

MINUTES
Faculty Senate Academic Affairs

May 23, 2023, 3:30 pm

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

Present: Andy Bennett (AS-Co-Chair), Hansin Bilgili (BA), Teresa Douthit (Ag), Pamela Erickson (GU Alt), Kim Hiller (HHS), Brandon Kliewer (ED-Co-Chair), DeAnn Presley (EXT), Drew Smith (TA), and Steve Warren (EN)

Absent: Roger Adams (LIB), Jessica Binckley (SGA), and Michael McGlynn (APD)

Proxies: Andy Bennett for Nicky Cassel (VM), Brandon Kliewer for Sujatha Prakash (Term Appt)

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

Guests and/or visitors: Barbara Anderson, Christy Craft, Gayle Doll, Bronwyn Fees, Joann Kouba (incoming AG), Jeremy Marshall, Ruth Mirtz, Martin Seay, Karin Westman, and Lisa Wilken

1. Kliewer called the meeting to order at 3:30 pm.
2. Introduction of incoming members/recognition of outgoing committee members.
3. The May 2, 2023, Academic Affairs minutes were approved as submitted.
4. Course Proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:2036/form>

Agriculture	ENTOM - 120 - Pollinators ENTOM - 480 - Seminar in Entomology ENTOM - 481 - Entomological Problems ENTOM - 482 - Research Experience in Entomology ENTOM - 483 - Teaching Experience in Entomology ENTOM - 484 - Extension Experience in Entomology ENTOM - 485 - Entomological Topics ENTOM - 486 - Internship in Entomology FDSCI - 200 - Food Science Problems FDSCI - 202 - Introduction to Food Science
Business Administration	MANGT - 525 - Organizational Management and Data Analytics SALES - 891 - Special Topics in Sales
Engineering	BAE - 815 - Graduate Seminar 1: Literature Review BAE - 816 - Graduate Seminar 2: Academic Writing and Publishing BAE - 817 - Graduate Seminar 3: Data Interpretation and Presentation BAE - 818 - Graduate Seminar 4: Research Presentation and Teaching CE - 867 - Advance Environmental Microbiology and Techniques CE - 868 - Chemicals in the Environment: Fate and Transport
Health and Human Sciences	FASH - 450 - Showcase of Excellence Event Planning
Leadership Studies	LEAD - 450 - Senior Seminar in Leadership Studies
Technology & Aviation (Salina)	COT - 298 - Academic Success Lab
Veterinary Medicine	AP - 828 - Electricity in Biological Systems AP - 897 - Problems in Animal Welfare

A motion was made by Kliewer and seconded by Douthit to approve the course proposals. There were a few questions on the prerequisites for CE 867, CE 868, and AP 828 as to whether for graduate courses these were appropriate. Brief discussion occurred and even though these cannot be enforced,

it is not a precedent that prerequisites are listed and then an instructor can consent to allow a student to enroll as needed, but it notifies the student of what they need to be educated about previous to the course. No changes were made. Motion carried.

5. New Curriculum Proposal(s):

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:2037/form>

Business Administration	Accelerated B.S. Business/M.S. in Accountancy Accelerated BSBA/Master of Business Administration
Health and Human Sciences	Personal Financial Planning (Undergraduate Certificate)

A motion was made by Kliewer and seconded by Bennett to approve the new curriculum proposals. There was a question on the new undergraduate certificate about it only being offered for Olathe at this point. Martin Seay was present and able to address the question sufficiently. Motion carried.

6. Curriculum Change Proposal(s):

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:2037/form>

Agriculture	Horticulture (B.S.) - Horticulture Science Option Wildlife and Outdoor Enterprise Management (B.S.)
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A motion was made by Kliewer and seconded by Smith to approve the curriculum proposals. Motion carried.

7. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:2038/form>

Agriculture	ENTOM - 695 - Insect Taxonomy WOEM - 620 - Human-Wildlife Conflicts
Arts and Sciences	MC - 623 - Communicating in Global Markets PSYCH - 505 - Introduction to Psychopathology Technical Writing and Professional Communication Graduate Certificate
Business Administration	ACCTG - 890 - Seminars in Professional Accounting MANGT - 623 - Compensation and Performance Management MANGT - 860 - Managing the Triple Bottom Line Business MANGT - 890 - International Management Master of Accountancy (M.ACC)
Education	EDSP - 224 - Exceptional Child in the Regular Classroom
Technology & Aviation -Salina	PPIL - 196 - VFR Pilot Proficiency Lab PPIL - 197 - IFR Pilot Proficiency Lab

A motion was made by Kliewer and seconded by Smith to approve the expedited proposals. There was a comment related to MANGT 623. The change to the wording in the prerequisite field seems to make things more confusing from an advisor's standpoint. However, currently the unit wishes to leave the change in place to make it consistent with other courses in their program. It was noted this was a good point and something to consider as changes are made because we're encouraged to consider students, outside our majors, enrolling in courses so we want to be as clear as possible. Candace also noted there is a clerical error in MC 623 related to a word being deleted. Once she verifies this with the proposer, she will update the proposal. Motion carried. **Update:** MC 623 was corrected after verification from the unit.

8. Approval of graduation list addition: Jennifer Switzer; as submitted from the Registrar's office
A motion was made by Kliewer and seconded by Smith to approve the graduation list addition. There was some conversation about how this information is now shared with Academic Affairs and there may be a tweak to that for future meetings just to be sure the committee is getting the information they still wish to have on these. Motion carried.

9. Committee Reports – No reports were available.
 - A. ARPS (Academic Records, Processes and Systems Committee)
 - B. CAPP (Committee on Academic Policies and Procedures) - Kliewer
 - C. Curriculog Team – no report
 - D. University Library Committee – Zecha

10. Committee Appointments for 23-24
 - A. ARPS (Academic Records, Processes and Systems Committee) – do we still need appointment?
It was confirmed that this committee has now been retired, therefore, no appointment is needed.

 - B. CAPP (Committee on Academic Policies and Procedures) – 2nd Wednesday monthly, 10:30 am
Kliewer is still able to attend these in the coming year so no further appointment was needed.

 - C. Curriculog Team – meets monthly or as needed
Bennett, Kliewer, and Candace are all on this team and so no appointment is needed.

 - D. University Library Committee – no set time...
No one conveyed interest in serving on this committee just yet. If you'd like further information, please feel free to reach out to the co-chairs or past member, Rebecca Zecha. We can assign an appointment for this committee before or at the start of the fall semester.

11. Docket of committee work for summer and AY24
 - A. Micro-credentialing – policy for handbook?
 - B. Interdisciplinary program Policy review
 - C. Follett – Discussion of proposed pilot
 - D. Undergraduate Post Bacc minors in general – how to handle future of these
 - E. Course Components – determine which should be expedited
 - F. Updates to ARN for summer – add in updates from 22-23 (Candace)

Brief conversation occurred on the items above as they move forward to next year's work. Also, as the last item noted, Candace will make updates to the ARN related to things approved during this academic year and once those are completed and verified by the co-chairs, the manual will be updated in time for the coming academic year.

12. Format of AAC meetings for next year?
It was the consensus that Zoom only meetings have worked very well and this will be the plan for next year moving forward.

13. Announcements and/or for the good of the University
The committee's next meeting will be tentatively in August and there is one more final Faculty Senate meeting on June 13th. All were thanked for their service and contributions this year and we look forward to a full and productive year coming up.

14. The meeting was adjourned at 4:16 pm.

First *tentative* fall meeting: **August 22, 2023, 3:30 pm**