

MINUTES
Faculty Senate Academic Affairs
September 4, 2018, 3:30 pm
Business Building, room 2046

Present: Almes, Bormann, Chumachenko, Clark, Culbertson, Easton, Hageman, Kennelly, McDiffett, McGlynn, Pitts, Vardiman, and Von Bergen

Liaisons: Brian Niehoff and Monty Nielsen

Guest: Cherie Stueve

1. The meeting was called to order at 3:21 pm.
2. May 15 minutes were approved electronically.
3. Proposed changed to University Handbook, Section F110. Scholastic Honors – submitted by CAPP. Bormann introduced the changes proposed to section F110. These clearly define graduation honors at the commencement ceremony as unofficial. Bormann moved approval, seconded by Hageman. After brief discussion, the motion carried. This will move to Faculty Senate in October for a full vote.

4. 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 - none

B. Curriculum proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:421/form>

Human Ecology	Financial Counseling Minor (new) Kansas Insurance Certificate (new)
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A motion was made by Bormann and seconded by Easton to approve the curriculum proposals from the College of Human Ecology. Discussion: Cherie Stueve was in attendance to answer any questions. There was clarification that minors, internal ones, do not require assessment pieces, though if a college wishes to submit one with the program, that is certainly fine.

Motion carried.

5. A motion was made by Bormann and seconded to approve the following Graduation List, addition, and posthumous degree requests:

May 2018 graduation list, as submitted by the Registrar's office

Dec 2017 list addition: Megan Williamson, Bachelor of Science, College of Human Ecology

Posthumous degree, August 2018, Caleb Chulton Sweat, Bachelor of Science, College of Arts and Sciences

Posthumous degree, May 2018, Jacob Matthew Frey, Bachelor of Science, College of Engineering

Motion carried to approve the May 2018 graduation lists. Motion carried to approve the Dec. 2017 addition. Motion carried to approve the two posthumous degrees. Briefly discussed the requirements for posthumous degrees.

6. Committee Reports and Curriculog updates

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

No report.

B. CAPP (Committee on Academic Policy and Procedure) – Von Bergen

They discussed the scholastic honors proposals, which just came through AAC earlier in this meeting. The revised Incomplete policy form was discussed in regard to implementation. Betsy Draper also discussed with them future contingency plans if there are major shutdowns, etc.

C. Curriculog Team

No meetings were held over the summer. Due to the Hale Library fire and impact on IT work, the current forms in Curriculog were updated, but work on new forms was not completed. Therefore, the other new forms that were scheduled to be released this semester are not ready. The committee agreed to name themselves the “Curriculog Team.” They will meet monthly this year and will discuss ongoing questions/concerns that are raised; will review and defer policy questions as appropriate. This group is mainly comprised of super users in Curriculog.

D. Library Committee - McDiffett

The first meeting will occur on September 27. McDiffett will attend and work on determining whether an AAC representative is necessary on the committee or if perhaps a report to AAC can be received once or twice a semester. We will monitor this during the semester.

7. Ongoing Business

A. K-State 8 tag review

This was in process at the time Steve Dandaneau left in June. It was reported that Mary Tolar is assisting in the interim. Todd and Jenny will follow up with the K-State 8 Council on the status.

B. Review of Approval, Routing, and Notification procedures for Course and Curriculum changes

Todd, Jenny, and Candace will review the instruction manual for updates needed in terminology related to Curriculog.

8. Announcements/for the good of the University

A question came up regarding a concern related to an impact statement on a course that will be coming to AAC in the near future. Discussion ensued regarding correct procedures for course approval and impact statements.

Brian Niehoff reported that a new program form has been approved by Board of Regents related to new degree proposals, so be sure to check out their [website](#) prior to beginning a new degree program proposal.

A member inquired about the possibility of having a +/- grading system. Lengthy discussion occurred. It would be interesting to have further discussion in committee and with students as well to gain broader input. It was agreed a lot of support and even perhaps a resolution from Student Senate would need to be passed in order to have any traction on this. The student representative reached out to the student body president and there was not strong support for that initiative at this time. This may be a future topic for discussion.

The State of the University Address is Friday, September 28 at 3:30 pm in the Alumni Center.

9. The meeting adjourned at 4:44 pm.

Next meeting: Tuesday, September 18, 2018; 3:30 pm; 2046 Business Building