationale: An error was made in preparing materials for College of Agriculture Course and Curriculum Committee's consideration Fall, 2007. Inadvertently BIOCH 265 was added as a requirement and Surveying elective was dropped. These changes applied to most of the other options in horticulture but never should have been included for the Landscape Design Specialization. We are simply correcting this error.

Department of Plant Pathology

Add: Applied Genomics and Biotechnology Minor

K-State's minor in Applied Genomics and Biotechnology was developed to enhance the career options for students in animal and plant sciences. Upon completion of the minor, students will be more competitive to enter the workforce in the genomics and biotechnology area as well as be more prepared to continue on in a graduate research program.

Graduates of the program will have a broad knowledge of the application of biotechnology (e.g. techniques, ethics, potential risk, and intellectual property rights), genomics, and bioinformatics to plant and animal improvement. Students will be exposed to techniques such as molecular cloning, PCR, genetic and disease diagnostics, as well as, bioinformatics analyses of genomic data, including sequence alignment, retrieval of data from public databases, DNA marker diversity and inheritance studies, genome mapping, and gene expression.

The minor requires a total of 17-21 semester hours. To pursue the Applied Genomics and Biotechnology minor the student must file a letter of intent with the program coordinator prior to taking the last 3 courses. The undergraduate research project or internship must be pre-approved by the minor coordinator and students must enroll in PLPTH 614, PLPTH 599 or equivalent to present a final report.

17-21 hrs required:

BIOCH 521 General Biochemistry	3
ASI 500 Genetics	3
or	
BIOL 450 Modern Genetics	4
PLPTH 610/AGRON610 Biotechnology	3
PLPTH 611 Agricultural Biotechnology Laboratory	2
or	
BIOL 676 Molecular Genetics Lab	3
PLPTH 612 Genomics Applications	3
PLPTH 613 Bioinformatics Applications	2
PLPTH 599 Undergraduate research in Plant Pathology or equivalent	1-3
or	
PLPTH 614 Internship or equivalent	1-3

RATIONALE: The Applied Genomics and Biotechnology minor will enhance student employment options by providing current technical knowledge and laboratory experience for specific techniques used in agriculture biotechnology.

IMPACT: Departments of Agronomy, Animal Science, Biology, Biochemistry, CIS, Entomology, Human Nutrition, Horticulture, and Grain Science have agreed.

EFFECTIVE DATE: Fall 2008

It was noted that the first department under course changes needed to be listed as Department of Communications. This department name also needed changed under curriculum changes. Dodd questioned why Academic and Professional Integrity is not checked off under student learning outcomes in their relationship to university-wide SLOs in the undergraduate certificate as provided in Attachment 1. After a brief discussion, Weninger moved to table the motion until the end of the meeting in the hope we may have a response from personnel in Agriculture by that time. Motion carried.

Weninger moved to bring the motion back to the table and amend it to include the following changes: Add an X under Academic/Professional Integrity to University-Wide SLOs for A,B, and C. Also change the numbers on the previous page of the Undergraduate Certificate in Meat Science from 1,2,and 3 to A, B, and C to be consistent. Motion, as amended, was seconded and carried.

4. Graduation list changes

- A. A motion was made by King and seconded by Weninger to approve the following addition to the May 2007 graduation list: Christopher Brown Seymore, Bachelor of Science, College of Arts & Sciences.

Motion carried.

5. Committee Reports

- A. University Library Committee – Mohan Ramaswamy – No report
- B. Committee on Academic Policy and Procedures (CAPP) –
Nielsen reported in behalf of Carroll. CAPP will meet next week. The iSIS task force has been meeting and working continuously. Also, just this week, an electronic catalog task force was formed. Martin questioned whether there will be training for faculty on the electronic grading system. Nielsen responded that nothing will be different this semester regarding grading but next fall all the paper system will be taking down and the new system will allow for electronic grading submission for all courses. Training for this will take place between July and August.
- C. General Education Task Force – Melody LeHew
The taskforce continues to meet weekly. They are currently resolving issues brought forward at the forums set up earlier this year. The plan is to have the proposal to faculty senate by the end of this semester, possibly by June. However, action may not be taken on it until the fall.
- D. Student Senate – Tim Weninger
Weninger reported that when the University Relations Chair is announced, that individual will be the new Student Senate Representative to Faculty Senate. Student Senate met last Thursday and passed the non-binding resolution regarding the smoking ban. Tuition will be increasing due to the recreation expansion and other initiatives. Also, the SGA tuition task force has finished its work on the tuition proposal. An overview of the proposal was given to the Faculty Senate Executive Committee earlier this week.

6. Old Business

- A. Faculty Senate elections update –
Final ballots were sent out by each unit. Final results are due in the Faculty Senate office by April 7th.
- B. Course and Curriculum Policy Proposal update-
Ms. Becker reported that a meeting is being set with Registrar's office personnel to review the proposal and then they will be meeting with college personnel and department heads, etc. to review the new procedures and make any alterations necessary to put it in use for fall 2008.
- C. Plagiarism definition update
Dodd reported that the ad hoc group has finished their work. A draft definition has been proposed to the Provost. President Spikes and Provost Nellis are reviewing the definition. Weninger requested the definition be sent to Student Senate for comment. Once it has been reviewed and responded to by the Provost, Dodd will forward it to them.

7. New Business

8. For the good of the University

Dodd announced their department has a visiting writer this week for their Creative Writing Outreach program: Allison Wallace, author of *A KEEPER OF BEES: NOTES ON HIVE AND HOME*. All were invited to a reception for her on Friday.

LeHew also reported that the Apparel, Textiles and Interior Design department is hosting a speaker on Friday, April 4th at 10:30 a.m. in Forum Hall: Kim Brandner, Senior Manager of Sustainable Textiles, Wal-Mart Stores, Inc. Everyone was invited to attend.

Ms. Becker reminded committee members that the next Academic Affairs meeting on April 15 will be at 2:30 p.m. due to the Annual Retire reception being held at 4:00 p.m. in the Alumni Center Ballroom. Because of this event she will not be present to take minutes and asked if someone would be willing to volunteer to do this. Martin offered to do this in her place.

9. The meeting was adjourned at 4:30 p.m.

Attachment 1
Undergraduate Meat Science Certificate
Department of Animal Sciences and Industry
Kansas State University

RATIONALE: The second largest industry in Kansas is the Meat Processing Industry, and Kansas ranks second in the nation in meat processing. Our Meat Science group receives job announcements and contacts nearly every week for graduates with a specialization in Meat Science. Because we do not have a ‘major’ or ‘option’ in Meat Science, and because some students in Agricultural Economics also have an interest in the Meat Processing Industry, we currently do not have a good method for identifying and advising students who have an interest in the Meat Processing Industry. A ‘**Meat Science Certificate**’ program should allow us to better identify, advise, and prepare students for the numerous and various kinds of jobs in the Meat Processing Industry. Our Meat Science Advisory Group strongly supports a ‘certificate program.’

Effective Date: Fall 2008

Requirements: 20 hours from the following:

<u>Required courses:</u>	Hours
ASI 350 Meat Science (ASI 340 if off campus student)	2 or 3
FDSCI 690 Principles of HACCP	2

Select 8 to 15 hours from the following:

ASI 361 Meat Animal Processing	2
ASI 370 Principles of Meat Evaluation	2
ASI 315 Livestock and Meat Evaluation	3
ASI 495 Advanced Meat Judging	2
ASI 610 Processed Meat Operations	2
ASI 661 Meat Study Tour	1
ASI 671 Meat Selection and Utilization (on or off campus student)	2
ASI 777 Meat Technology (ASI 776 if off campus student)	3
FDSCI 307 Applied Microbiology for Meat and Poultry Processors	3

Select 0 to 7 hours from the following:

ASI 310 Poultry and Poultry Products Evaluation	2
ASI 303 History and Attitudes of Animal Use	3
ASI 318 Fundamentals of Nutrition	3
or	
HN 132 Basic Nutrition	3
ASI 661 Problems in Meat Science	2-3
ASI 599 Internship	1-3
ASI 640 Poultry Products Technology	3
FDSCI 302 Introduction to Food Science	3
FDSCI 305 Fundamentals of Food Processing	3
FDSCI 607 Food Microbiology	4
FDSCI 695 Quality Assurance of Food Products	3
FDSCI 740 Research & Development of Food Products	4

**Student Learning Outcomes
Animal Sciences and Industry
Meat Science Certificate Program
College of Agriculture**

**KSU Undergraduate
Student Learning
Outcomes**

Certificate Program Graduates will have demonstrated:

- A. The ability to apply critical thinking and problem-solving skills to the meat industry.
- B. The application of scientific principles to the fresh and further processed meat industries.
- C. The ability to learn and develop skills (technical, practical, qualitative and quantitative) to deal with potential changes in meat science and related industries.

**Knowledge
Critical Thinking**

**Knowledge
Critical Thinking**

**Person Professional
Development,
Ownership of
Learning**

**Undergraduate Meat Science Certificate – Department of Animal Sciences and Industry
Assessment of Student Learning Plan
Kansas State University**

College, Department, and Date

College: *Agriculture*
 Department: *Animal Sciences and Industry*
 Date: *January 24, 2008*

Contact Person(s) for the Assessment Plans

Michael E. Dikeman, Meat Science Section Coordinator
David Nichols, Teaching Coordinator for Animal Science and Industry
Mishelle Hay, Academic Administrative Assistant

Degree Program

Undergraduate Certificate in Meat Science

Assessment of Student Learning Three-Year Plan

Student Learning Outcome(s): Students will demonstrate:

Ability to apply critical thinking and problem-solving skills to the meat industry.

Application of scientific principles to the fresh and further processed meat industries.

Ability to learn and develop skills (technical, practical, qualitative and quantitative) to deal with potential changes in meat science and related industries.

Special rationale for selecting these learning outcomes (optional): *None*

Relationships to K-State Student Learning Outcomes (insert the program SLOs and check all that apply):

<i>Program SLOs</i>	<i>University-wide SLOs -- Undergraduate Programs</i>					<i>Program SLO is conceptually different from university SLOs</i>
	<i>Knowledge</i>	<i>Critical Thinking</i>	<i>Communication</i>	<i>Diversity</i>	<i>Academic / Professional Integrity</i>	
<i>A</i>	<i>X</i>	<i>X</i>			<i>X</i>	<i>no</i>
<i>B</i>	<i>X</i>	<i>X</i>			<i>X</i>	<i>no</i>
<i>C</i>	<i>X</i>		<i>X</i>		<i>X</i>	<i>no</i>

How will the learning outcomes be assessed? What groups will be included in the assessment?

SLO	MEASURES		WHO IS ASSESSED?
	DIRECT	INDIRECT	
<i>Critical thinking and problem-solving skills to the meat industry</i>	Selected questions from a range of 1 to 4 exams in ASI 350 & FDSCI 690		Certificate students in ASI 350, FDSCI 690
<i>Critical thinking and problem-solving skills to the meat industry</i>	Selected questions from a range of 1 to 4 exams in ASI 350 & FDSCI 690		Certificate students in ASI 350, FDSCI 690
		Sr Exit Interviews	Students graduating in ASI & FDSCI
		Alumni and/or company surveys	3 to 5 yr grads and recently hired students
<i>Application of scientific principles to the fresh and further processed meat industries</i>	Selected questions from a range of 1 to 4 exams in ASI 350 & FDSCI 690		Certificate students in ASI 350, FDSCI 690
		Sr Exit Interviews	Students graduating in ASI & FDSCI
		Alumni and/or company surveys	3 to 5 yr grads and recently hired students
<i>Ability to learn and develop skills (technical, practical, qualitative and quantitative) to deal with potential changes in meat science and related industries</i>	Selected questions from a range of 1 to 4 exams in ASI 350 & FDSCI 690		Certificate students in ASI 350, FDSCI 690

When will these outcomes be assessed? When and in what format will the results of the assessment be discussed?

SLO	TIMETABLE FOR ASSESSMENT OF SLO			CREATION OF BASELINE
	2008	2009	2010	
<i>Critical thinking and problem-solving skills to the meat industry</i>	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	Baseline created after spring 2008
			5 year alumni and/or company surveys	Baseline created after spring 2009
<i>Application of scientific principles to the fresh and further processed meat industries</i>	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	Baseline created after spring 2008
			5 year alumni and/or company surveys	Baseline created after spring 2009
<i>Ability to learn and develop skills (technical, practical, qualitative and quantitative) to deal with potential changes in meat science and related industries</i>	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	ASI 350 and FDSCI 690	Baseline created after spring 2008
			5 year alumni and/or company surveys	Baseline created after spring 2009

What is the unit's process for using assessment results to improve student learning?

The Meat Science Faculty will review the results of the assessment. Adjustments to courses and curriculum will be developed and presented to the entire faculty and college once baseline data are developed. Changes in course offerings, content, and curriculum will be used for student performance improvement.