

MINUTES
Faculty Senate Academic Affairs
October 16, 2018, 3:30 pm
Business Building, room 2046

Present: Bormann, Chumachenko, Clark, Culbertson, Dunn, Easton, Hageman, Kennelly, Vardiman, Von Bergen

Absent: McGlynn and Pitts

Proxies: Almes

Liaisons: Brian Niehoff, Monty Nielsen

1. The meeting was called to order at 3:30 pm
2. The October 2, 2018 minutes stood approved.
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:481/form>

Arts and Sciences	ART - 385 - Illustration I ART - 425 - Art for Elementary Schools ART - 560 - Art for the Exceptional Individual GEOL - 104 - Dynamic Earth Laboratory MC - 160 - Principles of Journalism MC - 466 - Law of Mass Communications POLSC - 250 - Environmental Political Thought: The Future of Food, Air, Water, and Soil
Human Ecology	AT - 325 - Apparel and Textiles Retailing HDFS - 500 - Special Problems in Human Development and Family Services
Veterinary Medicine	AP - 788 - Basic and Applied Pharmacokinetics

Bormann moved and Chumachenko seconded to approve the course proposals.

Discussion: It was mentioned that the ART courses have an impact on interior design, but there was no notification to that unit, at least not that was conveyed in Curriculog. It was also noted that one of the courses is cross-listed; however, it seems the one course could still exist without the other, though there likely should still be consultation with the other unit. It was moved, seconded, and approved to table the three courses until that information can be provided.

POLSCI 250 – there were questions related to not only the impact to AG, but about the title. It was the consensus to table this course to allow AG and POLSCI to visit first. It was agreed this looks like a very interesting course and one that will have much benefit. However, the process should be followed. It was moved, seconded, and approved to table this course.

GEOL 104 – Rationale was discussed briefly. HDFS 500 was discussed as the best practice is to not use acronyms in the title. Therefore, HDFS will be spelled out in the course title if the character limit allows it.

Motion carried to approve the courses not tabled.

Conversation continues to occur about impact, whether that be direct or indirect impact. Direct impact requires notification, but members agree that best practice, where there are no specific directions, is that notification still needs provided to those units or colleges who are impacted.

Committee members noted that a proposing unit should be primarily responsible for identifying who may be impacted by a proposal, yet all are fundamentally responsible for reviewing proposals as they make their way through the approval process.

B. Curriculum proposals: none

4. Posthumous Degree Request

A posthumous degree request for Joshua Johnston, BS from the College of Education, was approved for December 2018.

5. New Business

A. KBOR Expedited Program Approval – discussion (handout)

President Wood brought up an expedited review process discussed by KBOR and there were several questions. Clarification was provided that the expedited process proposed by KBOR is at their level. These proposals will still go through the regular process at the university level. This language has existed, in some manner, at the board level previously but wasn't being used. It appears this may be an update to language and use of this process. It was noted that the decision about whether to continue to offer a program that has gone through this approval process would lie with the board. It was also commented that it's important to be sure notification of other regents' universities occurs with these kinds of proposals.

B. Meeting expectations of credit hour definition

A question came up about the fulfilling of credit hours. After discussion, it was agreed this is an area that should be addressed by the provost, if it became necessary.

6. Ongoing Business

A. K-State 8 tag review

The K-State 8 Council was a council jointly appointed by the provost and faculty senate. Documentation indicates that Faculty Senate should work with K-State 8 Council to determine the appropriate review of the tags and how best to do that. It was recommended, once the provost office designee is identified, that the K-State 8 Council and FS academic affairs meet to determine next steps. Niehoff reported this topic was discussed at provost staff meeting recently. He will work to set a meeting. Easton contacted Burrack regarding assessment and was informed that, from an assessment standpoint, eight years is a reasonable cycle to assess the course tags. The HLC accreditation is coming up in 2022 and it is desired that all eight tags can be assessed by that time.

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

Currently working on the course change instructions for the committee's input in the near future. We are trying to streamline the information. With the desire to find ways to shorten the process, members were asked what their thoughts were about reducing the number of calendar days between reviews from 10 to seven days. There was lengthy discussion regarding how to make the process shorter. Members were going to visit with their college curriculum committees and individuals who spend much time entering the proposals in Curriculog to get their input. This will continue to be an agenda item this year as work continues.

7. Committee Reports and Curriculog updates

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

Members were reminded this is cyber security awareness month. Enrollment begins on October. Also, spring break will be moving a week earlier related to BOR. It's possible this will have an impact on enrollment; however, that is yet to be determined. November 1st is scholarship deadlines.

B. CAPP (Committee on Academic Policy and Procedure)

There were two main items. Scott Schlender was asking for guidance as they are interested in increasing the number of hours a graduate student can take over the summer. It is currently nine credit hours and they'd like to extend it to 12-13. There are other universities that allow this. Also, there were some academic issues related to summer school hours they investigated. Summer schedule starting times and ending times will be corrected, where applicable. However, these had to do with courses that were scheduled five days a week and did not affect courses that meet fewer than five days per week. It was noted that the board doesn't approve the dates for summer school, but the academic calendar does show these.

8. Announcements/for the good of the University – none.

9. Meeting was adjourned at 4:46 pm.

Next meeting: Tuesday, November 6, 2018; 3:30 pm; 2046 Business Building