

MINUTES
Faculty Senate Academic Affairs
September 15, 2020, 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), Michael McGlynn (APD), Carol Sevin (LIB), Reagan Stonestreet (SGA), Phil Vardiman (HHS-Co-Chair), Don Von Bergen (TA-Co-Chair), Steve Warren (EN), and Erin Yelland (Ext)

Nonvoting members present: Kelley Brundage (REG), Shannon Castleberry (REG)

Guests: Matthew Basel, Bronwyn Fees, Trisha Gott, Chad Jackson, Maria Jugan, Glade Topham

1. Don Von Bergen called the meeting to order at 3:31 pm
2. Member assignments to review course and curriculum proposals.
Assignments were given via email. Also, an initial checklist was shared with members to use when reviewing proposals. This can be updated as needed.

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

3. Tabled course and/or curriculum proposals
To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1080/form>

Education	Leadership Studies Minor/Minors serving non-K-State Graduates
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Von Bergen moved and Vardiman seconded to bring the proposal back to the table. Motion carried. Edits and questions were addressed between the last meeting and this one. Small question related to the distance field in Curriculog was clarified.

Motion carried to approve the minor being offered to non-K-State graduates. This proposal will move forward to the next approval .

4. Course Proposals:
To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1081/form>

Business Administration	ENTRP - 825 - Strategic Innovation
Health and Human Sciences	CFT - 899 - MS Research in Couple and Family Therapy CFT - 970 - Specialization and Leadership CFT - 990 - Dissertation Proposal Seminar CFT - 999 - Doctoral Research in Couple and Family Therapy
Veterinary Medicine	AP - 839 - Biomedical Methods Laboratory AP - 893 - Introduction to Nanomedicine CS - 841 - Advanced Clinical Gastroenterology CS - 842 - Advanced Clinical Hepatology VAP - 893 - Introduction to Nanomedicine

Von Bergen moved and Vardiman seconded to approve the Business course. Brief comment regarding the course description was made. No changes. Motion carried.

Von Bergen moved and Vardiman seconded to approve the HHS courses. No discussion. Motion carried.

Von Bergen moved and Almes seconded to approve the Vet Med courses. Brief discussion about the VAP course; there was a question about why it was “new,” but it was clarified it is being made into a permanent course. Motion carried.

5. Curriculum Proposal(s):

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:1082/form>

Technology and Aviation (Polytechnic)	Professional Master of Technology (PMT) (Discontinue)
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Von Bergen moved and Vardiman seconded to approve the curriculum proposal. Motion carried.

6. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:1083/form>

Architecture, Planning and Design	ENVD - 654 - Education Abroad Orientation IAPD - 740 - Product Design Studio IAPD - 756 - Theory of Product Design IARC - 602 - Design Workshop II IARC - 603 - Design Workshop II Studio IARC - 605 - Problems in IARC IARC - 606 - IARC Design Studio VI IARC - 610 - Advanced Digital Applications and Fabrications IARC - 625 - Lighting IARC - 628 - Building Construction Systems IA IARC - 644 - Internship IARC - 645 - Internship Report IARC - 664 - Summer Internship IARC - 665 - Summer Internship Report IARC - 668 - Study Abroad Experience IARC - 680 - Production Furniture for the Contract Market Research IARC - 681 - Production Furniture for the Contract Market Design IARC - 710 - Advanced 3-D Computer Modeling IARC - 753 - Professional Practice: Professional Responsibility IARC - 754 - Professional Practice: Office Practices IARC - 755 - Professional Practice: Discipline-Specific Topics IARC - 760 - IARC Seminar IARC - 801 - IARC Design Studio V IARC - 802 - Design Workshop II IARC - 803 - Design Workshop II Studio IARC - 810 - IARC Capstone Studio IARC - 811 - Design Research IARC - 813 - Furniture Design Workshop Studio IARC - 814 - Furniture Design Workshop IARC - 815 - Advanced Studio Programming IARC - 820 - Advanced Seminar in IA IARC - 822 - Advanced Product Design Studio
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	IARC - 823 - Advanced Interior Architecture Design Studio IARC - 824 - Advanced Furniture Design Studio & Workshop IARC - 830 - Problems in IARC IARC - 831 - Facilities Management IARC - 853 - Professional Practice IARC - 891 - Contemporary Design Seminar
Applied and Interdisciplinary Studies (Olathe)	AAI - 795 - Topics in Applied and Interdisciplinary Studies AAI - 895 - Advanced Topics in Applied and Interdisciplinary Studies
Veterinary Medicine	DMP - 830 - Quantitative Analysis in Veterinary Medicine VCS - 880 - Veterinary Business and Professional Development

All were reminded that beginning this year, expedited courses come before FS AAC for final approval. If a proposal is deemed to be standard rather than expedited, it will be voted on to move it to standard routing. It will also be determined whether it needs the college's faculty approval or whether it can move forward to Faculty Senate for a final vote.

Von Bergen moved and Vardiman seconded to approve all of the expedited proposals. Discussion: there was a question on a Vet Med course, VCS 880, but also just in general, about consultation and courtesy emails if a course and/or curriculum appears to even possibly have a small minimal. AAC will need to be alert to these kinds of issues. No changes to proposals, however, a note will be included in the VCS proposal to clarify that correspondence occurred. Motion carried.

7. Posthumous degree request:

Sahar Lashkarbolooki, Ph.D. in Electrical Engineering, Graduate School, December 2020

Von Bergen moved and Vardiman seconded to approve the request. Motion carried.

8. Ongoing Committee work

A. Optional syllabus statement on University Excused Absences

Vardiman asked for any suggestions or drafts of syllabus statements ones have used thus far that refer to the new policy on excused absences.

B. Undergraduate Academic Certificate Policy review

No information to share.

C. Post Bacc Minor policy

No update.

D. Interdisciplinary program policy review

No update.

All of these items were discussed in general to determine what next steps to take. At the last meeting, various members volunteered to help out on these work groups, but not chair them. The co-chairs will work on identifying who will head the work groups on these, have those ones thoroughly review the policies, identify the scope of work, what other representatives may be needed and then go from there.

9. Committee Reports

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

The first meeting was last week. There were introductions and updates on things like KSIS, etc.

B. CAPP (Committee on Academic Policies and Procedures) – Almes

There was quite a bit of discussion of auditing courses. There's going to be a working group to draft a policy of an application process and so forth. CAPP is also working with Faculty Senate leadership to determine if its charge and/or role needs updated. Discussed Student Life and notifications related to

COVID. Last year number the number was 1,080 for the whole year; however, this year, in just three weeks, they are already at 1,500. Please be patient as they are under a heavy load. Progress reports will be done again this fall, as in the spring.

AAC members inquired about the number of students in Quarantine and what all is involved. This affects not only a student's ability to work, but their class load. The data on this would be very useful. The Office of Student Life would be key in providing this background; however, the full data may not yet be available for some time.

C. Curriculog Team

No report. It was requested that the Curriculog forms be reviewed to make sure the links are still appropriate. This will be followed up on.

D. University Library Committee – Linville

No report.

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

The State of the University Address will be on Friday, September 25th with President Myers. It will be followed by a question and answer portion.

11. The September 1 meeting minutes were approved as submitted.

12. The meeting adjourned at 4:32 pm

Next meeting: Tuesday, October 6, 2020, 3:30 pm; Zoom ID: 442 684 782