

**MINUTES**  
**Faculty Senate Academic Affairs**  
**November 1, 2016, 3:30 pm**  
**Business Administration Building, room 2046**

Present: Tim Bolton, Jenny Bormann, Volodymyr Chumachenko, David Fallin, Todd Goodson, Teresa Hartman, Trenton Kennedy, Dana Reinert, Phil Vardiman

Absent: Fadi Aramouni, Mick Charney, Sanjeev Narayanan, John Schlup

Guests: Jim Hohenbary and Donald Kurtz

Liaisons: Ruth Dyer and Monty Nielsen

1. Teresa Hartman, Chair, called the meeting to order at 3:32 pm
2. The October 18, 2016 minutes were approved as submitted.
3. Course and Curriculum Proposals
  - A. UNDERGRADUATE –
    1. Items tabled from Oct. 18 AAC meeting - Course additions and curriculum change approved by the College of Arts and Sciences on September 29, 2016 (sent out to the listserv by Karen Solt on 9-30-16):

**COURSE ADDITIONS**

*Dean of Arts and Sciences*

Add:

DAS 475 – Nonviolence Studies: Women and Peace Movements; K-State 8: Human Diversity within the US; Historical Perspectives

DAS 555 – Themes in Nonviolence Studies; K-State 8: Human Diversity within the US; Global Issues and Perspectives

DAS 575 – Peacebuilding; K-State 8: Global Issues and Perspectives; Ethical Reasoning and Responsibility

**CURRICULUM CHANGES**

*Dean of Arts and Sciences*

Changes to the Nonviolence Studies Certificate.

RATIONALE: The course additions are offered as additional courses to the nine hours of elective content students may apply toward a Certificate in Nonviolence Studies.

A motion was made and seconded to bring these items back to the table. Motion carried. Donald Kurtz from Arts and Sciences was present to provide background and answer questions regarding this proposal. He provided a brief explanation as to who has oversight. The NVS certificate is overseen by Sociology, Anthropology, and Social Work. Their long-term plan is to change the prefix for DAS courses associated with the program to an NVS prefix, however, they are working with the college to follow the correct steps. In addition, the majority of these are distance courses. The new courses and the curriculum change to the certificate program were approved by the committee.

2. A motion was made by Bormann and seconded by Fallin to approve the following course additions and curriculum changes as approved by the College of Business Administration on October 19, 2016 (sent out to the listserv by Alice Niedfeldt on 10-20-16):

**COURSE ADDITIONS**

*Management*

Add:  
ENTRP 497 Topics in Entrepreneurship

*Marketing*

Add:  
MKTG 581 Marketing Analytics; K-State 8: Empirical and Quantitative Reasoning and Social Sciences

**CURRICULUM CHANGES**

Changes to the Integrated Investment Management Certificate

Rationale: Change is being made so certificate can be completed as a free-standing certificate by a non-degree seeking student.

Changes to the Professional Strategic Selling Certificate (PSS)

Rationale: Change is being made so certificate can be completed as a free-standing certificate by a non-degree seeking student.

Motion carried.

4. Old Business:

- A. Secondary Majors; allow K-State Graduate Students to complete undergraduate secondary majors. Hartman reminded committee members of the discussion that took place at the last AAC meeting. She also provided the language in the undergraduate catalog that discusses secondary majors and who can take them. There was further discussion about what other consequences could be from making a change. It was clarified that we are not talking about making secondary majors free-standing. The request is being made to allow current graduate students to take these. Suggested changes to catalog language were made and agreed upon. This wording will be provided to committee members and will be voted on at the next meeting. Chair Hartman will follow up with CAPP and the dean of the Graduate School to get their input.
- B. University Honors Program Courses  
Hartman thanked Jim Hohenbary for attending. Last meeting there were several comments and questions made about having a University Honors Program prefix. While the overall idea was supported, there are questions to address such as who will teach the courses; where will revenue from these course go to; and how should these courses come through the approval process since they would not originate from a department. Also, committee members had requested from the last meeting some information on how other universities with successful honors program handle the approval process as well other pertinent issues.

Hohenbary provided a brief background as to why the UHP designation is desired. The chief concern is the introduction to the honors program course. Hohenbary explained the process that occurs when a student enrolls in the Honors Program. There is quite a bit of work involved in getting them into an appropriate class. There is a coordinator for each college involved in the program; however, the hope is to have a larger group that would have oversight. Committee members asked what other universities are doing in regards to review and approval. Can some guidance be provided to them? The governance of the programs and how changes are proposed and reviewed needs to be better defined. Hohenbary indicated there are universities that have an honors college versus those who have an honors program. The long-term goal would be an honors college; however, there would need to be a lot of changes, including organic growth in the program and the resources available to make that happen. A course could be created, but it seems FS Academic Affairs needs to identify the overall process for how courses would be proposed and approved. Further questions were asked about who would teach the introduction to honors course? Ultimately, how the course is offered and who could teach it would not change. There was some discussion about whether there is way to simplify

matters and accomplish the goal at the same time. Hohenbary listed off several universities that have their own honors course designation. Committee members agreed that should be a way to accomplish this. This body needs to discuss and work to decide what the governance model should be to get it to this point. This would be setting a precedent so it needs to be given some thought. Lengthy discussion continued. The undergraduate interdisciplinary flow chart could possibly be used to model something for the Honors Program changes to come through. This was the consensus. The interdisciplinary process is currently being revised and therefore, once changes are made a small work group will start on this.

5. Announcements/for the good of the University

- A. Chair Hartman brought forward a topic that will need some discussion. When a change to a CIP code is requested by a department here at the university, what process should be followed and who needs to give approval? These requests are not something that currently go through the course and curriculum approval process. However, because this is a curricular change the question has come to this body. She inquired how many members knew what CIP codes were. One or two; however, it was evident that hardly any knew the purpose they served. Hartman deferred to Dyer to better explain what these are and their purpose. Dyer reported that these are Classification of Instructional Program codes that are used at a national level in order to standardize a description for degree programs offered. There is a definition that accompanies a six-digit code. The Kansas Board of Regents also uses these to make national comparisons. There needs to be a better way to track these requests and changes.

Committee members did not think this is a change they should be involved in approving. It was the consensus that a different route of tracking can be used other than the expedited process for changes.

**Follow up:** There is a certain department putting forward a change to several CIP codes right now, both to their undergraduate and graduate programs. They were advised to use the expedited approval process for this request and will be allowed to do so for this particular change. However, it was identified that Curriculog will be able to manage this kind of request and the tracking of them in the future by a separate process. In the meantime a signature sheet will be created for this body to review and approve which may be used for requests to change a CIP code. This will be discussed at the next meeting.

- B. Hartman reported that the Curriculog Implementation committee is continuing testing in Curriculog.
- C. Hartman informed committee members that the approval process for interdisciplinary programs continues to be worked on. This is a complex process and they are working to clarify the language provided. She will continue to update members and the any recommendations will be brought to this body for approval.

6. The meeting was adjourned at 5:04 pm.

Next meeting: Tuesday, November 15, 2016; 3:30 pm; Business Administration Building, room 2046