MINUTES
Faculty Senate Executive Committee
Monday, February 24, 2003 3:30 pm
K-State Union, Room 205

Present: Bradshaw, Cochran, Cox, Dandu, Gehrt, Haddock, Jurich, Maatta, McCulloh, Prince, Schumm, Smith, Spears, Thompson, Zabel

Absent: Krstic, Mathews, Montelone, O'Hara, Ross, Verschelden

I.   President Al Cochran called the meeting to order at 3:30 p.m.

II.   Senator McCulloh moved to approve the minutes of the January 27, 2003 meeting. Motion was seconded and carried.

III.   Announcements

   A. Faculty Senate Leadership Council
       President Cochran announced that the Leadership Council will meet with President's staff later this week. At the weekly legislative update with Sue Peterson it was discussed that we may be faced with additional FY 2003 budget cuts.

   B. Kansas Board of Regents meeting
       President Cochran reported that significant time was spent on discussion of the Performance Agreement Task Force. A group of two or three common agreements will likely emerge for all colleges and universities and each university will develop a set of specific agreements.

   C. Report from Student Senate - none

   D. Report of FSLC meeting with Gary Hellebust and Bob Krause
       President Cochran announced that FSLC met with Gary Hellebust and Bob Krause on the Foundation investment results and expenses and shared with the Executive Committee handouts that the Foundation and VP Krause provided to FSLC. Investment returns overall have been negative for the past two fiscal years. Kansas law requires that the Foundation not spend below book value for each investment, rather than an overall pooled value. They have met with each Dean to discuss the ramifications of these negative returns. Senator Maatta moved to invite Gary Hellebust to the next Faculty Senate meeting. Senator Schumm seconded the motion and it was then passed.

   E. Other
       President Cochran announced that Jane Rowlett would like to demonstrate the K-State Portal sometime soon. He will let the Executive Committee know when it is scheduled. He distributed a Policy and Procedure for Discrimination and Harassment Complaints from Clyde Howard. There appear to be no substantive changes, just a clean-up of the policy. Provide any feedback to President Cochran. He announced that Pat Bosco, John Struve, Zac Cook, Ruth Dyer, Mary Ellen Sutton, Mo Hosni, and Mickey Ransom were appointed to the seven person committee as outlined in Appendix B, Part III of the University Handbook. He also announced that the university administration is supportive of Faculty Senate's desire to not participate in the Kansas

Board of Regents faculty awards program. Cochran also distributed copies of the February 2003 "Update," the monthly newsletter of the Council of Faculty Senate Presidents, which was distributed to Kansas legislators and members of the Board of Regents. This issue of the newsletter dealt with how the budget situation has impacted the Regents' universities. He also shared a memo from the KSU Budget Office that lists promotion increments for those advancing to Associate Professor ($2980) and Professor ($4440); he also said that the Appendix M hearing is progressing according to the timeline stipulated in the University Handbook.

IV.   Selection of deans for short presentation on budget issues
It was discussed to invite Dean Hobrock, Dean Kellett and either Dean Ebadi or Dean Law to the next meeting.

V.   Reports from Standing Committees

  A.   Academic Affairs Committee - Jackie Spears

1. Course and Curriculum Changes

  a. Undergraduate Education
    1. Senator Spears moved to place on the Faculty Senate agenda approval of the Undergraduate Course and Curriculum Changes approved by the College of Technology and Aviation January 14, 2003.

Department of Art, Science, and Business
CURRICULUM CHANGE:
Bachelor of science in technology management (TCMG)
Change hours of upper division courses from 40 to 45
Rationale: This is in accordance with recent BOR requirements for all four-year degrees.

COURSE DELETIONS:
BUS 253   Accounting Using Microcomputers
COT 200   Utilization of Media
GEOG 242 Physical Geography
MATH 120 Logic
MATH 125 Elementary Functions
MATH 214 Advanced Topics in Mathematics
PSYCH 120 Dealing with Difficult People

COURSE CHANGE:
HIST 231 History of Technology to: <u>HIST 320</u> History of Technology

Department of Aviation
CURRICULUM CHANGE:

Aeronautical Technology (~~airway science~~) - aviation maintenance (~~AWS AM~~)
Bachelor of Science in Aeronautical Technology - Aviation Maintenance (AVMB)
CHANGE: CIP CODE 490101
TO: CIP CODE 470607
Rationale: These curriculum changes are part of a comprehensive revision of the Aviation Maintenance curricula, in anticipation of applying for accreditation by the Council on Aviation Accreditation. On a recommendation from the Office of Planning and Analysis, we are changing the curriculum code from a sub-curriculum (AWS-AM) to it's own curriculum code (AVMB). We are also changing the CIP CODE to better reflect the degree and to give it the same CIP Code as the Associate degree. At this college, all of

the Associate & Bachelor degrees use the same CIP code. This will make it easier to report enrollment information to the Board of Regents.
*See pages AV 2 - AV 4 of white sheets for details.

CURRICULUM CHANGE:
Associate of Applied Science - Aviation Maintenance (AVM)
Delete MATH 151 (Applied Plane Trigonometry) from required list of courses
Rationale: This change decreases the required total number of academic credit hours for the degree by three hours while maintaining the Kansas Board of Regents requirements.
*See pages AV 5 - AV 6 of white sheets for details.

PROGRAM DELETION:
Associate of Applied Science - Avionics Technology
Rationale: The degree never realized the anticipated industry support or student enrollment.
*See AV 7 of white sheets for further details.

Department of Engineering Technology
COURSE DELETIONS:
CMIS 100   Introduction to MS-DOS and Windows
CMIS 101 Computer Fundamentals
CMIS 105 Introduction to PC Software
CMIS 110 Word Processing
CMIS 120 Spreadsheets
CMIS 145   Advanced Windows
CMIS 150 Advanced Spreadsheets
CMIS 200 Introduction to Desktop Publishing
CMIS 210 Advanced Desktop Publishing
CMIS 250 Introduction to UNIX
CMST 230 RPG

DROP:
CMST 333 Software System Development
CMST 100 Operating Systems

ADD:
CMST 102 Introduction to Computer Technology
CMST 247 Java Programming I
CMST 334 Computer Technology Project Development
CMST 344   Internetworking
CMST 347 Java Programming II
CMST 370 Applied Data Structures
CMST 410 Operating Systems
CMST 412 Software Architecture and Design
CMST 420 Advanced Database Systems
CMST 462 Computer Technology Senior Project

COURSE MODIFICATIONS:
CMIS 130 Database Management to: <u>CMST 104</u> Database Management
CMST 225 Commercial Software Analysis to: <u>CMST 108 PC Desktop Software</u>

CMST 130 Introduction to PC Hardware to CMST 130 <u>Introduction to PC Administration</u>
CMST 135 Web Page Development I

CMST 140 Visual Basic I to: <u>CMST 210</u> Visual Basic I
CMST 180 Database Development to CMST 180 <u>Introduction to Database Systems</u>
CMST 220 COBOL I to: <u>CMST 362 Introduction to Business Programming</u>
CMST 235 Web Development Programming I to: <u>CMST 335</u> Web Development
            Programming I
CMST 245 C++Programming I
CMST 255 Visual Basic II to: <u>CMST 310</u> Visual Basic II
CMST 330 Systems Analysis and Design to: <u>CMST 460</u> Systems Analysis and Design
CMST 300 Assembly Language Programming
CMST 320 COBOL II to: <u>CMST 363 Advanced Business Programming</u>
CMST 332 Web Development Project
CMST 345   Networking III to: <u>CMST 445 Network Security</u>
CMST 350 UNIX Administration

CURRICULUM MODIFICATION:
(CWDT):
Associate of Technology in Web Development Technology
Rationale: Changes are part of a comprehensive revision of CMST and CWDT associate degree courses and curricula. Use of the Java language in Web development necessitates the addition of the course. Curriculum provides a choice of a Java or Visual Basic programming emphasis.
*See pages ET 11 - ET 12 of white sheets for further details.

PROGRAM NAME CHANGE:
FROM: Computer ~~Science~~ Technology (CMST), Associate of Technology degree
TO: Computer Systems Technology (CMST), Associate of Technology degree
Rationale: This name change will minimize the identity, confusion between the computer-oriented degree programs offered by the Engineering Technology (ET) Department on the Salina campus and the Computer Science degree offered in the Computing and Information Sciences (CIS) Department on the Manhattan campus.
*See pages ET 13 of white sheets for further details.

CURRICULUM MODIFICATION:
(CMST): from: Associate of Technology in Computer Science Technology to: Computer Systems Technology
Rationale: These changes are part of a comprehensive revision CMST associate degree courses and curricula. Some of the changes reflect the anticipated addition of a CMST bachelor's degree in Computer Science Technology.
*See pages ET 14 -15 of white sheets for further details.

NEW PROGRAM:
Bachelor of Science in Computer Systems Technology
*See page ET 16 of white sheets for further details.

Motion carried.

2. Senator Spears moved to place on the Faculty Senate agenda approval of Undergraduate Course and Curriculum Changes approved by the College of Education January 28, 2003.

Secondary Education
NEW COURSE:
EDSEC 471   Office Systems and Procedures

MINOR MODIFICATION:

EDSEC 315 Administrative Data Applications to EDSEC 315 <u>Technology in the Business Classroom</u>

DROP COURSE:
EDSEC 215   Information Processing

Motion carried.

3. Senator Spears moved to place on the Faculty Senate agenda approval of Undergraduate Course and Curriculum Changes approved by the College of Architecture, Planning, and Design January 30, 2003.

CHANGE:
ENVD 205 Graphics I (2) I, II, S to ENVD 205 Graphics (2) I, II

DROP:
ENVD 206   Graphics II (2) I, II, S

Motion passed.

b. Graduate Education
Senator Spears moved to place on the Faculty Senate agenda approval of Graduate Course and Curriculum Changes approved by the Graduate Council February 4, 2003.

CHANGE
ASI 802   Gametes, Fertilization and Pregnancy in Farm Animals
ASI 826   Nutritional Physiology
CNS 640   Construction Operations
CNS 645   Construction Scheduling and Cost Control
ARE 690   Senior Project
ARE 710   Building Energy Analysis
ARE 780   Advanced Structural Topics
EDSP 742 Interventions: Emotional and Behavioral Disorders
EDSP 743 Interventions: Academic Disabilities
EDSP 785 Practicum in Education of Exceptional Individuals
HORT 751 Human Issues in Horticultural Therapy

DROP
EDSP 721 Characteristics of Learning Disabilities
EDSP 724 Characteristics of Mental Retardation

NEW
ARE 623   Timber Structures
CS 747   Systems Integration of Small Animal Internal Medicine
EDSP 723 Characteristics of Cognitive Disorder
FSHS 775 Perspectives in Gerontology
FSHS 776 Program Evaluation and Research Methods in Gerontology
FSHS 777 Public Policy: Economic and Social Impacts on Older Adults

FSHS 778 Aging and the Family
FSHS 779 Professional Seminar in Gerontology
FSHS 867 Pre-Practicum in Marriage and Family Therapy I
FSHS 868 Pre-Practicum in Marriage and Family Therapy II

Specialization Proposal
Gerontology within the M.S. in Family Studies and Human Services

Certificate Proposal
Gerontology within the M.S. in Family Studies and Human Services

Motion passed

2. Senator Spears moved to place on the Faculty Senate agenda approval of granting of posthumous degrees:

Lucinda Juanita Goossen - would have graduated May 2003 - Animal Science and Industry - requested by Larry Erpelding, Associate Dean of Agriculture

Terry Lynne Richards - would have graduated December 2002 - BS in Life Science - requested by Alison Wheatley, Assistant Dean of Arts and Sciences

Motion passed.

3. Approve graduation list and additions to graduation lists:

a. Senator Spears moved to place on the Faculty Senate agenda approval of the December 2002 graduation list.

Motion carried.

b. Senator Spears moved to place on the Faculty Senate agenda approval of additions to graduation lists:

December 2002
  LaKisha Renee Austin-Minniefield, BS - Social Science
  Marcus Desmond Birzer, A&S - BS-Social Science
  Lynn Deahl, Engineering - Electrical Engineering
  Natascha L. Foley, A&S - BS-Kinesiology
  Millie Hedleston, Master of Accountancy
  Jennifer A. Jacobs, Business Administration - BS-Marketing and International Business
  Renee A. McDaniel, A&S - BS-Journalism and Mass Communications
  Zachariah Thomas Johnson, A&S - BS-Geography
  Franco Paul Pezely, A&S - BS - Social Science
  Desiree Anne Schmidt, A&S - BA-Anthropology
  Scott W. Snelling, A&S - BS-Journalism and Mass Communications
  Krysti A. Vanalstine, A&S - BS-Chemical Science
  Jeff W. White, BFA - Fine Arts-GD

December 2000
  Amanda L. Kisel, Human Ecology - BS-General Human Ecology

Motion carried.

4. Announcement - Changes to University Handbook - Appendix F (Incorporation of Honor Pledge)   **ATTACHMENT 3** - see Faculty Senate agenda
   Senator Spears briefly discussed the Appendix F changes due to the Honor Pledge.

5. Senator Spears announced that the committee is reviewing the cancellation of classes for

All-University Open House and may propose a change at the April meeting. She announced that Certificate programs will be reviewed by CAPP. The Provost has shared possible program discontinuance with each Dean. Efforts to begin the assessment program for accreditation have been escalated.

B. Faculty Affairs Committee - Eric Maatta
Senator Maatta announced that the committee is reviewing the interim policy on mediation with plans to have a permanent policy. Beck O'Donnell, Director of Mediation Services, provided detailed information to the committee on the mediation process. The committee will invite Ruth Dyer and Dick Seaton to continue the discussion. Also, the committee is discussing the revised definition of General Faculty as proposed by the General University caucus.

C. Faculty Senate Committee on University Planning - Walter Schumm
Senator Schumm announced that it appears the University has been able to deal with budget cuts so far without loss of tenured faculty.

D. Faculty Senate Committee on Technology - Beth Montelone
Senator Haddock announced that the committee was given a presentation of the online academic advising system.

VI. Old Business - none

VII. New Business - none

VIII. For the Good of the University - none

IX. The meeting adjourned at 5:05 p.m.

ATTACHMENT 3

CHANGES TO UNIVERSITY HANDBOOK
Appendix F
Change of Grades

FROM:

F80 The university uses the following grades:

      A--for excellent work
      B--for good work
      C--for fair work
      D--for poor work
      F--for failure
      P--for grades of B, C, and D on A/Pass/F courses Cr--for credit courses for which no letter grade is given
           (non-graded courses)
      NCr--for no credit in courses for which no letter grade is given (non-graded courses)
      NR--for no grade reported
      I--Incomplete
      W--withdrawn

TO:

F80 The university uses the following grades:

      A--for excellent work
      B--for good work
      C--for fair work
      D--for poor work
      F--for failure
      XF--for academic dishonesty
      P--for grades of B, C, and D on A/Pass/F courses
      Cr--for credit **in** courses for which no letter grade is given **(non-graded courses)**
      NCr--for no credit in courses for which no letter grade is given (non-graded courses)
      NR--for no grade reported
      I--Incomplete
      W--withdrawn

FROM:

F90 Change of grades. An instructor may effect a change of grade by filing the appropriate "Grade Change Report" in the Registrar's office.

TO:

F90 Change of grades. An instructor may effect a change of grade by filing the appropriate "Grade Change Report" in the Registrar's office**. To protect against falsified reports, the white copy of the report is returned to the instructor once the grade change has been entered by the Registrar. Falsified reports are a violation of the Honor Pledge.**

Rationale

Minor editorial changes and updates to reflect the introduction of the honor pledge.

Effective: Immediately