

**MINUTES**  
**Faculty Senate Academic Affairs**  
**May 21, 2019, 3:30 pm**  
**Business Building, room 2046**

Present: Kelli Almes, Spencer Clark, Teresa Douthit, Todd Easton, Jason Maseberg-Tomlinson, Carol Sevin, Scott Tanona, Phil Vardiman, Don Von Bergen

Outgoing members present: Volodymyr Chumachenko, Duane Dunn, Amy Hageman

Absent: Ignacio Ciampitti, Alex Hornung, Mark Linville, Michael McGlynn

Guests: Fred Guzek, Neal Hubbell, Steven Locklear, Drew Smith

Liaisons: Brian Niehoff and Monty Nielsen

1. Easton called the meeting to order at 3:30 pm – Introductions were made. Guests were thanked for attending.

Easton reviewed with members the types of items and issues this committee reviews. Course and curriculum changes are the major work of this committee. It was noted that committee members try to find a balance between being thoughtful and giving thorough review and not being too heavy handed regarding these matters. Graduation lists, additions, and posthumous degrees are approved through this committee. Finally, other academic policies are reviewed and often proposals for change come from this committee.

2. The May 7, 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. New Degree proposals:

**To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:723/form>**

Architecture, Planning and Design	Master of Industrial Design
Technology and Aviation	Associate of Applied Sciences in Aviation Maintenance (A.A.S.)

A motion was made by Easton and seconded by Von Bergen to approve the new degree from Technology & Aviation.

Drew Smith and Steven Locklear were present to answer questions about the degree. It was in existence previously, over five years ago, and was discontinued when associate's degrees were being somewhat phased out. However, it is now being brought back and was necessary to submit as a new degree. Discussion: A question was answered regarding the degree being 70 hours to complete; there are specific requirements for that amount. It was noted that several years ago there was a shift to move away from two-year degree programs, however, after time it was determined that there is a big need in the industry to have these available to students; especially in the aviation field.

Motion carried.

A motion was made by Easton and seconded by Von Bergen to approve the new degree from Architecture, Planning and Design. Neal Hubbell was present to provide an overview of the program and answer questions. He gave an overview of the degree and the reasons it is needed. Various questions were asked related to faculty needs and cost associated. The college has given careful

thought and is able to handle the load. All the attachments had the correct information, but a typo was noted in Curriculog related to the completion hours of the degree. The number was verified and corrected.

Motion carried.

B. Course proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:721/form>

Architecture, Planning and Design	IAPD - 602 - Design Workshop II IAPD - 603 - Design Workshop II Studio <b>INDD - 606 - INDD Design Studio V</b> INDD - 800 - Professional Practice <b>INDD - 801 - INDD Design Studio VI</b> INDD - 810 - INDD Capstone Studio INDD - 811 - Design Research INDD - 815 - Advanced Studio Programming INDD - 822 - Advanced Industrial Design Studio
Arts and Sciences	ART - 600 - Drawing Workshop I ART - 610 - Figure Drawing II ART - 635 - Advanced Printmaking Workshop ART - 636 - Advanced Printmaking Atelier ART - 655 - Advanced Studio in Metals & Jewelry ART - 665 - Contemporary Clay & Ceramic Sculpture ART - 692 - Drawing Workshop II GEOG - 335 - European Landscapes GEOG - 722 - International Conservation GEOG - 822 - Advanced International Conservation POLSC - 510 - Internship in Government, Public Administration, and Politics
Business Administration	MANGT - 421 - Introduction to Operations and Supply Chain Management <b>MANGT - 450 - Non-Profit Management</b>
Education	EDCI - 771 - Assessment in World Language Education EDCI - 772 - Current Trends and Research in World Language Education EDCI - 773 - Contemporary Technology in World Language Education EDCI - 871 - World Language Education Practicum EDSP - 709 - Autism Spectrum Disorders EDSP - 711 - Characteristics of Exceptionalities
Engineering	CIS - 731 - Programming Techniques for Data Science and Analytics
Human Ecology	<b>FNDH - 450 - Nutritional Assessment</b> KIN - 580 - Internship in Kinesiology <b>KIN - 601 - Cardiorespiratory Physiology</b> <b>KIN - 603 - Cardiovascular Physiology</b>
Applied and Interdisciplinary Studies (Olathe)	AAI - 841 - Strategies in Preclinical and Clinical Research for Regulatory Affairs in Animal Health (new) AAI - 842 - Strategies in the Stewardship of Licensed Pharmaceuticals and Biologics in Animal Health (new)

A motion was made by Easton and seconded by Vardiman to approve the courses associated with the new degree in APD. Brief discussion and there were two courses descriptions that will be updated prior to going to full Faculty Senate in June. Those were INDD 606 and INDD 801. Motion carried. These updated course descriptions will be submitted on or before June 1.

A motion was made by Easton and seconded by Hageman to approve all the courses. Discussion: There were questions on KIN 580, KIN 601, and KIN 603. Also, FNDH 450 had two tags for a two credit hour course, so one will need removed. MANGT 450 needed to have minor edits to the course description, which seemed to have some similar information that was also in the rationale but that should really stay in the rationale and be removed from the description itself. Update: the MANGT 450 course description was revised per conversation with the department.

KIN 580 was discussed and the questions were addressed. KIN 601 and 603 are cross-listed with AP and therefore, the other two course proposals need to come through as well before these two go to FS. These were approved, but will be held until the two other course proposals for AP come through.

The department was reached and FNDH 450 will keep the Natural and Physical Sciences tag.

Motion carried to approve all courses with the edits as recommended to MANGT 450, FNDH 450, INDD 606, and INDD 801.

C. Curriculum proposals:

**To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:722/form>**

Architecture, Planning and Design	Master of Interior Architecture and Product Design (M.I.A.P.D.) (post-baccalaureate track)
Arts and Sciences	Technical Writing and Professional Communication Graduate Certificate
Business Administration	Management (B.S.)
Education	C&I (M.S.) G-11 Area of Specialization
Engineering	Concurrent B.S in Computer Science and Master of Business Administration
Human Ecology	Dietetics (B.S.)
Technology & Aviation	Applied Business minor (new)

A motion was made by Easton and seconded by Hageman to approve the new minor in applied business. Fred Guzek was available for questions related to the proposal. Motion carried.

A motion was made by Easton and seconded by Von Bergen to approve the certificate from Arts and Sciences in Technical Writing and Professional Communication. A question came up about the impact statement and whether Ag was contacted about the impact. A motion was made and seconded to table the proposal until this can be verified. Motion carried. Update: It was reported that correspondence did occur between departments and the email was loaded into Curriculog. Motion was made, seconded and carried to approve the certificate in view of the additional information as provided.

A motion was made by Easton and seconded by Hageman to approve the Business Administration curriculum change. A comment was made about the letters loaded in Curriculog. They had been titled as "support" letters, but they were not actually in support of the changes. Members agreed that files loaded should be titled appropriately. Motion carried.

A motion was made by Easton and seconded by Von Bergen to approve the Education curriculum change. After discussion, there was a motion made to remove language referring to Di Murphy's contact information from document. Motion carried and curriculum change, as amended, was approved.

A motion was made by Easton and seconded by Almes to approve the Engineering degree change. Motion carried.

A motion was made by Easton and seconded by Von Bergen to approve the Human Ecology curriculum change. Motion carried.

#### 4. New Business

##### A. Appointments to sub committees

###### i. Undergraduate Grievance committee

Background: The Academic Affairs committee approves of the appointments to this committee. The request for volunteers for this committee was communicated in the recent request in K-State Today. Easton asked for input on those who volunteered. Consensus was received and recommended faculty member was approved. Candace will provide this information to the Exec committee for the May 28<sup>th</sup> meeting when they vote to approve the entire list of appointments to FS committees.

###### ii. ARPS

A representative is needed from Academic Affairs to serve on this committee. It meets once a month. Jason Maseberg-Tomlinson volunteered to serve.

###### iii. CAPP

A representative is needed from Academic Affairs. They meet once per month; second Wednesday of the month typically from 10:30-noon. Kelli Almes volunteered.

###### iv. Curriculog Team

Candace will continue serving on this committee and the co-chairs will attend when needed and available.

###### v. University Library Committee

It was believed that continuing to have a representative from Academic Affairs continue on is beneficial. Phil Vardiman volunteered to serve.

#### 5. Ongoing Business

##### A. Graduating with Research

Easton shared with new members the idea of working next year on the possibility of graduating “with research.” There will be further discussion on this in the fall.

##### B. University-wide concurrent Bachelors and Masters degrees

Easton will keep in touch over the summer with various offices so this has forward movement.

##### B. Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes – No update

Jenny, Todd, and Candace will work on this over the summer.

##### C. Template - Tracking of proposals that have objections – No update

Members were reminded that Phil Vardiman had crafted a template that could be used in the event there is a contentious proposal. It would allow for tracking of the meetings that occur between departments etc. and also it provides that a neutral party should attend these meetings. This will be reviewed and perhaps tweaked over time as needed.

#### 6. Committee Reports and Curriculog updates

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

Hageman reported that there was an update from Update from IT. Duo will be rolled out for students in the fall. End-of-year deadlines were provided from the Registrar’s office.

##### B. CAPP (Committee on Academic Policy and Procedure)

It was reported that the final exam schedule dates have been worked on this year by CAPP. There has been concern that the schedules are not being followed by all. Academic Affairs will be part of the discussion in the fall.

##### C. Curriculog Team

No report; will meet one more time next week.

D. University Library Committee

No report.

7. Announcements/for the good of the University

Monty Nielsen announced that grades are due by 5 pm. Easton thanked Monty for his service to K-State and offered congratulations on behalf of the committee on his retirement.

8. Meeting adjourned at 4:46 pm.

Next meeting: Tuesday, September 3, 2019; 3:30 pm; room TBA