

**MINUTES**  
**Faculty Senate Academic Affairs**  
**May 18, 2021, 3:30 pm**  
**ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>**

**Present:** Bryce Atchison (Student), Kelli Almes (Vet Med), Sara Blankley (Gen. Univ.), Jenny Bormann (Ag-Co-Chair), Elizabeth Dodd (A&S), Brandon Kliewer (Ed), Mark Linville (BA), Carol Sevin (LIB), Don Von Bergen (TA-Co-Chair), Steve Warren (EN), and Erin Yelland (EXT)

**Proxy:** Von Bergen for Vardiman

**Absent:** Michael McGlynn (APD)

**Incoming members present but not yet voting:** Gerry Craig (AS), Kim Hiller (HHS), Mary Lynn Higginbotham (VM)

**Other guests:** Paige Adams, Amir Bahadori, Melinda Cro, Mary DeLuccie, Greg Eiselein, Bronwyn Fees, Tom Hallaq, Mark Haub, Kari Morgan, Kevin Roberts, Candice Shoemaker, Ryan Thiele, Glade Topham, Alisa Wolf

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

1. Von Bergen called the meeting to order and had outgoing and incoming members introduce themselves. New members are as follows: AS: Gerry Craig; BA: Terry Mason; ED: Brandon Kliewer; EXT: DeAnn Presley; HHS: Kim Hiller Connell; VM: Mary Lynn Higginbotham; Student: Bryce Atchison
2. May 4<sup>th</sup> minutes were approved electronically
3. KBOR General Education Working Group report – Brie Heidbreder (no report today)
4. Course Proposals:  
**To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1332/form>**

Agriculture	UFS - 791 - Urban Agriculture UFS - 794 - Urban Food Systems UFS - 796 - Professional Development in Urban Food Systems UFS - 798 - Urban Food Systems Field Experience
Arts and Sciences	ART - 365 - Introduction to the Ceramics Spectrum GEOG - 370 - Environmental Justice
Business Administration	MANGT - 561 - Logistics and Warehouse Management
Education	EDCEP - 111 - Foundations of College Student Success
Engineering	BAE - 663 - Environmental and Ecological Risk Assessment IMSE - 710 - Transportation Logistics IMSE - 752 - Multiple Criteria Decision Analysis IMSE - 991 - Advanced Topics in Decision Theory NE - 691 - Principles of Radiation and Human Health NE - 891 - Advanced Radiation and Human Health
Health and Human Sciences	FNDH - 342 - Food Production Management FNDH - 413 - Science of Food FNDH - 426 - Financial Management in Dietetics FNDH - 510 - Life Span Nutrition FNDH - 560 - Management in Dietetics HDFS - 201 - Introduction to Philanthropy HDFS - 501 - Philanthropy in Context HM - 331 - Resort and Club Management HM - 361 - Introduction to Hotel Operations

	HM - 370 - The Business of Wedding Consulting HM - 423 - Facility Management HM - 482 - Human Resource Management in the Hospitality Industry IHS - 110 - Introduction to Integrative Human Sciences IHS - 310 - Foundations of Integrative Human Sciences IHS - 400 - Integrative Human Sciences Internship IHS - 410 - Integrative Human Sciences Seminar
Olathe	AAI - 842 - Strategies in the Stewardship of Licensed Pharmaceuticals and Biologics in Animal Health AAI - 846 - Special Topics: Regulatory Affairs in Animal Health

A motion was made by Von Bergen and seconded by Bormann to approve the AG course proposals. There were some questions on the UFS courses (791, 794, and 796). These are going to be cross-listed with HORT courses, so we should make sure they match. All agreed with this. Motion carried.

A motion was made by Von Bergen and seconded by Dodd to approve the AS course proposals. Motion carried. **Update** – ART 365 can be expedited as the K-State 8 tag is remaining the same; it was initially thought to be removed.

A motion was made by Von Bergen and seconded by Bormann to approve the BA course proposal. Motion carried.

A motion was made by Von Bergen and seconded by Sevin to approve the ED course proposal. A brief question was asked to be sure the K-State 8 tag content would still be covered. Greg Eiselein was present and confirmed this. Motion carried.

A motion was made by Von Bergen and seconded by Bormann to approve the EN course proposals. There was a recommendation to add a note to NE 691/891 to clarify to students they can take one or the other of the courses for credit, but not both. Amir Bahadori was present and confirmed this was agreeable to the department. Motion carried.

A motion was made by Von Bergen and seconded by Bormann to approve the HHS course proposals. There was a brief comment made on FNDH 426 that verification had been received the change to the curriculum where the acctg course had been removed was fairly recent and that had been agreed to with acct, therefore, the lack of notification here was not a concern. Motion carried.

A motion was made by Von Bergen and seconded by Almes to approve the Olathe course proposals. Motion carried.

5. New Curriculum Proposal(s):

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:1333/form>

Health and Human Sciences	Minor in Pre-Couple & Family Therapy Philanthropy Certificate (undergraduate) <b>Philanthropy Minor</b>
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A motion was made by Von Bergen and seconded by Dodd to approve the new curriculum proposals from HHS. There were questions raised about the new minor in Philanthropy. Main questions were whether this is truly to be offered to non-K-State graduates and whether this needs KBOR approval. The first question was addressed that it is not intended for non-K-State graduates and that wording will be removed. There was some uncertainty as to whether KBOR approval was needed. It was recommended this be tabled to inquire further. Motion was made by Von Bergen and seconded by

Bormann to table this proposal until the next meeting. Motion carried. **Update:** It was verified via the provost office this new minor will need KBOR approval as a new minor in an area of study where no existing board approved degree program exists. Additional paperwork will be provided and this will be back on the next agenda of FS Academic Affairs for action.

The motion carried to approve the new minor in Pre-Couple & Family Therapy and the new Philanthropy certificate.

6. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1334/form>

Arts and Sciences	Modern Languages (M.A.)
Education	Teaching and Learning Graduate Certificate
Health and Human Sciences	Communication Sciences and Disorders (B.S.) Early Childhood Education (B.S.) Integrative Human Sciences (B.S.) <i>(name change-KBOR approval required)</i>
K-State Olathe	Professional Interdisciplinary Sciences Graduate Certificate Professional Science Master's in Applied Biosciences Professional Skills for STEM Practitioners Graduate Certificate Regulatory Affairs in Animal Health Graduate Certificate

A motion was made by Von Bergen and seconded by Bormann to approve the AS curriculum proposal. There was conversation regarding the last paragraph in the new language related to graduate certificates that could be taken to fulfill certain requirements. After discussion, it appeared this was more confusing and better left out. Melinda Cro was in attendance and was agreeable to that change. A revised file will be uploaded to Curriculog. Motion carried.

A motion was made by Von Bergen and seconded by Bormann to approve the ED curriculum proposal. Motion carried.

A motion was made by Von Bergen and seconded by Dodd to approve the HHS curriculum changes. There was brief discussion about the Early Childhood Education BS. Two words had been left out in two places (for licensure) that should have been included. Mary DeLuccie provided this information and this was agreeable to committee members and a revised file will be uploaded. Additionally, there was a minor change in the IHS proposal. One sentence was added in the main description portion to provide clarity for students. Senator Dodd had reached out to Kari Morgan about his change and this was agreeable. Motion carried.

A motion was made by Von Bergen and seconded by Bormann to approve the Olathe curriculum proposals. Motion carried.

7. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1335/form>

Arts and Sciences	Intercultural Competence Certificate (in the wrong list, is standard) MC - 623 - Communicating in Global Markets (in the wrong list, is standard)
Engineering	Concurrent BS/MS in Industrial Engineering Industrial Engineering Master of Management (MEM) Master of Operations Research (MSOR) MS in Industrial Engineering

Technology and Aviation (Polytechnic)	Aeronautical Technology BS–Professional Pilot Option Associate of Technology in Engineering Technology – Electronic and Computer Engineering Technology option Engineering Technology-Digital Media Technology Option (BETB-DM)
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A motion was made by Von Bergen and seconded by Bormann to approve the expedited changes. There was discussion that the Intercultural Competence Certificate had been on the wrong list and is actually “standard.” It had been submitted initially in Curriculog as an expedited change, but was then noted as being standard and since Curriculog does not automatically change the work flow once initially selected, it was still showing up as expedited. That being said, there were still questions. There was no file showing where the additional courses should show up on the curriculum. Also, notification from units who had courses added should be included. This will be followed up on. Alisa Wolfe was in attendance to represent this proposal and will take the information back to her unit head. A motion was made by Von Bergen and seconded by Almes to table this proposal until the next meeting so a file can be uploaded and confirmation of notification can be provided. Motion carried.

Motion carried to approval all other expedited changes. **Update:** it was noted in Curriculog that MC 623 should be standard proposal as it is combining courses. This will be moved to the “standard” list.

8. Graduation list addition and/or posthumous degree requests - none
9. Ongoing Committee work
  - A. Interdisciplinary program Policy review (**attachments**)  
This will be reviewed more thoroughly over the summer and acted on in Fall.
  - B. Undergraduate Academic Certificate Policy review (University Handbook, Section F170)  
This will be discussed in the fall.
  - C. Post Bacc Minor Policy review (University Handbook, Section F160)  
This will be discussed in the fall.
10. Committee Reports
  - A. ARPS (Academic Records, Processes and Systems Committee) – Blankley  
Mostly registrar updates at this meeting.
  - B. CAPP (Committee on Academic Policies and Procedures) – Almes  
No report.
  - C. Curriculog Team  
Met on May 17 for the first time this year. Discussed multiple things. Main item is the new enhancement for Curriculog, which will go live in fall.
  - D. University Library Committee – Linville  
Had last meeting of the semester and had the president and provost in attendance. They provided budget updates and other highlights of upcoming work, such as on the remote work policy and perhaps work in collaboration with Faculty Senate on adjunct professor definitions.
11. Committee Appointments for 21-22
  - A. ARPS (Academic Records, Processes and Systems Committee)  
Blankley will continue to serve.
  - B. CAPP (Committee on Academic Policies and Procedures)  
No one assigned at this time, but Higginbotham is willing if her schedule will allow for it.
  - C. University Library Committee  
No assignment for this right now.
  - D. Undergraduate Grievance Board: Christy Craft – reappointed for new 2-year term
  - E. University Calendar committee was briefly touched on. It may be good to have an FS Academic Affairs liaison on this committee. This will be discussed in future.

12. Discussion items | tentative docket for next year
  - A. Posthumous Degree Policy  
This and the following item will like be discussed in fall.
  - B. University Calendar Committee
  
13. Meetings for fall (virtual/in person/hybrid)?

The consensus of the committee was to meet virtually, at least in fall, with the opportunity to meet in person occasionally if it is warranted.
  
14. Announcements | For the good of the University  
All were thanked for their excellent contributions and thorough review of proposals this year. Members were provided a draft list of assignment for course/curriculum review. This year committee members were given assignments to review specific colleges proposals if time was limited and they were not able to review them all. This helped to make sure all proposals had some measure of review. We will continue to operate with this method in the coming year.
  
15. The meeting was adjourned at 5:19 pm

Next meeting: **August 17<sup>th</sup>**, 3:30 pm; Zoom ID: 442 684 782