Present: Spencer Clark, Todd Easton, Mark Linville, Jason Maseberg-Tomlinson, Carol Sevin, Scott Tanona, Phil Vardiman, and Don Von Bergen
Proxies: Kelli Almes and Teresa Douthit
Absent: Ignacio Ciampitti, Alex Hornung, and Michael McGlynn
Visitors: Scott DeLoach, Graham Leach Krouse, Lou Benjamin
Liaison(s): Kelley Brundage and Shannon Castleberry (Registrar's office)

1. Easton called the meeting to order at 3:01 pm.

2. The February 18, 2020 minutes were approved as submitted.

3. Tabled new degree program proposal:
    To view full proposal, see the Curriculog agenda: https://kstate.curriculog.com/agenda:942/form

Arts and Sciences	BS/BA in Applied Computer Science

Easton moved and Von Bergen seconded to bring this new degree back to the table. Motion carried. Degree is on the table for a vote. Easton reported that the FS Executive committee didn't believe this was ready to be moved forward to FS for a vote in March since there were still being edits made.

There were changes made to both the title and some of the proposal. Von Bergen shared the communication from his college that he received earlier today. It states the following: "*The School of Integrated Studies supports this proposal because of the breadth that it will bring to K-State and our own B.S. Engineering Technology options. There is potential duplication over parts of the proposed program with the B.S. degree options in Computer Systems Technology (BETB-CP) and Digital Media (BETB-DM); and these programs appeal to similar student populations. Even so, the BETB-CP and BETB-DM programs are vastly different in their focus on the polytechnic model of teaching and learning. We view the potential overlap and different pedagogy as an opportunity for continued collaboration that will leverage the strengths of our multi-campus institution to a wider variety of student learning styles.*" It was the request to have this included somewhere in Curriculog, either in the Units Impacted section, or as an attachment. This was agreeable to the parties involved. There were other brief comments about the KBOR requirements as expressed in the last meeting, as well as noting in the KBOR documentation that there is some minor overlap with the Polytechnic Campus, but this was left at the discretion of the unit.

Motion carried.

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

    To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:954/form

Business Administration	ACCTG - 331 - Intermediate Accounting and Analytics I
	ACCTG - 413 - Accounting Information Systems
	ACCTG - 432 - Managerial Reporting
	ACCTG - 433 - Intermediate Accounting and Analytics II
	ENTRP - 340 - Introduction to Entrepreneurship

	ENTRP - 350 - Technology and Innovation Management
	ENTRP - 440 - Entrepreneurship
	GENBA - 195 - CAT Community Connections
	MANGT - 522 - Operations Planning and Control
	MANGT - 541 - Management of Quality
	MIS - 411 - Studio 1: Business Programming Applications I
	MIS - 433 - Studio 3: ERP Project Planning and Implementation
	MKTG - 400 - Introduction to Marketing
	MKTG - 430 - Brand Marketing
	MKTG - 550 - Business to Business Marketing
	MKTG - 580 - Marketing Analytics Fundamentals
	SALES - 499 - Sales Practicum
	SALES - 542 - Fundamentals of Professional Selling
	SALES - 560 - Sales Force Leadership
	SALES - 561 - Sales Negotiation
	SALES - 562 - Key Account Management
	SALES - 563 - Cooperation Selling
	SALES - 565 - Customer Relationship Management
	SALES - 570 - Advanced Selling

A motion was made by Easton and seconded by Vardiman to approve the Business course proposals with the following prefixes: ACCTG, ENTRP and GENBA.

Discussion: There were several questions raised about these courses overall. There was a recommendation for GENBA 195 to include a note stating that "topics and corequisites vary by section and semester." There were questions about wording in the course descriptions on several of these. ENTRP 340 has wording about "this program," so it was asked what program this is referring to.

Members discussed what should be changed or inquired about by this body. It was noted the only thing being changed in most of these courses is the deletion of a K-State 8 tag. There were typos pointed out in a couple of courses that will be corrected. ENTRP 350 course description had a typo ("fro" that should be "from") and ACCTG 413 had a typo ("th" should be "the"). These were corrected in Curriculog. There was a question about ENTRP 440 and the notes section; it seemed that note should be in the requisites section.

FS AAC would like perhaps to see a cultural shift that when changes are made, even if minor, the proposing unit should review the rest of the course or curriculum. For example, the change being made to many of these courses is to drop a K-State 8 tag; however, other changes to the course description seem appropriate and would be timely, given the fact the course is undergoing a change anyway.

Given there were several comments, Easton would like everyone's recommendations via email for the ACCTG, ENTRP, and GENBA courses. He will then follow up with the proposers on the recommended changes so they can hopefully be incorporated in time for the next meeting on March 24th.

Easton moved to table the ACCTG, ENTRP, and GENBA courses. Von Bergen seconded. Motion carried with one abstention.

Easton moved and Von Bergen seconded to approve the MANGT, MIS, and MKTG courses. Discussion: There was a question about MKTG 430. This is a new course with a K-State 8 tag, but there is no

rationale for the tag. The unit will be emailed to request a rationale be included. There was a brief question on the title of MKTG 550 that was addressed.

Easton moved and Von Bergen seconded to table MKTG 430. Motion carried.

Motion carried to approve MANGT, MIS, MKTG courses with the exception of MKTG 430.

Easton moved and Von Bergen seconded to approve the SALES courses. Discussion: There was a question on SALES 499, 560, 565, and 570.

In 499 there was a clarification asked for about the requisites and note sections. Is it SALES 542 "and" consent of the NSSI director, or should this be "or"? There were also requirements listed in the note section stating it is restricted to students in the Professional Strategic Selling Program, either the certificate or major. If that's the case, does there also need to be consent from the Director of the NSSI? Again, clarification is desired. If it is an "and", it seems more of a generic statement is better so you don't need to come back and change an email address, etc. Whatever change is decided on by the unit should also be consistently applied to the rest of the courses that have this language.

SALES 565 states that it is 100 % lecture, which they would like removed. There were other questions about course components related to SALES 561 and 562 where it mentions role play; perhaps that should be stated differently. They will follow up with the unit about suggestions.

Easton moved and Tanona seconded to table the SALES courses. Tanona seconded. Motion carried.

5. Expedited Proposals approved by colleges/Grad Council:
   To view full proposals, see the Curriculog Agendas: https://kstate.curriculog.com/agenda:956/form

   These proposals do not require approval unless one is deemed to be standard instead of expedited.

Business Administration	ACCTG - 432 - Cost Accounting

   No objection; this will move forward.

6. New Business
   A. 2020-2021 Academic Affairs Chair/Co-Chairs
      Von Bergen is willing to stay on as a chair, however, Easton announced he will be rotating off. Easton detailed the duties involved and noted it's a great opportunity to gain leadership experience.

7. Unfinished Business
   A. Approval, Routing, and Notification manual discussion
      Easton sent to document on to ARPS, CAPP, Graduate School, Brian Niehoff, and Registrar's office. Suggestions will be considered and incorporated as needed. This will be reviewed at the March 24th meeting and we'll go from there. Various pieces of the manual were discussed. Also, there is degree checklist, but it could use updating so that it remains useful to units.

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

9. Meeting adjourned at 4:00 pm.

Next meeting: Tuesday, March 24, 2020; 3:00 pm; 2047 Business Building