

ACADEMIC AFFAIRS COMMITTEE
College of Education
2 September 2010
Meeting Minutes

Attendance: Teresa Miller (Chair), Brad Burenheide (Secretary), Diane Murphy, Lotta Larson, Bette Grauer, Christy Craft, Mike Perl

Agenda

1. Meeting called to order at 8:30 am

2. Procedural/operations review was presented. Discussion was held regarding membership given the realignment of C&I and that it was the first meeting of the year. Discussion included resources available on the KSU COE Academic Affairs website: [coe.ksu.edu/about/govern/academic]. Miller shared that in the meeting packet she included the COE Policies and Procedures Handbook. Christy Craft will be on leave from mid-October-December and will give her proxy to Warren White for the SECSA department.

3. Minutes from the previous meeting were presented. Moved by White, seconded by Larson. Approved unanimously.

4. EDSEC Omnibus Prerequisite Changes and Course Renumbering

An issue exists with this submission that the form may not be the right form. This is combined with the issue that the department from which the request is being made has been incorporated into a new department with a new chair, since the spring approval of the changes by the Secondary Education Department and chair.

Prereqs EDSEC 455, EDSEC 477, EDSEC 528, EDSEC 586, EDSEC 614

Changing the co/prerequisites from EDSEC500/520 to the new recommended course numbers. Moved by White to accept, seconded by Craft. Discussion was held regarding the following:

- 586 and 614 courses and how the prereqs can be entered in the computer for the blanket coverage.
- Listing corequisites for courses. A possible solution was to offer a “soft coreq” in the catalog and eliminate this in the submission forms so that iSIS will accept the items. The approved changes were provided below.
- EDSEC 455, EDSEC 477 need to add “subject area methods and corresponding practicum” in column 2 and strikeout the text on the first column on page 3 of the proposals.
- EDSEC 528 needs to cross out the courses listed in column 1 on page 3 under enrollment requirement group.
- EDSEC 586 need to add “subject area methods and corresponding practicum” in column 2 under prerequisites and strikeout the text on the first column on page 3 of the proposals. Prerequisites need to be adjusted on the format on the form.

- EDSEC 614 needs to strike out the course text in column 1 and add EDSEC 543 to the corequisites in column 2.

These changes were approved unanimously.

A final concern was raised that these prerequisites will not be operational until the course renumbering of the following courses in item 5 are approved which may delay when the changes go into effect.

5. Course renumbering of Secondary Ed courses.

EDSEC 530, EDSEC 531, EDSEC 532, EDSEC 533, EDSEC 534, EDSEC 535, EDSEC 536, EDSEC 537, EDSEC 538, EDSEC 539, EDSEC 540, EDSEC 541, EDSEC 542, EDSEC 543, EDSEC 544, EDSEC 545

White moved approval of these course changes and Craft seconded to approve the changes.

Discussion centered on the fact that these courses are technically a new course addition (Add Form) and not valid for expedited approval due to breaking one course into several. Murphy suggested that we may be able to submit the same changes but on the correct form. The university will hopefully be sympathetic as it will alleviate iSIS issues.

The motion was to accept the concept of the renumbering pending the form change to an add form. Motion passed unanimously to create these changes in the most expeditious manner possible. Committee members will be notified if we need to redo the forms in light of the departmental changes since last May.

6. Course Data Changes for Educational Leadership Courses

EDACE 782, EDACE 790, EDACE 818, EDACE 820, EDACE 825, EDACE 860

Motion made by White, seconded by Craft to approve the changes.

Discussion: Concerns focused on the appropriate strikethrough of text on the left hand side and whether or not prerequisites need to be listed as none. Form revisions need to include the deletion of course descriptions that do not change the text. (If it is on the left side and is not changing, the right column does not need to include those). On EDACE 782, EDACE 825, and EDACE 860 it is recommended that a rationale be added to the terms the course is offered to clarify the form. The motion was to accept the concept of the changes with the recommended revisions. Motion accepted unanimously.

7. Course Description Updates and Semester Changes

EDCEP 863, EDCEP 923, EDCEP 925, EDCEP 927

Motion was made by White, seconded by Craft to approve the changes.

For the EDCEP 923, EDCEP 925, EDCEP 927 courses, the forms need to be modified to include the OTHER category and the requested time for the course offering as well as the previous time listed.

The motion was to accept the concept of approving the changes with the recommended changes. Motion accepted unanimously.

8. Old Business

Academic Reinstatement Committee Report from Be Stoney

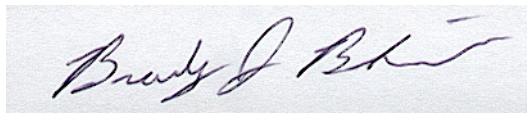
9. New Business

C&I Representation was clarified: Lotta Larson & Brad Burenheide

No operational changes related to electronic forms were recommended.

Meeting adjourned at 9:46 am

Submitted 2 September 2010

A rectangular box containing a handwritten signature in black ink. The signature is written in a cursive style and appears to read "Bradley J. Burenheide".

Bradley J. Burenheide