

AGENDA
UNIVERSITY SENATE
January 20, 2005 – 3:30 P.M.
GARRETT BALLROOM

Call to order

- I. Approval of minutes of December 16, 2004.
- II. Reports
 - a. Chair
 - b. Vice Chair
 - c. Faculty Regent
 - d. Provost
- III. Standing Committee Reports
 - a. UCC (consent agenda on pages 2-3, policy changes on pages 4-5)
 - b. General Education
 - c. Faculty Welfare and Professional Responsibilities
 - d. Academic Quality
 - e. Graduate Council (pages 6-7)
- IV. Old Business
- V. New Business
 - a. Report on Winter Term Implementation (summary on page 8, details to be posted on the senate website)
- VI. Announcements
- VII. Adjournment

**Western Kentucky University
MEMORANDUM**

TO: University Senate
FR: University Curriculum Committee
DT: January 10, 2005
RE: Consent Agenda Items from Dec 17, 2004

The University Curriculum Committee presents the following actions and motions from our Dec 17 meeting for approval by the University Senate. Proposals marked with asterisks were action items by the UCC. Those items with an asterisks, therefore, are consent items for the Senate. All other items are information items.

REPORT FROM THE COMMITTEE

1. Proposal to Create a New Academic Policy—Establish specific criteria for the identification of specializations within majors. See attached.
2. Proposal to Revise an Academic Policy—Eliminate Program Matriculation Requirements for undergraduate students to move from pre-major status to degree-seeking status established as a function of the University College. See attached.

COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES

1. NEW COURSES
 - a. PSY 424 Topics in Developmental Psychology
 - b. UC 375 Seminar in Peer Mentoring
 - c. UC 376 Practicum in Peer Mentoring

GORDON FORD COLLEGE OF BUSINESS

1. REVISION OF COURSES
 - a. FIN 437 Corporate Asset Management
 - b. FIN 438 Corporate Funds Management
 - c. MKT 499 Senior Assessment in Marketing
2. NEW COURSES
 - a. MKT 427 Entrepreneurial Marketing*
3. REVISION OF PROGRAMS
 - a. Accounting (Ref #602)*
 - b. Finance Major – Financial Management Option (Ref #664)*

POTTER COLLEGE OF ARTS, HUMANITIES, AND SOCIAL SCIENCES

1. ONE-TIME COURSE OFFERING
 - a. FREN 345 Practicum in Foreign Languages
 - b. SPAN 345 Practicum in Foreign Languages
2. REVISION OF COURSES
 - a. THEA 391 Children's Theatre/Creative Dramatics
 - b. THEA 392 Production of Theatre for Children
 - c. ENG 203 Creative Writing
 - d. ENG 406 Advanced Writing Workshop*
3. NEW COURSES
 - a. RELS 324 Christianity in Africa*
4. REVISION OF PROGRAMS
 - a. English Literature Option, English Writing Option (Ref #662)*
 - b. Political Science Major (Ref #686)*
 - c. Political Science Minor (Ref #383)*
 - d. BFA in Performing Arts (Ref #588)*

5. NEW CERTIFICATE PROGRAM
 - a. Undergraduate Certificate in Kentucky Studies*

OGDEN COLLEGE OF SCIENCE AND ENGINEERING

1. REVISION OF COURSES
 - a. BIOL 450 Recombinant Gene Technology
 - b. BIOL 330 Animal Physiology
 - c. GEOL 308 Structural Geology
 - d. CS 242 Assembly Language Programming
 - e. CS 340 Computer Organization
 - f. GEOG 319 Cartographic Design for GIS
 - g. AMS 302 Computer Modeling and Animation*
 - h. BIOL 325 Entomology*
 - i. BIOL 497 Limnology*
 - j. GEOG 317 Introduction to Geographic Information Systems*
 - k. GEOL 112 Historical Geology*
 - l. GEOL 114 Historical Geology Laboratory*
2. NEW COURSES
 - a. GEOG 414 Remote Sensing Fundamentals*
 - b. BIOL 334 Animal Behavior*
 - c. CS 225 Computer Science Systems Hardware and Software I*
 - d. CS 325 Computer Systems Hardware and Software II*
 - e. GEOG 217 Fundamentals of Geographic Information Systems*
 - f. GEOG 477 Special Topics in Geographic Information Systems*
3. REVISION OF PROGRAMS
 - a. Intradisciplinary Major in Biology (ref #525)*
 - b. Major in Biology (ref #617)*
 - c. Minor in Biology (ref #326)*
 - d. Major in Medical Technology (ref #582)*
 - e. Major in Recombinant Genetics (ref #764)*
 - f. Minor in Computer Science (ref #341)*
 - g. Geography Major (ref #674)*
 - h. Geology Major (ref #677)*
4. REVISION OF CERTIFICATE PROGRAM
 - a. GIS Certificate (ref #174)
5. CREATION OF NEW MINOR PROGRAM
 - a. Geographic Information Systems (ref #366)*
 - b. Water Resources (ref #491)*
6. CREATION OF A NEW MAJOR PROGRAM
 - a. Geology (ref #577) (This is a BS extended major)*
 - b. Geology (ref #676) (This is a BA program)*

Office of the Registrar
Proposal to Create a New Academic Policy
(Action Item)

Contact Person: Freida Eggleton, freida.eggleton@wku.edu, 745-5432

1. Identification of proposed policy: Establish specific criteria for the identification of specializations within majors.

Concentration: A specialization within a major accounting for at least 30% but less than 50% of the major requirements. The specific concentration will be printed on the transcript. Majors programs with multiple concentrations must have 50% of the core major courses in common for each concentration.

For consistency and clarity the terms “option,” “emphasis,” “track,” “sequence,” “specialization,” or any other word describing the sub-unit of a major may not be used in the catalog or other publications describing academic programs.

2. Rationale for proposed policy: Six different terms are currently being used in the undergraduate catalog to identify areas of specialization within a major (concentration, option, emphasis, track, sequence, specialization); however, many of these specializations are printed on the student transcript under the single term “Concentration.” The use of different terms is confusing, and there is a need for a consistent definition to appropriately reflect the percentage of the major comprising the specialization.

CPE guidelines specify that a specialization comprises less than half of the major, but does not specify the minimum percentage. The guidelines further specify that core courses comprise half or more of the credit hours in a major.

3. Proposed term for implementation: Spring Semester 2005 (concurrent with publication of the 2005-2007 catalog).

**Division of Enrollment Management
Office of Academic Affairs
Proposal to Revise an Academic Policy
(Action Item)**

Contact Person: Dr. Luther B. Hughes luther.hughes@wku.edu 745-6169

1. Identification of proposed policy revision: Eliminate Program Matriculation Requirements for undergraduate students to move from pre-major status to degree-seeking status established as a function of the University College.
2. Catalog statement of existing policy:
Progression from a pre-major or undeclared status to enrollment in a major is performance based. Criteria include credit for specific courses as well as grade point averages established by the respective program areas (majors). Students are eligible to move to a program in a degree-granting college at the end of the term in which they have satisfied conditions associated with their academic program of choice.
 1. A student wishing to pursue an associate degree (excluding associate degrees offered by the Community College of Western Kentucky University) must have:
 - a. Earned at least 12 semester hours of degree credit;
 - b. Met the pre-major course and grade requirements specified by the desired associate degree program;
 - c. Removed all Pre-College Curriculum deficiencies and satisfied any other conditions specified in conjunction with their admission to the University College; and
 - d. Completed the freshman composition requirement (ENG 100) and the mathematics requirement of the desired associate degree program.
 2. A student wishing to pursue a baccalaureate degree must have:
 - a. Earned at least 24 semester hours of baccalaureate degree credit;
 - b. Met the pre-major course and grade requirements specified by the desired academic program;
 - c. Removed all Pre-College Curriculum deficiencies; and
 - d. Completed the University Core Component of the general education program (ENG 100, COMM 145 or 161, HIST 119 or 120, the general education mathematics requirement and UC 101 (Freshman Seminar).
3. Catalog statement of proposed policy: No statement (Eliminate all statements listed in item 2 above.)
4. Rationale for proposed policy revision: In February, 1997, the Academic Council adopted formal Program Matriculation Requirements as a function of the University College to improve academic advising. Beginning with the 1997 fall semester, beginning freshmen were admitted into the University College as “pre-majors” and were assigned a program reference code with a “P” suffix that indicated “pre-major” status (i.e. 695P – History). Once students completed their Program Matriculation Requirements, they were to be moved into degree-granting colleges by their advisors via the Change in Program Status Form. The University College did not develop into the administrative structure that was initially envisioned, and there was no oversight of the policy/process to enforce Program Matriculation Requirements. Because academic departments no longer adhere to their Program Matriculation Requirements by formally moving students from pre-major status to degree-seeking status, the policy and use of “P” codes has become obsolete.
5. Impact of proposed policy revision on existing academic or non-academic policies: The elimination of pre-major status will not impact degree programs that have selective admissions, and students seeking formal admission into those programs will continue to be identified by the pre-major program reference code.
6. Proposed term for implementation: 2005 fall semester

**Graduate Studies and Research
Western Kentucky University
Office of the Dean
745-2446**

CONSENT AGENDA FOR THE UNIVERSITY SENATE

Date: January 20, 2004

From: Graduate Council

The Graduate Council presents the following motions for approval by the University Senate. Proposals marked with asterisks were action items in the Graduate Council.

I. One-time only course offerings (Information only)

SOCL 545 Rural Poverty

II. Suspension of Course

MATH 530 Mathematical Statistics

III. Deletion of courses

GEOG 415G Air Photo Interpretation

GEOG 444G Environmental Ethics in Geography

IV. Deletion of Programs

MAE Economics Major/Minor, Ref. #082

MS Criminal Justice, Coop ECU, Ref. #077

V. Multiple Revisions to a Course

AGRO 454G Land Use and Conservation

VI. Creation of new course *

EDU 595 Directed Study in Education or Behavioral Sciences

MATH 540 Stochastic Processes

ART 590 Arts & Humanities Workshop: Visual Arts Connection

GERM 555 Topics in German Literacy & Cultural Studies

SPAN 555 Topics in Hispanic Literacy & Cultural Studies

GEOG 515 Remote Sensing Applications

GEOG 544 Practical Environmental Ethics

VII. Revision of Certificate program*

Community College Faculty Preparation, Ref. #162

VIII. Revision of Master's programs *

MAE General Education, Ref. #071

MS Library Media Education, Ref. #083

MAE Art Education, Ref. #055

MAE programs in CEBS, PCAHSS, and OCSE:

058 – MAE: Business Education (presently in suspension)

151 – MAE: Educational Administration (36 hours)

065 – MAE: Elementary Education (30 hours)

093 – MAE: Elementary Education – Literacy (35 hours)

107 – MAE: Exceptional Education (30 hours)

071 – MAE: General Education (30 hours)

144 – MAE: Interdisciplinary Early Childhood Education (36 hours)

139 – MAE: Middle Grades Education (30 hours)

155 – MAE: Middle Grades Education – Literacy (35 hours)

100 – MAE: School Counseling – Elementary (36 hours)

101 – MAE: School Counseling – Secondary (36 hours)

103 – MAE: Secondary Education (30 hours)

094 – MAE: Secondary Education – Literacy (35 hours)

145 – MAE: Student Affairs (48 hours)

055 – MAE: Art Education (30 hours)

111 – MAE: History Education (30 hours)

089 – MAE: Music Education (30 hours)

054 – MAE: Biology Education (30 hours)

061 – MAE: Chemistry Education (30 hours)

Recommendations for Implementation of Winter Term Executive Summary

The Winter Term Implementation Committee met over the fall 2004 semester and decided where possible, to follow two general philosophies: 1) keeping Winter Term as much like the May session as possible, 2) committing to making all registrations complete, all tuition payments collected, and under-enrolled courses cancelled by the end of the fall semester so that when faculty, staff and students leave at the end of fall term, they will know which classes will be meeting when they return. Following is a summary of the general discussion and recommendations of the Winter Term Implementation Committee:

Financial Aid: Alternative loans and veteran/war orphan tuition waivers will be available through Student Financial Assistance. Federal student aid and university scholarships will generally not be available. The need for student workers should be closely monitored by departments.

Classes/Credits: The Winter Term will generally include one Saturday meeting. Classes will be offered during three time frames: 9:00 am – 12:05 pm, 1:00 pm – 4:05 pm, and 5:30 pm – 8:35 pm. There is a three credit hour limit per student set for this term.

Schedule Bulletin: Winter Term's schedule bulletin preparation deadline would be expected to be approximately the same as the Spring Term deadline.

Graduation: There will be no January graduation or commencement ceremony. Those who finish in January will be considered a May graduate. A recommendation will be made to change the commencement participation rules, so that students who have only one class remaining may walk the December graduation line.

Winter Term Registration and Fee Payment Schedule: The dates for registration generally coincide with dates for Spring Term. No mandatory advising or OAR requirement will be left on student records. A cancellation policy for under-enrolled classes will be set by DELO in conjunction with the Academic Deans. A strict registration deadline will be enforced for the Winter Term and tuition must be prepaid so a determination can be made, before leaving for winter break, whether or not a class is a go for the term.

Athletics: As a short-term solution, housing of athletes in the residence hall that is open year-round (PFT) would greatly lessen the financial burden on the Athletics department. If the Winter Term grows to a point where there are many students staying in residence halls, there will be more on-campus housing options for athletes.

Housing and Residence Life: Students may be accommodated in the residence hall that is open year-round as space is available for an additional fee. As the Winter Term grows and more students need residential housing, more residence halls will be opened.

Auxiliary Services: DELO will work with Colleges to cluster courses into the most appropriate buildings necessary to accommodate academic issues and reduce the load on auxiliary staff and food services. There will be no shuttle service between main campus and South Campus as parking should be sufficient on both campuses.

Bookstore: Spring and winter text adoptions will be processed together.

Tuition: The Winter Term rates will be the same as the fall term preceding it. Tuition and Fee collections will be handled in the same manner as in the preceding Summer Term.

Study Abroad: Study Abroad students should be registered for classes as soon as they pay their first interest payment so that classes can show whether they will make and so that bills will be processed according to the timeline generated.

Admissions: International students will not be admitted with the Winter Term as their admit term. Admissions for the Winter Term will follow the normal process except the last day admission applications will be accepted will be in the fall semester and only if the students can register and pay tuition at the same time.

Faculty Stipends/Workload: Stipends for Winter Term would match the preceding summer stipend pay schedule. In general, faculty may teach in Winter Term as a separate term and not be counted in workload for Spring semester. There may be some exceptions and it is up to the department/college to determine whether the faculty is teaching in load (spring) or out of load.

ID Center: IDs for Winter Term students will be active during Winter Term. Fall IDs will be active for the first part of the Winter Term and Spring IDs will be active for the second part.

Assessment: Assessment should address the rationale and benefits as originally proposed for the Winter Term.