

CAS Faculty Meeting Agenda

August 30, 2017 in Washburn A

Refreshments start at 3:00 p.m.

Meeting will start promptly at 3:30 p.m.

- I. Welcome & Dean's Remarks
- II. *Approval of Minutes from February 27, 2017
- III. Old Business
- IV. New Business
 - A. Introduction of New Faculty
 - B. Senior Lecturer Process
 - C. Program Changes
 1. *B.A. in Kinesiology
 2. *B.S. in Chemistry certified by the ACS
 3. *B.S. in Anthropology (Forensics Concentration)
- V. Informational Items/Updates
 - A. Faculty Success Groups
- VI. Adjournment

*Attachments

College of Arts and Sciences – Promotion to Senior Lecturer

Description and Criteria. Promotion from Lecturer to Senior Lecturer requires active participation in the academic department of appointment with responsibilities that include: a sustained record of teaching effectiveness, collegiality, and a record of appropriate service. Creative and/or scholarly activity is not a requirement. In addition to the criteria below, Departments may have additional expectations that should be conveyed to lecturers. The appointment to Senior Lecturer is a privilege to be earned according to the criteria described below; it should not be considered automatic. Promotion to senior lecturer does not carry any assumption of permanent employment.

1. **Eligibility.** A minimum of 5 years at the rank of Lecturer and completion of at least 60 teaching credit hours while serving in this role at Washburn University.
2. **Teaching.** Effective teachers are essential to the College of Arts and Sciences. The quality of instruction must be judged by its intrinsic purposes: to transmit and preserve knowledge, to encourage critical and creative thought, to foster a lively interest in learning, and to stimulate a continuing commitment to inquiry. Among the criteria of teaching effectiveness are student perceptions and opinions, the performance of students, and the informed judgment of colleagues.
3. **Service.** Service to the department, to the College of Arts and Sciences, to the University, to the profession, and/or to the community is required for the rank of Senior Lecturer. Among service activities are active participation in committees, administrative leadership, sponsorship of student organizations, and serving as a representative of the University where professionally appropriate. Community service draws upon professional expertise.

Appointment to Senior Lecturer Process

The appointment to Senior Lecturer is a shared faculty and administrative responsibility involving a recommendation of the Department Chair in consultation with the department's tenured faculty and senior lecturers, and the CAS Dean. The VPAA's Office will develop a list of candidates to consider for Senior Lecturer status on an annual basis. Eligible candidates, after consulting with the Department Chair, will submit a vita and a letter summarizing their accomplishments in support of teaching and service. Deadline for application will be announced annually by the CAS Dean's Office. Faculty members whose applications for Senior Lecturer status are denied may reapply at their discretion.

- a. The Chair will review the candidate's vita, letter of application, annual reviews, and student perception forms with the tenured faculty and senior lecturers in the Department. If they support the promotion to Senior Lecturer, a letter of recommendation will be forwarded to the CAS Dean along with the application materials. Dissenting letters from tenured faculty members or senior lecturers may be submitted to the Dean.
- b. After reviewing the materials, the dean will make a recommendation. The Dean will submit the Department recommendation, the Dean's recommendation, and the supporting documentation to the Vice President for Academic Affairs.

- c. In cases where the designation of Senior Lecturer is not recommended, the department chair and/or Dean will communicate to the candidate what is needed to reach the professional level where Senior Lecturer may be obtained.

DRAFT

CAS Faculty Meeting
Washburn University
February 27, 2017
Washburn A

1. Dean Stephenson welcomed faculty to a new school semester. Her remarks focused on the ways in which faculty change the lives of students.
2. Minutes from August 31, 2016 were approved.
3. Old Business. None
4. New Business
5. Curriculum Changes
 - a. Bachelor of Music in Performance: Voice Emphasis –Approved
 - b. Bachelor of Music in Performance: Piano Emphasis –Approved
 - c. Bachelor of Music in Performance: Brass, Strings, Percussion or
Woodwind Emphasis – Approved
 - d. Bachelor of Music in Performance: Guitar Emphasis – Approved
 - e. Bachelor of Music in Performance: Organ Emphasis – Approved
 - f. Minor in Applied Media - Approved
6. Announcements.
 - a. Course Success Groups
 - b. Impact Grants
 - c. Faculty Colloquium
 - d. April Fool's Party
 - e. CAS Distinguished Faculty Lecture
7. Meeting adjourned at 4:08

Respectfully Submitted,

Bruce Mactavish

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation		Review Date
Department	<u>Roy Wohl</u>	<u>Approve</u>		<u>2017-01-20</u>
Division	<u>Park Lockwood</u>	<u>Approve</u>		<u>2017-01-20</u>
Dept. of Educ.	<u>N/A</u>			
<small>(If relates to teacher certification program.)</small>				
Dean	<u>Laura Stephenson</u>	<u>Approve</u>		<u>2017-02-23</u>
Curriculum Committee	<u>Leslie Reynard</u>	<u>Approve</u>		<u>2017-04-04</u>
Accepted by CFC	<u>5/4/2017</u>			
CAS Faculty	<u>N/A</u>			

	Faculty Senate	University Faculty	WU Board of Regents
Approved By:	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Program: Bachelor of Arts in Kinesiology

1. Reason for this program change?

The Kinesiology Department is reorganizing its degree plans and the Flexible Option is no longer a viable degree option. At this time there are no students pursuing the Flexible Option degree. In addition, a future student who may want to create a unique, Kinesiology-related degree will be able to accomplish this through the Bachelor of Integrated Studies degree program.

2. Complete revised description.

The Bachelor of Arts degree in Kinesiology prepares students for future study and/or careers in the sub-disciplines of Kinesiology and Allied Health, as well as activity-oriented businesses. This degree is NOT for students seeking teaching certification. Each student will take the general education requirements necessary for the Bachelor of Arts degree. The Kinesiology core requirements include the following 18 credits: KN248, KN250, KN320, KN321, KN326, KN333 and KN 476. Students are also required to take 12 interest area credits in Kinesiology, all of which must be a 200 level, with at least 6 being a 300 level. Interest area credits may be fulfilled by concentration courses in Kinesiology, but not more than three credits of Internship can be applied in the area. In addition, activity requirements are a total of 4 credits from the 100-level, one-hour activity course listing and/or from the following: KN341, KN342, KN343, KN344, KN345, KN357, or KN400. Also, current First Aid and CPR certifications are required prior to starting an internship. experience.

The concentration in Exercise Physiology includes the following: KN257 or KN335, KN300 or KN318, KN308, KN333, KN400, KN410, KN411 and KN494 Internship (50 contact hours per credit). Correlated requirements include: MA140 or PY151, CH121, PS101 or PS102, and SO315.

For the concentration in Physical Therapist Assistant (PTA) students must complete all core, interest area, and activity credit requirements for the BA degree in Kinesiology. Concentration courses are specified by the AS>PTA program. Declaration of the KN>BA>PTA concentration is dependent upon acceptance into and completion of the Allied Health AS>PTA degree program.

The concentration in Sport Management includes 12 interest area credits: KN306, KN333, KN370, a KN elective, and KN494 Internship (300-600 contact hours). Concentration courses are as follows: BU360, AC224, SO315, 3 credits from BU 342/BU 345/BU 346, and 6 credits (3 credits upper division) from BU250/BU315/BU363/BU364/BU470. Correlated courses include EC200, EC201 and MM100. Students who complete the Sport Management concentration also qualify for a Minor in Business (see the School of Business for Certification of the Minor). Note: MA112 or MA116 must be completed with a "C" grade minimum AND appear on the student's official transcript before acceptance into this concentration is allowed.

The Flexible Option concentration allows students to develop a unique program of study leading to specialization in a field other than those currently offered in the KN>BA program. This option is designed to satisfy the needs of those who desire a Kinesiology degree but wish to combine it with a specialized interest within disciplines outside the Kinesiology Department. Students in the Flexible Option concentration must complete all core, interest area, and activity requirements. Concentration courses will be determined through committee approval of a program of study that must include a minimum of 27 credits plus at least one credit of internship. Before declaring the Flexible Option concentration the student should first consult with a Kinesiology faculty advisor to become familiar with the overall requirements of the concentration and for an explanation of the process required to pursue this option.

3. Describe the nature of the proposed change.

Delete the Concentration in Flexible Option, which is one of the Kinesiology Department's Bachelor degree plans.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

N/A

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Cheryl Childers</u>	<u>Approve</u>	<u>2017-04-04</u>
Division	<u>RaLynn Schmalzried</u>	<u>Approve</u>	<u>2017-04-17</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-04-17</u>
Curriculum Committee	<u>Leslie Reynard</u>	<u>Approve</u>	<u>2017-04-24</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	<u>N/A</u>	_____	_____

Approved By:	Faculty Senate <u>N/A</u>	University Faculty <u>N/A</u>	WU Board of Regents <u>N/A</u>
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Program: Bachelor of Science in Anthropology (Forensics Concentration)

1. Reason for this program change?

When we created this program, we did not think that we would be able to attract a forensic anthropologist to a Bachelor-level program. Consequently, we designed the program as an Academic curriculum. However, we did attract, and subsequently, hire Dr. Alexandra Klales, a forensic anthropologist. She envisions not only an Academic program, but also a curriculum that puts upper-division students in the field practicing forensic anthropology (under her guidance). We also want a degree that prepares students (1) who wish to enter the labor market immediately upon graduation and (2) who wish to go on to graduate school, whether in forensic anthropology or medical school.

2. Complete revised description.

[NOTE: As we are now offering two degrees, we re-wrote both, which are presented below.]

THE MAJOR

Both the B.A. and B.S. degrees in Anthropology are designed to prepare students to be competitive as applicants to a variety of graduate school programs or in the labor market.

REQUIREMENTS FOR ANTHROPOLOGY MAJORS

All Anthropology majors must take a 12-hour core consisting of:

- AN 112 Cultural Anthropology
- AN 114 Introduction to Archaeology
- AN 116 Physical Anthropology

AN 324 History & Theory of Anthropology

B.A. in Anthropology

Students working toward a B.A. degree in Anthropology must complete a minimum of 33 hours of credit in the department: the 12-hour core and 21 additional hours. These 21 hours must include:

- AN 362 Methods of Social Research
- One Area Studies course: AN 317, 319, 320, or 325
- SO 100 or SO 101
- One AN elective
- One AN or SO upper-division elective
- Two AN upper-division electives.

It is recommended that majors in Anthropology develop a correlate area in a sub-discipline of Anthropology (ethnology, physical anthropology, archaeology, or linguistics), nine hours to be chosen from the department or from other departments in consultation with a department advisor.

Majors working toward the B.A. degree are strongly encouraged to take courses in statistics and computer science; and to complete a minor. Students must earn a grade of "C" or better in all courses applied to the major.

B.S. in Anthropology (Forensics Concentration)

Students working toward a B.S. degree in Anthropology (Forensics Concentration) must complete a minimum of 39 hours of credit in the major: the 12-hour core and 27 additional hours. These 27 hours must include:

- AN 118 Introduction to Forensic Science
- AN 316 Forensic Anthropology
- AN 323 Human Osteology
- AN 358 Lab Methods in Forensic Anthropology
- AN 374 Field Methods in Forensic Anthropology
- AN 363 Internship or AN 375 Forensic Anthropology Field School
- AN 428 Case Studies in Forensic Anthropology

Two (2) of the following Elective courses:

- AN 303 Human Origins and Evolution
- AN 312 Medical Anthropology
- AN 371 Lab Methods in Archaeology
- AN 372 Archaeology Field School or AN 375 Forensic Anthropology Field School (if not taken above)
- AN 366 Directed Readings (when forensic-related)
- AN 367 Directed Research (when forensic-related)
- AN 397 Special Topics in Archaeology
- AN 398 Special Topics in Forensic Anthropology

The B.S. degree also requires a 30-hour minor to be chosen from the Natural Sciences, with at least 20 hours taken in one department. Students working toward the B.S. in Anthropology (Forensics Concentration) will complete 20-22 hours in Biology, 10-15 hours in Chemistry, and 3 hours in Statistics, with a structured minor in Biology:

BI 102 General Cellular Biology (5)
BI 103 General Organismal Biology (5)
BI 250 Introduction to Human Anatomy (3) or BI 275 Human Anatomy (4)
BI 302 Entomology (4) or BI 315 Vertebrate Zoology (4)
BI 333 General Genetics (3) or BI 340 Evolutionary Biology (3)
CH 103 Introduction to Forensic Chemistry (3) or CH 121 General, Organic, and Biological Chemistry (5)
CH 151 Fundamentals of Chemistry (5)
CH 202 Professional Forensic Chemistry Seminar (2) or CH 203 Forensic Chemistry Laboratory (2) or CH 152 Fundamentals of Chemistry II (5)
MA 140 Statistics (3)

Students must earn a grade of "C" or better in all courses applied to the major.

3. Describe the nature of the proposed change.

1) Removing AN362 Methods of Social Research from the core requirements. Using a physical-science standpoint, students in the B.S. degree need more specific research methods.

2) Creation of three courses (paperwork submitted separately)

- AN358 Lab Methods in Forensic Anthropology (to replace AN362)
- AN397 Special Topics in Archaeology (with prerequisite specific to archaeology)
- AN398 Special Topics in Forensic Anthropology (with prerequisite specific to forensics)

3) Moving a couple of courses from Required to Elective, and vice versa. There will now be seven Required Forensic Anthropology courses rather than six. There will be eight options for elective courses, of which students will choose two.

4) Renaming or re-numbering a few courses (paperwork submitted separately). We created some of these courses before we had hired a director for the forensics program. At that time, we did not know where the courses would fit in the sequencing of courses for the curriculum, so we chose available course numbers with the intent to change them once the sequencing within the curriculum was decided (all with paperwork submitted separately, unless otherwise noted):

- AN303 Human Prehistory becomes Human Origins and Evolution (already VPAA-approved)
- AN315 Human Osteology renumbered to AN323
- AN359 Excavation Methods & Forensic Analysis becomes AN374 Field Methods in Forensic Anthropology
- AN373 Forensic Field School becomes AN375 Forensic Anthropology Field School
- AN328 Case Studies in Forensic Anthropology renumbered to AN428

5) Working with Dr. John Mullican, we are changing the structured minor in Biology to aid students who wish to go to graduate school or medical school after graduation. The changes provide more options for students, depending on which route they intend to follow after graduation.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Stephen Angel</u>	<u>Approve</u>	<u>2017-03-24</u>
Division	<u>Sam Leung</u>	<u>Approve</u>	<u>2017-04-12</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-04-13</u>
Curriculum Committee	<u>Leslie Reynard</u>	<u>Approve</u>	<u>2017-04-16</u>
Accepted by CFC	<u>5/4/17</u>		
CAS Faculty			

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

Program: Bachelor of Science in Chemistry certified by the ACS

1. Reason for this program change?

Topics covered in added course are required to maintain accreditation of the Bachelor of Science degree in Chemistry by the American Chemical Society

2. Complete revised description.

At least 47 hours in the department are required, including the following courses and their prerequisites: Chemistry 321, 343, 345, 346, 350, 362, 371, 382, 385, 386, 390 (2cr) and 391. Students are encouraged to take additional chemistry courses beyond the 45 hour minimum requirement. Correlate courses and their prerequisites include: PS 281, 282; MA 151, 152; at least three credit hours in a computer programming language

3. Describe the nature of the proposed change.

Add a course to cover preparation, characterization, and physical properties of two of the following: macromolecular, supramolecular, mesoscale, and nanoscale systems

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes