

MINUTES
Faculty Senate Academic Affairs
December 6, 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), DeAnn Presley (EXT), Drew Smith (TA), and Becca Zecha (GU)

Absent: Jeff Ebeck (SGA)

Proxies: Brandon Kliewer for Suzanne Bentley (Term Appt), Julia Keen for Steve Warren (EN)

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

Guests, visitors: Tanya González, Steven Locklear, and Kelli Witte

1. Kliewer called the meeting to order at 3:30 pm
2. The November 15, 2022 Academic Affairs minutes were approved as submitted.
3. CAPP – Proposed change to University Handbook, Section F121: Undergraduate Degree Requirements
 Kliewer deferred members to the attachment with the proposed change in language and inquired if there were any questions or feedback. This has been shared with committee members previous to this meeting. There was a question about catalog language versus what is in the handbook. There is a specific item in the undergraduate catalog that will be out of compliance with this, once approved, and that will be addressed, along with any other anomalies, once the Gen Ed Core is approved.

A motion was made by Bennett and seconded by Smith to approve the proposed changes. Motion carried.

4. Course Proposals:

To view full proposals, see the Curriculum Agenda: <https://kstate.curriculog.com/agenda:1853/form>

Business Administration	MANGT - 230 - Business Law I (<i>tabled at the last meeting</i>)
Technology & Aviation: Salina	AVM - 111 - Basic Aircraft Electricity AVM - 203 - Aircraft Environmental and Fire Protection Systems AVM - 205 - Aircraft Landing Gear and Fluid Power Systems AVM - 207 - Aircraft Electrical Systems AVM - 216 - Aircraft Propulsion Drive Systems AVM - 301 - Advanced Reciprocating Powerplant Technology AVM - 304 - Aircraft Fuel Management and Metering Systems AVM - 305 - Aircraft Avionics and Instrument Systems AVM - 306 - Rotary and Fixed Wing Aircraft Design and Assembly AVM - 322 - Powerplant Operation and Troubleshooting AVM - 402 - Gas Turbine Powerplant Technology COT - 301 - Six Sigma Analysis and Problem Solving I COT - 302 - Six Sigma Analysis and Problem Solving II PPIL - 310 - Fundamentals of Instruction/Advanced Ground Instructor Ground School PPIL - 311 - Certificated Flight Instructor-Airplane Ground School RA - 342 - Industrial Robotics Lab 2 RA - 343 - Industrial Robotics Lab 3 RA - 444 - Integrated Robotics Studio

A motion was made by Kliewer and seconded by Smith to approve the course proposals. There were various questions on the Technology & Aviation courses, related to co-reqs etc. These were responded to by our guest, Steven Locklear and committee representative, Senator Smith. No edits were made based on responses, however, one minor edit to COT 301 might be made contingent on follow up as to whether it should vary by section. Motion carried.

5. New Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1854/form>

Technology & Aviation: Salina	UAS Data Analytics Certificate
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A motion was made by Kliewer and seconded by Bennett to approve the new curriculum. Motion carried.

6. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1854/form>

Technology & Aviation: Salina	Aeronautical Technology BS - Aviation Management Option Aeronautical Technology BS--Aviation Maintenance Management Option Aeronautical Technology BS-Professional Aviation Aeronautical Technology BS--Professional Pilot Option Aeronautical Technology BS--Uncrewed Aircraft Systems Option Aviation Electronics Technology Certificate Aviation Maintenance (AAS) (AAVMN) Engineering Technology-Robotics and Automation Option (BETB-RA) Introduction to UAS Technology Certificate Uncrewed Aircraft Systems Minor (RUAS)
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A motion was made by Kliewer and seconded by Smith to approve the curriculum proposals. There was conversation about curriculum proposals moving forward with what appear to be general education requirements when the K-State Core proposal has not been approved yet. At this time, we do not want to delay internal approvals. Additionally, administration and faculty in this college are well aware they may have to revisit the curriculum and resubmit. However, they have also made assurances to industry and others that they would update these programs by Fall 2023. These also are not *new* degree programs and will therefore not go to KBOR. So they have the opportunity to come in line with the K-State Core in time for Fall 2024. Motion carried.

7. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1855/form>

Agriculture	Agricultural Education (B.S.) Agronomy (B.S.) - Precision Agriculture Option GRSC - 100 - Foundations in Grain Science and Industry GRSC - 312 - Introduction to Feed and Pet Food Processing
Arts and Sciences	Dance and the Human Experience GWSS - 380 - Global Struggles for Feminist, Queer, and Trans Justice Middle East Studies Minor PSYCH - 515 - Introduction to Psychology Applied to Work
Health and Human Sciences	FSHS - 500 - International Experience in Family Studies and Human Services
Leadership Studies	LEAD - 213 - Applied Leadership Skills

Technology & Aviation: Salina	Applied Business (AABA) (A.S.) Engineering Technology-Computer Systems Technology Option (BETB-CP) Engineering Technology-Digital Media Technology Option (BETB-DM) Engineering Technology-Web Development Technology Option (AETA-WD)
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A motion was made by Kliewer and seconded by Smith to approve the expedited proposals. Motion carried.

8. 22-23 Committee work

A. K-State General Education Core

i. Potential approval process for curriculum/courses changes once Core is approved

Bennett shared that the Executive committee has approved placement of the K-State Gen Ed Core proposal on the December 13th Faculty Senate meeting agenda for a first reading. Additionally, they approved a special Faculty Senate meeting to be held on January 24th that will be entirely devoted to the General Education proposal. Lastly, they approved having a motion on the December FS agenda that will help frame part of the January meeting. The motion is to require any amendments to the Core to be submitted, in writing, 15 calendar days prior to the January 24th FS meeting, which will be January 9th. This will allow time for review of the amendments prior to the January meeting. Caucus position statements, though not part of the motion, will be able to be sent out by Candace, along with the amendments, if they are provided 15 days in advance as well. It was noted Bennett and Kliewer have been sent multiple emails, and various documents, from caucus chairs, but also from individual caucus members, so it wasn't clear what was a personal opinion or a caucus position. Therefore, it is being asked that caucus **chairs** send their caucus statements to Candace so they can be sent out in advance as well. This is where things stand related to the current proposal. If a statement was sent previously, but it is still desired, it is being asked that those be submitted to Candace by the caucus chair.

Senators Bennett and Kliewer have worked to develop a routing process for course and curriculum proposals being submitted in relation to the K-State Core being approved. This will be a special routing process and if approved, will be in place from January 2023 through May 2024. The specialized routing is that these proposals can be expedited, even if they impact another unit. Therefore, they will skip the college faculty step and the full Faculty Senate meeting. However, it should be noted that if there are impacts to another college/school, communication will still need to be sent regarding the impact by the proposing college. One extra layer is that the associate dean for academic affairs in each college will be included in the routing. There is a caveat that if, while reviewing the proposal, the associate dean or the Academic Affairs committee believe the impact is significant enough, they can choose to route the proposal to the college faculty and/or the Faculty Senate for vote. This will be at their discretion and is not appealable. New curriculum and new courses will still need to go through standard routing. Bennett asked both for overall feedback from the committee and feedback specifically on the following pieces:

What justification should be provided for changing courses, numbering or otherwise?

There is more likely going to be down numbering of courses, but there could be a few requests for up numbering. Regarding justification for these changes, here were a few reasons that could apply: 1) if freshmen and/or sophomore students are generally taking these, 2) more importantly, explaining that the content is appropriate for general education, and 3) if it is a system-wide transfer course it may be a part of these changes.

Should academic associate deans be involved in this process?

The consensus was this is fine and appropriate and that way they are aware of the changes.

A separate question was related to the permissions or waiver process for courses to be in certain buckets. This will occur outside of the normal routing process because those courses would be ones already approved through the normal course approval process of Faculty Senate. González shared that they hope to get a Curriculog form developed for this permissions process, but as discussed, it will not need to come through the regular approval and routing procedures. Right now, these additional permissions do not need included within the process described here. It's basically going to be more of a two-step process.

After discussion of this proposed process and a minor edit made, committee members were comfortable with this set of procedures moving forward. A motion was made by Bennett and seconded by Kliewer to approve this proposal. Motion carried.

In advance of this meeting Bennett visited with FS President Saucier and it was the consensus that if this was approved today, because it is directly related to the Gen Ed proposal, it can be included with the package of Gen Ed items for the January 10th Exec agenda in order to be placed on the January 24th FS meeting agenda.

B. Undergraduate Post Bacc minors in general – (*should these continue*)

C. Interdisciplinary program Policy review

D. Follett – Discussion of proposed process

E. Micro-credentialing

Bennett shared a brief update on how things are going. One issue they have discovered is that it would be easy for five or six units to offer microcredentials on data analytics, for example. They are discussing how to organize these types of microcredentials so they can complement each other. The larger theme being how to handle situations where there are interdisciplinary microcredentials and even disciplinary microcredentials. Bennett hopes that more specific rules can be worked out yet in the spring.

F. Changing course components – which ones may be expedited? (in progress)

9. Committee Reports

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

Haven't met since November 9th. There were a lot of deadlines shared at that meeting, but they have passed already. There has also been quite a bit of turnover in the office of recruitment and admissions.

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

i. CAPP voted to retire ARPS once a new alternative method of communication is in place. No timeframe has been given, but this will move forward when appropriate.

ii. CAPP was updated on Gen Ed; There were concerns/questions about the proposed process to determine which courses could be added in the various buckets. The current Gen Ed proposal includes a process that addresses concerns that were raised at that time. Kliewer noted that he and Bennett have been overwhelmed by the university's interest in this work. He shared with committee members that it will be very helpful for them to work with their caucuses to get a clear statement and clear amendments and as much as possible to have a unified voice in their approach. This will help us be more successful as a committee and help the process go more smoothly overall.

C. Curriculog Team

No update right now.

D. Library – Zecha

There have been a few meetings since our last update. The key points are assisting the university/Dean Mocnik on their strategic plan and the priorities for the library moving forward. The next meeting in January will provide a more definitive list to work from and update this committee with.

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

There was excitement about the Big 12 championship and hope that this will bring lots of good, positive attention to our university.

There was one follow-up question on the K-State Core proposal, related to the course list of what is in each bucket. The proposal moving forward to Faculty Senate does have these hyperlinked, but in short, what is being proposed is to have what the regents have said needs to be approved. Bennett will also try to make this clear when he explains things. The course list was causing more questions and felt to be causing more trouble than it was worth, so it has been removed from the main document. All the one and two hundred level courses in all the indicated disciplines are automatically approved, along with all the system-wide transfer courses. Those courses will not need to go through the process of being approved by the general education council. The hope is to get a General Education Council up and functioning with disciplinary groups relatively quickly and then we can start putting in more things.

11. The meeting adjourned at 4:34.

Next meeting: December 20, 2022, 3:30 pm; Zoom ID: 442 684 782