

MINUTES
Faculty Senate Academic Affairs
October 20, 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), Phil Vardiman (HHS-Co-Chair), Don Von Bergen (TA-Co-Chair), Steve Warren (EN), and Erin Yelland (Ext)

Absent: Reagan Stonestreet (SGA)

Guests/Visitors: Tom Hallaq, Jonathan Ulmer

Nonvoting liaisons present: Shannon Castleberry (REG), Karen Goos (PROV)

1. Von Bergen called the meeting to order at 3:32 pm.
2. The October 6th minutes were approved as submitted.
3. Course Proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1124/form>

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| Arts and Sciences | ANTH 315 – Introduction to Medical Anthropology & Global Health GWSS 570 – Gender and Food Justice MC 405 – Perfect Podcasting MC 479 – Strategic Communication and Sports MC 506 – Social Media News Strategies MC 541 – Media Audiences |
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A motion was made by Von Bergen and seconded by Vardiman to approve the course proposals. A slight change was made to the GWSS 570 course description in the second and third sentence in order to clarify and remove redundant wording. This was made with the consent of the unit and the change was also made in Curriculog. There was brief conversation about the GWSS course as well encouraging future collaboration as it was already noted in the proposal. Motion carried.

4. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1125/form>

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| Agriculture | AGED - 214 - Agricultural Engine Systems Agribusiness (B.S.) - Agricultural Sales Option ATM - 455 - Engines and Power Transfer PMC - 112 - Boat Safety and Navigation PMC - 113 - Shooting Sports Certification PMC - 114 - Kansas Park and Wildlife Regulations PMC - 115 - Adventure Challenge Certification PMC - 116 - Certified Interpretive Guide (CIG) Certification PMC - 330 - Dendrology WOEM - 204 - Hunter Education Instructor WOEM - 555 - Big Game Management WOEM - 560 - Upland Game Bird Management |
| Engineering | Industrial Engineering B.S. Program CIS - 705 - Programming Languages <i>The following were not able to be placed in the Curriculog agenda, therefore, the link is beside each individual course:</i> |

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| | <p>ARE – 295 – Introduction to Building Systems https://kstate.curriculog.com/proposal:5066/form</p> <p>ARE – 310 – Introduction to AutoCAD https://kstate.curriculog.com/proposal:5049/form</p> <p>ARE – 311 – CAD in Engineering and Construction https://kstate.curriculog.com/proposal:5062/form</p> <p>ARE – 460 – ARE Professional Practice https://kstate.curriculog.com/proposal:5067/form</p> <p>ARE – 521 – Computer Aided Architectural Engineering https://kstate.curriculog.com/proposal:5068/form</p> <p>ARE – 551 – Electrical Systems I https://kstate.curriculog.com/proposal:5069/form</p> <p>ARE – 552 – Mechanical Systems I https://kstate.curriculog.com/proposal:5070/form</p> <p>ARE – 553 – Structural Systems I https://kstate.curriculog.com/proposal:5071/form</p> <p>ARE – 562 – Mechanical Systems II https://kstate.curriculog.com/proposal:5072/form</p> <p>ARE – 563 – Structural Systems II https://kstate.curriculog.com/proposal:5073/form</p> <p>ARE – 571 – Systems Integration & Design https://kstate.curriculog.com/proposal:5074/form</p> <p>ARE 690 - Senior Project: https://kstate.curriculog.com/proposal:5090/form</p> <p>ARE - 729 - Building Seismic Design: https://kstate.curriculog.com/proposal:5075/form</p> <p>ARE - 736 - Advanced Plumbing Design: https://kstate.curriculog.com/proposal:5076/form</p> <p>CNS – 200 – Computer Applications in Engineering and Construction https://kstate.curriculog.com/proposal:5053/form</p> <p>CNS – 210 – Graphic Communication I https://kstate.curriculog.com/proposal:5052/form</p> <p>CNS – 220 – Construction Materials https://kstate.curriculog.com/proposal:5054/form</p> <p>CNS – 231 – Statics A https://kstate.curriculog.com/proposal:5055/form</p> <p>CNS – 321 – Graphic Communications II https://kstate.curriculog.com/proposal:5056/form</p> <p>CNS – 330 – Site Construction https://kstate.curriculog.com/proposal:5057/form</p> <p>CNS – 440 – Construction Methods and Equipment https://kstate.curriculog.com/proposal:5048/form</p> <p>CNS – 535 – Electrical and Lighting https://kstate.curriculog.com/proposal:5050/form</p> <p>CNS - 641 - Construction Estimating: https://kstate.curriculog.com/proposal:5096/form</p> <p>CNS - 645 - Construction Scheduling and Cost Control: https://kstate.curriculog.com/proposal:5097/form</p> |
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A motion was made by Von Bergen and seconded by Dodd to approve the expedited proposals from AG and ENG. Motion carried.

5. Graduation list addition and/or posthumous degree request:

- A. A motion was made by Von Bergen and seconded by Vardiman to approve the Spring and Summer 2020 graduation lists as submitted by the Registrar's office. Motion carried.
6. Ongoing Committee work – *There was nothing to report at this time on these items.*
- A. Optional syllabus statement on University Excused Absences
 - B. Undergraduate Academic Certificate Policy review
 - C. Post Bacc Minor Policy review
 - D. Interdisciplinary program Policy review
7. Committee Reports
- A. ARPS (Academic Records, Processes and Systems Committee) – Bormann
Bormann reported the committee discussed KSIS and Curriculog topics and updates mainly in connection with the catalog and how those work together, or more often don't.
 - B. CAPP (Committee on Academic Policies and Procedures) – Almes
Almes noted there was discussion in CAPP about the new item of business on our agenda today (see 8.A). They also discussed the multiple disruptions that occurred during the KSUnite event and have shared feedback and screenshots with administration related to this. Oct. 25th is a KSIS maintenance day. Cybersecurity training is due by end of this month and is more comprehensive than previous trainings, so allow more time. There was discussion about media cloud storage and capacity; central IT is working on a policy for retention of these files. It seems this is mainly related to Zoom recordings.
 - C. Curriculog Team –
No report. However, a Curriculog form is being tested out. Candace will share more when available.
 - D. University Library Committee – Linville
Linville reported on their first meeting. Library staff continue to struggle with students not wearing masks. A budget cut right now is being cared for by not filling open lines and so no furloughs will be instituted at this time. They are on track with construction.
8. New Business – Tracking of discontinued course/curriculum (Discussion)
- Dodd brought forward a request to the FS meeting earlier this month relating to tracking of discontinued courses and/or curriculum. Senate referred the topic to this committee for discussion. It was noted there are a variety of reasons for discontinuance, including but not limited to low enrollment, budget cuts, or student interest or industry driving a change. Curriculum that are discontinued based on KBOR requests are tracked, but otherwise, there do not seem to be standard tracking practices. Some tracking or reports may be available in Curriculog, and if so, that would be a good place to start. There was lengthy conversation. There are many variables, so it is important to be clear about what needs to be tracked, how to do so, and the ultimate purpose the information would serve. It is noted this could be somewhat simple or rather complex, depending on what information is being looked for.
- Members were encouraged to think this topic over and it will be discussed again at the next meeting. It seems the information gained could be valuable. It was clarified the request is not to go back retroactively, but rather to track as we move forward. Additionally, the concern is not related only to programs, but individual courses, or elements of a certificate, etc. Given the current circumstances and the fact many have a heavier workload than usual, it needs determined if this can be done.
9. Announcements and/or for the good of the University
- There was brief discussion over a possible change to the Graduate Handbook policy relating to certain level courses being taken for graduate credit. However, it may impact undergraduate curriculum and financial aid, etc. It seemed more to be a desire to clarify how policy was being put into practice. Goos will follow up, but reported no changes have been made.
10. The meeting was adjourned at 4:37 pm.
Next meeting: Tuesday, November 3, 2020, 3:30 pm; Zoom ID: 442 684 782