

MINUTES
Faculty Senate Academic Affairs
March 7, 2023, 3:30 pm
ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>

Present: Roger Adams (LIB), Andy Bennett (AS-Co-Chair), Teresa Douthit (Ag), Kim Hiller (HHS), Terry Mason (BA), Sujatha Prakash (Term Appt), DeAnn Presley (EXT), Drew Smith (TA), Steve Warren (EN), and Becca Zecha (GU)

Absent: Jeff Ebeck (SGA), Michael McGlynn (APD)

Proxies: Andy Bennett for Nicky Cassel (VM) and Brandon Kliewer (ED-Co-Chair)

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

Guests and/or visitors: Brad Cunningham, Gayle Doll, Juan Pineda Gomez, Tanya Gonzalez, Jami Higdon, Cliff Hight, Justin Kastner, Melody LeHew, Grace Liang, Eve McCulloch, Lisa Melander, Colby Moorberg, Tareque Nasser, Jessica Oshnock, Greg Paul, Charlotte Self, Aaron Stroot, La Barbara Wigfall

1. Bennett called the meeting to order at 3:30 pm and various introductions were made. Sujatha Prakash is our new member, replacing Suzanne Bentley for the Term Appointment caucus. Bennett had guests and visitors introduce themselves.
2. Joint meeting with Faculty Affairs
 - A. Proposed overall changes to University Handbook, Section F
Bennett reminded all this is a joint meeting to discuss the overall changes to Section F of the University Handbook. He turned things over to Brad Cunningham, Co-Chair of Faculty Affairs, to lead the discussion.

Cunningham raised a couple of questions brought forward from Faculty Affairs members. There was a question about course numbering and the details included as listed on page five in Section F51. Brundage responded that this is directly from the KBOR policy manual and even though there are several moving parts right now trying to bring things into compliance, this policy needs to be in alignment with theirs. There were additional questions regarding F52-F61. There was a broader conversation about things that may need to change in the future, however, at this point, the task for this section was to bring it in line with current policy. Those portions weren't really edited, there were just some minor tweaks. Again, this may likely need to be a larger conversation.

Another question was raised related to F10. The phrasing "properly registered" was inquired about. The intent is not to kick a student out in the first week if they're sitting in and on a waitlist, etc., however, the messaging needs to be clear that a student does need registered. Legally the first sentence in that portion needs to be removed. Goos added that if something were to happen, they need to be aware who is in the class, so this is a safety issue as well. Brundage indicated once this passes Senate, they will work to be sure the messaging matches with perhaps some FAQs or something else on their website. In line with this, those auditing a course are discussed in F66, but it seems this portion is in direct conflict with F10. It was noted more detailed changes need made to this section in the future. The conflict has been in existence between F10 and F66, and because it will impact other processes and pieces, even within this section, it needs to be a separate, more detailed, conversation down the road.

Most of these changes are either edits to names on campus or bringing language up to date with current policy.

There was a comment that some minor edits were made to this document by the UH&P committee at their meeting before this one (editorial changes, not changes to substance) and those will be

incorporated into the document as it moves forward to Faculty Senate for full approval and then placed in the online handbook. There were a couple typos that will be corrected as well.

A motion was made by Cunningham to approve the proposal and it was seconded by Wigfall. Motion carried. This will on the March 28th FS Exec committee for approval to be placed on the April Faculty Senate meeting agenda. All were thanked for their time and attention to this.

3. The February 21, 2023, Academic Affairs minutes were approved as submitted.

4. New Business:

A. Proposed update to Undergraduate Catalog – Kelley Brundage

Brundage shared this document with members. It is a portion of the catalog that needs revised to be compliant with the K-State Core, once that goes into effect in Fall 2024. It removes language referencing common degree requirements in the Undergraduate Catalog. It was believed that somewhere in the past, this had been approved by Faculty Senate. Therefore, the request in that Faculty Senate approve the removal of it.

A motion was made by Bennett and seconded by Douthit to approve this proposed change. Motion carried.

B. Memo of guidance related to K-State Core (up/down numbering, curriculum, K-State 8 tags)

Bennett noted that he and Co-Chair Kliever will work on a memo to share out to the courseandcurric listserv after the next AAC meeting on April 4th. Even though the work is already well underway, there still have been many questions and this may provide some clarity and something to reference back to if there are questions. The consensus was this is a good idea.

Bennett noted he has received a few questions about units wanting to have dual listed courses at the 100/300 levels. He wanted to get feedback on this. Members discussed this but wanted a little more time with this.

5. Course Proposals:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1937/form>

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| Business Administration | <p>MANGT - 220 - Principles of Management</p> <p>MANGT - 491 - International Management Experience</p> <p>MIS - 411 - Business Programming Applications</p> <p>MIS - 422 - Business Database and SQL</p> <p>MIS - 433 - ERP Project Planning and Implementation</p> <p>MIS - 444 - Business Networks and Security</p> <p>MIS - 496 - Special Topics in MIS and Data Analytics</p> <p>MIS - 555 - Cloud Computing with Business Programming Applications</p> <p>MIS - 566 - Systems Analysis and Design</p> |
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A motion was made by Douthit and seconded by Zecha to approve the course proposals. Motion carried.

6. New Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1938/form>

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| Business Administration | Management Information Systems (Minor) <i>(request from college to table for right now)</i> |
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This proposal will be on a future agenda. No discussion or action was taken.

7. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1938/form>

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|-------------------------|---|
| Business Administration | Data Analytics Certificate Management Information Systems (B.S.) |
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A motion was made by Smith and seconded by Douthit to approve the curriculum proposals. Motion carried.

8. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1939/form>

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| Agriculture | FDSCI - 430 - Food Products Evaluation |
| Arts and Sciences | Advertising & Public Relations B.A./B.S. CHM - 200 - Frontiers in Chemistry CRIM - 261 - Criminal Justice Systems MUSIC - 511 - Music in the Schools, PK-6 SOCIO - 260 - Social Problems |
| Engineering | ME - 535 - Measurement and Instrumentation Laboratory |
| Health and Human Sciences | FASH - 265 - Textiles Fashion Studies Minor |
| Technology & Aviation: Salina | PAV - 101 - Private Pilot PAV - 102 - Instrument Pilot PAV - 201 - Commercial Pilot |
| Veterinary Medicine | VCS - 874 - Ethics and Jurisprudence VCS - 876 - Applied Large Animal Clinical Skills VCS - 882 - Equine Medicine |

A motion was made by Smith and seconded by Prakash. Motion carried. All were reminded these are primarily internal to a unit and more minor in nature.

9. 22-23 Committee work

A. K-State General Education Core

Bennett shared at the first Tuesday meeting this morning it was noted the Registrar is working on Curriculog forms to have them prepared for changes coming in fall. This is a heavy lift and we're grateful for the efforts of the Registrar's team.

Additionally, the disciplinary committees for the General Education Council have almost been formed and once that is done, the council will begin processing requests for courses to be added to buckets 4, 5, and 6.

B. Micro-credentialing

Bennett presented an updated policy. This was discussed among committee members. All the units in the proposed document have faculty members. Also, there was an inquiry about how ones will be documented that are on a term approval. This is not outlined yet, so that would have to be determined. Members were not comfortable voting on it today since just seeing it, but it will be sent out via email again later this week and a vote will occur in time to have it, hopefully, on the March 28th Executive Committee meeting.

Micro-credentials proposed as term would be approved by the current temporary approval process, however, if a micro-credential wishes to be permanent, it will need approval from the assessment office and Faculty Senate.

No tracking mechanisms are built so if this is something, we would need further discussion.

No further discussion on the items below at this time.

- C. Undergraduate Post Bacc minors in general – should these continue
- D. Interdisciplinary program Policy review
- E. Follett – Discussion of proposed process
- F. Changing course components – which ones may be expedited?

10. Committee Reports (next meeting)

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

12. The meeting was adjourned at 4:45 pm.

Next meeting: After discussion, it was determined an electronic agenda could be created for approval on the micro-credential policy as well as expedited changes, but no physical/online meeting will be held. If there are expedited proposals that end up having questions, they can be moved to the April 4th meeting.