

**COE Academic Affairs Committee  
Minutes for October 6, 2007 meeting  
8:30 a.m.**

Attending:

Mike Perl, Marjorie Hancock, Brad Burenheide, Diane Murphy, Warren White, Jan Wissman, Ken Hughey, Catherine Maderazo, Teresa Miller

The meeting was called to order by Mike Perl. The minutes were reviewed and approved.

**Curriculum changes:** None

**Course Changes:**

- EDSP 728 Approved with change of date at top (to 10/4/07), course offered—add summer, add semi-colon after 324 (under #4). (description from catalog)
- EDSP 742 Approved with change of date at top (to 10/4/07), course offered—add *fall*
- EDSP 743 Approved with change of date at top (to 10/4/07), course offered—add *spring and summer*
- EDSP 877 Approved with change of date at top (to 10/4/07), Change 3. To ‘*Course is no longer offered in Summer semester.*’
- EDCEP 948 Approved with change of date at top (to 10/4/07), Change proposed number to EDCEP 948 (from 955), Change number under catalog description 4. To ‘*EDCEP 948*’, add prereqs: *EDCEP 816, 818, 838*.
- EDCEP 967 Approved with change of date at top (to 10/4/07), Add prereqs: *EDCEP 715, 815, PSYCH 505*.

Items will be returned to the departments for minor revisions to be made and turned in to Diane Murphy.

**Form changes** were reviewed and discussed for adding to the webpage:

- Syllabus checklist (to be used also with all new course proposals)
- Guidelines for preparing course entries for K-State Catalog
- Proposed Undergraduate course change
- Proposed undergraduate course (new) Curriculum Change.

Suggestions for minor revisions were made and corrections will be brought back to the next meeting for addition to the website, and then for approval by the Executive Committee.

**Degree name change** for Elementary Ed and Secondary Education—Ken Hughey made a motion for approval of the change, seconded by Warren White. The name change was approved—*Bachelor of Science in Education*.

The meeting was adjourned. The next meeting will be at 8:30 a.m. on November 1, 2007.

Respectfully submitted,

*Teresa*

Teresa Northern Miller, Secretary

