Present: Almes, Bormann, Chumachenko, Clark, Culbertson, Easton, Hageman, Kennelly, McDiffett, Vardiman, and Von Bergen
Absent: McGlynn and Pitts
Guests: Bongsug Chae, Bruce Glymour, Joe Harner, Mustaque Hossain, Deborah Kohl, Peggy Schmidt, and Kevin Wanklyn
Liaison: Brian Niehoff

1. The meeting was called to order at 3:31 pm.

2. The December 4, 2018 minutes stood approved as submitted. Since there are guests present to address questions relating to new curriculum proposals, those will be acted on first.

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 proposal:
        To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:561/form

Engineering	B.S. in Environmental Engineering (New degree program)

        A motion was made by Easton and seconded Hageman by to approve the new degree program. Discussion: Joe Harner and Mustaque Hossain were present to answer questions. There was a general question about cost benefit analysis. There seems to possibly be a typo. If verified, it will be corrected as it moves forward to the next agenda. There will be a negative balance for a couple of years before the program is profitable. Market analysis was discussed briefly. Different demographics as well will be drawn to this degree program. Motion carried.

    B. Course proposals with guests:
        To view full proposal, see the Curriculog proposal: https://kstate.curriculog.com/proposal:2690/form

Technology & Aviation	COT - 689 - Cyber Ethics and Professional Responsibility

        A motion was made by Easton and seconded by Chumachenko to approve COT 689.

        Discussion: Easton deferred to Von Bergen for the background on this course. He provided a brief synopsis regarding the course proposal and the objections raised regarding its title. The title approved by the college is noted above. This course will be part of the professional master of technology degree.

        Bruce Glymour was in attendance to present his department's objection to the use of the word "ethics" in the course title. He presented his argument briefly to the committee. The department believes a few other titles would be acceptable. Committee members discussed the course and title and believed a resolution could be reached. After discussion, a motion was made by Von Bergen and seconded by Almes to amend the title to "Conduct and Ethics for UAV Professionals" and approve the course, conditional upon approval of the changes by the College of Technology and Aviation.

UPDATE: The amended course title was not agreed to by the College of Technology and Aviation. They request the course be placed back on the next agenda and voted on as originally presented.

C. Course proposals:
To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:562/form

Agriculture	AGCOM - 100 - Agricultural Communications Orientation
	AGCOM - 110 - Introduction to Agricultural Communications
	AGEC - 735 - Sales and Marketing in the Global Animal Health Industry
	AGEC - 780 - Economics of the Global Animal Health Industry
	AGED - 490 - Undergraduate Research in Agricultural Education
	AGED - 630 - Exploration of Global Agricultural Education
	AGRON - 302 - Agronomy International Study Tour
	GRSC - 100 - Foundations in Grain Science and Industry
	GRSC - 310 - Materials Handling
	GRSC - 556 - Pneumatic Conveying of Dry Solids
	GRSC - 580 - Milling of Specialty Grains
	GRSC - 655 - Feed Mill Plant Design
	GRSC - 850 - Grain Protein Chemistry & Technology
	PLPTH - 765 - Integrated Plant Disease Management
Architecture, Planning and Design	CDPLN - 700 - Foundations of Community Development
	CDPLN - 897 - Proposal Writing
	PLAN - 661 - Community Development Workshop
Arts and Sciences	GEOL - 625 - Introduction to Engineering Geology and Petrophysics
	GEOL - 825 - Introduction to Engineering Geology and Petrophysics
	PHILO 386 – Philosophy of Computer Science and Software
Business Administration	MKTG - 561 - Sales Negotiation
	MKTG - 562 - Key Account Management
	MKTG - 563 - Cooperation Selling
Education	LEAD - 820 - Contemporary Perspectives on Leadership Theory and Practice
Engineering	ARE - 722 - Building Loads and Computer Aided Structural Analysis and Design
	BAE 346 – Properties of Biological Materials Laboratory - New
	BAE 460 – Computational & Statistical Tools for Engineers – New
	BAE - 645 - Bioenvironmental Reaction Engineering
	CC 210 – Fundamental Computer Programming Concepts – New (new prefix)
	CIS 351 – Cyber Defense Basics - New
	CIS 400 – Object-Orientated Design, Implementation, and Testing - New
	CIS 596 – Entrepreneurial Computer Science Project - New
	CIS 599 – Cybersecurity Project - New
	CIS - 655 - Security and Reliability of Computing Systems
	CIS - 855 - High Assurance Systems
	ECE - 872 - Therapeutic Medical Devices and Systems
	ENVE 101 – Introduction to Environmental Engineering – New
	ENVE 331 – Professional Practice for Environmental Engineering Design – New
	ENVE 536 – Environmental Engineering Senior Design – New
	IMSE - 867 - Stochastic Programming
	ME 400 – Computer Applications in Mechanical Engineering
	ME - 620 - Internal Combustion Engines
Human Ecology	FNDH 355 – Rehabilitation and Exercise Modification Techniques I (NEW)

	FNDH 455 – Rehabilitation and Exercise Modification Techniques II (NEW)
Veterinary Medicine	CS 801 - Supplemental Small Animal General Medicine

A motion was made by Easton and seconded by Culbertson to approve the course proposals in 3.C. with the exception of those tabled for the next meeting: AGCOM 100, AGCOM 110, AGED 630, PLAN 661, GEOL 625, and GEOL 825. Bormann or Easton will follow up with the appropriate unit on the tabled courses.

Discussion:
AGCOM 100 and 110. It was asked that the sentence in the descriptions that applies to the curriculum requirements be removed: "Required of all freshmen and new transfer students majoring in agricultural communications and journalism at K-State" and "Required of all students beginning a major in agricultural communications." It was agreed this language shouldn't be in the course description. Easton moved and it was seconded to table this until the January 22 meeting. Motion carried.

AGCOM 735 – Brief conversation about this course and a question was addressed.

AGCOM 780 – an editorial change was asked for to have the course description be one paragraph instead of two. This will be fixed.

AGED 630 was inquired about. Some clarification was asked for in the course description. A motion was made and seconded to table this for the January 22 meeting. Motion carried.

PLAN 661 is a 1-18 variable credit hour course. They are requesting an additional K-State 8 tag. However, because you cannot take a 1 or 2 credit hour course for two tags, this is not advisable and needs revised to retain only one tag. It was moved and seconded to table and return to the college to ask which tag they want to keep. Motion carried.

GEOL 625 and 825 – these have the exact same title and course description. It was believed that some clarification should be made at least in the course description to differentiate that the GEOL 825 is a more advanced version. Perhaps the words "introductory" and "advanced" could be included. A motion was made and seconded to table these courses to request edits to the descriptions. Motion carried.

The new prefix for the college of Engineering was discussed along with the new course "CC 210." Computer Science would like to have a differentiation between some of their courses (Computational Core).

Motion carried to approve all courses, with the exceptions of ones tabled (as noted above).

D. Curriculum proposals:
   To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:563/form

Agriculture	Agricultural Communications and Journalism (B.S.) - Agriculture Option
	Agricultural Communications and Journalism (B.S.) - Environment Option
	Agricultural Education (B.S.)
	Agricultural Technology Management (B.S.)
	Agronomy (B.S.) - Business and Industry Option
	Agronomy (B.S.) - Consulting and Production Option
	Agronomy (B.S.) - Plant Science and Biotechnology Option
	Agronomy (B.S.) - Precision Agriculture Option

	Agronomy (B.S.) - Range Management Option
	Agronomy (B.S.) - Soil and Environmental Science Option
	Animal Health Management Certificate (NEW)
	Animal Sciences and Industry (B.S.) - Animal Products Option
	Animal Sciences and Industry (B.S.) - Bioscience/Biotechnology Option
	Animal Sciences and Industry (B.S.) - Business Option
	Animal Sciences and Industry (B.S.) - Communications & Marketing Option
	Animal Sciences and Industry (B.S.) - Production/Management Option
	Animal Sciences and Industry (B.S.) - Science/Pre-Vet Option
	Bakery Science and Management (B.S.)-Cereal Chemistry Option
	Bakery Science and Management (B.S.)-Production Management Option
	Cereal Chemistry Minor
	Feed Science and Management (B.S.)-Biofuels Production Option (discontinue)
	Feed Science and Management (B.S.)-Feed Production Option
	Food Science and Industry (B.S.) - Business and Operations Management Option
	Food Science and Industry (B.S.) - Science Option
	Food Science and Industry (B.S.) - Technology Option
	Grain Handling Operations Minor (discontinue)
	Milling Science and Management (B.S.)-Chemistry Option
	Milling Science and Management (B.S.)-Operations Option
Architecture, Planning and Design	Environmental Design Studies
	Master of Landscape Architecture (M.L.A.) (post-baccalaureate track)
Business Administration	Concurrent Business (BS)/Data Analytics (MS) (NEW)
Engineering	Biomedical Engineering (BME) (B.S.)
	Computer Engineering (CMPEN) (B.S.)
	Computer Science (B.S.)
	Concurrent B.S. in Computer Science and Master of Business Administration
	Concurrent Mechanical Engineering (B.S.) and Business Administration (MBA) (NEW)
	Electrical Engineering (EE) (B.S.)
	Leadership Technical Studies Certificate Program (discontinue)
	Mechanical Engineering (ME) (B.S.)
Human Ecology	Family and Community Services (M.S.) (discontinue full degree program)
	Family Studies and Human Services (M.S.) (new emphasis in Family and Community Services)
	Family and Consumer Sciences Teacher Licensure Program (B.S.)
Veterinary Medicine	Food Animal Veterinary Certificate (NEW)

Several guests attended the meeting to answer questions related to new program proposals; therefore, those proposals were acted on first.

A motion was made by Easton and seconded by Hageman to approve the new animal health management certificate. Deborah Kohl answered a few brief questions. Motion carried.

A motion was made by Easton and seconded Von Bergen to approve the changes to the mechanical engineering and BS/MBA in mechanical engineering. Easton noted there were some amendments made by the college faculty that were not in the proposal for the concurrent ME and MBA related to the GPA for grad students. With the department's agreement and AAC approval, the file will be updated. Kevin Wanklyn was present to address questions. There was brief conversation about the

total credit hours required and the board's requirements. It was verified that the engineering degrees were required by the board to be at 128. In the future that may be different; however, at this time this is acceptable to the board. Basic conversation occurred regarding the basis for proposal being concurrent. This was seen as beneficial to the two colleges. They wanted to set out a pathway for students to complete these degrees together that is clear and accurate. Motion carried.

A motion was made by Easton and seconded by Bormann to approve the Food Animal Veterinary Certificate. Peggy Schmidt was present to answer any questions. A comment was made that the proposal was well done. Motion carried.

A motion was made by Easton and seconded by Hageman to approve the concurrent BS in Business Administration and Data Analytics (MS). Questions were addressed by Bongsug Chae. Easton asked about CAPP certification and mentioned it as a suggestion for future edits to the proposal. Motion carried.

A motion was made by Easton and seconded by Culbertson to approve all the curriculum proposals in 3.D.

Discussion: There were some questions raised about the Agriculture curriculum proposals relating to departmentally approved lists. There was a fundamental concern from committee members about these kinds of departmental lists and whether these should come through FS AAC. These types of lists exist currently, even though many have concerns over it. It was asked, if it becomes necessary for these lists to come to this body for approval, whether curriculum changes previously approved that had these types of lists, would need to come back with a full list. This is a much larger conversation than one meeting, and it will likely need to be a topic for a future meeting to determine what the best practice is. Bormann and Easton will bring this up with leadership council and think how best to bring this forward in the spring, perhaps having committee members poll their caucuses for input related to departmentally approved lists. There would need to be more in depth conversation and we would want buy in for any changes deemed appropriate. At this time, as a best practice, it seemed reasonable to committee members to ask that these lists be made available on a department's website somewhere so students are able to access them.

There were a couple questions related to reduction in credit hours for the Milling Science - Chemistry and Operations options. It was noted that there was precedent set previously for similar changes.

BS Computer Science – Easton noted again there were minor edits made at their college faculty meeting, but these were not updated to curriculum. Easton will follow up on this.

Motion carried to approve the curriculum proposals.

4. Ongoing Business –
   A. K-State 8 tag review
      Niehoff reported that in the spring he will arrange a meeting with the K-State 8 Council, Fred Burrack, himself, and Todd and Jenny.

   B. Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes
      The goal is in January there will be a possible draft for consideration.

5. Committee Reports and Curriculog updates – *as time permits*
   A. ARPS (Academic Records, Processes and Systems Committee)
      Help desk closed will be closed from Dec. 24-28th. It was reported that enrollment will now always start on the 4th Monday in March and will not be tied to spring break.

B. CAPP (Committee on Academic Policy and Procedure)
A task force is being formed to begin discussion of whether there should be a better way to track students who are auditing a course. Summer grades for reinstatement purposes were discussed. Most reinstatement hearings do not include summer grades. This will be a future topic of conversation for them.

C. University Library Committee – McDiffett
Met last week and the renovations were discussed. Chumachenko also contributed that the budget is drastically reduced and those cuts will affect acquisition and new hires.

D. Curriculog Team
The team met twice in November. Highlights are that in the not too distant future, there will be more work up front for a proposal being considered for the expedited path. This is to hopefully alleviate some of the issues that have arisen this year with proposals being considered expedited that were, in fact, non-expedited. Also, the terms "expedited" and "non-expedited" may be renamed. Currently you can't search for anything that is "expedited" because both paths include that wording. Once renamed, it will hopefully be easier to do a search for specific proposals. Additionally in the future, a catalog preview of a curriculum changes will be sent out for confirmation before going live. Reviewers will be given 15 calendar days to respond or it will go live. It will be indicated to the reviewer that if changes are requested, it is possible this could lead to additional approval being needed from the appropriate body if the changes are deemed to be different from what was approved.

6. Announcements/for the good of the University
Easton reported he would like to work on a proposal in the spring related to BS/MS concurrent degree program proposals. He would like to create an overall template to assist with these being easier to propose. He believes this would be beneficial to the university and wanted to get committee members input and feedback before starting on anything like this. Members discussed this briefly and will continue to provide feedback to Easton in the coming weeks.

Easton and Bormann thanked all for the hard work and dedication to this committee.

7. The meeting was adjourned at 5:02 pm.

Next meeting: Tuesday, January 22, 2019; 3:30 pm; 2046 Business Building