# MINUTES
## Faculty Senate Executive Committee
**Monday, January 9, 2006 3:30 pm**
**K-State Union, Room 213**

Present: Adams, Brockway, DeLuccie, Gehrt, Knapp, Moore, North, Ransom, Sachs, Schultz, Spears, Spikes, Trussell
Absent:  Herald, Prince, Schumm, Shultis
Proxies: Clark, Cox
Visitors: Al Cochran, Wendy Ornelas, Lynn Ewanow

1.      President-elect Roger Adams called the meeting to order at 3:30 p.m.

2.      The minutes of the November 28, 2005 minutes were approved as amended.

3.      Al Cochran – Core Competencies
        Al Cochran discussed the matriculation agreements between the community colleges and the Regents institutions. Several faculty members, including department heads at KSU, have been actively involved in these on-going discussions and agreements.  Common ground can be difficult because of the vast differences in courses offered across the universities.  He has a large report that is available electronically upon request.

4.      Reports from Standing Committees

    A.  Academic Affairs Committee – Alice Trussell

        1. Course and Curriculum Changes

            a.   Undergraduate Education -

                1.  Senator Alice Trussell moved to place on the Faculty Senate agenda undergraduate course and curriculum changes approved by the College of Arts and Sciences November 3, 2005:

                **COURSE CHANGES:**

                *Department of Art*

                DROP:
                ART 590 Approaches to Art Therapy
                ART 595 Independent Study in Art Therapy

                *Department of Biology*

                CHANGE:
                BIOL 515 Behavioral Ecology (3) ~~H~~ I

                *Department of History*

                CHANGE:
                HIST 331 Introduction to Japan

                *Department of Modern Languages*

                CHANGE:
                CHINE 501 Chinese V
                CHINE 502 Chinese VI
                SPAN 510 (~~570~~) Structures of the Spanish Language

                ADD:

1

CHINE 599 Special Studies in Chinese

***Department of Sociology, Anthropology and Social Work***

CHANGE:
SOCWK 530 Seminar in Applied Social Work Research
SOCWK 550 Field Practicum ~~Research~~ Preparation
SOCWK 560 Social Work Practice I
SOCWK 570 Social Work with Groups ~~I~~

DROP:
SOCWK 519 Methods of Social Work Research
SOCWK 571 Social Work with Groups II

***Department of Speech Communication, Theatre and Dance***

DROP:
SPCH 065 Spoken English for International Students
SPCH 460 Rhetoric of the Sixties

ADD:
SPCH 475 Legal Communication
SPCH 545 Communication & Democracy

**CURRICULUM CHANGES:**

*Page 90, undergraduate catalog*
Additional requirements for the Bachelor of Arts
Change to the Foreign Language requirement: <u>Exception: Students who take a language that is normally offered for only two semesters (Latin 141 and 142, for example) may complete their requirement by taking two additional semesters in another language.</u> (See page 9 of the white sheets)

***Department of Modern Languages***

*Page 127, undergraduate catalog*
Changes to the undergraduate catalog language to clarify the practice of accepting validated or approved transfer credits, and to specify the minimum requirements for courses that are taught or supervised by our faculty. (See page 10 of the white sheets for further details.)

Curriculum changes to the Modern Language major for German and Spanish. Add two new options for Spanish:
1. Hispanic Studies Option
2. Hispanic Literature Option

(See pages 10-13 of the white sheets for further information)

***Department of Sociology, Anthropology, and Social Work***

*Page 146, undergraduate catalog*
Curriculum changes to the B.A. and B.S in Social Work. (See page 13 of the white sheets for details)

Motion carried.

2. Senator Trussell moved to place on the Faculty Senate agenda undergraduate course and curriculum changes approved by the College of Technology and Aviation November 8, 2005:

**COURSE CHANGES:**

CHANGE:
AVM 400 Composites
AVM 405 Non-Destructive Testing
ENGL 325 (~~255~~) Literature and Technology
PPIL 196 VFR Pilot Proficiency Lab
PPIL 197 IFR Pilot Proficiency Lab
PPIL 216 Altitude Chamber
PPIL 262 Multi-Engine Ground School
PPIL 379 Turbine Transition
PPIL 385 Airline Transport Pilot Rating
PPIL 483 Certified Instrument Flight Instructor Lab
PPIL 493 Certified Multi-Engine Flight Instructor Lab

ADD:
PPIL 250 Safety and Security of Airport Ground Operations
PPIL 417 Aviation Accident Investigation
PPIL 451 System Safety

**CURRICULUM CHANGES:**

Curriculum changes to the Associate of applied science. (See pages 7-8 for further details.)

Motion carried.

3. Senator Trussell moved to place on the Faculty Senate agenda undergraduate course and curriculum changes approved by the College of Architecture, Planning and Design October 27, 2005:

**COURSE CHANGES:**

*Landscape Architecture*

Changes:
LAR 220 ~~Landscape Architecture Design Studio I~~ Site Design Studio I
LAR 248 ~~Building Science~~ Landscape Architecture Materials and Methods
LAR 310 Design Graphics and Visual Thinking
LAR 320 ~~Landscape Architectural Design Studio II~~ Site Design Studio II
LAR 410 ~~Landscape Architecture Design Studio~~ Planting Design Studio
LAR 438 Land Construction I
LAR 442 ~~Landscape Architecture Design Studio IV~~ Site Planning and Design Studio
LAR 501 Landscape Architecture Seminar I
LAR 502 Landscape Architecture Seminar II
LAR 510 ~~Landscape Architectural Delineation Techniques~~ Landscape Architecture Tech Module I

Add:
LAR 520 Landscape Architecture Tech Module II
LAR 530 Landscape Architecture Tech Module III
LAR 540 Landscape Architecture Tech Module IV
LAR 550 Landscape Architecture Tech Module V
LAR 560 Landscape Architecture Tech Module VI

*Regional and Community Planning*

Changes:
PLAN 315 Introduction to Planning

Add:
PLAN 590 Problems in Planning (1-3) *Somehow has not been in the undergraduate catalog and needs put back in. It has been an approved course since at least 1984.*

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*Interior Architecture and Product Design*

Changes:
IAPD 406 ~~Prob in Interior Arch & Prod Design~~ <u>Problems in IAPD</u>
IAPD 407 Design Workshop I
IAPD 409 Materials and Finishes
IAPD 410 Interior Arch. Microcomputers
IAPD 412 Design Workshop I Studio
IAPD 416 History of Furniture
IAPD 456 Theory of Product Design
IAPD 520 Design Graphics Workshop

Add:
IAPD 307 IAPD Design Studio 1
IAPD 320 IAPD Design Studio 2
IAPD 391 Contemporary Design
IAPD 435 IAPD Design Studio 3
IAPD 440 IAPD Design Studio 4

Motion carried.

4. Senator Trussell moved to place on the Faculty Senate agenda undergraduate course and curriculum changes approved by the College of Human Ecology December 2, 2005:

## CURRICULUM CHANGES

Curriculum changes to the Bachelor of Science in apparel and textiles. See page 2 of the white sheets for rationale.

Curriculum changes to the Bachelor of Science in Human Ecology. See page 14 of white sheets for details.

Change to Teacher Licensure requirements for Family and Consumer Sciences Education. See pages 15-16 of the white sheets for details.

Motion carried.

b. Graduate Education – Senator Trussell moved to place on the Faculty Senate agenda graduate course and curriculum changes approved by the Graduate Council on December 6, 2005:

### CHANGES:
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|---|---|
| EDEL 620 | Foreign Language Methods of Elementary Schools |
| ENTOM 830 | Molecular Entomology |
| ENTOM 875 | Insect Physiology |
| IAPD 606 | Design Studio 6 |
| IAPD 644 | Interior Architecture Internship |
| IAPD 645 | Interior Architecture Internship Report |
| ~~IAPD 647~~ | ~~Interior Arch Internship Report~~ *(department withdrew change request 11/28/05)* |
| IAPD 753 | Professional Practice |
| IAPD 802 (608) | Design Workshop II |
| IAPD 803 (614) | Design Workshop II Studio |
| IAPD 813 (713) | Furniture Design Workshop Studio |
| IAPD 814 (714) | Furniture Design Workshop |
| IAPD 820 (720) | Advanced Seminar in IA |
| IAPD 821 | Advanced IAPD Design Studio |
| IAPD 831 (730) | Facilities Management |
| IAPD 840 (740) | Advanced Design Workshop |
| LAR 646 | Community Planning and Design |
| LAR 647 | Land Construction III |

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|---|---|
| LAR 648 | Landscape Architecture Specialization Studio |
| LAR 700 | Project Programming |
| LAR 703 | Landscape Architecture Off-Campus Studio |
| LAR 704 | Environmental Landscape Planning and Design |
| LAR 750 | Landscape Architecture Seminar III |
| LAR 898 | Thesis Proposal Writing |
| PLAN 630 | Computer Applications in Planning and Design |
| PLAN 631 | Computer Applications in Planning I |
| PLAN 633 | Computer Applications in Planning III |
| PLAN 650 | Housing and Development Programs |
| PLAN 716 | Seminar in Planning |
| PLAN 717 | Seminar in Grant Preparation |
| PLAN 731 | Solid Waste Planning and Management |
| PLAN 740 | Small Community and Rural Area Planning |
| PLAN 746 | Urban Design and Preservation Studio |
| PLAN 752 | Physical Processes of Plan Implementation |
| PLAN 753 | Planning Law |
| PLAN 660 (760) | Community Development Planning |
| PLAN 661 (761) | Community Development Workshop |
| PLAN 765 | Growth Management |
| PLAN 810 | Practicum in Planning and Development |
| PLAN 820 | Planning Administration |
| PLAN 880 | Topics in Planning |
| PLAN 899 | Research in Planning |
| PLPTH 890 | Introduction to Genomic Bioinformatics |
| SPCH 735 | Leadership Communication |

Master of Landscape Architecture
Master's of Regional and Community Planning
Master of Architecture

**DROP:**

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|---|---|
| ENTOM 706 | External Insect Morphology |
| ENTOM 865 | Internal Insect Morphology |
| ID 630 | Household Equipment Theory |
| PLAN 615 | Shaping the American City |
| PLAN 651 | Planning Municipal Services |

**ADD:**

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|---|---|
| ARCH 801 | Topics in History of the Designed Environment |
| ARCH 803 | Environmental Aesthetics |
| ARCH 804 | Topics in Environment and Behavior |
| ARCH 805 | Project Programming |
| ARCH 806 | Architecture Design Studio VII |
| ARCH 807 | Architectural Design Studio VIII |
| ARCH 811 | Topics in Architectural Design Methods |
| ARCH 815 | Topics in Architecture |
| ARCH 816 | Topics in Environmental Systems in Architecture |
| ARCH 820 | Environmental and Behavior |
| ARCH 831 | Environment and Aging |
| ARCH 835 | Topics in Building Construction Systems in Architecture |
| ARCH 840 | Building-Related Health and Safety |
| ARCH 852 | Topics in Structural Systems in Architecture |
| ARCH 853 | Professional Practice |
| ARCH 870 | History of American Architecture and Allied Design I |
| ARCH 871 | History of American Architecture and Allied Design II |
| ARCH 880 | Development Analysis |
| ASI 650 | Identification and Data Management of Food Animals |
| ASI 776 | Meat Industry Technology |
| ENTOM 840 | Immature Insects |
| ENTOM 850 | Scanning Electron Microscopy |
| ENTOM 866 | Insect Morphology |
| ENVD 900 | Conceptual Approaches to Design and Planning |

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|---|---|
| ENVD 901 | Research Methods in Deign and Planning |
| ENVD 999 | Dissertation Research |
| FREN 721 | Francophone Literature |
| GRAD 801 | Foundations of Leadership |
| GRAD 820 | Leadership Practicum |
| IAPD 628 | Building Construction Systems IA |
| IAPD 664 | Interior Architecture Summer Internship |
| IAPD 665 | Interior Architecture Summer Internship Report |
| IAPD 668 | Study Abroad Experience |
| IAPD 801 | IAPD Design Studio 5 |
| IAPD 810 | Capstone Studio |
| IAPD 815 | Advanced Studio Programming |
| IAPD 822 | Advanced Product Design Studio |
| IAPD 823 | Advanced IA Design Studio |
| IAPD 824 | Advanced Furniture Design Studio & Workshop |
| IAPD 891 | Contemporary Design |
| ID 630 | Topics in Advanced Interior Design Theory |
| LAR 705 | Master's Project and Report |
| LAR 725 | Landscape Architecture Research Methods |
| PLAN 804 | Environmental Planning Methods |
| PLAN 898 | Thesis Proposal Writing |
| SPCH 745 | Political & Corporate Speechwriting |

Children's Literature Concentration - Department of English
Master of Interior Architecture and Product Design
MS Arch Program
Doctoral Program in Environmental Design and Planning

Motion carried.

c. General Education – Senator Trussell moved to place on the Faculty Senate agenda the following courses for UGE status as approved by the UGE Council November 10, 2005 and December 7, 2005:

ECON 524 Sports Economics
GEOG 302 Cartography and Thematic Mapping
GEOG 508 Geographic Information Systems I
GRMN 510 German Film
FREN 113  Beginning Accelerated French
CHINE 101 Chinese I
CHINE 102 Chinese II
CHINE 201 Chinese III
CHINE 202 Chinese IV

Motion carried.

2. Proposed change to the University Handbook, Section F110 – **Attachment 1**
Senator Trussell moved to place the proposed changes to the Graduation Scholastic Honors policy on the Faculty Senate agenda. The change will base honors only on average GPA. The proposed change will increase the number of students graduating with honors. This approach is commonly used at other universities.

Senator Moore expressed concern in keeping the percentage of students receiving honors at about the 14-15% range. President-elect Adams indicated that the proposal is stricter than some other university policies. Senator Rintoul discussed that the policy change may result in students approaching faculty for retroactive grade changes. Senator Knapp stated that the policy change will clarify requirements and the benefits outweigh the negatives.

Motion passed.

3. Proposed change to the University Handbook, Section F12 – **Attachment 2**

Senator Trussell moved to place the proposed change in the Enrollment Cap policy on the Faculty Senate agenda. This policy has been extensively discussed in CAPP and Academic Affairs. Senator Rintoul suggested included parenthetically that waitlisted courses will count towards the enrollment limit. Senator Ransom disagreed and thought the specificity of including waitlisted courses should not be included in the policy. Senator Knapp agreed. Senator Deluccie questioned the procedure on wait listing and whether or not waitlisted courses should be counted as enrolled hours. Senator Trussell indicated that the enrollment of students will include waitlisted courses in the new student system. Senator North questioned whether or not 21 hours is a high enough limit. Senator Trussell reported that there will be a procedure that can be used to override enrollment rules only on an exceptional basis by very few people. Senator Spikes indicated that the University Handbook is filled with many policies that are difficult to track. He recommended that University Handbook changes should be carefully constructed. He also thought we should regularly review the University Handbook to see if policies can be eliminated. Past-president Spears indicated that 21 hours was a limit that was previously set as a compromise to meet the needs of all colleges.

Motion passed.

4. Approval, Routing and Notification policy proposal – **Attachment 3**
Senator Trussell moved to place on the Faculty Senate agenda the proposed change in Approval, Routing and Notification Policy for the Change Process for Courses, Curriculum, Degrees, and Programs. Senator Spikes suggested a friendly amendment to parallel the language in the Graduate Degrees and Programs to match the language in the Undergraduate Degrees, Programs, and Majors.

Motion passed.

B. Faculty Affairs Committee – Frank Spikes
Senator Frank Spikes reported that their committee will have no action items on the Faculty Senate agenda. Faculty Affairs will meet tomorrow with the main topic discussion of Appendix M, Review of Dismissal of Tenured Faculty Member and Appendix G, General Faculty Grievance Procedure of the University Handbook.

C. Faculty Senate Committee on University Planning - Walter Schumm
No report.

D. Faculty Senate Committee on Technology – Michael North
Senator Michael North reported there is a special open meeting of FSCOT this week with Dr. Pat Bosco regarding the domain name change from ksu.edu to k-state.edu.

5. Announcements

A. Faculty Senate Leadership Council - **Attachment 4**
See Attachment 4.
B. Kansas Board of Regents Meeting - **Attachment 4**
See Attachment 4
C. Report from Student Senate
Senator Moore reported that they are trying to complete several initiatives before the end of the student leadership term, such as the 5-year tuition strategy plan. Also, they are still looking at more efficiencies in the SafeRide program and determining how to spend bond surplus funds by accepting proposals, emulating the Targeted Excellence procedures.

D. Other
President-elect Adams discussed the Faculty Senate elections. Secretary Jennifer Gehrt distributed the Reapportionment analysis that is required every three years by the Faculty Senate Constitution. The Extension caucus will decrease from eight to seven members because of decrease in total FTE and the College of Education will increase from four to five members. The Faculty Senate Office will send out information to the heads of each caucus on January 23rd. More information will also be sent out electronically.

President-elect Adams reported that John Johnson, a former active member of Faculty Senate passed away last week.

He also reported that the Faculty Senate leadership met with Classified Senate leadership in December and the Classified Senate is continuing possible consideration of removal from the State Classified Service.

6. Old Business – none

7. New Business - none

8. For the Good of the University
Senator Moore announced that the students had a big lobbying push over the semester break where they partnered a student with a KSU Alumni member to meet with their local legislators to discuss opposition of the TABOR amendment. The initial reports have been positive.

9. Adjournment— The meeting was adjourned at 4:35 p.m.

Proposed change to the University Handbook, Section F110.

Scholastic honors. Bachelor's degree candidates who have completed a minimum of 60 hours in residence, with at least 50 hours in graded courses, are considered for graduation with scholastic honors as follows: Students with a 3.950 or above K-State academic average are designated as Summa Cum Laude. ~~The remaining students in the upper three percent of their college graduating class are designated Magna Cum Laude. Those remaining in the upper ten percent are graduated Cum Laude.~~  <u>Students with a 3.850-3.949 K-State academic average are designated as Magna Cum Laude.  Students with a 3.750-3.849 K-State academic average are designated as Cum Laude.</u>  Students with a Doctor of veterinary medicine degree candidates are eligible to receive these honors based on courses completed in the professional program.

Proposed change to the University Handbook, Section F12

Rationale:

With the implementation of the new iSIS system, a review has been needed of the current cutoff for maximum enrollment hours. The new system will count the waitlisted classes as well as the classes in which the student is enrolled. Increasing the hours from 18 to 21 will give students greater flexibility and fewer frustrations at the time of enrollment. Therefore, the Committee on Academic Policies and Procedures and the Faculty Senate Academic Affairs recommend that the cap for enrollment be increased from the current 18 hours to 21 hours effective with enrollment for the fall 2006 semester. Wording in the University Handbook should be updated as follows:

**F12 An undergraduate student may not enroll for more than 21 Kansas State University credit hours in a semester unless the student is granted permission to do so by the student's academic dean or the dean's representative.**

**Approval Routing and Notification Policy for the Change Process for Courses, Curriculums, Degrees, and Programs (Revised March 4, 1999)**
Course and Curriculum policy and procedural changes— (approved by Academic Affairs December 20, 2005)

The Board of Regents Policy and Procedures Manual, Appendix G, revised 03-01 and 01-04, establishes specific requirements of institutions requesting approval of new academic programs. Section 4.f., Program Review, Assessment and Accreditation, states the requirement for the institution to "establish clearly the institution's plan to monitor, maintain and enhance the quality and effectiveness of the program." The K-State BOR Performance agreement and the NCA accreditation visit reinforce the need to address assessment as in integral component of the design academic programs.

To be inserted in the procedure at I. D.5., Undergraduate Degrees, Programs, and Majors. Subsequent items currently listed as 5., 6., 7., 8., and 9., shall be renumbered 6., 7., 8., 9., and 10..

For new degree programs, including majors, secondary majors and certificate programs, list student learning outcomes. Attach an Assessment of Student Learning Plan for the first three years of the degree program following the template found as provided by the Office of Assessment.

To be inserted in the procedure at I.E. 5., Graduate Degrees and Programs. Subsequent items currently listed as 5. and 6. shall be renumbered 6. and 7.

In accordance with Board of Regents Policy and Procedures manual for new degrees and certificate programs, list student learning outcomes. Attach an Assessment of Student Learning Plan for the first three years of the degree program following the template found as provided by the Office of Assessment.

**Faculty Senate Leadership Council and Board of Regents Announcements**

**Faculty Senate Leadership Council**

1.  Targeted Excellence:  Twelve pre-proposals were invited to submit full proposals. The authors and titles of the proposals can be viewed at the Provost website: http://www.k-state.edu/provost/planning/targetexc/2006/fullprop.htm

2. President Herald participates on the five year tuition plan committee.

**Kansas Board of Regents Meeting**

1. Performance Agreement Procedures and Goals. In July 2006, the fourth performance agreements will be submitted to the BOR.

2. A 6.0% increase in Housing rate was recommended for Fiscal Year 2007.

3. Approve allocation of FY 2007 rehabilitation and repair appropriation:
KSU- Manhattan: $ 4,198,500
KSU - Salina: $193,500

4. Retirement Plans
To fulfill the Board's fiduciary responsibility for the KBOR Mandatory Retirement Plan, appropriate management and periodic review of the investment options provided under the Plan are required. The Board has delegated responsibility for plan administration and investment oversight to the Retirement Plan Committee (RPC). The RPC, working with Deloitte Consulting who were hired to provide consulting services regarding the oversight of investment options, has developed an Investment Policy Statement which will establish formal benchmarks against which investment performance will be measured. The RPC recommends adoption of the Investment Policy Statement by the Board.

5. President Wefald presented KSU efficiency measures.