

## Attachment 1

### **Motion to Rescind the Previous Action to Approve a Task Force Report Related to the K-State 8 Course Tagging Procedure and to Implement the Recommendations of the Task Force Report**

**Presented to the Faculty Senate Executive Committee on October 29, 2012**

#### Background to the Motion

On June 12, 2012, Faculty Senate took the following action:

(<http://www.k-state.edu/facsen/facsenate/2012/documents/fsminutes061212.pdf>):

7B. Academic Affairs Committee – Andy Bennett

- K-State 8 Tagging and Criteria Report and Recommendations - **Attachment 3**

Senator Bennett moved to approve the proposal addressing refinements of K-State 8 in regard to tagging criteria. He provided the history that culminated in these refinements and options for implementing K-State 8. Senator Ransom asked if this was a motion to adopt all the changes in the report and, if so, why this was not being treated as a formal curriculum change. Discussion regarding this type of proposal, from a task force, and those considered to be course and curriculum changes and non-expedited courses followed. Senator Ransom stated that senators should be aware that voting for these changes would be voting for a major curriculum change. He stated that this did not come out of the committee with a unanimous vote and that there are very strict rules with how non-expedited changes are handled. Senator Bennett noted there was one dissenting vote. Lengthy discussion continued about the process. Senator Ransom indicated he may or may not be in favor of the changes; however, he was concerned about the process. An oral vote was taken, resulting in what appeared to be a tie. Division of the house was called. A vote by show of hands was taken, resulting in 40 yes votes, 18 no votes and six abstentions. Motion carried.

We believe the action taken by Faculty Senate on June 12, 2012 was out of order for two reasons:

1. The document that was submitted for consideration was the report of a task force. It was not submitted in the format of a proposal as required in the document cited below. The proposed changes to the K-State 8 course tagging should have been presented in a format that showed or compared the existing procedure to the proposed procedure.
2. The proposed changes to the K-State 8 course tagging should have been voted on by Faculty Senate only after a proposal had been properly circulated as a non-expedited curriculum item. This did not occur. In fact, there was no circulation of the task force report at all.

The procedure that should have been followed is given in the document entitled “Approval, Routing, and Notification Procedures for Course and Curriculum Changes” ([http://www.k-state.edu/registrar/ccap/Approval\\_Routing\\_and\\_Notification%20Policy%20for%20course%20and%20curriculum%20chnges.pdf](http://www.k-state.edu/registrar/ccap/Approval_Routing_and_Notification%20Policy%20for%20course%20and%20curriculum%20chnges.pdf))

Here are two excerpts from the first paragraph on page 4:

“The information in this manual describes the procedures that must be followed for all matters relating to modifications in courses, academic plans, and degree programs. These modifications also include adding and discontinuing courses and degree programs. Each modification is initiated by a proposal that identifies the specific process – new, change, or discontinue. In addition, the proposal will also be classified within one of three categories – expedited review,

non-expedited course/curriculum approval, or academic program approval.”

“Given the implications of changes in academic plans and programs (majors, minors, options, certificates, secondary majors, and collaborative programs), course approval and academic program approval reviews are more comprehensive and complete, with many feedback loops and time for discussion.”

The K-State 8 General Education program (<http://www.k-state.edu/kstate8/K-State-8-proposal.pdf>) is an academic plan that falls under the jurisdiction of this document. The K-State 8 General Education Program, which was approved by Faculty Senate on May 12, 2009, affects the undergraduate education program of the entire university. In fact, the Academic Affairs Committee had already set up a procedure to make any changes to the K-State 8 General Education Program, including any changes to the course tagging procedure. The website for the K-State 8 course tagging procedures (<http://www.k-state.edu/kstate8/tagging/>) states:

“On March 15, 2011, Academic Affairs of Faculty Senate voted to have all new courses and changes to K-State 8 tagging go through Academic Affairs as non-expedited items, effective as of March 29, 2011.”

In other words, any changes to the course tagging procedure should have followed the course and curriculum approval process as a non-expedited item. This process is discussed at this website:

<http://www.k-state.edu/registrar/ccap/>

Specifically, it should have followed Appendix J, Flowchart for changes, additions, deletions of Undergraduate Academic Plans, which is intended for a non-expedited change to an academic program.

#### Motion to Rescind

Since the action taken by Faculty Senate in regard to the Task Force Report was out of order because it was in conflict with the rules of Faculty Senate,

***We move to rescind the action taken by Faculty Senate on June 12, 2012 that (1) approved the “K-State 8 Tagging Criteria and Guidelines Task Force Report and Recommendations” and (2) implemented the recommendations of the report.***

#### Outcome if the Motion Passes

If this motion is approved by Faculty Senate, the previous action taken on June 12, 2012 will be cancelled. The Academic Affairs Committee can then proceed with a proposal to change the K-State 8 course tagging procedure as a non-expedited curriculum change item. This would involve circulating a formal proposal to change the K-State 8 course tagging procedure. Such a proposal has already been developed. It was circulated to the general university community as an informational item on August 23, 2012 using the listserv currently used for the distribution of course and curriculum matters ([COURSEANDCURRIC@LISTSERV.KSU.EDU](mailto:COURSEANDCURRIC@LISTSERV.KSU.EDU)).

Signatures of Faculty and Unclassified Professionals

Michel D. Ransom	Michel D. Ransom	President of Faculty Senate 2000-01
Gregory Zolnerowich	Gregory Zolnerowich	Dept. of Entomology & member of General Education Task Force 2007-2009
Fred J. Fairchild	FRED J. FAIRCHILD	President of Faculty Senate 2008-2009
John C. Reese	(Faculty Senator) (John C. Reese)	
Christine Wilson	Christine Wilson	Assistant Dean College of Agriculture CAPP member
Pamela Van Horn	Pamela Van Horn	Chair Extension Caucus, FS
Larry Satzler	Larry Satzler	Asst. Dean, College of Engineering
Jana Fallin	Jana Fallin	CAPP member Int. Director, Center for Advancement of Teaching & Learning -
William H. Hsu	William H. Hsu	Faculty Senator Secretary, Faculty Affairs Committee Dept. of CIS (College of Engineering)
Todd Easton	Todd Easton	Academic Affairs
Gloria Holcombe	Gloria Holcombe	Ag. caucus chair
David A. Nichols	David A. Nichols	K-state & Tagging Criteria Task Force
Alfred W. Cochran	Alfred W. Cochran	President, Faculty Senate 2002-03