

**MINUTES**  
**Faculty Senate Academic Affairs**  
**March 19, 2019, 3:30 pm**  
**Business Building, room 2046**

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

Absent: McGlynn

Proxies: Almes, Kennelly

Guests: Andy Bennett, Bente Janda, Sonya Lutter

1. Co-Chair Easton called the meeting to order at 3:30 pm
2. The February 19, 2019 minutes were approved as submitted.
3. Course and Curriculum Proposals  
 Changes listed below were approved at the college or graduate level at least 10 days prior to this meeting.

A. Course proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:646/form>

Agriculture	AGEC - 560 - Data Analytics for Agricultural Economics FDSCI - 410 - Fruit and Vegetable Processing FDSCI - 411 - Fruit and Vegetable Processing Lab
Arts and Sciences	BIOL - 101 - Concepts of Biology GEOG - 121 - Introductory Physical Geography: Earth Systems Science GEOG - 122 - Introduction to Physical Geography: Earth Systems Science Laboratory HIST - 155 - U.S. Military History since 1775 MUSIC - 490 - Collegium Musicum SOCWK - 360 - Substance Abuse Case Management and Holistic Recovery SPAN - 302 - Spanish IV for Heritage Speakers SPAN - 531 - Professional Spanish: Health and Human Services SPAN - 550 - Introduction to Hispanic Readings and Media SPAN - 560 - Cultures of the Spanish-speaking World: U.S. Latinx SPAN - 565 - Cultures of the Spanish-speaking World: Spain SPAN - 567 - Cultures of the Spanish-speaking World: Transatlantic SPAN - 575 - Introduction to Spanish Translation SPAN - 580 - Introduction to Spanish Linguistics
Business Administration	FINAN - 450 - Principles of Finance
Human Ecology	HM - 462 - Advanced Wines HM - 475 - Internship in the Hospitality Management HM - 482 - Human Resource Management in the Hospitality Industry HM - 495 - Golf Course Internship in Hospitality Management PFP - 305 - Advanced Personal Financial Planning PFP - 460 - Retirement Planning Concepts PFP - 464 - Estate Planning Concepts PFP - 466 - Personal Risk Management and Insurance Planning

Easton moved approval of the course proposal PFP 305. Seconded by Bormann. There were concerns raised by the Math department regarding the change to this course. Andy Bennett, Math, and Sonya Lutter, Personal Financial Planning, were present. Easton invited Sonya to present the background on the

change. She noted that there were some concerns that college algebra was being removed from the Kansas Certificate program, which is separate from this course proposal and was already approved. However, she noted that Math 100 is staying in the curriculum as a requirement, but it is being removed as a prerequisite from PFP 305 in order to prevent a bottleneck to students who need to enroll in PFP 305 prior to getting algebra. The main concern for the Math department is the Kansas Insurance Certificate program. Discussion: the target market is for current insurance agents. Sometimes algebra from high school doesn't prepare them either. There was consensus that the pre-req of college algebra or a certain score on the math placement test is appropriate as a requirement for the certificate. However, in relation to the course, PFP 305, the number of students affected will be fairly minimal. Conversation in relation to what is best for students ensued. Encouraging students to take the algebra early on, such as a freshman is important. It was recommended, and agreeable to PFP, to amend the requisites field to include MATH 100 as a co-requisite or a student may have a score of 35-40 on the existing math placement exam. It was agreed to table this and bring it back to the next meeting once the edits and are made.

A motion was made by Easton and seconded by Hageman to approve all of the other course proposals. Discussion: There was a question regarding the Ethical Reasoning tag in HM 475 since it is internship course. It was recommended the department simply review how it is assessed. Motion carried.

B. Curriculum proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:647/form>

Agriculture	Dairy Science Certificate (new)
Arts and Sciences	Certificate in Film Studies (new) Certificate in Linguistics (new)
Business Administration	Business Core Business of Sports and Entertainment Certificate Management Minor (new)
Human Ecology	Family Studies and Human Services (B.S.) Human Nutrition (B.S.)-Nutrition and Health Personal Financial Planning (B.S.)

Easton moved approval of the Business Administration curriculum proposals and the motion was seconded by Bormann. Bente Janda was present to answer any questions. There was a brief question about the new Management Minor. Motion carried.

Motion was made by Easton and seconded by Von Bergen to approve the rest of the curriculum changes. Discussion: Question on Human Nutrition changes related to Chemistry. After discussion, the motion carried.

4. A motion was made and seconded to approve the following posthumous degree request:

May 2019, Blake Sullivan, College of Business Administration

Motion carried.

5. Ongoing Business

A. University-wide concurrent Bachelors and Masters degrees

Easton inquired if there were any additional comments or feedback. The Arts and Sciences caucus will be meeting soon to discuss it. Members were reminded this would be optional, not something mandated. Easton would like to share this as information with Exec and FS, but not for a vote, just as an informational item. All were supportive of that.

B. Departmentally approved course lists – memo to college course/curriculum chairs for review

Technology & Aviation discussed this in their caucus and do not believe this is an issue for their college. Students in their college are made well aware of the approved electives, etc. Human Ecology has the same setup where they do semester by semester guides. Ag has a couple of departments that are working to make their lists published. For the instruction manual, should there be instruction given that an update to a departmental or college list should be voted on at either the department faculty meeting or college curriculum meeting? It was believed that if it is a departmental list, the department faculty should approve that change, and if it is a college list, the college curriculum committee should approve it. This would at least provide best practices and it was the consensus this should be in the manual once revised.

C. K-State 8 tag review

A meeting is occurring next week with the K-State 8 Council. If the proposed policy changes are agreed on by the Council then hopefully the K-State 8 Tagging document that has been shared previously here can be approved at one of the April AAC meetings and then possibly approved in May by Faculty Senate.

D. Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes  
No update at this time.

E. Template - Tracking of proposals that have objections

No update at this time. Easton did mention a course objection in their college that will be coming forward, but the template wasn't useful for this particular case. It was highlighted again that having a neutral person be involved in the meetings where departments or colleges meet would be wise.

6. Committee Reports and Curriculog updates

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

No report. Their last meeting was very

B. CAPP (Committee on Academic Policy and Procedure)

They've been discussing summer school standard starting and ending times and working on this in CAPP for some time. Course component definitions list is still being debated; some definitions were still in process, such as "studio." They've also discussed whether they should include distance education definitions. Once approved by CAPP, those will come to AAC. Incomplete policy changes are being discussed as there were some disparity between what was approved by Faculty Senate and what the form has on it. Finally, there have been issues noted with students taking face-to-face courses and online courses in that the online students are basically getting no spring break due to a faculty member requiring work, and even an exam, during spring break. It was suggested that Global Campus personnel should discuss this with the Provost to see if they can resolve this issues.

C. Curriculog Team

No report.

7. Easton announced the committee will be in need of a new co-chair for next year. Jenny has been co-chair for a couple years and is stepping down from that role. Easton wanted to allow time for people to consider this opportunity.

8. Announcements/for the good of the University

The annual faculty and professional staff retiree ceremony will be on April 16<sup>th</sup> and therefore the AAC meeting that day will be at 2:30 pm. Candace will not be present and asked for a volunteer to take minutes. Amy Hageman volunteered.

9. The meeting adjourned at 4:54 pm.

Next meeting: Tuesday, April 2, 2019; 3:30 pm; 2046 Business Building