

12-17-1963

Fort Hays State University Faculty Senate Minutes, December 17, 1963

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Recommended Citation

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Faculty Senate. 476.
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RECOMMENDATIONS: Approval of following courses:

Economics and Business: 131 Advanced Tax Procedures, 140-340 (Business) Workshop, 313 The Business Ed. Curriculum, 314 Survey, Analysis, and Evaluation of Business Ed. Literature, and 388 Masters Report

RECOMMENDATION: Examine the Master's Report and Research Paper--

(Dr. Garwood to discuss with Dr. Coder regarding proper procedure for examination of these two courses.)

RECOMMENDATIONS: Approved courses: Botany - 44 Ecology, 252 Advanced Mammalogy, 270 Biogeography, 352 Mammals of the World, 340 Prin. of Taxonomy, Zoology 350 Readings in Zoology, 353 Readings, 390 Seminar in Zoology, 391 Seminar.

Minutes of the meeting of the Faculty Senate, Tuesday, December 17, 1963, at 4:00 p.m. in the Office of the Dean of the Faculty.

Members present: Dr. Bartholomew, Mr. Berland, Mr. Dalton, Dr. Falls, Mr. Marcus, Miss Rowlands, Dr. Sackett, Mr. Spomer, Dr. Staven, Miss Veed, and Dr. Garwood, Chairman.

Members absent: Dr. Coder, Mrs. Hellem, Dr. Pierson.

Others present: Dr. Little, Dr. Tomasek.

Dr. Garwood called the meeting to order for the transaction of business.

New Courses. The main business for this meeting is to consider the applications for requests for new courses. In this connection Dr. Garwood said that President Cunningham had expressed the opinion that there have been quite a number of new courses recommended in the last meetings and that perhaps the Senate should be reminded of the proliferation of courses. There are many things to be considered in connection with approving the new courses and the Senate should be considering such items as finance, staff, need, etc.

Applications for the new courses in Economics and Business were presented first and they are as follows:

- ✓ 131. Advanced Tax Procedure. 2 cr. hrs. A study of the major aspects of Federal and State taxes as they pertain to partnerships, corporations, estates, and trusts.
- 140-340. Workshop (Business Education) 3 cr. hrs.
- 313. The Business Education Curriculum. 2 cr. hrs. Principles and procedures of curriculum planning; development of courses of study and resource units for various business subjects; the relationship of the business education curriculum to the total curriculum in the secondary school and junior college; and the influence of research and changes in educational theory upon the business curriculum. An intensive analysis of business education curriculum.
- 314. Survey, Analysis, and Evaluation of Business Education Literature. 2 cr. hrs. Intensive study, analysis, and evaluation of books, pamphlets, periodicals, and research reports pertaining to business education and related fields.
- 388. Master's Report. 2 cr. hrs. For those not writing theses.

Dr. Little explained that they proposed to delete from their offerings, courses numbered 151, 167, 187, and 190 for a total of 15 credit hours. The courses requested above will total 12 credit hours and so actually this will be three hours less than are shown in the catalog at the present time.

The Workshop course in Business Education will not be offered very often and not before the summer of 1965. The Master's Report is not a new course on the campus as many of the areas offer this now and it is in the general catalog and the Graduate Bulletin.

It was explained that the course in Advanced Tax Procedure would strengthen the curriculum and that there is a need for it.

These courses would strengthen the graduate program and should make it possible for students to work out a better program in the graduate area. These courses were discussed.

RECOMMENDATION: Dr. Sackett recommended the approval of these courses, 131, 140-340, 313, 314, and 388, as requested. Seconded and carried.

The value of the Master's Report was discussed. The consensus seemed to be that the use of the Master's Report was not very acceptable and that there was some feeling that it should not be used. It was suggested that perhaps this should be examined very closely. It was asked if the examination of this course would be in the province of the Graduate Council or the Faculty Senate.

RECOMMENDATION: Mr. Berland recommended that we examine the Master's Report and the Research Paper as requirements for the master's degree. Seconded and carried.

Dr. Garwood said that he would discuss with Dr. Coder the question regarding the proper procedure regarding the examination of these two courses.

Biological Sciences. Dr. Tomanek explained that the course in Ecology 44 is needed in order to strengthen the undergraduate program for students and is the result of the revamping of the offerings in ecology. Plant Ecology 264 is being dropped. Ecology 44 will provide a course for those interested in ecology and will be general covering both plants and animals.

Several years ago there was a request to remove from the catalog any courses not absolutely necessary. Dr. Tomanek reported that in an effort to follow this request they had cut down their offerings too closely and now find that they do not have enough courses for the graduate students. Actually there are not enough courses numbered 300 and above to give the advanced students work. Consequently, the biology division does not have courses to be deleted from their offerings. Dr. Tomanek's justification for these additions is as follows:

We have been studying our offerings very carefully and feel that these changes will strengthen our program. They include a number of additions most of which are to strengthen our graduate offerings. The new graduate courses are desirable because:

(1) We need more variety for our increasing number of graduate students. Often people who receive their B. S. here and go on to do graduate work with us run out of courses to take before they fill their program. Checking through the catalog we discovered one of the reasons - any of the three fields of botany, zoology, or biology have the lowest number of courses listed of any major field on the campus.

(2) We are desperately in need of courses numbered 300 or above. At the present time there are not enough courses with this number to fill out one-half of a student's program, a requirement of graduate school. This problem has been discussed with the Graduate Council and they suggested we ask for new 300 courses and possibly change numbers on some of our courses.

We are also asking for the addition of four more courses, above 300, that have the same name as some 200 courses already offered. These include courses in reading and seminar. By having two courses for each of these topics but with different numbers we can fill the needs of both seniors and graduate students. Since this type of course is tutorial in nature there would be no instructional problems.

The courses presented by the biology division are:

44. Ecology. 3 cr. hrs. Prerequisites, Botany 1 or Zool. 1. Interrelationships of organisms and their environment. Included are such general topics as environmental factors, succession, geographical factors, methods and ecosystems.

Advanced Mammalogy 252, Biogeography 270 and Mammals of the World 352 are completely new courses which the division felt they needed for their upper division and graduate students. The descriptions of these courses are as follows:

252. Advanced Mammalogy. 3 cr. hrs. Prerequisite, 52. Survey of mammals of North America north of Mexico with primary emphasis on taxonomy, distribution and ecology. Field trips required.

270. Biogeography. 3 cr. hrs. Prerequisite, 10 hours Biological Sciences and permission. Theories and principles concerning distribution of plant and animal taxa and communities, both past and present.

352. Mammals of the World. 3 cr. hrs. Prerequisite, Zool. 52. Problems dealing with distribution, taxonomy, place and time of origin, habits and ecology of mammals that do not occur in North America.

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Principles of Taxonomy 140 had been in the catalog but has been dropped. Taxonomy 340 would be a similar course but for graduate students. The description of the course is:

340. Principles of Taxonomy. 3 cr. hrs. Prerequisite, 15 hours of Biological Sciences and permission. Concepts and categories as well as procedures and techniques used in systematics of botany or zoology.

The following four courses are in the 300 area. Readings in Zoology 350 parallels Readings in Zoology 250; Seminar in Zoology 390 parallels Seminar in Zoology 299; Seminar 391 parallels Seminar 291; Readings 353 in Botany parallels Readings 252. Addition of these 300 courses permits graduate students to achieve 300 course credit in virtually tutorial work which may include seniors on the 200 course level.

Descriptions of the courses are as follows:

350. Readings in Zoology. 1-3 cr. hrs. Prerequisite, 10 hours of zoology and permission. Individual reading in specified areas of zoology with regular reports to and discussions with the instructor.
353. Readings. 1-3 cr. hrs. Prerequisite, 10 hours of botany. Readings and written reports on special topics in the field of botany.
390. Seminar in Zoology. 1-4 cr. hrs. Prerequisite, 15 hours of zoology or permission. Regular classroom discussion of zoological topics.
391. Seminar. 1 cr. hr. Presentation of research techniques or discussion concerning concepts of biology.

RECOMMENDATION: Dr. Seckett recommended that the request for the courses, 141. Ecology, 3 cr. hrs., 252. Advanced Mammalogy, 3 cr. hrs., 270. Biogeography, 3 cr. hrs., 352. Mammals of the World, 3 cr. hrs., 340. Principles of Taxonomy, 3 cr. hrs., 350. Readings in Zoology, 1-3 cr. hrs., 390. Seminar in Zoology, 1-4 cr. hrs., 391. Seminar, 1 cr. hr., and 353. Readings, 1-3 cr. hrs., be approved. Seconded and carried.

Dr. Garwood said that the Senate would meet Tuesday, January 7, and that there were some applications for new courses to be considered at that meeting.

The meeting adjourned at 5:00 p.m.

John D. Garwood, Chairman

S. V. Dalton, Secretary

Florence Bodmer, Recorder