

MINUTES
Faculty Senate Academic Affairs
February 5, 2019, 3:30 pm
Business Building, room 4061

Present: Bormann, Clark, Culbertson, Easton, Hageman, McDiffett, McGlynn, Vardiman, Von Bergen

Absent: Almes, Chumachenko, and Pitts

Proxies: Kennelly

Guests: Lou Benjamin, Mark Haub, Derek Hillard, Benjamin McClosky, and Ryan Thiele

1. The meeting was called to order at 3:30 pm.
2. The December 18, 2018 minutes were approved as submitted.
3. Approve the following course and curriculum proposals and posthumous degree (items 3.A-3.E) that were postponed from the January 22nd meeting, which was canceled due to weather. These changes were approved at the college or graduate level at least 10 days prior to this meeting. *As an exception to normal procedures, these proposals, if approved will be on the February 12th Faculty Senate agenda.*

A. Curriculum proposal sent back to FSAAC:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:571/form>

Education	EDSST Social Studies Education Curriculum
-----------	---

A motion was made by Bormann and seconded by Von Bergen to approve the curriculum change from Education. Motion carried.

B. Course proposals with guests:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:570/form>

Human Ecology	FNDH 321 – Medical Nomenclature and Documentation (new)
Technology and Aviation	COT 689 – Cyber Ethics and Professional Responsibility Conduct and Ethics for Cybersecurity and UAS Professionals

A motion was made by Bormann and seconded by Culbertson to approve COT 689. Discussion: the course title was reviewed and revised by Technology & Aviation after the last FS AAC meeting. There was no objection from the department of Philosophy to the revised course title as noted above. Motion carried.

A motion was made by Bormann and seconded by Easton to approve FNDH 321.

Discussion: Presentations were made by Human Ecology and Arts and Sciences in support of and in objection to this course proposal. Committee members were asked to deliberate.

Human Ecology – Ryan Thiele described why the course was created. This course provides more detailed application of medical writing and coding for students that will go through clinical rotation. This is a new course and the hope is to add it into the Athletic Training program as a required course; however, it may also be added in as an elective.

Arts and Sciences – Derek Hillard described why they object to the course. They believe more than 70% duplication is found between their Modern Languages course, CLSCS 105, to warrant it not being moved forward. Their summary of the impact is that the course replicates content and may cause

confusion. Their recommendation would be to retool the course to clearly distinguish them from each other.

The two departments did meet to try and work together on the proposal, however, an agreement was not reached prior to this meeting. Various questions were asked – one was regarding whether a student would struggle if this course was not put in place? It was noted that the CLCS 105 course is the board approved course for medical terminology in relation to transfer and articulation courses that transfers seamlessly across regents institutions.

Application of nomenclature to a case study and creation of SOAP notes (Subjective, Objective, Assessment, and Plan) in use of legally binding documentation was noted as a key differentiation between the courses. Discussion led to the outcome differentiation. Students taking CLCS 105 are accepted as transfer students to other medical schools. However, currently the course content in CLCS doesn't meet all the criteria that their students need. Collaboration seems to be warranted.

Committee members discussed the course proposal at length. Visitors continued to discuss possible changes to the course description. The topic of efficient use of university funds came up several times throughout the conversation. It was acknowledged there may be other concerns related to credit hour production in a fiscally tight environment.

After lengthy discussion, the question was called and the motion carried to end debate. Culbertson moved to table this proposal until the next meeting so further conversation can occur between the representatives from two colleges. Hageman seconded. Motion carried to table.

It was requested that the meeting between the representatives have an independent attendee, such as Todd, Jenny, and possibly Brian Niehoff be in attendance. This was agreeable to all parties.

C. Course proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:570/form>

Agriculture	AGCOM - 100 - Agricultural Communications Orientation (tabled 12-18) AGCOM - 110 - Introduction to Agricultural Communications (tabled 12-18) AGED - 630 - Exploration of Global Agricultural Education (tabled 12-18)
Architecture, Planning and Design	PLAN - 661 - Community Development Workshop (tabled 12-18)
Arts and Sciences	GEOL - 625 - Introduction to Engineering Geology and Petrophysics (tabled 12-18) GEOL - 825 – Advanced Engineering Geology and Petrophysics (tabled 12-18)
Human Ecology	CNRES - 532 - Conflict Resolution across Cultures & Contexts CNRES - 533 - Prevention & Intervention of Violence
Technology and Aviation	UAS 272 – UAS Safety Fundamentals

A motion was made by Bormann and seconded by Easton to approve the course proposals. Discussion: Bormann reminded members of the edits that were requested to be made to the tabled courses. AGCOM courses had some language cleaned up. PLAN 661 changed credit hours. GEOL 625 and 825 had title changes and minor course description changes. There was a brief comment on GEOL 625 that the last two words of the course description “out there” didn't seem to fit and were removed with consent from A&S committee member.

Motion carried.

D. Curriculum proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:571/form>

Agriculture	Bakery Science Minor
Human Ecology	Dietetics (B.S.) Early Childhood Education (B.S.)
Technology and Aviation	Unmanned Aircraft Systems Minor (RUAS)

A motion was made by Bormann and seconded by Von Bergen to approve the curriculum proposals. Motion carried.

E. A motion was made by Bormann and seconded by Hageman to approve the following posthumous degree requests: May 2019, Master of Science, Engineering, Eric Gray.

Motion carried.

4. Approve the following curriculum proposal:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:584/form>

Technology and Aviation	Associate of Applied Science in Aviation (New Degree)
-------------------------	---

A motion was made by Bormann and seconded by Vardiman to approve the new degree program. Discussion: This was essentially the first two years of the bachelor's degree and is industry driven. Associate's degrees are already available in Salina, so this is not a precedent. Motion carried. This proposal will be on the March Faculty Senate agenda.

5. New Business

A. Discussion – University-wide concurrent Bachelors and Masters degrees (*handout*)

Easton provided a handout as a draft and for comment from committee members. This is a draft of proposed university policy, along with and procedures and a template that a student could use to complete concurrent degrees at Kansas State University, such as a bachelor's and master's degree at the same time. For example, a proposal just came through for a B.S. in Computer Science with a Master of Business Administration. What Easton provided is not a curriculum proposal, but rather a proposal for a university-wide policy. There was a question asked about whether this applied to a student who wants to get two master's degree. No, that wouldn't apply to this. Easton is in the process of meeting with various offices to determine the viability of this. Federal funding is an integral piece that may be affected by a student applying for a concurrent degree, so that information will be included right up front. Easton would like committee members to review the draft and share it with their caucuses to get feedback.

B. University attendance policies

Bormann shared an experience with members that FS leadership council was made aware of related to student attendance. FSAAC discussed the possibility of a university attendance policy back in 2015, but no changes were instituted. The situation she shared was specific to a student athlete, but can be applicable in a variety of situations. Currently, there is no excused absence policy. Rather, those decisions are left to the faculty. It was noted there should be a balance between allowing faculty to handle their courses as they deem appropriate in this area and yet perhaps we could also have a university-wide attendance policy. Bormann reported that Faculty Affairs will be working on this during the spring semester, but she wanted to keep this committee in the loop as well.

6. Ongoing Business

A. Departmentally approved course lists

This topic came up a few meetings ago when several proposed curriculum changes came through where the department had removed long lists from the curriculum and stated to see their department's approved course list for electives. Several possible impacts of doing this were discussed. It was requested that committee members inquire in their colleges how many departmentally approved course lists for electives exist, how they are updated, and where they are maintained - if online or internally. Depending on the feedback received, it is possible that policies or best practices should be developed for these kinds of lists.

B. K-State 8 tag review

A meeting has been set for next week with the co-chairs of FS AAC and provost staff to discuss tag review and updates to criteria used to add a tag to a course.

C. Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes

Jenny, Todd, and Candace have been working on the manual. Many sections are being updated and some policy information will be added.

7. Committee Reports and Curriculog updates

A. ARPS (Academic Records, Processes and Systems Committee)

Duo two-factor authentication is coming. KSIS is moving to the cloud, but we mostly shouldn't notice. The first floor of the library should be open in Fall 2019.

B. CAPP (Committee on Academic Policy and Procedure)

Final exam policy is being reviewed.

C. University Library Committee – McDiffett

There will be a meeting this month. Also, a Library Open Forum related to the moratorium on library materials spending will be held on Tuesday, February 12th at 11:30 am in Town Hall, Leadership Studies Building.

8. Announcements/for the good of the University

Vardiman mentioned a tracking document that he would like to have FS AAC review to see if it would be useful in future when a proposal is objected to. It discusses having a neutral party be involved in discussions as those types of proposals work their way through the approval process.

Members were reminded that due to spring break being the second week of the month in March, there will only be one FSAAC meeting in March on the 19th and the Faculty Senate meeting will be on the 5th.

9. The meeting adjourned at 5:10 pm.

Next meeting: Tuesday, February 19, 2019; 3:30 pm; 2046 Business Building