Present: Bormann, Goodson, Hageman, Hartman, Kennelly, Kingery-Page, and Vardiman
Absent: Baalman, Bolton, Chumachenko, and Reed
Proxies: Almes, Easton
Guests: Bill Banks, Kristin Waller, Victoriya Volkova

1. Teresa Hartman, co-chair, called the meeting to order at 3:34 pm

2. The September 19, 2017 minutes were approved as submitted.

3. Course and Curriculum Proposals
    A. Approve the following course and curriculum proposals:
        To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:132/form

        A motion was made by Kingery-Page and seconded by Hageman to approve the following proposals:

        College of Architecture Planning and Design:
        LAR - 020 - Travel: Regional 2
        LAR - 030 - Travel: Narratives and Placemaking
        LAR - 040 - Travel: Major City 1
        LAR - 050 - Travel: Major City 2
        LAR - 101 - Introduction to Landscape Architecture
        LAR - 230 - Modeling Landscapes Studio
        LAR - 351 - Plant Patterns and Use
        LAR - 352 - Landscape Performance Lab
        LAR - 353 - Plant Selection
        LAR - 354 - Landscape Restoration
        LAR - 420 - Socio-Ecological Systems Studio
        LAR - 425 - Narratives and Placemaking Seminar
        LAR - 430 - Narratives and Placemaking Studio
        LAR - 433 - Landscape History and Design Studio
        LAR - 438 - Site Design Implementation
        LAR - 442 - Site Research and Design Studio
        LAR - 445 - Career Development Communications

        There was a question raised about the rationale being identical for all the new courses. A comment was made as well that there is more concern now with resources and budget so they wanted to be sure what, if any impact there will be. Kingery-Page indicated these are due to an overhaul of the Master of Landscape Architecture degree. She offered to provide a diagram that may assist with the explanation and perhaps have a representative at the next meeting from that department. A brief discussion occurred regarding impact on other units. Landscape Architecture and Horticulture are very separate disciplines and there is no impact related to that. Members voted to table these items and someone will come to the next meeting to give an overview of the curriculum for which these courses will be a part of.

        A motion was made by Goodson and seconded by Bormann to approve the following proposals:

        College of Education:

EDCI - 550 - Schooling and Popular Culture
EDCI - 580 - Internship in Educational Studies

Goodson provided a brief overview regarding these courses. They will be part of a new BS degree proposals coming forward from the College of Education. The full degree proposal will come to Academic Affairs in November.   Motion carried.

A motion was made by Hartman and seconded by Hageman to approve the following proposals:

College of Technology & Aviation:
AVM - 370 - Advanced Aircraft Avionics and Instrument Systems
BUS - 520 - Integrated Technology Management Capstone
CMST - 357 - Machine Vision
ETB - 482 - Senior Design Project I
ETB - 483 - Senior Design Project II
Aeronautical Technology BS--Aviation Maintenance Management Option
Aeronautical Technology BS–Unmanned Aircraft Systems Option

Motion carried.

A motion was made by Goodson and seconded by Hageman to approve the following proposal:

College of Veterinary Medicine:
DMP - 817 - Mathematical Modeling in Epidemiology

Victoriya Volkova, from the College of Veterinary Medicine, was present via Zoom to discuss the proposal. There were various questions raised. Members discussed the K-State 8 tag, which is for undergraduate students and would therefore not be appropriate for an 800 level course. To the best of everyone's knowledge, an undergraduate student can't take an 800 level graduate course. However, there was need to determine the fundamental intent of the course. Is the aim for both undergraduate and graduate students? If so, a different course number is necessary, but that seemed to conflict with the pre-reqs for the course. After further discussion, it was decided the course proposal needs additional work prior to a vote from this committee. These questions need answered: Is the intent to recruit undergraduate or graduate students; does a K-State 8 tag need included; and are the pre-requisites appropriate. The proposal was tabled until a future meeting; no vote was taken. Bormann will meet with Victoriya to provide additional feedback.

4. A motion was made by Hartman and seconded by Bormann to approve the August 2017 Graduation lists as submitted by the Registrar's office and the following graduation list additions:

   May 2017, John Willnauer, Bachelor of Science, College of Engineering
   May 2017, Madlin Olsen, Bachelor of Science, College of Arts and Sciences
   August 2017, Laura Elizabeth Seley, Master of Arts in Teaching, Graduate School

   Motion carried.

5. Unfinished Business
   A. Athletic department Eligibility monitoring process – Observer Role in Canvas.
      Kristin Waller and Bill Banks were present to discuss updates they made to the proposal based on feedback from the committee at the last meeting. Members were still not comfortable with certain parts of the proposal. After discussion, it was agreed that, at least for this year, the default will be opt out rather than opt in. In other words, if a faculty member doesn't respond to a request, it will be an

automatic opt out. Members believed this was appropriate and that faculty will value the ability to become more informed about the process this year rather than be concerned when they notice observers in their roster and don't fully understand what is happening. It was also clear that identifying right up front what the observer role allows someone to view is important. A reminder was given that this method of having the observer role will provide an audit trail, which is not available in the current process. Once the final edits are made to the proposal it will be circulated to members. All were reminded this process will be reviewed in a year. The consensus of the committee was the proposal should be brought forward to full senate for a vote. Presentation of this to faculty senators will also help educate the faculty about this process.

6. Committee reports:
   A. Committee on Academic Policy and Procedures – Reed
      No report.

   B. KSIS – Hartman
      No report.

   C. University Library Committee – Reed
      No report.

   D. Curriculog Implementation Committee
      Hartman reported that the course forms in Curriculog were updated recently and she reviewed the changes with committee members.

7. 2017-2018 docket
   A. Continued Curriculog implementation
   B. Course and Curriculum Approval and Notification Procedures manual review
      The committee will need to review the procedures document this year and update it to be current with the process. This will be discussed at a future meeting.

8. Announcements/for the good of the University – none.

9. The meeting adjourned at 4:35 pm.

Next meeting: Tuesday, November 7, 2017; 3:30 pm; 2046 Business Building