

**MINUTES**  
**Faculty Senate Executive Committee**  
**Monday, January 28, 2008 3:30 pm**  
**Union Room 213**

Present: Bontrager, Carroll, Cauble, Clark, DeLuccie, Fairchild, Gehrt, Guzek, Kearns, Miller, Piper, Spikes, Turnley, Vontz

Absent: Arck, Hosni, Knapp, North, Smith

Visitors: Al Cochran, Kelli Cox

1. President Frank Spikes called the meeting to order at 3:30 p.m. President Spikes welcomed Senator Tom Vontz as interim chair of Faculty Senate Committee on University Planning.
2. The January 7, 2008 minutes were approved.
3. Reports from Standing Committees and Student Senate
  - A. Academic Affairs Committee – Doris Carroll
    1. Course and curriculum changes – Pages 3-7
    2. Course and Curriculum Policy Proposal– **Attachment 1**
    3. Final Exam Policy Proposal – **Attachment 2**
  - B. Faculty Affairs Committee – Betsy Cauble
    1. University Handbook Changes, Section E – **Attachments 3 and 3a**  
Senator Betsy Cauble moved to place the Section E changes on the Faculty Senate agenda for a first reading. Motion carried.
    2. PPM – Chapter 3070 – **Attachment 4**  
Senator Cauble discussed a new PPM Chapter 3070, University Contracts and Agreements. This chapter was developed by the administration because of problems with contracts, or lack thereof, for the university resources used by outside professional or organizational activities. She reported that the committee did not have the expertise to evaluate the content and appropriateness of the chapter. President Spikes suggested that Faculty Affairs distribute the draft chapter to Faculty Senate via e-mail for any comments, but not bring to Faculty Senate for approval.
    3. Faculty Affairs Tracking Sheet – **Attachment 5**  
Senator Cauble discussed the tracking spread sheet of current topics being addressed by Faculty Affairs.
  - C. Faculty Senate Committee on University Planning – Tom Vontz  
Senator Tom Vontz reported that the committee's next meeting will be on Feb. 7 to discuss the upgrades to the Recreational Center.
  - D. Faculty Senate Committee on Technology – Michael North – no report.
  - E. Report from Student Senate  
Senator Nick Piper announced that Student Senate is working on exposure to students to the political process to encourage more participation in the voting for Student Senate. He reported that Student Senate passed a resolution in support of sustainability efforts, including a new recycling center. They are also looking at local smoking policies. There will be several diversity workshops held to attempt to better diversify Student Senate. A delegation of both students and faculty from all Board of Regents institutions will have a Higher Education Day at the Legislature on February 13.
4. Announcements
  - A. Presidential announcements/Faculty Senate Leadership Council

President Spikes reported that the provost has kept every promise made to him regarding the evaluation of Dr. Holland. He reported that Dr. Holland has accepted another position at Ball State University. Dr. Kristine Young has been appointed as the acting Associate Provost of International Programs. An internal search will be conducted for an Interim Associate Provost, followed with a national search for a permanent replacement. Senator Bob Clark commented there needs to be significant input from the Faculty into the replacement.

President Spikes reported the Leadership Council met with both the provost's staff and the president's staff last week. An initial briefing of the legislative session was given at the president's staff. He will be meeting with the provost to determine the process to use in developing a common definition of plagiarism for application throughout the university. He has been reviewing the Academic Calendar Policy and stated it is a Board of Regents policy, not statutory. The policy says: "The Academic Calendar of each institution under the jurisdiction of the Board shall provide for an academic year minimally consisting of two sixteen week semesters totaling 150 instructional days plus five final exam days each semester." He reported that many other Regents' institutions implement different length semesters in comparing fall to spring semesters. Senator Clark reported that some members of the Arts & Sciences caucus have an intent interest in changes to the academic calendar and have started working on some possibilities.

President Spikes reported there will be a series of information technology focus groups across the university. Lynn Carlin, Interim Vice Provost for Information Technology Services, has offered the possibility of a forum for Faculty Senators and will further discuss this with President Spikes.

President Spikes also reported the Board of Regents is gathering information regarding the use of background checks.

B. Kansas Board of Regents

President Spikes reported that the Board authorized the first round of funding to begin repairs for Willard Hall. He reported that the Board is currently working to respond to five strategic initiatives. The Council of Faculty Senate Presidents is writing a position paper on the nature workforce development as a response to one of the organizing items. He reported there was a statewide Student Governing Advising survey that, in general, K-State looked pretty good but not as good as some faculty would like. He reported that at the February 2008 meeting, the Board will be discussing either freezing tuition increases or capping the increases.

5. Old Business - none

6. New Business

A. Approve Christer Aakeroy to serve the remainder of John McCulloh's term in the College of Arts & Sciences. This will be through the 08-09 academic year.

President Spikes announced that Senator McCulloh is on phased retirement starting this semester.

Senator Clark moved to approved Christer Aakeroy to serve the remainder of John McCulloh's term. Motion carried.

7. For the Good of the University

Senator Fairchild reminded members that faculty Senate elections will be coming up soon.

8. Adjournment

The meeting was adjourned at 5:15 p.m.

# ACADEMIC AFFAIRS

## 1. Course and Curriculum Changes

### A. Undergraduate Education

1. Senator Doris Carroll moved to place the following course and curriculum changes as approved by the College of Business Administration on October 31, 2007 on the February Faculty Senate agenda:

#### **COURSE CHANGES**

*College of Business Administration*

New:

GENBA 399 Honors Seminar

Changes:

GENBA 499 ~~Honors Seminar~~ Business Honors Project

*Department of Marketing*

MKTG 400 ~~Marketing~~ Introduction to Marketing

#### **CURRICULUM CHANGES**

*Department of Finance*

Changes to the Finance Degree:

From: Nine hours of non-business electives in the finance degree track program.

To: Three hours of non-business electives in the finance degree track program, and six hours of unrestricted electives.

### **College of Business Administration**

(Outline approved by College of Business Administration on April 18, 2007)

The College of Business Administration and the University Honors Program welcomes qualified students to join the honors program at any point in their academic career in which they become academically eligible for admission into the University Honors Program. The University Honors Program is intended to recognize the high achievements of outstanding students who go beyond the curriculum requirements for a given degree program to meet the challenges of completing advanced study, scholarship, leadership, and citizenship activities that are embodied in the honors program.

I. University Level.....7 credit hours or equivalent required

RETREAT for new students prior to fall semester (optional)

GENBA 020 Students enroll in program each semester ..... 0 credit

GENBA 189 Introduction to University Honors Program ..... 1 credit

Other Requirements.....6 credits

- University honors courses are designated by the University Honors Program Director. These courses can be honors sections of required courses or elective seminars (most are 3 credit hours).
- Alternative opportunities (e.g., study abroad) to generate university level honor credit hours must be approved by both the Director of the University Honors Program and the CBA Honors Program Director (or appropriate college representative). Under no circumstances will students be allowed to arrange for credit after the experience is completed.

II. College of Business Administration Requirements .....8 credit hours required

- Honors Section of Business Orientation (GENBA 101, 0 Credit).

- Honors Colloquium (GENBA 299, 1 Credit Hour)
- Honors Seminar (GENBA 399, 1 Credit Hour)
- Honors Section of Business Strategy (MANGT 595, 3 Credit Hours)
- Business Honors Project (GENBA 499, 3 Credit Hours or one of the alternatives listed below)

(1) An independent study (GENBA 499) with a business faculty in which an Honors contract is signed between the faculty, the student, CBA Honors Program Director and the University Honors Program Director that would require a

Business Honors Project as the final output of the independent study experience. Examples of deliverables include placement in a national competition, publication in a peer-reviewed journal or proceeds, presentation in a professional organization and groups.

(2) An upper division 3-credit hour Honors course (beyond courses under the University- level Honors requirement) taken at Kansas State University that will culminate into an honors project approved by the CBA Honors Program Director, the University Honors Program Director, and the faculty responsible for the course.

(3) A 3-credit hour course taken in an approved study abroad program or international internship/service learning experience which will culminate in a Business Honors Project approved by the CBA Honors Program Director and the University Honors Program Director.

(4) An upper division non-Honors capstone course in the major in which an “Honors Contract” has been signed between the student, the instructor, the CBA Honors Program Director and the University Honors Program Director that details the additional requirement in the course that will fulfill the Business Honors Project requirement. The Honors Contract in a non-Honors course will be approved only in situations in which the final project in the course will fulfill the requirements of an approved Business Honors project.

III. Total Number of Hours ..... 15 Credit Hours

These 15 credit hours may possibly count toward the degree program requirements through careful planning.

IV. Completion of the above requirements would allow the student to be recognized on their transcript and at graduation as “Honors Fellow.”

Motion carried.

2. Senator Carroll moved to place the following course changes as approved by the College of Architecture on November 29, 2007 on the February Faculty Senate agenda:

**COURSE CHANGES**

*Landscape Architecture/Regional and Community Planning*

Changes:

LAR 444 Internship/~~Advanced Studies~~ Planning Seminar

*Interior Architecture and Product Design*

Changes:

IAPD 391 ~~Contemporary Design~~ Topics in Contemporary Design Seminar

IAPD 416 History of Furniture I, II

Motion carried.

3. Senator Carroll moved to place the following curriculum changes as approved by the College of Human Ecology on December 3, 2007 on the February Faculty Senate agenda:

## **CURRICULUM CHANGES**

### *Department of Apparel, Textiles, and Interior Design*

#### Changes to the Bachelor of Science in Apparel and Textiles

- Change professional studies credit hours from 63 to 63-66 hours by adding AT 670 to the specialization in apparel design and production.
- Change unrestricted electives from 15-17 to 12-17 hours.

### *Department of Hotel, Restaurant, Institution Management and Dietetics*

#### Changes to the Bachelor of Science in Dietetics

- Change general requirements from 64-66 hours to 61-63 hours.
- Delete 3 hours of computer science from general requirements.
- Under statistics, replace STAT 320 and 330 with STAT 325.

#### Under Program I:

- Change professional studies credit hours from 58 to 63. Delete HN 630, Change credit hours of HN 620 from 4 to 3. Add HN 631 and HN 632.
- Add HRIMD 562, HRIMD 570 to the Management semester.
- Add HRIMD 510, 516, & 517 to the Clinical Semester.
- Change unrestricted electives from 1-3 to 0-1.

#### Under Program II:

- Change professional studies credit hours from 43 to 44 hours. Delete HN 630 and HRIMD 445. Change credit hours of HN 620 from 4 to 3. Add HN 631, 632 and HRIMD 560 and 570.
- Change unrestricted electives from 16-18 to 18-20.

Motion carried.

- B. Graduate Education – Senator Carroll moved to place the following course and curriculum changes as approved by the Graduate Council on December 4, 2007 on the February Faculty Senate agenda (pages in parenthesis refer to page number on the Grad council agenda) :

### ***Changes***

ENGL 662 Playwriting (75)

KIN 792 Health-Fitness Instructor Internship (75)

KIN 796 Topics in Exercise Physiology (75)

KIN 830 Advanced Public Health Physical Activity (75)

THTRE 662 Playwriting (76)

ACCT 884 Enterprise Information Systems Assurance (76)

EDSP 728 Characteristics of Emotional and Behavioral Disorders (76)

EDSP 742 Interventions: Emotional and Behavioral Disorders (76)

EDSP 743 Interventions: Academic Disabilities (77)

EDCEP 877 Practicum in Counseling (77)

EDCEP 948 Advanced Student Development Theory in College Student Affairs (77)

EDCEP 955 Professional Counseling Ethics (change in semester offered)

EDCEP 967 Advanced Counseling Appraisal (77)

CE 703 Responsibility in Engineering: Codes & Professionalism (78)

ARE 734 Advanced Mechanical Systems Design (78)

ARE 690 Senior Project (78)

ARE 710 Building Energy Analysis (79)

ARE 735 Electrical Systems Design (79)

BAE 636 Biological Systems Engineering Design Project (79)

BAE 660 Natural Resource Engineering II (80)

GERON 775 Perspectives in Gerontology (80)

GERON 776 Program Evaluation and Research Methods in Gerontology (80)

GERON 777 Public Policy: Economic & Social Impacts on Older Adults (81)  
GERON 778 Aging and the Family (81)  
GERON 779 Professional Seminar in Gerontology (81)  
M.S. Degree in Kinesiology (82)  
Graduate Certificate in Food Safety and Defense (83)

*New*

KIN 797 Topics in Public Health Physical Activity Behavior (86)  
PHILO 801 Topics in the Philosophy and Methodology of Science (86)  
ARE 725 Cold-Formed Steel Design (86)  
ARE 630 Introduction to LEED (86)  
CNS 629 Tilt-up Concrete Structures in Construction Management (86)  
CNS 610 Pre-Engineered Metal Buildings (87)  
BAE 665 Ecological Engineering Design (87)  
BAE 669 Watershed Modeling (87)  
BAE 865 Advanced Ecological Engineering Design (87)  
BAE 869 Advanced Watershed Modeling (87)  
CIS 734 Introduction to Genomics and Bioinformatics (87)  
CE 704 Responsibility in Engineering: Leadership & Diversity (88)  
FDSCI 750 Food Toxicants (88)  
FDSCI 751 Food Laws and the Regulatory Process (88)  
FDSCI 753 Risk Assessment for Food, Ag, & Vet Med (88)  
FDSCI 810 Fermented Foods (88)  
FDSCI 820 Advanced Food Microbiology & Biotechnology (88)  
Masters of Science in Gerontology (89)

*Drop*

BAE 690 Non-Point Pollution Engineering (109)  
BAE 761 Natural Treatment Systems (109)

Motion carried.

C. General Education

1. Senator Carroll moved to place the following courses on the February Faculty Senate agenda for UGE status as approved by the UGE Council on November 30 and December 14, 2007:

New: (College of Arts and Sciences)  
DAS 300 The Great Conversation: Primary Texts Core Course (November 1, 2007 white sheets)  
SPCH 120 Introduction to Human Communication (November 1, 2007 white sheets)  
FREN 515 French and Francophone Culture (April 5, 2007 white sheets)

Motion carried.

**2. Course and Curriculum Policy Proposal – Attachment 1**

Senator Carroll presented the proposed Course and Curriculum Policy changes as a first reading for the Executive Committee. She introduced Kelli Cox as the chair of the committee that recommended the proposed changes. Any comments or questions should go to Kelli Cox for her action. President Spikes suggested that the proposed policy also be discussed at the Deans' Council, assuming the Council on Academic Policies and Procedures (CAPP) has seen a current version of the proposal.

**3. Final Exam Policy – Attachment 2**

Senator Carroll moved to place the proposed Final Exam policy on the February Faculty Senate agenda for a second reading and vote.

Motion carried.

4. Senator Carroll reported on committee actions regarding the College of Technology and Aviation proposed new courses that had concerned the School of Journalism. Most recently this topic has been tabled by the committee, pending a mutual agreement between the two colleges. Senator Fred Guzek reported that the fundamental issue is whether or not one unit of the university “owns” a body of knowledge.

Submitted by:  
Jennifer Gehrt