

MINUTES
Faculty Senate Academic Affairs
May 16, 2017, 3:30 pm
Business Administration Building, room 2046

Present: Bormann, Chumachenko, Easton, Goodson, Hageman, Hartman, Kingery-Page, Narayanan, Reed, and Vardiman

FAC members were present for new business discussion.

Absent: Aramouni, Baalman, Bolton

Guests: Susan Cooper, Molly McGaughey, Dawn Deeter, David Lehman

Liaisons: Ruth Dyer and Monty Nielsen

1. Bormann called the meeting to order at 3:30 pm. She welcomed Faculty Affairs committee members who were present for the discussion related to the proposed changes to the University Handbook, Section F.
2. New Business
 - A. University Handbook – suggested changes to Section F75, F76, F80, and F121 - Dyer
 - B. Half-Hour Credit – suggested changes to Univ Handbook, Section F115 - Dyer

Dyer provided background as to why these proposed changes in the University Handbook, in Section F75, F76, F80, and F121 are being requested to have an expedited process. These changes will provide an update to the handbook in relation to state statutes recently enacted regarding standardized exams. The K-State website has been worked on in order to be in line with these statutes and prospective students have been informed. K-State will no longer be able to offer letter grades for standardized exams. However, in KSIS, the actual score on these exams will be available for advisors in order to assist them in more detailed advising of students.

The proposed changes will modify F75 so that it addresses only standardized national exams and F76 will address departmental exams or credit for a given course or work experience and the like. F80 now will include “EP”, “IH”, and “NH” in the legend of grades. Susan Cooper, Associate Registrar, indicated that the IH and NH designations have been used for a long time, but were not in the legend and it seemed appropriate to add them. She explained that the IH designation refers to an incomplete that has been extended indefinitely. NH is similar, but for a non-reported grade. The proposed changes to F121 now address the HLC accreditation guidelines and provide a definition of Credit for Prior Learning.

A motion was made by Bormann and seconded by Hughey to approve the proposed changes to the University Handbook, Section F75, F76, F80, and F121. The floor was opened for discussion.

Discussion: It was asked when this will go into effect. The effective date is July 1, 2017; any student who comes in after July 1 falls under this policy. However, as far as implementation goes, any new students coming in for the summer 2017 term will be under this new policy. CAPP discussed how this may affect curricula and it was noted that each department will need to come to a decision of how they want to handle it. There will likely be some expedited changes to curricula that move through next year in accord with these changes.

Motion carried by Academic Affairs and Faculty Affairs members. The proposed changes will now be moved on for full approval by Faculty Senate at the June 13 meeting.

Dyer spoke to the proposed changes to Section F115, which is the addition of the definition for One-Half Credit Hour. She reminded senators of the contractual market-based education courses language that was approved by the Board of Regents recently. In view of their approval, a One-Half hour credit is proposed. Language to the university handbook is appropriate in order to define how this type of credit

will be met. Since this is a new process and any course proposals for this would need to come through Academic Affairs, it was determined it would be best to have senators take this back to their caucuses for discussion and pick this up for action during the first meetings in the fall.

Academic and Faculty Affairs members alike asked thoughtful questions regarding this proposal. It will need to be decided what kind of information should be included for these types of proposals. This would include such things as the proposed cost to be charged for the course and the like.

It was noted that a change to the credit hours of a course is currently an expedited change. However, it will need to be decided if a change to a half-hour credit would be considered expedited or non-expedited. This is a decision that Faculty Senate Academic Affairs will need to make. Members discussed how departments sometimes try out courses before proposing a permanent course. Both undergraduate and graduate courses were discussed. If courses have variable credit from 1-18 hours, would a half-hour credit be implied within that? Dyer thanked all for their thoughtful questions and input. It was commented we need to continue to be thoughtful about how this affects our policies.

3. The April 18, 2017 minutes were approved as submitted.

4. Course and Curriculum Proposals

A. GRADUATE

1. A motion was made by Bormann and seconded by Vardiman to approve the following course and curriculum changes as approved by the Graduate Council on May 2, 2017:

COURSE ADDITIONS

Agriculture	AGEC 751	Risk Management Fellows Seminar
Agriculture	ENTOM 810	Insect Pest Management
Education	EDSP 615	Manual Communications II
Education	EDCEP 839	Assessment of Academic Advising
Arts and Sciences	MATH 723	Complex Functions
Arts and Science	SOCIO 838	Sociology of Culture
Arts and Science	STAT 750	Studies in Probability and Statistics
Engineering	BAE 675	Molecular Biosensor Technology and Applications
Engineering	BAE 875	Advanced Molecular Biosensor Technology and Applications
Engineering	IMSE 808	Systems Engineering Fundamentals
Engineering	NE 640	Nuclear Reactor Thermalhydraulics
Business Admin.	FINAN 623	Financial Modeling

COURSE CHANGES

Agriculture	AGRON 655	Site Specific Agriculture
Agriculture	AGRON 746	Physical Properties of Soils
Agriculture	ENTOM 930	Topics in Environmental and Physiological Entomology
Agriculture	ENTOM 932	Topics in General and Systematic Entomology
Agriculture	PLPTH 780	Gene Expression Analysis Workshop
Agriculture	WOEM 620	Human-Wildlife Conflicts

COURSE DELETIONS

Agriculture	ENTOM 866	Insect Morphology
Agriculture	PLPTH 785	Real-time PCR Workshop

CURRICULUM CHANGES

Interdisciplinary	Master of Public Health
Arts and Science	Geographic Information Science Graduate Certificate

Arts and Science Applied Mathematics Graduate Certificate

Discussion: There was a brief question about the BAE courses. They are the same class, but there are different requirements; one is undergraduate level and other is graduate. The higher-level one requires more work.

Motion carried.

2. A motion was made by Bormann and was seconded to approve the following curriculum additions as approved by the Graduate Council on May 2, 2017:

CURRICULUM ADDITIONS

Arts and Sciences Teaching English as a Foreign Language Graduate Certificate (Modern Languages)

Human Ecology MS Athletic Training

Discussion: Goodson had previous concerns about the graduate certificate, but they were addressed. In reference to the MS degree, it was noted the new hire has been made.

Motion carried.

B. UNDERGRADUATE –

1. A motion was made by Bormann and seconded by Hageman to approve the following curriculum changes approved by the College of Business Administration on March 15, 2017 (sent out to the listserv by Alice Niedfeldt on April 3, 2017):

CURRICULUM CHANGES

Department of Finance

Changes to the Bachelor of Science; Financial Management (FINAN-FM)

Changes to the Integrated Investment Management Certificate

Department of Management

Changes to the Data Analytics Certificate

Motion carried.

2. A motion was made by Bormann and seconded by Hageman to approve the new curriculum as approved by the College of Business Administration on March 15, 2017:

CURRICULUM ADDITION

Department of Marketing

New Major in Professional Selling Strategy

Discussion: Dawn Deeter and David Lehman were present to answer questions regarding the proposal. It was verified that students will enter the pre professional program and then move into the major, as with their other programs.

Motion carried.

2. A motion was made by Bormann and seconded by Narayanan to approve the following course change as approved by the College of Engineering on April 6, 2017 and April 27, 2017 (sent out to the listserv by Gina Graham on April 7 and April 28, 2017):

COURSE CHANGES

General Engineering

DEN 015 – ~~New Student Orientation~~ Engineering Student Success Seminar

Department of Architectural Engineering

ARE 460 ARE Professional Practices; K-State 8: Ethical Reasoning and Responsibility

Department of Mechanical Engineering

ME 574 Interdisciplinary Industrial Design Projects I; K-State 8: Ethical Reasoning and Responsibility

ME 575 Interdisciplinary Industrial Design Projects II; ~~K-State 8: Ethical Reasoning and Responsibility~~

Motion carried.

3. A motion was made by Bormann and seconded by Goodson to approve the following course and curriculum changes approved by the College of Education on April 25, 2017 (sent out to the listserv by Janel Harder on April 25, 2017):

COURSE ADDITIONS

Department of Curriculum and Instruction

EDSEC 548 Technology Education Methods for Secondary and Middle Schools

EDSEC 549 Technology Education Practicum for Secondary and Middles Schools

CURRICULUM CHANGES

Department of Curriculum and Instruction

Change:

Changes to the BS in Education (Secondary Education)

Add:

New Teaching Field in the BS in Education: Technology Education

Discussion: A brief overview was requested about the teaching field. Goodson commented Salina came to them and asked for this program. There was discussion about the location of students for these programs.

Motion carried.

5. A motion was made by Bormann and seconded by Reed to approve the following graduation list addition:
December 2016: Jalisa Jackson, Bachelor of Arts, College of Arts and Sciences

Motion carried.

6. Co-Chairs for Academic Affairs 2017-2018

Bormann and Hartman are willing to continue on. Kingery-page moved to approve them as co-chairs for the upcoming year and the motion was seconded. Motion carried. All thanked them for their efforts this year and for their willingness to serve next year.

7. Committee reports:

A. Committee on Academic Policy and Procedures

- Proposal from CAPP – 9 Hours grad/undergrad language
- Proposal from CAPP – suggested change to University Handbook, Section F83
- Proposal from CAPP – suggested change to University Handbook, Section F102
- Proposal from CAPP – suggested change to University Handbook, Section F121

Bormann reported that the items presented from CAPP are up for discussion today, not a vote. In addition, once Academic Affairs does vote on them, they will go to Faculty Affairs for approval and submission to Faculty Senate.

Bormann directed members' attention to the first item for discussion regarding the nine hours of credit. Committee members discussed this request. There were many questions and it was unclear to members what policies needed changed, how this is being handled currently, and whether this would create more work for an instructor. It was recommended that either new policy language or current language with proposed revisions needs to be provided for the committee's review along with further clarification. It was recommended that for the first fall meeting someone from CAPP as well as someone from the Graduate School be invited to provide clarification and perhaps language for review.

The next item to discuss was the proposed changes to **Section F83**. Tracked changes were provided to show the requested changes. Committee members had various comments. There was concern over the last sentence. This item will have further discussion and clarification at the next meeting in September.

The third discussion item is proposed changes to **Section F102**. It was noted that the first change is to correct a typo "of" instead of "or"; however, the second makes it so they can only be taken off academic warning when both semester and cumulative GPA reaches the required level of 2.0. Brief comments were made about financial aid. This will be taken up in September.

The fourth item is proposed changes to F121 of the University Handbook. Again there were some questions about the impact of this change.

Bormann will be in touch with the chair of CAPP and these items will be on the fall agenda for FS Academic Affairs. She thanked all for their thoughtful comments thus far.

B. KSIS

No Report.

C. University Library Committee – Bormann

The last meeting was with president and provost. Budget constraints have made things difficult as all are aware. There was not much new to report.

D. Curriculog Implementation Committee

The members continue to meet. The schedule right now is that all colleges will begin using Curriculog for course proposals starting in fall. The members will be working to create curriculum forms for testing and use and then it may be possible for the initial pilot colleges to begin testing the curriculum forms as well to have them ready for Fall 2018. So far things are going well and kinks are being addressed.

8. 2017-2018 Committee Appointments

A. Committee on Academic Policies and Procedures (CAPP)

Traditionally the chair of FS Academic Affairs has been an attendee of this committee; however, schedules do not always allow for this. They meet on the second Wednesday of the month from 10:30-noon. Bormann will be able to attend in the spring but not fall. Reed will be able to represent AAC in the fall since she attends already.

- B. KSIS – Hartman indicated she is able to attend this. It is once a month from 9-10:30.
- C. University Library Committee – Narayanan volunteered to be the representative to this committee.
- D. Undergraduate Grievance Committee (1 faculty)
Background: The Academic Affairs committee approves of the appointments to this committee. The request for volunteers for this committee was communicated in the recent request in K-State Today. Bormann asked for input on those who volunteered. It was the consensus that it should be someone with tenure for various reasons. A motion was made by Vardiman and seconded by Kingery-Page to approve the appointment. Motion carried. Ms. LaBerge will provide this information to the Exec committee for the May 30th meeting when they vote to approve the entire list of appointments to FS committees.

9. Next year's docket

- A. Continued Curriculog implementation
As was noted above, implementation is in full swing and work will continue over the summer.
- B. Interdisciplinary program process
Hartman reminded senators that the interdisciplinary process was review by a subcommittee in the fall and their report along with proposed revisions were submitted to the Provost. Dyer confirmed this report is with the Provost. Next steps after her approval will be to have it approved by FS Academic Affairs. It was noted the process was not necessarily shortened; however, it was clarified and additional language was added, which should shorten the process in the end because it will be clearer about the process and what action to take.
- C. Update of Approval, Routing, and Notification Procedures for Course and Curriculum Changes
Ms. LaBerge indicated this document will need to be reviewed and updated to be in line with current process and to reference the use of Curriculog throughout.

10. Announcements/for the good of the University

11. Meeting was adjourned 4:57

Next meeting: Tuesday, September 5, 2017; 3:30 pm; Business Administration Building, room 2046