

MINUTES
Faculty Senate Academic Affairs
April 19, 2022, 3:30 pm
ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>

Present: Sara Blankley (GU), Jenny Bormann (Ag-Co-Chair), Jeff Ebeck (SGA), Mary Lynn Higginbotham (VM), Suzanne Reese (TE), Kim Hiller (HHS), Brandon Kliewer (Ed), Terry Mason (BA), DeAnn Presley (EXT), Carol Sevin (LIB), Don Von Bergen (TA-Co-Chair), and Steve Warren (EN)

Absent: Michael McGlynn (APD)

Proxy: Jenny Bormann for Gerry Craig (AS)

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

Guests and visitors: Rod Howell, Kristen Kremer, Phillip Marzluf, Stacia Mendoza, Martin Seay, Sara Rosenkranz, Erin Yelland,

1. Bormann called the meeting to order at 3:30 pm.
2. KBOR General Education working group report – nothing to share today, but hopefully there will be information on May 3rd.
3. The April 5, 2022 minutes were approved as submitted.
4. Course Proposals:
To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1629/form>

Arts and Sciences	ENGL - 170 - Writing Laboratory
Engineering	CC - 110 - Introduction to Computing CC - 111 - Elements of Computer Programming CC - 120 - Web Page Development CC - 210 - Fundamental Computer Programming Concepts CC - 310 - Data Structures and Algorithms I CC - 315 - Data Structures and Algorithms II CC - 410 - Advanced Programming CC - 520 - Database Essentials CC - 535 - Applied Data Science CHE - 354 - Basic Concepts in Materials Science and Engineering CHE - 355 - Fundamentals of Mechanical Properties CHE - 356 - Fundamentals of Electrical Properties CHE - 417 - Computational Techniques in Chemical Engineering II CHE - 535 - Transport Phenomena Laboratory CHE - 542 - Unit Operations Laboratory CIS - 101 - Introduction to Computing Systems CIS - 103 - Introduction to Database Applications CIS - 104 - Introduction to Word Processing Applications ME - 573 - Heat Transfer
Health and Human Sciences	GERON - 425 - Introduction to Physical Health & Well-Being of Older Adults GERON - 430 - Introduction to Mental Health & Aging GERON - 505 - Introduction to Sexuality & Aging GERON - 510 - Introduction to Creativity & Aging GERON - 525 - Introductory Topics in Gerontology GERON - 574 - Introduction to Environments & Aging GERON - 575 - Introduction to Diversity in the Aging Experience

	GERON - 576 - Introduction to Program Design, Implementation, & Evaluation in Gerontology GERON - 577 - Introduction to Policy & Advocacy in Gerontology GERON - 578 - Introduction to Aging Family Dynamics & Caregiving
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A motion was made by Bormann and seconded by Von Bergen to approve the course changes.

EN courses - There were impact statements added to all the CC and CIS courses. Additionally, the changes had not been made to the Curriculog forms in CHE courses and those were fixed prior to the meeting.

Two of the GERON course proposals were discovered to have numbers already existing in the catalog. Therefore, Bormann moved to table GERON 505 and GERON 510 so that alternate numbers could be determined. It was seconded and the motion carried. These will be brought back to the next meeting.

Motion carried to approve all other courses.

5. New Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1630/form>

Health and Human Sciences	Concurrent B.S./M.S. Personal Financial Planning
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A motion was made by Bormann and seconded by Von Bergen to approve the new curriculum. Motion carried.

6. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1631/form>

Engineering	Mechanical Engineering (ME) (B.S.)
Health and Human Sciences	Gerontology Minor Gerontology Secondary Major

A motion was made by Bormann and seconded by Kliewer to approve the curriculum changes. Motion carried. It was noted that a link will need provided in the minor where the electives list will be shown. This is in progress already by the unit and they will provide it to the Registrar's office for inclusion.

7. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1632/form>

Agriculture	Agribusiness (B.S.) - Agribusiness Option Agribusiness (B.S.) - Agricultural Sales Option Agribusiness (B.S.) - International Option Agricultural Economics (B.S.) - Farm Management Option Agricultural Economics (B.S.) - Quantitative Option Agricultural Economics (B.S.) - Specialty Option Feed Science Minor Pet Food Science Minor
Arts and Sciences	SOCWK - 550 - Field Practicum Preparation
Engineering	IMSE - 250 - Introduction to Manufacturing Processes and Systems

A motion was made by Bormann and seconded by Von Bergen to approve the expedited changes. Motion carried. **Update:** IMSE 250 was to be in the standard routing workflow, but due to Curriculog workflow process, this wasn't clear. It will be on the upcoming Exec and FS agendas.

8. New Business

A. Proposed revision to syllabus statement from FAC: Statement Regarding Students with Disabilities

A motion was made by Bormann and seconded by Von Bergen to approve this. Bormann directed committee members to the attachment. This is coming before our committee because AAC initially proposed this language a few years ago. Faculty Affairs is simply updating and clarifying the language. There was a brief question on one sentence being removed, but it was believed this is due to the fact it is addressing faculty and not students and since this is a student syllabus statement, it seemed appropriate to have it removed. The title of the K-State Salina campus will be updated in the document. Motion carried. This will be on the May FS agenda for action.

B. Micro-credential Initiative

Bormann directed members attention to the document she shared. She is looking for feedback. She, Andy Bennett, and Don Saucier are on a task force working to create policy and processes for these Micro credentials. They are moving swiftly and she would like this committee's feedback. Several good thoughts were shared and Bormann will relay these to the group. K-State has been reviewing what other peer institutions have created so as not to start from scratch. It was recommended we will need to think somewhat creatively in this endeavor. One main thought was to be nimble enough to get these moving, but also to have quality input on them as they move forward. It was inquired if these are considered a credential, should they not have an assessment piece included. The group is working on this. More information will follow. Bormann thanked members for their valuable input.

9. Informational item: [Agricultural Technology Management \(B.S.\)](#) – move from Ag to EN

Bormann shared that a program moved from one college to another, but no curriculum changes were made. This was put in Curriculog for transparency, but does not require a vote. It was discussed how these unique situations could be handled in future. It may be that an "Other" form in Curriculog can be form.

10. 21-22 Committee work

A. Posthumous degree policy/procedures ([UH F150](#))

Bormann will follow up to confirm the status of this proposal.

B. Interdisciplinary program Policy review

Bormann and Tanya González will be meeting with associate deans on this for their input. It is still hoped AAC can vote on either option 1 or option 2 by the end of this year. As a reminder, option 1 is to leave it within mostly the current framework whereby it comes out of one college and at least two different departments and colleges vote on it. Option 2 would be to have it sit outside a college framework and have an advisory council, of sorts, submit a proposal to the university community and have input for 30 days and then it would move on to the appropriate governance committee (grad council and fs steps) for a first and second reading and vote.

C. Cross-Listed definition

Bormann shared a draft document provided by the working group of CAPP. This will be considered a first reading. Several comments were provided including clarifying what "course-level" means, making sure it's noted that K-State 8 tags should be identical, identifying that a course merge is not part of the course approval process, but more of an administrative process behind the scenes, and so on. Bormann will share updates and bring a revised draft back to the next meeting hopefully for a vote.

11. Committee Reports

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

At their last meeting they discussed non-standard time patterns. These are not the same as non-standard meeting times, as CAPP handles those. The request was not about the process or policy, but rather access for users in KSIS. The access in KSIS allows line scheduler users to update any meeting pattern they choose. Their request is to determine if security can be modified to only allow dean's or other higher-level users to update a meeting pattern. They also discussed requiring workload to be entered into KSIS course scheduling.

- B. CAPP (Committee on Academic Policies and Procedures) – Higginbotham
No additional information from what has already been brought forward.
- C. Curriculog Team – Bormann/Castleberry/LaBerge – **No report**
- D. University Library Committee – Hiller
No report at this time.

12. Committee Leadership 22-23

Bormann will be rotating off and encouraged ones to consider co-chairing. Von Bergen also encouraged members to consider this opportunity.

All were reminded that the May 17th meeting will be a transition meeting. Outgoing senators will still be on the committee; however, new members may also attend. If there is an incoming member interested in co-chairing that would be fine as well.

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

The annual faculty and professional retirement ceremony will be on the 27th at 4 pm in the Alumni Center and will also be live-streamed. This year there are over 160 retirees!

There is also a Spring open forum next week on Monday, Tuesday, and Wednesday in Manhattan, Olathe, and Salina respectively. These will be from 11 am – noon in person and live streamed.

14. Meeting adjourned at 4:45 pm.

Next meeting: Tuesday, May 3, 2022, 3:30 pm; Zoom ID: 442 684 782