

**MINUTES**  
**Faculty Senate Academic Affairs**

**August 23, 2022, 3:30 pm**

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

**Present:** Roger Adams (LIB), Andy Bennett (AS-Co-Chair), Nicky Cassel (VM), Teresa Douthit (Ag), Kim Hiller (HHS), Brandon Kliewer (ED-Co-Chair), Terry Mason (BA), Michael McGlynn (APD) Suzanne Reese (Term Appt), Drew Smith (TA), Steve Warren (EN), Becca Zecha (GU), *(EXT-Vacant)*

**Absent:** Jeff Ebeck (SGA)

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

**Guests, visitors:** Bronwyn Fees, Terri Gaeddert

1. Kliewer called the meeting to order at 3:30 pm and held introductions of members.
2. Overview of Academic Affairs work/service –Curriculog, Approval, Routing, and Notification manual, Graduation list additions, posthumous degree requests, interdisciplinary programs, and so on.

Kliewer briefly reviewed with members what has been or is continuing to be worked on this year.

3. The May 17, 2022 minutes were approved electronically and are posted already.
4. University Calendar Committee - Proposal for change to summer semester grade submission deadline – Brundage (Attachment)

Kliewer deferred to Brundage to share a little about the proposal. Brundage shared that for many years the summer calendar deadline for grade submission has differed from the fall and spring deadlines. An ad hoc group of the calendar committee and CAPP met over the past year to discuss options. A memo was presented (shared electronically) and after review of the document, it was believed this was in the best interest of the university. A motion was made by Kliewer and seconded by Hiller to approve this proposed change. Motion carried. This will be moved forward to the FS agenda for a vote in September.

5. Course Proposals:

**To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1685/form>**

Arts and Sciences	ART - 310 - Visual Communication Design II: Methods and Processes ART - 360 - Introduction to Wheel Thrown Ceramics ART - 400 - Visual Communication Design III: Storytelling in Design ART - 407 - Visual Communication Design Topics ART - 420 - Visual Communication Design IV: Design and Context ART - 565 - Wheel Thrown Ceramics Studio ART - 572 - Drawing Methods - Contemporary Approaches ART - 576 - Visual Communication Design Capstone I: Research ART - 585 - Visual Communication Design BFA Portfolio and Professional Practices ART - 599 - Drawing Methods – Thematic Approaches
Health and Human Sciences	ECED - 542 - Practice-Based Coaching in Early Childhood Settings KIN - 387 - Introduction to Integrative Human Pathophysiology
Veterinary Medicine	DMP - 814 - Veterinary Bacteriology & Mycology Lecture DMP - 831 - Veterinary Virology DMP - 841 - Veterinary Public Health VCS - 890 - CS Veterinary Medicine Elective Aux.

	VCS - 907 - Supplemental Exotic Animal, Wildlife, and Zoo Animal Medicine VDMP - 811 - Clinical Pathology I VDMP - 814 - Veterinary Bacteriology & Mycology Lecture VDMP - 831 - Veterinary Virology VDMP - 835 - Clinical Pathology II VDMP - 836 - Cross-Course Integration III VDMP - 841 - Veterinary Public Health VDMP - 847 - Cross-Course Integration IV VDMP - 848 - Clinical Pathology I
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A motion was made by Kliewer and seconded by Bennett to approve the Arts and Sciences course proposals. There was brief discussion on ART 565 as to whether they will get the additional students desired based on the change made in the note. However, no changes were suggested at this time. Motion carried.

A motion was made by Kliewer and seconded by Hiller to approve the HHS course proposals. Motion carried.

A motion was made by Kliewer and seconded by Hiller to approve the Vet Med course proposals. Motion carried.

6. New Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1686/form>

Health and Human Sciences	Certificate in Early Childhood Consultation
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A motion was made by Kliewer and seconded by Adams to approve the new certificate. Motion carried.

7. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1687/form>

Arts and Sciences	Art (B.F.A.) Environmental Science – Interdisciplinary Visual Communication Design Minor
Health and Human Sciences	Hospitality Management (B.S.)

A motion was made by Kliewer and seconded by Cassell to approve the Arts and Sciences curriculum proposals. There was brief discussion about the KBOR general education core requirements changing and whether units want to update their current proposals. Rather than changing proposals now, it's better to handle these and work will commence in the near future for moving these types of proposals through. It was noted that Interim Associate Provost, Tanya Gonzalez, is willing to come visit in the near future.

A motion was made by Kliewer and seconded by Hiller to approve the Health and Human Sciences proposal. Motion carried.

8. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1688/form>

Arts and Sciences	PSYCH - 540 - Psychology of Gender
Engineering	CIS - 553 - Fundamentals of Cryptography
Salina Aerospace and Technology Campus	MET - 240 - Industrial Robotics Laboratory

A motion was made by Kliewer and seconded by Bennett to approve the Arts & Sciences proposal. Motion carried.

A motion was made by Kliewer and seconded by Adams to approve the Engineering (and Salina) proposals. Motion carried.

9. New Microcredential programs – *informational*

K-State University	Grant Development and Management Microcredential: <a href="https://kstate.curriculog.com/proposal:8009/form">https://kstate.curriculog.com/proposal:8009/form</a>
Personal Financial Planning	Building Financial Well Being: <a href="https://kstate.curriculog.com/proposal:8021/form">https://kstate.curriculog.com/proposal:8021/form</a>

Kliewer shared the above informational items with committee members. These two microcredentials were approved, as outlined in the temporary approval process, and will be allowed to proceed for this year.

10. Graduation list, addition(s), and posthumous degree requests, etc.

- A. Spring 2022 graduation list – as submitted by the Registrar’s office
- B. Fall 2021 graduation list – as submitted by the Registrar’s office
- C. Fall 2021, Sofie Appel, BS – Arts & Sciences/Education
- D. Spring 2022, Abigail Brittain – BS – Arts and Sciences
- E. Fall 2022, Brooke Gursky, PhD – Graduate School - Posthumous degree request

A motion was made by Kliewer and seconded by Adams to approve the requests as shown above. Motion carried.

11. Committee work for 2022-2023 (ongoing and/or new)

- A. Posthumous degree policy/procedures ([UH F150](#))  
There was concern shared by a member regarding what has been proposed. The proposal was shared electronically during the meeting with members. Work by the ad hoc committee had been completed last semester but this body had yet to review and approve it. Kliewer encouraged members to review the proposal so a good discussion can occur at the next meeting. **Update:** After review of AAC minutes from last semester, Ms. LaBerge noted that this proposal had only been shared with this body at its last meeting due to conversation occurring within CAPP about the policy. It was noted from the May 17<sup>th</sup> and Feb. 15<sup>th</sup> minutes that this body, and FAC, should review and vote on it this proposed policy change.
- B. Interdisciplinary program Policy review  
For the last two years, much work has been completed by various members of this body. There were two options created. One that updated the current process and another that took a stab at crafting a new process. The second option was being reviewed by CAPP and associate deans for input. Others, such as the Graduate School, were included in conversation. Kliewer will follow up on the status of this proposal. This is an important process and one that can hopefully be updated, in one way or another, this year.
- C. Micro-credentialing

We are in a pilot year and temporary approval is being given at this time. During this year, it is hoped there will be enough use to help form the basis for a revised, more permanent, approval process for these. Kliwer reported there is a lot of excitement and energy around this.

D. Follett – Discussion of proposed process

Contract is upcoming and we want to continue evaluation of the relationship. It was noted this contract is for ALL campuses. It was recommended perhaps some best practices be given consideration and perhaps do a comparison of what other institutions are doing. It was inquired when our contract with them is concluding. This will have a major impact on the discussion. We'll try to get that information about the contract date to everyone before the next meeting. **Update:** Goos reported that the current contract ends June 30, 2028.

E. General Education Common Core

KBOR has voted to approve the general education common core requirements. This is concerning to many and feels like a surprise. Most had believed this would be something K-State could incorporate, but to some, it does not feel that way. There was uncertainty what, if any, space there is for shared governance at this point. Some examples and perspectives were shared from Engineering. There were also questions about K-State 8 in relation to this. Interim Associate Provost, Tanya González, had already indicated her willingness to Bennett and Kliwer to attend a meeting in the near future.

**Update:** She will attend on September 20<sup>th</sup>.

F. Changing course components – can any of these be expedited? (see excerpt from 11/02/21 minutes)

- *There was a question about the change to components, such as in LEAD 212, and whether these can be expedited or should they continue to be standard proposals. When the component definitions changed a couple years ago, in 2019, AAC had wanted to have these remain in the standard routing process. However, since that time, has the opinion of this body changed. What are everyone's thoughts? There was conversation about this, and it will be a future agenda item. However, for this particular course (LEAD 212) it seemed agreeable to leave it as expedited. No other discussion.*

Some time ago, CAPP updated the definitions of course components and AAC approved of those. However, there has still be some uncertainty about which of those components can be changed via the expedited process and which ones must still be submitted through standard routing. The example above was shared from a meeting of AAC last year. Also, it was noted that a course today, that was on the expedited workflow, had a primary component change. This was approved. Currently, there is no direction provided in the ARN on these and therefore, the Curriculog forms do not separate any out for a certain workflow. It is recommended this body determine if all can go through as expedited or if there are ones that should be standard. Members were encouraged to give this some consideration.

12. Committee Reports – as available

A. ARPS (Academic Records, Processes and Systems Committee) - *new representative needed*

No one is in place yet. The committee meets the second Wednesday of the month from 9:30-10:30.

B. CAPP (Committee on Academic Policies and Procedures) - *new representative needed*

Kliwer will serve in the main role and Bennett will also attend as available. Bennett reported from the last meeting that CAPP is discussing the “20 of the last 30 hours,” related to the University Handbook, Section F121. For further detail, see the May minutes of CAPP: <https://www.k-state.edu/capp/2021-22/may.html>.

C. Curriculog Team – No report at this time

D. Library – *AAC representative for this committee may need appointed*

A brief overview of this committee was shared. Becca Zecha was willing to attend this committee.

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

A. Updates to ARN over the summer

The ARN policies manual is owned/managed, if you will, by FS Academic Affairs. Different parts of it have been crafted by coordination by many others unit, such as Grad Council, Registrar's office and the like. It helps guide the committee and others as they review proposals. The updated manual was shared electronically with committee members. It incorporates what this body approved last year. If

there are any edits, please let Candace know. Otherwise, she will work with the Registrar's office to have this document updated on their websites.

B. KBOR Gen Ed Core - upcoming

As noted, Interim Vice Provost González will attend the meeting on Sept. 20<sup>th</sup> where this will be discussed in further detail.

14. The meeting was adjourned at 4:39 pm.

Next meeting: September 6, 2022, 3:30 pm; Zoom ID: 442 684 782