Present: Kelli Almes, Sara Blankley, Spencer Clark, Teresa Douthit, Todd Easton, Alex Hornung, Mark Linville,
　　　Scott Tanona, Phil Vardiman, Don Von Bergen
Proxies: Joelle Pitts, Jason Maseberg-Tomlinson
Absent: Ignacio Ciampitti
Guests: Jeremy Marshall, Ellen Mulcahy, Don Boggs
Liaisons: Brian Niehoff, Charlotte Pfaff

1.　Von Bergen called the meeting to order at 3:30 pm. Introductions were made.

2.　May 21, 2019 minutes had previously been approved.

3.　Guest: Jeremy Marshall, Graduating with Research
　　Jeremy Marshall, a faculty director in the Office of Undergraduate Research & Creative Inquiry,
　　Developing Scholars Program, was invited to discuss the idea of students being able to graduate with
　　some sort of research distinction. This tends to be more college-specific and could potentially be two
　　levels here at K-State. A research *recognition* designation could be accessible to all students and could
　　serve as a first-tier level. He briefly described the Undergraduate Research endeavors right now and what
　　they're trying to grow. A second-tier level could be a research *distinction* that would be more detailed. It
　　was discussed what steps would need to be followed, procedurally, if we wanted to get something like
　　this approved for K-State. Most likely the final approval would be at the University administration level.
　　This would depend on whether it is something we want on the degree, the transcript, or both. This
　　recognition would serve as an incentive to get more involved with research at some level. Members and
　　guests brainstormed about the idea and a variety of questions were raised, including about logistics.
　　What threshold would need to be met for either level? Would students be able to experience research in
　　a major area other than their own? What level of detail would be on the transcript and/or diploma?
　　Marshall is happy to discuss next steps or options for how to have this come to fruition. It was asked what
　　other universities are doing related to graduation with some type of a research designation. He, and
　　others from K-State, will be attending a professional event soon regarding this topic.

　　It was requested that committee members take this information back to their caucuses for further input
　　and discussion and this will be agenda item again. In the meantime, Marshall was asked to provide some
　　examples to committee members of how other universities are handling this.

4.　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:749/form

Veterinary Medicine	DMP - 313 - Introduction To Epidemiology
	DMP - 314 - Introduction To Environmental Health

　　A motion was made by Easton and seconded by Almes to approve the above courses.
　　Discussion: The last sentence in the course description for 313 was discussed and it was
　　recommended it be removed. With consent from the unit, it was agreed it could be removed. A
　　question was raised about whether this is the first undergraduate course in Vet Med. There are a few

others. These two course proposals are coming in advance of a proposed BS degree in Public Health coming out of Health and Human Sciences. It was requested to clarify that conversation has occurred with Biology, or any other impacted units, on these courses. It was noted Biology has been contacted related to the degree proposal and their courses being used in that, but these are separate proposals and it was believed best to have follow up conversation occur before voting.

A motion was made by Tanona to table these two courses so that further conversation can occur between the colleges involved as needed. Easton seconded. Discussion: this seems appropriate and can assist with a smoother process once the degree comes forward. Motion carried. These will be back on a future agenda.

B. Curriculum proposals: None

5. A motion was made by Easton and seconded by Vardiman to approve the following Graduation List

May 2019 graduation list, as submitted by the Registrar's office (undergraduate, graduate, and vet med)

Motion carried.

6. New Business (discussion)
   A. Proposed revision – University Handbook, Section F103 – transfer students
   The proposed revision came out of the Strategic Enrollment Management (SEM) taskforce discussions. The goal is to simplify things and assist transfer students. Members reviewed current policy and the recommendations. Transfer credits are capped, not their credit from K-State. It was recognized this will impact a minimal number of students, but is still helpful. If approved, this would take effect for the Spring 2020 semester. Some details were discussed. It was noted, aside from this, that an error in F103 #6 needs corrected. It should say "semester" instead of "cumulative". This proposal, including the correction, will be acted on at the next AAC meeting.

   B. Proposed revision – University Handbook, Section F115 and F115.1 - credit hour definitions
   Niehoff spoke briefly to the proposal. More online programs are being offered and the credit hour definition should apply to all modalities. Easton moved and McGlynn seconded approval of this proposed change to F115 and F115.1. Discussion: There was some concern relating to this definition due to clinical or practicum credit courses, which are offered in the medical and teaching fields. That will need to be a future conversation, but it was noted there is allowance for those within the current definition. It will be investigated how other institutions, with those fields, handle the credit definition. Vardiman will report on those when he has that information. Motion carried.

   C. Canvas Observer status follow up after implementation in Spring 2018
   Background was briefly provided regarding Canvas observer status. About two years ago, a request was made to allow observer status for academic advisors, specifically related to student athletes. This was approved through Faculty Senate and was to be followed up on after one year and it has been closer to two. After discussion and based on feedback from members, including student representation, it was believed this process is working well and has been of assistance. Therefore, it was decided no further follow up on this is needed. However, if at a future time this needs addressed, it can be put back on the agenda.

7. Ongoing Business (discussion)
   A. University-wide concurrent Bachelors and Masters degrees
   The premise for this proposal is to allow a university-wide proposal and not have the need for colleges to put forward individual proposals. Easton noted that some have delayed their proposals in order to wait for this possibility. Therefore, it was noted this proposal needs to be acted on in the near future

so that colleges will know what action they need to take on their own proposals. The proposal was discussed again in short. It isn't a mandatory requirement for colleges. A student would need to have the degree path approved by the colleges offering the degrees to ensure it can be done. Also, there is a component to a student's financial aid. This is the main problem delaying the proposal's movement forward at this point. Once a student moves to graduate status, they no longer qualify for financial aid, so that's the main crux of what to has to be solved. This topic will remain on the agenda for AAC.

    D.   Updates to Approval, Routing, and Notification procedures for Course and Curriculum changes
Todd, Jenny, and Candace worked on this over the summer and hope to bring a rough draft forward in the coming weeks. There are not major changes, overall, however, the manual looks different and there is more guidance offered and best practices are included and the like.

8. Committee Reports and Curriculog updates
   A. ARPS (Academic Records, Processes and Systems Committee) – Maseberg-Tomlinson
      No report.
   B. CAPP (Committee on Academic Policy and Procedure) – Kelli Almes
      No report.
   C. Curriculog Team – Easton/LaBerge/Pfaff
      Easton reported that a System request form, for courses only, has gone live in Curriculog. This is for very specific uses and ones that do not need approval through the standard process. An example of what the form can be used for is entering a grading basis, correcting a spelling error, things like these. If a request entered goes beyond the purpose of the form, it will be denied and sent back for submission through the regular process.

   D. University Library Committee – Phil Vardiman
      No report. First meeting

9. Announcements/for the good of the University

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

Next meeting: Tuesday, September 17, 2019; 3:30 pm; 2047 Business Building