

MINUTES
Faculty Senate Academic Affairs
October 17, 2000 3:30pm K-State Union, Room 204

Present: Chenoweth, Devault, Herald, Hopper, Molt, Mortensen, Pesci, Peterson, Sheu, Spears, Yagerline, Youngman

Absent: Selfridge

I. Call to Order

The meeting was called to order by Tom Herald, Chair, at 3:33 p.m.

II. Approval of minutes of October 3, 2000 Academic Affairs Committee meeting

A motion was made by Yagerline and seconded by Pesci to approval the minutes of the October 3, 2000 Academic Affairs meeting. Motion passed.

III. Announcements--none

IV. Presentation from the General Education Portfolio Assessment Committee--Dave Smit, Chair

Dave Smit reported that the charge of this committee was to come up with an accurate instrument to evaluate portfolios, but they were not given a research design. There was concern over how to train people to assess portfolios with different backgrounds and tastes. The committee decided to narrow the types of papers to informative and persuasive and eliminated experimental papers. The report from this committee is not yet available. Alison Wheatley, Assistant Professor in English, gave the committee hints on how to score papers and they are happy with what they came up with.

Smit said there are problems with the whole process as students' writing is very limited. It is hard to get any writing samples from most of their classes. Another problem is that the committee wanted two or more pages for one sample and some students are not able to write do that.

The committee also looked in assessing portfolios electronically. They received the papers on disk. It was convenient and the scores didn't change much, but anonymity was a little harder.

Smit said that one of the problems with the process is that their is no baseline for the seniors. Writing instruction outside of general education may contribute to the students improving their writing skills. Some students may be better at other types of writing. He also reported that it will be hard to get enough samples to do assessing. Smit felt that if another sample of students' writing is taken, there will not be enough samples to evaluate. It has been found that as people mature, they become better writers regardless of classes taken. Smit suggested that the same approach for gathering samples not be done again, unless a new plan is used. Spears reported that at small colleges, Expository Writing courses are the standard for writing papers for other classes. Smit said that the Provost is interested in writing across the curriculum and would like every department to set standards. Faculty would have to be willing to participate in the project and money would be needed for training and smaller classes.

V. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Spears and seconded by Mortensen to approve Undergraduate Course and Curriculum Changes approved by the College of Education September 26, 2000.

CHANGE:

Department of Secondary Education recommend adoption of BIOL 450 and BIOL 541 as core requirements for the major leading to certification (grades 7-12) in the biological sciences. Recommend dropping BIOL 410 and BIOL 400 to meet core requirements. Recommend elective hours change from 8 to 6.

Herald mentioned that he had received a letter from John Reese, Professor in Entomology, concerned that two of their courses had been dropped from the list of suggested courses. He talked to Larry Scharmann in Education and they have worked things out. Motion passed.

B. Graduate Education

1. A motion was made by Spears and was seconded to approve the Graduate Course & Curriculum Change approved by Graduate Council October 3, 2000.

CHANGE:

LAR 898 Thesis Proposal Writing

Motion passed.

C. General Education --none

VI. Old Business

A. Policy Agreement between Undergraduate Honor System and Registrar's Office

Herald said that this was a written version of the information Phil Anderson presented at the last meeting. A motion was made by Spears and seconded by Yagerline to accept this policy agreement. Motion passed.

B. Summer School academic policy & program: Provost's committee

Herald reported that this item is still being discussed in Faculty Affairs. They are meeting today and the committee may pass it. The policy would allow the current model for summer school to continue through 2003. There is concern over whether faculty are being treated fairly with salaries.

C. KSU course database development

Herald said there was nothing new to report on the KSU course database development.

D. Catalog "educational objectives" revision

Herald reported that this committee will meet on October 31, 3:00 - 5:00 p.m, in Union 205. Kurt Gunnell from Planning and Analysis will chair the meeting. Faculty are welcome to attend and listen to the discussion.

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

Herald reported that no action has been taken on the conditional drop pool.

F. Evening exams

Herald reported that this committee will meet on October 31, 3:00 - 5:00 p.m., in Union 203. Ruth Dyer and Loleta Sump will be attending the meeting. Chenoweth said the Committee on Academic Policy and Procedure (CAPP) also discussed this issue. In 1997, evening exams were given in 39 courses with 168 sections. In 2000, evening exams were given in 43 courses with 183 sections. Most of the exams were from the Colleges of Arts and Sciences, Business Administration, and Engineering. CAPP would like each college to give a report showing the number and type of exams they are giving in the evenings. There are concerns over whether the exams are being considered as contact hours for the classes and also if students are aware the exams are scheduled in the evenings for these classes.

VII. New Business--none

VIII. Committee Reports

- A. Sheu report on General Education Implementation Task Force
Sheu was absent, but Herald reported that the General Education Implementation Task Force met two week ago and they are discussing Phase II of the assessment proposal.
- B. Yagerline/Peterson report on University Library Committee
Yagerline reported that the first meeting of the University Library Committee will be held on October 25.
- C. Chenoweth report on Academic Policy and Procedure Committee
Chenoweth distributed a handout on Deadlines for Completing Secondary Majors and Minors that was approved by CAPP on October 11, 2000. The new policy has two recommendations: 1) secondary majors and minors must be completed concurrently with a degree program; and 2) no more than two transfer courses be allowed to apply to the requirements of any secondary major or minor program, so it is truly a KSU program.

Spears said that Women's Studies may have concerns with this policy since it offers a Minor in their program. Students in this area have asked that the graduate certificate they offer be offered separately from the MS and Ph.D. degrees they offer. Chenoweth said that Dr. Hightower, College of Engineering, was in favor of this policy change and would come and talk about this issue with Academic Affairs if necessary. Devault said there shouldn't be much difficulty with recordkeeping for secondary major and minors as DARS should be able to handle this in the near future. The committee pointed out that students are able to come back and finish degrees without any time limits. The only stipulation would be that they would have to take courses that have been added to complete degrees if they are not continuously enrolled. Herald said he would invite Ray Hightower and Don Foster to address the issues the committee raised. A motion was made by Spears and seconded by Devault to table this item. Motion passed.

IX. For the Good of the University

Peterson reported that the Faculty Handbook Committee is looking into revising several areas of the Handbook. They have been discussing raises for professional non-teaching faculty, making the language more inclusive, and changing the title of the handbook. They would also like to see the Handbook more user friendly.

Peterson also reported on the Search Committee Task Force. Their report will be given to Faculty Senate in November. It has been rewritten to be more user friendly and will be approximately a five page report. The task force hopes to make search committee practices more consistent.

Academic Affairs members also discussed the editorial that appeared in the Manhattan Mercury regarding low level harassment. The editorial said that KSU should not be even be looking into this issue. Spears said that the Committee on the Status of Women was offended by this editorial. Behavior that silence people is not accepted. Open dialog is needed among groups of the university so people feel safe to express their opinions on this subject. Peterson said we need to get some reasonable course of action between Faculty Senate and Administration.

Peterson reported that through her work on the Search Committee Task Force, they found that one of the problems in hiring new university personnel is that references are not being checked. It was suggested that faculty go through training regarding what is appropriate behavior and what is not and that a pattern of unacceptable behavior be put on a person's record.

X. Adjournment

Meeting adjourned at 4: 55 p.m.