Present: Grant Alford (APD), Andy Bennett (AS-Co-Chair), Hansin Bilgili (BA), Jessica Binckley (SGA), Nicky Cassell (VM), Deborah Kohl (EXT), Joann Kouba (Ag), Kim Hiller (HHS), Shane Lyon (VM alternate), Laurel Moody (GU), Sujatha Prakash (Term Appt), and Drew Smith (TA)
Proxies: Andy Bennett for Elizabeth Berney (LIB) and Steve Warren (EN)
Absent: Brandon Kliewer (ED-Co-Chair)
Nonvoting liaisons: none were present.
Guests and/or visitors: Travis Balthazor, Virginia Brunner-Livingston, Scott Tanona, Jill Parker, Anthony Warnick, and Kelli Witte

1. Bennett called the meeting to order at 3:30 pm.

2. The October 17, 2023 Academic Affairs minutes were approved as submitted.

3. Course Proposals:
    To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:2145/form

    | Arts and Sciences | ART - 111 - Photography, Civil Rights, Art and the Environment |
    | | ART - 112 - Professional Practices in the Arts |
    | Education | EDCI - 515 - Educational Policy |
    | Veterinary Medicine | VCS - 909 - Urgent Care |

    A motion was made by Kouba and seconded by Alford to approve. A couple comments were made about the syllabus attached in EDCI 515 being for a 700 level course and not perhaps accurate. A note was placed in Curriculog; however, since FS AAC doesn't vote on the syllabus, it was left alone. It was considered that perhaps this course was being made into a regular course from a topics course and that's why it was in there. Motion carried.

4. Program Requirements Proposal(s): *Not available in Curriculog*.

    | Arts and Sciences | Program requirements – please see the approved document and condensed version: |
    | | A&S college requirements proposal amended 2023.10.25.docx |
    | | A&S college requirements proposal CONDENSED VERSION 2023.10.03.docx |

    A motion was made by Prakash and seconded by Smith to approve the above program requirements proposal from the College of Arts and Sciences. This proposal cannot be found in Curriculog. Bennett explained the rationale for this proposal. Arts and Sciences has worked to be sure departments picked compatible requirements that work for each other. They are proposing, for all degree programs, an orientation and three overlays (ethical reasoning, US multicultural, and global perspectives). Scott Tanona, associate dean, was present and provided a brief overview and answered questions. These changes will be incorporated into upcoming curriculum changes from each of their departments, but

it was desired to make sure this body was aware of and approved of these prior to putting them into multiple proposals. Motion carried.

5. K-State Core Only Curriculum Proposal(s):
   To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:2146/form

Health and Human Sciences	Personal Financial Planning (BS)
Technology & Aviation (Salina)	Aeronautical Technology - Aviation Maintenance Management (BATN-AM) Aeronautical Technology - Aviation Management (BATN-MG) Aeronautical Technology - Aviation Management (online - BATN-MGX) Aeronautical Technology Professional Pilot (BATN-PP) Engineering Technology - Computer Systems Technology (BETB-CP) Engineering Technology - Electronic & Computer (BETB-EC) Engineering Technology - Machine Learning and Autonomous Systems (BETB-MA) Engineering Technology - Mechanical Engineering Technology (BETB-MT) Engineering Technology Digital Media (BETB-DM)

A motion was made by Smith and seconded by Prakash to approve the above proposals. There was some discussion about catalog descriptions for curriculum proposals. There is such a variety of how these are laid out. It was agreed there is definitely variation on these, but at this time there is no specific direction about what must be included. It was suggested that consideration perhaps be given to at least a unit itself have similar descriptions for their programs. There was consensus on that suggestion. Motion carried. It was also noted that these proposals will be considered expedited, even though they're set up in Curriculog to go through the standard process. Candace will go through each of these and approve them through the last two FS steps and see if it's possible to have the form workflow modified.

6. Expedited Proposals approved by colleges/Grad Council:
   To view full proposals, see the Curriculog Agenda: https://kstate.curriculog.com/agenda:2147/form

Architecture, Planning and Design	IAID 430 – Visual Communication I IAID 431 – Visual Communication II IARC 307 – IARC Design Studio I INDD 320 – INDD Design Studio II INDD 325 – Human Factors in Industrial Design LAR 050 – Travel: Major City 2 LAR 352 – Landscape Performance Lab
Arts and Sciences	BIOL - 221 - Organismic Biology BIOL - 255 - General Microbiology BIOL - 263 - Ecology of Environmental Problems GWSS - 405 - Resistance and Movements for Social Change GWSS - 450 - The Stories of a Young Girl GWSS - 550 - Gender and Popular Culture GWSS - 560 - Intersections of Violence & Resistance MUSIC - 362 - Aural Skills Proficiency
Business Administration	ACCTG - 442 - Auditing I GENBA - 110 - Business Foundations
~~Engineering~~	~~Computer Science Certificate~~
Health and Human Sciences	PFP - 468 - Professional Practice Management in PFP Kansas Insurance Certificate (Undergraduate Certificate)

	Personal Financial Planning Minor
Technology and Aviation (Salina)	RA - 305 - Robotics Programming
	RA - 357 - Machine Vision
	RA - 385 - Advanced Programmable Logic Controllers
	UAS - 312 - UAS Flight Instructor Ground School
	UAS - 314 - Multi-rotor Instructor Flight Lab
	UAS - 387 - UAS Safety Applications
	Applied Business (AS)
	Applied Business (Minor)
	Applied Manufacturing (Certificate)
	Aviation Electronics Technology (Certificate)
	Aviation Maintenance (AAS)
	Aviation Safety (Minor)
	Composite Repair (Certificate)
	Digital Media User Experience (UX) Design (Certificate)
	Engineering Technology Robotics and Automation (BETB-RA)
	Engineering Technology-Electronic and Computer Engineering Technology Option (AETA-EC)
	Engineering Technology-Mechanical Engineering Technology Option (AETA-MT)
	Engineering Technology-Web Development Technology Option (AETA-WD)
	Front-end Web Development (Certificate)
	Introduction to UAS Technology (Certificate)
	STEM Foundations (Minor)
	Uncrewed Aircraft Systems (Minor)
	Uncrewed Aircraft Systems, (BATN-AS)

A motion was made by Smith and seconded by Prakash to approve the expedited proposals, except for the Computer Science Certificate. It was requested by Engineering to hold the proposal until the next meeting so they could be certain of the projected term they want it offered for. There were a couple of the Salina proposals that had some grammatical errors that are being fixed, but otherwise good. Motion carried.

7. New Microcredential programs – *informational*

Education	Professional Conference Mastery (microcredential): https://kstate.curriculog.com/proposal:10493/form

Bennett shared this microcredential was approved via the appropriate channels. He also shared there will soon be ones coming soon where we will be getting other microcredentials that are not just informational. Ones that are a term request require limited approval. However, ones that are to be permanent will go through standard routing. A comment was made that there were some typos in the SLOs of this current informational one. We'll see if those can be fixed.

8. Committee work and any updates
   A. Micro-credentialing – University Handbook language
      Senator Bennett shared that work continues on the handbook language for this and there will be something to share with this committee in the future. An issue that has been raised is that the form from global campus seems to allow for a 2-hour microcredential. However, this hasn't yet been addressed. It was also noted that an announcement was made in a recent First Tuesday meeting about a guidebook for how to propose a microcredential and utilize one.
   B. Undergraduate Post Bacc minors in general – future of these

Binckley and Paige Vulgamore, SGA Academic Affairs director, have been delving into research on this topic. They have obtained the necessary information from the Registrar's office and also met with Provost Taber, Tanya Gonzalez, and Karen Goos to get their feedback. Next, they will meet with two departments on campus who house the more popular post bacc minors to get their feedback. After brief discussion about the expectation from this work, she reported she will likely be able to share a recommendation for this committee in an upcoming meeting.

9. Committee Reports
   A. CAPP – Kliewer (*next meeting*)
   B. Curriculog Team – no report
   C. Library – Alford
      Senator Alford shared at their last meeting they were given a tour of the Sunderland Innovation lab in Hale Library. It is beautifully designed, and they are open to exploring new opportunities to use it.

10. New Business
    A. Bennett shared with the committee that he was sent a posthumous degree request earlier today and though it is not normal to place it this quickly on the agenda, it was inquired if possible to approve. It was determined the committee was willing to discuss and vote on it today. A motion was made by Smith and seconded by Prakash to approve this posthumous degree request for Kristin Hochard, Master of Science in Applied Biosciences, for Spring 2024. Motion carried. It was also noted by committee members that there are advantages to acting on this more quickly, for the family's benefit. This will still be on the December FS agenda for final approval, and the college is aware of this.

11. Announcements and/or for the good of the University
    A. November 21st meeting – cancel?
       Committee members discussed the meeting during that week and were willing to meet. However, after conversation a motion was made and seconded to meet at 10 am, rather than 3:30 pm that day to allow ones to leave earlier if desired. Motion carried.
    B. December 5th meeting start time? This start time will remain the same since the meeting on the 21st is being held.
    C. Though there was not an official Curriculog Team report, Candace shared some tidbits with committee members regarding review of curriculum proposals and the best practice of who to reach out to if there is a question on a proposal. She also noted that information had been shared some time ago regarding catalog deadlines, but the spring option had still been an option in the forms until this year. Starting with this year's forms, a spring projected term for changes to curriculum is no longer offered. Changes to curriculum are accepted only for fall implementation. However, new programs are still allowed for a spring start date if they meet appropriate approval deadlines.

12. The meeting was adjourned at approximately 4:35 pm.

Next meeting: November 21, 2023, **10 am**; Zoom: https://ksu.zoom.us/j/442684782