

**MINUTES**  
**Faculty Senate Academic Affairs**  
**February 6, 2001 3:30 pm K-State Union, Room 204**

Attending: Chenoweth, Herald, Hopper, Molt, Pesci, Peterson, Selfridge, Spears, Yagerline

Absent: Devault, Mortensen, Sheu, Youngman

Visitors: James Goddard, Michael Dikeman

I. Call to Order

The meeting was called to order by Tom Herald, Chair, at 3:32 p.m.

II. Approval of minutes of January 23, 2001 Academic Affairs Committee meeting.

A motion was made by Peterson and seconded by Molt to approve the minutes of the January 23, 2001 Academic Affairs Committee meeting. Motion passed.

III. Announcements

There were no announcements.

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Selfridge and seconded by Spears to approve Undergraduate Course and Curriculum Changes approved by the College of Engineering December 8, 2000. Motion passed.

**ADD:**

CIS 522	Introduction to Data Structures
CIS 523	Introduction to Concurrent Programming
EECE 533	Basic Real-Time Electronics

CS Minor Curriculum Change:

Add:

CIS 501	Software Architecture and Design
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Drop:

CIS 500	Analysis of Algorithms and Data Structure
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Electrical and Computer Engineering Curriculum Changes:

Three different changes to footnote statements

Electrical Engineering Curriculum Changes—see page 9 of white sheets

Computer Engineering Curriculum Changes—see page 9 of white sheets

2. A motion was made by Spears and seconded by Hopper to approve Undergraduate Course and Curriculum Changes approved by the College of Education January 23, 2001. Motion passed.

Secondary English/Language Arts Curriculum Changes:

Replace ENGL 430: The Structure of English and ENGL 490: Development of the English Language with ENGL 435: Linguistics for Teachers and English elective numbered 320 or above.

Secondary English/Journalism Curriculum Changes:

see 3<sup>rd</sup> page of white sheets

English as a Second Teaching Field Curriculum Changes:

see pages 4-6 of white sheets

**B. Graduate Education**

1. A motion was made by Chenoweth and seconded by Selfridge to approve the Graduate Course & Curriculum Changes approved by Graduate Council December 5, 2000. Motion passed.

**NEW :**

AGEC 761	Optimization Techniques for Agribusiness
BIOCH 757	NMR Laboratory
BIOCH 758	Protein Structure Laboratory
BIOCH 767	Recombinant DNA Laboratory II
BIOCH 935	Biochemistry of Cell Regulation
BIOL 609	Cellular and Molecular Biology of Human Diseases
BIOL 705	Eukaryotic Genetics
BIOL 707	Advanced Cell Biology
BIOL 822	Landscape Ecology
EDSEC/EDEL 750	Contemporary Curriculum and Technology Connections
EDSEC/EDEL 851	Research and Practice in Classroom Technology
EDSEC/EDEL 858	Classroom Technology Project/Portfolio
FSHS 725	Augmentative and Alternative Communication
FSHS 735	Clinical Speech Science
FSHS 844	Dysphagia
GEOL 640	Introduction to Geophysics
GEOL 642	Field Geophysics
GEOL 644	Computational Geophysics
GEOL 890	Advanced Seismology
GERON 605	Practicum in Gerontology
HORT 970	Topics in Horticultural Therapy
KIN 607	Muscle Exercise Physiology
MUSIC 660	Marching Band Techniques
MUSIC 665	Jazz Techniques
MUSIC 680	Advanced Rehearsal Techniques
MUSIC 707	History of Wind Bands
PLPTH 676	Fusarium Laboratory Workshop
PLPTH 880	Plant Molecular Biology
PSYCH 809	Applied Research Methods II
THTRE 770	Creative Arts Therapies

**C. General Education**

1. A motion was made by Spears and seconded by Selfridge to approve courses for general education approved January 18, 2001 by the General Education Task Force. Pesci said there was some concern about how these courses interacted with general education, but after making some phone calls the committee was satisfied that the courses do meet general education requirements. Motion passed.

FREN 111	French 1
FREN 112	French 2
FREN 211	French 3
FREN 213	French 4

V. Old Business

A. Deadline for Secondary Majors and Minors

Chenoweth reported that Spears and Selfridge will attend the next CAPP meeting on February 14<sup>th</sup> to present their viewpoints on this issue. Hightower may be invited back to Academic Affairs based on the outcome of that discussion.

B. KSU course database development

Selfridge reported that a meeting regarding the course database development will be held this month. As more database systems are acquired, it will be possible to consider coming up with course database.

C. Catalog "educational objectives" revision

Herald reported that a draft of the educational objections revision has been forwarded to the Provost for review. The committee has not heard back from the Provost.

D. Conditional drop pool--Approval, Routing, and Notification Policy

Herald said he didn't have any new information on this issue. Selfridge said he would ask the Registrar to make a list of courses that would fall into the conditional drop pool so a draft could be looked at before the policy goes into effect.

E. Evening exams

Herald reported that a subcommittee regarding evening exams has been established and it will make recommendations to CAPP.

VI. New Business

A. A motion was made by Selfridge and seconded by Yagerline to approve December 2000 Graduation List. Motion passed.

B. A motion was made by Spears and seconded by Peterson to approve additions to the following Graduation List. Motion passed.

May 2000

Chad M. Davis, Bachelor of Architecture

Austin Randl Aggson, BS-Aeronautical Technology-Airway Science Professional Pilot,  
degree codes U1

C. Orientation Session for Course and Curriculum Chairs

Herald asked that this item be added to the agenda. He said he would like to see Academic Affairs establish a meeting for course and curriculum chairs and Academic Affairs members in August or September and that it be a regular part of procedures for the committee. It would be a review/training session for handling course and curriculum changes. Peterson suggested that an easy guide be made of the Approval, Routing, and Notification Policy. Selfridge suggested that form filler be used so departments could do course and curriculum pages electronically. Herald said he would check with course and curriculum chairs and see what items they would like addressed.

VII. Committee Reports

A. Sheu report on General Education Implementation Task Force

Sheu was absent so there was no report on the General Education Task Force. Selfridge asked if the committee had discussed changing its name. Dikeman said that the committee has suggested the name be changed to the General Education Oversight Committee and that it be a subcommittee of Academic Affairs.

B. Yagerline/Peterson report on University Library Committee

Yagerline reported that the University Library Committee met on January 17<sup>th</sup>. There was discussion about the budget cuts and also funding for branch libraries. There is concern that Hale Library funds the branch libraries and some people have access to those libraries at all times since they have keys while access to Hale Library is limited.

C. Chenoweth report on Academic Policy and Procedures Committee

Chenoweth reported that there was a CAPP meeting but he was unable to attend.

VIII. For the Good of the University

Spears mentioned that Women's Studies will be applying to become an academic major rather than a secondary major.

Hopper said that he had a change for the minutes of the last meeting. Under IX. For the Good of the University, the first sentence should read "Hopper reported that Student Senate will be looking at three privilege fees this semester (not week) regarding the Union operation enhancements.

Hopper reported that this week Student Senate will discuss upgrading Forum Hall with \$42,000. He also reported that they will be looking at a resolution regarding making advisor accountable and a student's bill of rights. There will be 10-12 things to expect from advisors.

Student Senate representatives have spoken to the Provost about waiting lists and how to make them more universal across campus. There is a waiting list kept on computer, but Enrollment Center does not go to that list. Selfridge said that Academic Affairs and Faculty Senate can set up a policy and procedures to follow on how the waiting lists should be handled. Hopper reported that the Student Senate Academic Affairs Committee has met with Ron Downey. Downey will have the nine colleges give him their procedures for handling waiting lists. Selfridge said this should come forward as a formal resolution.

IX. Presentation by James Goddard regarding the Phase II Assessment Team proposal.

Goddard reported that Phase I of General Education passed Faculty Senate 1½ years ago. Phase I is the UGE Portfolio Assessment Committee. Phase II involves the assessment of the process. The UGE task force addressed six concerns regarding assessment of the program. These concerns are: 1) Are the courses consistent with what was approved?; 2) Do students know program requirements and purposes?; 3) Are enough approved courses available?; 4) Have college programs been implemented as approved and are they effective?; 5) Are transfer-credit policies working effectively?; and 6) Is the course approval process efficient and effective? Each of these priorities are covered at length in the report.

The task force is not asking for approval of the report, but for approval of the process.

Goddard also mentioned that the task force is recommending that the name of the task force be changed since there is no end to the work done by the group. They suggested the task force be renamed to the University General Education Oversight Committee and that it be a subcommittee of Academic Affairs. They would also like to preserve the structure that was originally used to create the task force. One person is elected at-large from the faculty of each college and one representative from each course and curriculum committee.

The primary emphasis of the task force will shift from assisting faculty with the development of UGE courses to monitoring and maintaining the UGE program. The task force currently meets once a month to review courses submitted for general education and then they vote on them by e-mail two weeks later. Dikeman mentioned that it is a challenge to get courses that are submitted for general education approved early enough for them to be listed in the line schedules.

Goddard reported that there is a website that gives examples on how to write a proposal to get a course approved for general education. They would still like to have more upper level courses to approved for general education.

A motion was made by Chenoweth and seconded by Selfridge to accept the report on Phase II. Chenoweth also thanked Goddard and the task force for doing a terrific job. Motion passed. Academic Affairs members agreed that the report can be brought to Faculty Senate for acceptance, but the name change should be a separate motion and does not need to go to Faculty Senate. This item will be on the next Academic Affairs agenda.

- X. Adjournment  
Meeting adjourned at 4:50 p.m.