Faculty Senate Academic Affairs
December 19, 2017, 3:30 pm
Business Building, room 2046

Present: Almes, Bolton, Bormann, Chumachenko, Easton, Goodson, Hageman, Hartman, Vardiman
Absent: Baalman, Kingery-Page
Proxies: Kennelly, Reed
Guests: Bill Hsu, Bente Janda, Brian Lindshield, Roger McHaney, and Chwen Sheu
Liaisons: Ruth Dyer, Brian Niehoff, Monty Nielsen

1. Teresa Hartman, Co-Chair, called the meeting to order at 3:30 pm

2. The November 21, 2017 minutes were approved as submitted. Faculty Senate President Brian Lindshield thanked committee members for their dedication and effort for being here and the work they do on this committee.

3. New Business / Discussion
    A. K-State 8 council review of tags, etc. (http://www.k-state.edu/kstate8/proposal.html)
        Hartman reminded members of the recent course proposals that had new K-State 8 tags associated with them that were questioned and sent back to FS Academic Affairs for further review. The tagging of courses is coming under more scrutiny than in the past given a variety of factors. The K-State 8 Council is in the process of beginning a review of the tags, one per semester, until they complete the review at which time they will start again. They are going over these with each college. Once a tag review is completed, they give their recommendation to the college.

        Upon review of the document linked above, that was approved by Faculty Senate in June 2012, it appears more information may be necessary when units proposed adding K-State 8 tags to their courses. Members reviewed the documentation, specifically the tagging criteria and how much of the course content must cover a certain tag and had lengthy discussion. Additionally, the document mentions a syllabus should accompany a course proposal where a new tag is requested. Up to this point, this information has not been directly requested and the committee had lengthy discussion about this topic.

        It was recognized this is a broad topic and various issues are coming to light. Hartman noted in a conversation earlier in the day it was discussed that perhaps having someone with individual expertise assist the council during the semester where a certain tag is being reviewed may be helpful. The council will recommend a removal or a change to a tag, but it is up to the college to follow through with their recommendation. If a recommendation to remove a tag is given this will go through the regular course and curriculum procedures. To remove a tag is an expedited change and to add a tag is a non-expedited change. This is a work in progress, since this is the first round of reviews by the Council. A comment was made that it seems appropriate that the FS Academic Affairs committee have authority to remove a tag they feel isn't appropriate.

        The question on the table today is how to review and determine at this committee level what will be approved. Will a course syllabus be required or could it be requested if there are further questions? It was agreed that communication needs to occur so colleges are aware of what will be required in future. The co-chairs asked for input. The suggestion was made to place the information in the rationale that identifies how the course content will address the tag. What should be some guidelines? Do we make it "required" etc.? Members agreed there was no easy answer. A comment was made that at times what seems questioned is the competence of some departments to declare that they can use a certain tag. A couple examples were provided. There needs to be a balance and

respect of a department's judgement. It was noted that having trust and faith in your colleagues is also part of this. It is a very complex issue and is being worsened due to budget talk. It was agreed that some tags requested are obvious that they fit a course, but others aren't apparent with just the title. Could there be a compromise or best practice so that we can feel confident holding ourselves accountable to? It also may be more of an awareness issues. It was suggested that the report and tagging criteria be reevaluated in future. Dyer also spoke to the information in the report.

Committee members don't want to deny a tagging request just out of hand. However, when a potential conflict is recognized it would be good to ask for more information. Committee members and guests had a robust conversation about this topic.

Again, how should the committee handle courses coming forward with tags? Clarify that anyone putting a tag forward needs to include information on possible conflict, how it was resolved, etc. Members believe the rationale needs to be sufficient. You can choose to attach a syllabus up front or can choose not to, but if it isn't attached you may be called upon to provide additional information before it will be approved. The chairs will discuss how best to communicate this to faculty.

B. Impacts related to Curriculum Changes
Hartman identified that curriculum proposals coming through recently have had impact on a college, but not a specific department and therefore "no impact" was noted on the proposal. It was vocalized that this body can send back a proposal if proper notification hasn't occurred and that we should weigh in on a conflict. However, it's not our responsibility to notify other departments, that's the unit's responsibility. The difference now is that it's a broader scope than just notifying a unit about a specific course. Due to the downsizing of degree credit hours, there are more overall impacts. For example, "humanities and social sciences." Again, it was agreed that communicating up front with colleges that there will likely be more scrutiny on these kinds of proposals is important. The desire is that the emails should be included with the proposal detailing the response or impact. The departments and colleges need to be communicating.

4. Courses returned for further review:
   To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:221/form

Architecture, Planning and Design	LAR 646 - Community Engagement Studio
Arts and Sciences	SPAN – 411 - Spanish for heritage speakers: Composition and grammar

It was reported that SPAN 411 was not ready for action today and will be moved to the January 16th agenda. A motion was made by Hartman to approve LAR 646. Motion carried.

Bormann conveyed to committee members that in future it may be better to table items until we have all the information, rather than trying to move them forward while getting additional information. The consensus was this is appropriate.

5. Course and Curriculum Proposals

Changes listed below were already approved by Colleges and the Graduate Council, where needed.

A. Approve the following course proposals:
   To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:222/form

Agriculture	**AGCOM - 600 - Capstone Seminar in Agricultural Communications**
	AGCOM - 650 - Study Experience in Agricultural Communications and Journalism
	AGED - 600 - Senior Seminar in Agricultural Education
	AGED - 625 - Inquiry-Based Curriculum in Agricultural STEM and Biotechnology Education
	ENTOM - 612 - Insect Pest Diagnosis
	ENTOM - 625 - Integrative Behavioral Ecology
	ENTOM - 635 - Insect Evolution
	ENTOM - 655 - Plant Resistance to Insects
	ENTOM - 835 - Advanced Insect Evolution
	ENTOM - 855 - Advanced Plant Resistance to Insects
	FDSCI - 720 - Reaction Kinetics in Foods
	FDSCI - 721 - Reaction Kinetics in Foods Recitation
	GRSC - 750 - Pet Food Formulation for Commercial Production
	PMC - 830 - Conservation Attitudes and Behaviors
Arts & Sciences	MC - 683 - Reputation Management
	STAT - 760 - Optimization for Data Science
	STAT - 761 - Discrete Optimization and Scalability for Data Science
	STAT - 764 - Applied Spatio-Temporal Statistics
	STAT - 766 - Applied Data Mining/Machine Learning and Predictive Analytics
	STAT - 768 - Applied Bayesian Modeling and Prediction
Business Administration	FINAN - 655 - Advanced Portfolio Management
	FINAN - 663 - Mergers and Acquisition
Education	EDCI - 797 - Secondary Content Field Colloquium I
	EDCI - 798 - Secondary Content Field Colloquium II
	EDCI - 799 - Secondary Content Field Colloquium III
	EDSEC - 620 - Principles and Philosophy of Career and Technical Education
Engineering	BAE - 664 - Green Stormwater Infrastructure Design and Assessment
	CE - 827 - Computational Applications in Geo-Systems
	CE - 834 - Strengthening Design of Reinforced Concrete with Fiber Reinforced Polymers
	CIS - 641 - Software Engineering Design Project
	CIS - 642 - Software Engineering Project I
	IMSE - 664 - Additive Manufacturing
Human Ecology	CNRES - 500 - Topics in Conflict Resolution and Trauma Studies
	CNRES - 537 - Elder and Family Decision Making
	CNRES - 538 - Advanced Trauma and Traumatic Stress
	CNRES - 539 - Grief and Loss Across the Lifespan
	DHE - 189 - Introduction to the University Honors Program
	FNDH - 655 - Clinical Applications of Neurological Function
	FNDH - 731 - Advanced Diabetes Management
	HM - 351 - Commercial Food Production Management
	HM - 465 - Catering and Banquet Management
	HM - 662 - Foodservice Systems Management
Tech & Aviation (Polytechnic)	COT - 750 - Professional Master of Technology International Experience
University Honors Program	UHP - 189 - Honors First-Year Seminar
Veterinary Medicine	CS - 721 - Veterinary Surgery I Laboratory
	CS - 722 - Veterinary Surgery II Laboratory

	CS - 762 - Supplemental Small Animal Emergency
	DMP - 825 - Dairy Production Medicine
	DVM - 712 - Veterinary Clinical and Professional Skills III

Hartman moved and it was seconded by Vardiman to approve the courses from AG, A&S, and BA except for the following: AGCOM 600, STAT 760 and 761, and ENTOM 612, 625, 635 and 655. Motion carried.

AGCOM 600: There was a question about the additional prerequisites. The rationale doesn't explain their being added. Bormann moved to table this until the Jan. 16th meeting in order to inquire of the unit. Seconded by Hartman.
Motion carried.

ENTOM 612, 625, 635 and 655 were reviewed. After discussing ENTOM 612, the Ethics tag will be removed. ENTOM 625 tagging was discussed – the consensus was to leave them on 625. ENTOM 655 - the consensus was to remove the tags from 655, but leaving the one ENTOM 635.

STAT 760 and 761 were discussed because there is impact to Engineering (IMSE) and it was stated that no contact was made. Easton would like to table these until the Jan. 16th meeting so STAT can contact IMSE. One of the co-chairs will contact the STAT department to inform them they need to contact IMSE regarding the changes to those two courses.

Hartman made a motion to approve ENTOM 625 and 635 as they are in Curriculog. Motion carried.
Hartman made a motion to approve ENTOM 655 with the removal of global tag and to approve ENTOM 612 with the removal of ethics tag. Motion was seconded. Motion carried.
Hartman made a motion to table STAT 760 and 761 in order for that unit to contact IMSE about courses 982 and 884. Motion was seconded. Motion carried.

Hartman made a motion to approve the course proposals from ED, EN, HE, T&A, UHP, and VM except for the following: IMSE 664, DVM 712, EDCI 797 and 798. Motion was seconded. Motion carried.

Hartman made a motion to approve IMSE 664, seconded by Easton. There was a brief question about the need for the course once the grant is finished. It is fully anticipated the course will be used even when the grant is over. Motion carried.

Hartman moved approval of DVM 712, seconded by Bormann. There was a question about description field in Curriculog; it is extremely lengthy and does not seem to be appropriate for a catalog description. A motion was made to table this to the January 16th meeting in order to allow the college to fix the description. Motion was seconded. Motion carried.

Hartman made a motion to approve EDCI 797 and 798. Motion was seconded. The course description was identical in both courses. It was agreed EDCI 798 needed more information in the description. Senator Goodson, as the course proposer, was consulted and wording was amended during the meeting. The word " additional" was added to the course description. Motion carried with amendment as made in Curriculog.

B. Approve the following curriculum proposals:
To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:223/form

Agriculture	Agricultural Education (B.S.)
	Agricultural Education and Communication (M.S.)
	Concurrent B.S./M.S. in Horticulture and Natural Resources

	Horticulture and Natural Resources (M.S.)
	Horticulture and Natural Resources (Ph.D.)
	Horticulture and Natural Resources with Specialization in Urban Food Systems (M.S.)
Arts & Sciences	Statistics (M.S.)
	Theatre with concentration in Drama Therapy (M.A.)
Business Administration	Accounting (B.S.)
	Entrepreneurship (B.S.)
	Finance (B.S.) – Change #1
	Finance (B.S.) – Change #2
	General Business Administration (B.S.) via Distance Education
	Management (B.S.)
	Management Information Systems (B.S.)
	Marketing (B.S.)
	Pre-Professional Program (BAPP) for the B.S. in Business Administration
Education	Master of Arts in Teaching
Human Ecology	Athletic Training (B.S.)
Tech & Aviation (Polytechnic)	Engineering Technology-Electronic and Computer Engineering Technology Option (BETB-EC)
	Engineering Technology-Unmanned Aircraft Systems Option (BETB-US)

Hartman made a motion to approve the Business Administration proposals. Seconded by Hageman. Discussion: In general, the cutting of the thematic sequence in some of the degrees will have an impact on several other colleges. Bente Janda was present to aid in the discussion and answer questions. She responded their college/department had multiple conversations about the best approach and did invite feedback from the ECON department. Discussion continued among committee members regarding how to work with other colleges. Going back to the thematic sequence it seemed some areas that may be affected could include Leadership Studies, Ag Econ, A&S (Sociology and Psychology). Janda explained that the business programs are broad and so it is believed the proposal as it is would still sufficiently allow students to take courses outside the college. It was recommended they notify the college deans of the mentioned above areas so they are aware of upcoming changes. Janda also noted that over the years it has been more difficult for students to take courses outside the college, and some even inside the college.

Committee members acknowledged we are all are being forced to do this, to cut hours, but notification to these units or deans offices is appropriate. They're not looking for approval necessarily, but indication that communication has occurred. The notification file(s) can be uploaded into Curriculog when ready.

A motion was made to table the Business Administration proposals, as a group, to the next meeting so the college can have time to notify all colleges impacted for the appropriate curriculum proposals. Motion was seconded. Motion carried.

Comments were made by Dyer about the circumstances we now find ourselves in as a University due to national changes to increase graduation rates and length of time to graduate. Departments are going to do the very best they can so that their students have the necessary expertise. This is Dr. Dyer's last meeting as she will begin phased retirement in January. Committee members thanked her for her contributions to this committee, and the university, during her years here. She will be greatly missed.

A motion was made by Hartman to table the BS in Ag Education so they can notify the proper deans regarding the deletion of courses. Vardiman seconded. Motion carried.

A motion was made by Hartman and seconded by Almes to approve the rest of the curriculum changes. Motion carried.

C. A motion was made by Bormann to approve the following new degree program proposal:
To view the proposal, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:224/form

Business Administration	NEW: Master of Science in Data Analytics

Discussion: Hartman invited the guests to share information with members regarding the program. Chwen Sheu, Bill Hsu, and Roger McHaney were present to discuss the new degree program. Cooperation between six departments has occurred to bring this degree forward. They also received input from industry. The degree is comprised of 21 hours of core courses and nine electives. Dr. Sheu provided a basic overview of the degree. There are two tracks, one is more technical and one is more applied science.   Nationwide there is a need for a master's degree in this field and we want K-State to keep the pace. Almost all Big 12 schools (except two) have these types of programs. This is an extension of the certificate program that was approved in the past few years. Input was given that if none of the faculty teaching this have been certified as an analytic professional that should be cared for. The expansion of optimization courses was recommended for future. Dr. Sheu and the others present agreed that continued improvements will be made. The admission requirements were also discussed. It was commented that the core courses carry their own requirements including pre-reqs that are substantial. Members stated that it should be communicated effectively to incoming students the demanding nature of the program so they are prepared to complete it. Guests thanked the committee for their time and appreciated their thoughtful comments and suggestions made here today.

Motion carried.

The rest of the meeting was tabled to the January 16th.

6. Old Business
    A. Retake Policy – University Handbook, Section F65.1
    B. Incomplete Policy – University Handbook, Section F83

7. Committee reports:
    A. Committee on Academic Policy and Procedures - Reed
    B. KSIS - Hartman
    C. University Library Committee - Reed
    D. Curriculog Implementation Committee

8. Announcements/for the good of the University

9. The meeting was adjourned at 5:24. Co-chairs thanked all for their dedication and gave a warm farewell to Ruth Dyer.

Next meeting: Tuesday, January 16, 2018; 3:30 pm; 2046 Business Building