

MINUTES
Faculty Senate Academic Affairs

May 4, 2021, 3:30 pm

ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>

Present: Kelli Almes (Vet Med), Sara Blankley (Gen. Univ.), Jenny Bormann (Ag), Spencer Clark (Ed), Elizabeth Dodd (A&S), Mark Linville (BA), Carol Sevin (LIB), Phil Vardiman (HHS-Co-Chair), Don Von Bergen (TA-Co-Chair), and Steve Warren (EN)

Absent: Michael McGlynn (APD) and Erin Yelland

Joint meeting with Faculty Affairs committee – members in attendance: Kim Charland, Veronica Denison, Todd Easton, Neal Hubbell, Chris Little, Michael Oetken, Sara Rosenkranz, Nick Saia, Don Saucier, and Vicki Sherbert

Other guests: Olivia Law-DelRosso, Brian Niehoff, and Bill Turnley

Nonvoting liaisons present: Kelley Brundage (REG) and Shannon Castleberry (REG)

1. The meeting was called to order at 3:30 pm.
2. Proposed Optional Syllabus Statement for Excused Absences – FAC members to join for this portion Vardiman directed attention to the proposed syllabus statement and provided some background. Faculty Affairs members were invited to join for this portion of the meeting to have discussion between the two committees and hold one vote. In the last sentence there was a suggestion to change the word “encouraged” to “expected” and “other” to “their.” After conversation, this seemed agreeable. A motion was made by Vardiman and seconded by Saucier to approve the syllabus statement with these edits. Discussion ensued regarding whether this should be mandatory or optional. After discussion it was agreed the vote on the language would occur first and then a vote on whether it’s optional or mandatory. The motion to approve the statement carried. A motion was made by Dodd and seconded by Easton to have the statement be mandatory. There was further conversation. Here is a link to current mandatory syllabus statements: <https://www.k-state.edu/provost/resources/teaching/course.html>. The motion to approve the statement as mandatory failed. It will move forward as an optional syllabus statement. This will be on the May Exec meeting and June Faculty Senate meeting. It was noted an amendment at the FS meeting can occur if, after discussion there, senators believe it should be mandatory. Vardiman thanked all for their input and gave additional thanks to Dodd for her assistance in moving this forward.
3. Recognition of outgoing committee members: Vardiman recognized and thanked outgoing committee members for their dedicated service this year: Kelli Almes (VM), Mark Linville (BA), Spencer Clark (ED), Elizabeth Dodd (AS), Phillip Vardiman (HHS), and Erin Yelland (EXT). Incoming members respectively will be Mary Lynn Higginbotham (VM), Terry Mason (BA), Brandon Kliewer (ED) Gerry Craig (AS), Kim Hiller Connell (HHS), and DeAnn Presley (EXT). We do not yet have the student senate representative.
4. The April 20th minutes were approved as submitted.
5. Vardiman followed up on an item that was reported on at the last meeting. Members were informed that KBOR will be reviewing new program estimates of enrollment numbers for the first three years. These numbers will receive more attention in future. He welcomed Brian Niehoff to share a little further. Niehoff provided a couple examples of where this more detailed review has already begun. Deans have been informed of this as well and will share with their units. However, it was noted this committee will want to pay closer attention to those numbers as well.
6. Course Proposals:
To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1320/form>

Business Administration	MANGT - 366 - Introduction to Business Analytics and Information Systems MIS - 366 - Introduction to Business Analytics and Information Systems
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A motion was made by Vardiman and seconded by Von Bergen to approve the BA courses. There was some confusion about how cross-listed courses are defined and whether these two should be cross-listed. After discussion, these were left as they were presented. Motion carried.

7. New Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1320/form>

Business Administration	Diversity, Equity, Inclusion, and Belonging in Business Certificate
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A motion was made by Vardiman and seconded by Von Bergen to approve the BA curriculum. The assessment plan was approved by the assessment office on that step, but they had also requested further conversation, so it was recommended the unit follow up with Fred Burrack to be sure all is in order before the certificate begins being offered. Motion carried.

8. Graduation list addition and posthumous degree requests:

- A. Lehua Li, BPHSCI-BS, College of Arts and Sciences, Summer 2020
- B. Ramone Napoleon Pierre Armstrong, posthumous degree, College of Business Administration, Spring 2021

A motion was made by Vardiman and seconded by Almes to approve the graduation list addition and posthumous degree request. Motion carried.

9. Ongoing Committee work

- A. Undergraduate Academic Certificate Policy review (University Handbook, Section F170)
No update.
- B. Post Bacc Minor Policy review (University Handbook, Section F160)
No update.
- C. Interdisciplinary program Policy review
Dodd reported they are near completion and should have this before the committee at the next meeting. The hope is it can be voted on so that it would be in place for the fall. It would replace what is currently within the Approval, Routing, and Notification manual for course and curriculum changes.

10. Committee Chair election 2021-2022

A motion was made by Vardiman and seconded to approve Von Bergen as the committee chair for the 21-22 year. Motion carried. A co-chair is desired but several are rotating off this year. This may be acted on at the next meeting or the first meeting in the fall. **Update:** *A vote occurred electronically and Jenny Bormann was approved as Co-Chair for fall 21. Nominations for a co-chair for Spring 22 will be sought next fall.*

11. Discussion items/docket for next year

- A. Format of AAC meetings for next year
Though in person meetings are preferred, it has seemed the online meetings have worked very well this year. The meetings have run efficiently, multiple guests have been able to attend and answer questions related to proposals, all members have ability to participate equally. Additionally, there is time saved by not walking across campus or having to find parking. There were also comments in favor of in person meetings and that some do not have as much flexibility to participate in their office without interrupting others, so they will have to find a quiet space to participate. This will be discussed at the next meeting, but if there are not strong objections, we will continue this format of distance meetings for the coming year.

B. Posthumous Degree Policy (University Handbook, Section F150)

This item will be on the docket for next year's workload. The current policy is somewhat vague and could use review by this body.

C. Course/Curriculum Timelines

If there is interest in pursuing changes to existing policies for the timeline, these can be discussed in the fall.

12. Announcements and/or for the good of the University

Members were thanked for their thoughtful contributions this year despite the challenges that had to be dealt with.

13. The meeting adjourned at 4:43 pm.

Next meeting: Tuesday, May 18, 2021, 3:30 pm; Zoom ID: 442 684 782