Present: Almes, Bormann, Chumachenko, Clark, Culbertson, Hageman, McDiffett, McGlynn, Von Bergen
Proxies: Easton, Kennelly, and Vardiman
Absent: Pitts
Visitor: Duane Dunn
Liaisons: Brian Niehoff and Monty Nielsen

1. Bormann called the meeting to order at 3:31 pm.

2. The September 4, 2018 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:435/form

Human Ecology	FNDH - 620 - Nutrient Metabolism
	KIN - 616 - Obesity and Physical Activity: Behavioral, Environment, and Policy Influences
Technology & Aviation	COT - 105 - Mastering Academic Conversations
	COT - 295 - Introductory Industrial Internship
	COT - 450 - Polytechnic International Experience
	COT - 480 - Professional Conduct, Ethics, and Analysis
	COT - 490 - Survey of Cryptography Development, Principles and Practice
	COT - 495 - Advanced Industrial Internship
	COT - 780 - UAS and High Altitude Platforms (HAPS) for Wireless Communications
Veterinary Medicine	CS - 799 - Advanced Bovine Palpation
	CS - 811 - CS Veterinary Medicine Elective

A motion was made by Bormann to approve the course proposals. Seconded by McDiffett.

It was commented that the course title for COT 480 was edited, as shown in Curriculog, related to a concern raised by a department about impact.

A question came up about the number of K-State 8 tags proposed for course COT 450, which has variable credit from 0-6 hours. There isn't an automated way to handle the assignment of a single tag to a student who takes less than 3 credit hours so it would have to be manually done. It would likely be a limited number of times this would occur, however, this was still a concern. Confirmation was received from the unit that they were fine moving forward with no tags if that was deemed necessary. Members discussed the possibility of keeping one tag and the preference by the unit would be to keep the Global tag. After discussing the options and logistics it was the consensus to approve moving the course forward with only one tag. KSIS will not assign a tag for 0 credits, therefore, the tag will only be awarded for students taking the course for 1-6 credits. There was further conversation about why this kind of a course would be offered for 0 credit hours. Various comments were made.

There was a brief question about the Vet Med courses related to numbering. Almes noted that the numbering system is in the process of being corrected and in the next few semesters, we'll see these being revised.

A brief discussion occurred about the title of COT 105 and if in future they may want to change it.

Conversation veered into the role of this committee and how detailed it should be delving into the course proposals. Members discussed, overall, their role in reviewing and approving these. A primary responsibility seems to be determine if there are conflicts and if they have been resolved. There isn't a desire to insert the committee into the autonomy of the colleges and the work they have done.

Motion carried to approve all courses, with the one change to remove the second tag on COT 450.

B. Curriculum proposals:
To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:436/form

Human Ecology	Personal Financial Planning (Ph.D.) (change)
Interdisciplinary	Master of Public Health (change)

Bormann made a motion to approve. Hageman seconded the motion. Motion carried.

4. Committee Reports and Curriculog updates
   A. ARPS (Academic Records, Processes and Systems Committee) – Hageman
   Hageman reported there were a lot of updates on KSIS and DARS. One noteworthy item for this group is the update on Library renovation after the fire. The first floor is hoped to be completed by Fall 2019, this would be IT and open study areas. Access would still be limited on other floors.
   B. CAPP (Committee on Academic Policy and Procedure) – Von Bergen
   The new form that may be used for Incompletes was made available on the Registrar's website (http://www.k-state.edu/registrar/faculty-staff/forms/). This was in response to the Incomplete policy changes approved by Faculty Senate in May.

5. Ongoing Business
   A. K-State 8 tag review
   Bormann inquired about the status of tag reviews after the departure of Steve Dandaneau in June. They were done with the first tag review and had begun with the second, but the committee is on hold for the moment. Brian Niehoff will follow up and will report back on this when he has information on where things are headed.
   B. Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes
   Bormann, Easton, and Candace will be meeting in the near future regarding work on this project.

6. Announcements/for the good of the University
   Dunn invited all to the second annual event, called "Have a Byte," which will be held at Wildcat Chamber (formerly Little Theatre) in the Kansas State University Student Union from 3-4:30 p.m. on Friday, Sept. 21, 2018. There will be a wine and cheese reception following the program.

7. Meeting adjourned at 4:05 pm.

Next meeting: Tuesday, October 2, 2018; 3:30 pm; 2046 Business Building