

MINUTES
Faculty Senate Academic Affairs
January 21, 2020, 3:30 pm
Business Building, room 3042

Present: Almes, Ciampitti, Douthit, Easton, Linville, Maseberg-Tomlinson, McGlynn, Tanona, Vardiman, and Von Bergen

Absent: Clark, Hornung, and Sevin

Liaisons: Kelley Brundage and Brian Niehoff

Guests: Louise Benjamin, Heath Duncan, Jessica Falcone, and Tanya González

1. Easton called the meeting to order at 3:33 pm. Our new Registrar, Kelley Brundage, was introduced.
2. The December 17, 2019 minutes were approved as submitted.
3. Tabled course and curriculum proposals

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:908/form>

Arts and Sciences	Certificate in Global Health, Medicine, and Society (new)
Arts and Sciences	AERO - 110 - The Foundation of the United States Air Force – Heritage and Values I AERO - 111 - The Foundation of the United States Air Force – Heritage and Values II AERO - 210 - Team and Leadership Fundamentals I AERO - 211 - Team and Leadership Fundamentals II AERO - 215 - AFROTC Field Training AERO - 411 - Aerospace Studies/Civil Military Relationships BIOL - 521 - Evolution of Infectious Diseases MC - 110 - Mass Communication in Society MC - 210 - Visual Communication in Mass Media MC - 301 - Introduction to Media Production MC - 316 - Data Journalism MC - 331 - Digital Photography for Mass Media MC - 341 - Media Design and Data Visualization MC - 360 - Theories in Strategic Communication MC - 370 - Social Media in Strategic Communications MC - 380 - Strategic Communication Strategy and Planning MC - 396 - Strategic Communication Research MC - 404 - Public Affairs Reporting MC - 406 - KKSU-TV News Reporting MC - 410 - Sports Reporting MC - 416 – Photojournalism MC - 426 - Magazine Writing, Editing and Design MC - 466 - Law of Mass Communications MC - 470 - Advertising Account Management MC - 471 - Advanced Production MC - 472 - KKSU-TV News Production MC - 475 - Military Strategic Communications MC - 477 - Travel and Tourism Strategic Communications MC - 479 - Sports and Strategic Communications MC - 502 - Strategic Communications Case Studies MC - 504 - Social Media News Strategies

	MC - 564 - History of Mass Communication MC - 572 - Global Mass Communication MC - 573 - Ethics in Mass Communication MC - 612 - Gender, Class, Race, and the Media MC - 623 - Global Advertising MC - 662 - International and Intercultural Strategic Communications MC - 665 - Managing Integrated Strategic Communications MC - 683 - Reputation Management
Health and Human Sciences	KIN - 112 - Electrocardiography Technician Certification Preparation KIN - 114 - Phlebotomy Certification Preparation

Easton moved, Von Bergen seconded moved to bring all the AERO courses back to the table. Motion carried. They are back on the table for approval. Colonel Heath Duncan was present for the discussion. AERO 110 has the designation "I" so it seems AERO 111 should have "II" added to the title, also a recommended prerequisite should be added to 111. The same applies with AERO 210 and 211 with the title and requisites field. The K-State 8 tag was also discussed. After discussion with Col. Duncan it was recommended the K-State 8 Human Diversity tag be removed from AERO 210 and 211. It was believed there may not be enough in the one-credit hour course to cover the tag. Easton moved and Tanona seconded to amend the AERO courses as discussed above. Motion carried. Motion carried to approve all AERO courses.

There was no resolution yet for BIOL 521 and it will remain tabled. Members were reminded there was a desire to add ASI 500 as a prerequisite along with the other two courses listed. A follow up email will be sent.

Easton moved and Von Bergen seconded to bring the Mass Comm courses back to the table. Motion carried. Easton conveyed that after his discussion with Steven Smethers it was requested by that department that these courses be sent back to the college for further review of the tags designated to these courses. These will return to AAC at a later time.

There was no resolution yet for KIN 112 and KIN 114 so they will remain tabled. Members were reminded the recommendation was to change the course numbers to a higher level. A follow up email will be sent.

Easton moved and Von Bergen seconded to bring the Global Health Studies certificate back to the table. Motion carried. Easton noted that the recommended revisions were made, including the title and having a number of courses to be required at the 300-level and above. There was a question related to the title. The title they amended it to is typical for the naming convention and it ties this to other programs in the U.S.

A general discussion occurred about certificates and standard requirements. It was the belief that stronger requirements should be discussed. Currently the minimum hour requirement for an undergraduate certificate is 12 credit hours, and not many other requirements. It was recommended that the undergraduate academic credit certificate policy should be reviewed by this body in the near future. This is in Section F170 of the handbook.

Motion carried to approve the certificate.

4. New Business

A. University Excused Absence Policy

Easton moved to approve the policy, seconded by Von Bergen – this motion was withdrawn later in conversation as this will be considered a first reading. Background was provided. This policy, if

approved, will be included in the University Handbook, Section F62. This proposed policy was worked on over the past year by an ad hoc committee, who also worked with various campus offices on the language as general counsel. This proposal has already been through FS Faculty Affairs and approved. Last year administration mentioned to the FS Leadership Council the topic of absences not being excused in various cases. Faculty Senate, Student Senate and others believed it was time to work towards having a policy in place. President González attended the AAC meeting to answer questions and address concerns related to the proposed policy.

Discussion: A variety of thoughtful comments were made regarding the proposed policy. Kelley Brundage, our new Registrar, provided input as well on this proposed policy. Student Life’s role was discussed. There were a few recommendations made, such as including a footnote for Veterinary Medicine students, or others, in the case of clinical requirements. Also, the chain of command was requested to be included, such as who a student contacts if there is a dispute. Likely this would be the department head or dean. Other things were touched on in discussion, such as what happens with a long-term absence, which falls into another policy. Another recommendation was to clarify and shorten the section relating to the instructor discretion and include a note related to “timely notice.” Members conversed about what may be included in the section related to “Special Programming and Events.” It was remarked that these should not be things that happens each year. President González will make the edits as discussed, resend to general counsel and FAC, and then resend to this body.

- B. Optional Syllabus statement regarding mental health awareness
An alternative version was presented and discussed. The committee believe this version was well done and members were in favor of it. President González will share this with leadership as well as general counsel and the hope is this will be voted on at the next AAC meeting.
- C. Approval, Routing, and Notification procedures for Course and Curriculum changes
Easton provided the document to committee members. Several comments and questions were discussed. It was highlighted that there should be language clarifying who approves or is notified of changes when these are made during the approval process, such as if Graduate Council and/or FS AAC makes edit. Also, may colleges have their own procedures at those levels for changes. Should there perhaps be more information about how to handle impacts, such as if there is a new course that could possibly overlap content from another unit. It should also be noted what FS is actually approving, both pertaining to content and process being followed, if that is the case. It was recommended that the language regarding removing courses if they haven’t been taught in four years needs to be taken out. Perhaps it could be recommended that those courses be reviewed. Finally, it should be identified what the purpose of the catalog description is and that it is very important. Those are longer conversations. Easton will work with these and other recommendations made via email and will send out a revised version prior to the next meeting. It is hoped we can approve a revised version of this document, with input from GC and others, this spring for use next year.

Course and Curriculum Proposals - Changes listed below were approved at the college or graduate level prior to this meeting unless otherwise indicated.

5. Course Proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:909/form>

Agriculture	<p>ENTOM - 505 - Introduction to Insects of Stored Products</p> <p>ENTOM - 521 - Introduction to Biological Control</p> <p>ENTOM - 530 - Introduction to Molecular Entomology</p> <p>ENTOM - 545 - Introduction to Insect Chemical Ecology</p> <p>ENTOM - 549 - Introduction to Arthropod vectors of human pathogens</p> <p>ENTOM - 557 - Introduction to Toxicology of Insecticides</p>
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	<p>ENTOM - 560 - Introduction to Insect Genetics</p> <p>ENTOM - 575 - Introduction to Insect Physiology</p>
Health and Human Sciences	<p>FASH - 245 – Fashion Industry</p> <p>FASH - 265 – Textiles</p> <p>FASH - 340 – Fashion Aesthetics</p> <p>FASH - 350 – Our Sustainable World: Current Challenges and Future Opportunities</p>

Easton moved to approve the Agriculture and HHS courses. Seconded by Tanona. Discussion: An error was found in FASH 245 and there should not have been prerequisites. These were removed. There was a question about FASH 350, which was addressed. Motion carried.

Some background was provided on the ENTOM courses, however, there were several questions raised about these relating to policies about PhD courses having undergraduate students in them. Easton moved and Von Bergen seconded to table the ENTOM courses to allow further investigation into policies.

6. Curriculum proposals:

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Health and Human Sciences	Kinesiology B.S.
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Easton moved to approve the change from HHS. Seconded by Douthit. Motion carried.

7. Ongoing Business – Updates if available

A. Graduating with Research

No discussion.

B. University-wide concurrent Bachelors and Masters degrees

No discussion.

C. K-State 8 tags

Brian Niehoff briefly shared some historical data with members on K-State 8 tags being taken. He provided a handout with AAC members that showed the credit hours and courses being taken by Spring 2019 bachelor's degree earners.

8. Committee Reports and Curriculog updates (**these reports were moved to the next meeting due to time**)

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

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

C. Curriculog Team

D. University Library Committee – Vardiman

9. Announcements/for the good of the University

A. Spring meeting time – it was determined that the meeting start time will be at 3 pm for the spring semester.

10. The meeting was adjourned at 5:13 pm.

Next meeting: Tuesday, February 4, 2020; 3:00 pm; 3042 Business Building