

MINUTES
Faculty Senate Academic Affairs
December 16, 2003 3:30 pm K-State Union, Room 204

Present: Ackerman, Fairchild, Grunewald, Hancock, Hedrick, Pacey, Simon, Stewart, Trussell

Absent: Erickson, Marr, Meier, F. Smith

Visitor: Patricia Marsh

I. Call to Order

The meeting was called to order by Pat Ackerman, Chair, at 3:35 p.m.

II. Approval of minutes of December 2, 2003 Academic Affairs Committee meeting.

A motion was made by Stewart and was seconded to approve the minutes of the December 2, 2003 Academic Affairs Committee minutes. Three amendments were proposed: 1) Stewart asked that under V. Old Business B., the fifth sentence should read “*Devault* felt that advisors..... instead of CAPP felt that advisors.... 2) Trussell said that under V. Old Business F., the fourth sentence should read “The process is harder for departments that do not have *their* degrees accredited” instead of “The process is harder for departments that do not have there degrees accredited;” and 3) Ackerman said that under V. Old Business C., the fifth sentence should read “Provost Coffman would like to have *proposals on the table for consideration by the new Provost*” instead of “ Provost Coffman would like to have a new UGE program in place before the new provost takes over. The motion along with the three amendments passed.

III. Announcements

Ackerman announced that Academic Affairs would not meet on January 6th and that the committee could not meet on January 20th due to the January Faculty Senate meeting being moved to that day. A meeting will be scheduled for January 13th but it may be cancelled if there isn't any urgent business.

IV. Course and Curriculum Changes

A. Undergraduate Education

1. A motion was made by Fairchild and seconded by Hancock to approve undergraduate course and curriculum changes approved by the College of Education November 25, 2003.

Secondary Education

Changes to the curriculum. See white sheets for details.

Motion passed.

B. Graduate Education

A motion was made by Pacey and seconded by Grunewald to approve graduate course and curriculum changes approved by Graduate Council December 2, 2003.

CHANGE

AGRON 630	Crop Improvement and Biotechnology
AGRON 980	Molecular Tools for Genetic Analyses
AT 610	Computer-Aided Design of Apparel
CE 732	Advanced Structural Analysis I
CE 775	Traffic Engineering
CE 802	Advanced Mechanics of Materials and Applied Elasticity
CE 875	Traffic Flow Theory
EECE 643	Computer Engineering Design Lab
MC 590 (600)	Public Affairs Reporting

ME 610	Finite Element Applications in Mechanical Engineering
ME 620	Internal Combustion Engines
ME 622	Indoor Environmental Engineering
ME 628	Aerodynamics
ME 631	Aircraft and Missile Propulsion
ME 633	Thermodynamics of Modern Power Cycles
ME 635	Dynamics of Flight-Stability and Control
ME 640	Control of Mechanical Systems II
ME 656	Machine Vibrations I
ME 720	Intermediate Fluid Mechanics
ME 721	Thermal Systems Design
ME 722	Human Thermal Engineering
ME 728	Computer Control of ElectroMechanical Systems
ME 738	Experimental Stress Analysis
ME 811	Thermodynamic Analysis
ME 831	Boundary Layer Theory
ME 836	Introduction to Fracture Mechanics
ME 840	Intermediate Topics in Solid Mechanics and Machine Design
ME 846	Vibrations of Continuous Media
ME 862	Finite Elements
ME 871	Mechanics of Composite Materials
ME 920	Advanced Topics in Thermal and Fluid Mechanics
ME 940	Advanced Topics in Solid Mechanics and Machine Design
ME 947	Boiling Heat Transfer
NE 630	Nuclear Reactor Theory
NE 761	Radiation Measurement Systems
NE 851	Nuclear Engineering Laboratory
PHYS 636	Physical Measurements and Instrumentation
PHYS 662	Introduction to Quantum Mechanics
PLPTH 905	Ecology and Epidemiology of Plant Pathogens
POLSC 784	Internship in Government, Public Administration, and Politics

DROP

AGRON 780	Orientation to Field Crop Breeding
AGRON 885	Conventional and Molecular Methods for Evaluation of Crop Plant Resistance to Pests
ME 650	Introduction to Computer-Aided Design
ME 732	Robotic System Analysis
ME 735	Geometric Modeling
ME 736	Applied Elasticity
ME 756	Machine Vibrations II
ME 757	Kinematics
ME 762	Finite Elements
ME 775	Optimal Mechanical Design
ME 815	Gas Dynamics
ME 818	Introduction to the Theory of Continuous Media
ME 913	Thermodynamics and Transport Properties
NE 602	Radiation Protection Engineering I
NE 694	Nuclear Reactor Thermal Design
NE 847	Nuclear Power Engineering
NE 890	Nuclear Engineering Colloquium
NE 947	Boiling Heat Transfer
PHYS 616	Advanced Physics Laboratory
PLPTH 885	Conventional and Molecular Methods for Evaluation of Crop Plant Resistance to Pests

ADD

BAE 768	Geoenvironmental Engineering Design
CE 625	Principles of Geoenvironmental Engineering

CE 768	Geoenvironmental Engineering Design
CE 777	Portland Cement Concrete Pavements
CE 864	Unit Operations and Processes in Environmental Engineering
CHE 768	Geoenvironmental Engineering Design
HN 850	Public Health Field Experience
MC 665	Advertising/Public Relations Management
ME 701	Development of Computer Applications in Mechanical Engineering
ME 802	Advanced Mechanics of Materials and Applied Elasticity
ME 902	Theory of Plasticity
ME 910	Computational Methods in Design
MUSIC 675	Arranging for Bands
MUSIC 685	Organization and Administration of School Music Programs
NE 898	Master's Report
PHYS 633	Electromagnetic Fields II
STAT 901	Rank and Robustness
STAT 902	Generalized Linear Models
STAT 903	Spatial and Longitudinal Data
STAT 904	Resampling Methods

Degree Name Changes

Master of Science in Counseling and Student Development

Doctor of Education in Counseling and Student Development

Doctor of Philosophy in Counseling and Student Development

Certificate Program

Geoenvironmental Engineering Certificate Program

Motion passed.

C. General Education - none

V. Old Business

A. Degree Changes

Ackerman said that she and Stewart would do research on degree changes in January and report back to Academic Affairs.

B. Policy on Dropping Students After First Class Day **ATTACHMENT 1**

Pacey reported he visited with Ray Hightower and Gunile Devault about the Policy on Dropping Students After First Class Day. He said that Hightower was supportive of the policy change but wanted to change the wording. Pacey said that Devault was not supportive of the change, but the only change the proposed policy makes is the amount of time and instructor waits to drop a student. Concern was raised about students being dropped from all components of a course when perhaps they didn't need to enroll in all components. Stewart felt that the proposed change to the policy was irrelevant to distance education students. Pacey mentioned that the undergraduate catalog just came out so a change to the policy could not be updated for almost two years. The change could be made to take effect when the new catalog comes out students could be informed in advance of the change. There was also concern about a student losing financial aid if they are dropped from a course after the first day. Ackerman said she would like to get input from a broader cross-section of faculty on their response to this change. Simon mentioned that instructors are not always listed in the line schedules. Hedrick said that some instructors may drop students the first day and not really need to. Pacey said he thought the change would be a way of managing enrollment and should not be used to reduce the workload. He also said that Physics drops students after the first day of class. There was discussion on how to accommodate students that do have an emergency the first day of class. Fairchild said there will always be exceptions and they will have to be handled on an individual basis. Pacey said he will talk to the Physics department to see how they are able to drop students after the first day of classes and also to Sam Meier to find out why Student Senate was not in favor of it.

C. General Education Steering Committee

Ackerman reported that she met with Provost Coffman and Faculty Senate President Bob Zabel and two issues are to be addressed: 1) identify problems with the current UGE system; and 2) the steering committee should work on a definition of what general education students should know. The committee that is working on procedures to fix some problems with the current system will send their ideas to the UGE Council and they will review the suggestions. The new UGE proposals should be given to Provost Coffman by April or May as a new provost may be in place by then. Ackerman said she will ask Jerry Reeck to attend an Academic Affairs meeting to discuss general education.

D. Plus/Minus Grading System - nothing to report

E. Standardization of certificates - nothing to report

F. Learning Outcomes - Discussion Board

Trussell reported that the learning outcomes discussion board will be extended through January. She said that comments are being put on the discussion board frequently.

VI. New Business

- A. A motion was made by Stewart and seconded by Hancock to approve an addition to a graduate list.

December 2001

Jennifer M. Ross, Arts & Sciences, BA-Sociology CR

Motion passed.

VII. Committee Reports

A. Hancock report on General Education Council

Hancock reported that the General Education Council met on December 4th and looked at surveys of courses done in the fall. She said that these surveys received the highest ratings she has seen and that no further scrutiny of these UGE courses is needed. There weren't as many surveys since the courses were smaller sections rather than large lecture courses. She said it was very positive to see higher scores. Hancock mentioned that the writing component is still the lowest area of UGE and that the active learning and discussion area is strong. The council also approved several courses for second readings. She also reported that the council received a letter from the procedures committee that is looking at UGE and the content of that letter will be discussed at their next meeting on February 5th.

B. Trussell report on University Library Committee

Trussell reported that the University Library Committee will meet tomorrow and discuss copyright issues and scholarly publications.

C. Stewart report on Committee on Academic Policy and Procedures (CAPP)

Stewart reported that CAPP discussed the Standard Class Meeting Time Policy but nothing was finalized, but hopefully something will be decided in the near future.

VIII. For the Good of the University

There were no items for the good of the university.

IX. Adjournment

Meeting adjourned at 4:30 p.m.

ATTACHMENT 1

Proposed Undergraduate Catalog Policy Change 9-30-2003

2002-2004 Undergraduate Catalog, Enrollment, Drop/Add (page 14)
(Online at: <http://courses.k-state.edu/catalog/undergraduate/enrollment/dropadd.html>)

Replace the following paragraph:

The instructor *may* drop a student from a course after the first week of classes if the student has neither attended any of the scheduled course meetings nor notified the instructor of his or her intent to take the course. For purposes of this procedure enrollment in and payment of tuition for a course do not constitute notification of intent to take a course.

With this paragraph:

Instructors *may* drop students from any or all components (e.g., lecture, recitation, lab, etc.) of a course who are not present at the beginning of the first class period of each component of the course unless the student has received prior permission from the instructor.