Minutes of the Graduate Council  
December 7, 2010 - 3:30 p.m.  
Pending Graduate Council Approval, March 1, 2011


Members Absent: B. Harris, M. Daniels, S. Eckels, L. Hoag, T. Keane, J. Kozar, K. Kramer, T. Melgarejo, S. Siepl-Coates, E. Titgemeyer,

Graduate School: K. Lease, C. Shanklin, S. Schlender, A. Umscheid

1. Opening remarks
   Spring Graduate Student Orientation has been scheduled for January 12, 2011. A draft agenda was attached for the council’s information. Currently 13 students have registered for the orientation and Dean Shanklin requested the faculty to encourage their new graduate students to attend.

2. Minutes of the November 2, 2010 meeting were approved as presented.

3. Graduate School Actions and Announcements
   The following appointments for non-graduate faculty to teach graduate courses (emergency approval) and graduate faculty memberships were approved by the Dean of the Graduate School.

   **Non-Graduate Faculty to Teach Graduate Courses (emergency approval)**
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
<th>Date approved by Graduate School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melia T. Young</td>
<td>GRA</td>
<td>Political Science</td>
<td>11/23/10</td>
</tr>
</tbody>
</table>

   Role: Only undergraduate students will be able to enroll in POLSC 626

   **Membership**
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
<th>Date approved by Graduate School</th>
</tr>
</thead>
<tbody>
<tr>
<td>R. Nazarinia Roy</td>
<td>Assistant Professor</td>
<td>Family Studies &amp; Human Services</td>
<td>10/11/10</td>
</tr>
<tr>
<td>Timothy de Noble</td>
<td>Professor/Dean</td>
<td>Architecture</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Daniel Hoyt</td>
<td>Assistant Professor</td>
<td>English</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Joe Sutliff Sanders</td>
<td>Assistant Professor</td>
<td>English</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Katie Marie Heinrich</td>
<td>Assistant Professor</td>
<td>Kinesiology</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Melinda Markham</td>
<td>Assistant Professor</td>
<td>Family Studies &amp; Human Services</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Huston Gibson</td>
<td>Assistant Professor</td>
<td>Landscape Architecture/Regional</td>
<td>10/26/10</td>
</tr>
<tr>
<td>Jessica Canfield</td>
<td>Assistant Professor</td>
<td>Landscape Architecture/ Regional</td>
<td>10/26/10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>and Community Planning</td>
<td></td>
</tr>
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4. Academic Affairs Committee – Mark Linville, Chair
On behalf of the Academic Affairs Committee, Mark Linville, chair, proposed to approve the following faculty member for graduate faculty associate. The motion passed.

Graduate Faculty Associate

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qi (Luke) Zhang</td>
<td>Instructor</td>
<td>Political Science</td>
</tr>
<tr>
<td>Role:</td>
<td></td>
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</tbody>
</table>

On behalf of the Academic Affairs Committee, Mark Linville, chair, proposed to approve the following faculty members for graduate faculty membership only and certification only. The motion passed.

Membership

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dukno Yoon</td>
<td>Visiting Assistant Professor</td>
<td>Art</td>
</tr>
<tr>
<td>Della Ruth Perez</td>
<td>Assistant Professor</td>
<td>Curriculum &amp; Instruction</td>
</tr>
<tr>
<td>Katherine Sprott</td>
<td>Assistant Professor</td>
<td>Curriculum &amp; Instruction</td>
</tr>
</tbody>
</table>

Certification

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joyce Baptist</td>
<td>Assistant Professor</td>
<td>Family Studies &amp; Human Services</td>
</tr>
<tr>
<td>Jared Anderson</td>
<td>Assistant Professor</td>
<td>Family Studies &amp; Human Services</td>
</tr>
<tr>
<td>David Allen</td>
<td>Associate Professor</td>
<td>Curriculum &amp; Instruction</td>
</tr>
<tr>
<td>Shannon Washburn</td>
<td>Associate Professor</td>
<td>Curriculum &amp; Instruction</td>
</tr>
<tr>
<td>Bradley Burenheide</td>
<td>Assistant Professor</td>
<td>Curriculum &amp; Instruction</td>
</tr>
</tbody>
</table>

5. Course and curriculum issues
On behalf of the Academic Affairs Committee, Mark Linville, chair, proposed to approve the following course changes and additions. The motion passed.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Change term offering from:</th>
<th>Change term offering to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHS 675</td>
<td>Field Study in Family Economics</td>
<td>Fall, Spring</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>FSHS 711</td>
<td>Foundations of Youth Development</td>
<td>Fall</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>FSHS 725</td>
<td>Augmentative and Alternative Communication</td>
<td>Spring</td>
<td>Summer</td>
</tr>
<tr>
<td>FSHS752</td>
<td>Culture and Conflict</td>
<td>Spring</td>
<td>Fall</td>
</tr>
<tr>
<td>FSHS 754</td>
<td>Organizational Conflict</td>
<td>Summer</td>
<td>Spring</td>
</tr>
<tr>
<td>FSHS 756</td>
<td>Financial Counseling</td>
<td>Summer</td>
<td>Fall</td>
</tr>
<tr>
<td>FSHS 758</td>
<td>Housing/Real Estate</td>
<td>Fall</td>
<td>Fall, Summer</td>
</tr>
<tr>
<td>FSHS 760</td>
<td>Families, Employment Benefits,</td>
<td>Fall</td>
<td>Fall, Summer</td>
</tr>
<tr>
<td>Course Number</td>
<td>Course Title</td>
<td>Change term offering from:</td>
<td>Change term offering to:</td>
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<tr>
<td>---------------</td>
<td>--------------------------------------------------</td>
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<td>--------------------------</td>
</tr>
<tr>
<td>HN 735</td>
<td>Advanced Energy Balance</td>
<td>I</td>
<td>II, in even years</td>
</tr>
<tr>
<td>HN 810</td>
<td>Adv Macronutrient Metabolism</td>
<td>II</td>
<td>I, in even years</td>
</tr>
<tr>
<td>HN 812</td>
<td>Adv Micronutrient Metabolism</td>
<td>I, in even years</td>
<td>II, in odd years</td>
</tr>
<tr>
<td>HN 820</td>
<td>Functional Foods for Chronic Disease Prevention</td>
<td>I</td>
<td>II, in even years</td>
</tr>
<tr>
<td>HN 831</td>
<td>Descriptive Sensory Analysis</td>
<td>II, in even years</td>
<td>II, in odd years</td>
</tr>
<tr>
<td>HN 844</td>
<td>Nutritional Epidemiology</td>
<td>On sufficient demand</td>
<td>II, in odd years</td>
</tr>
</tbody>
</table>

**Rationale:** “Term Offered” information in course catalog does not match current practice. Requested changes will provide accurate information about course offerings. **Effective term for requested action: Term Spring Year 2011**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit(s)</th>
<th>Prerequisites/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>HN 911</td>
<td>Advanced Nutrition: Contemporary Issues</td>
<td>(1-3)</td>
<td>Contemporary concerns in health and disease from an advanced nutrition perspective.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Requisites:</strong> Prerequisite: HN 810</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>When Offered: Other (on sufficient demand)</td>
</tr>
<tr>
<td>HN 911</td>
<td>Advanced Nutrition Topics: Contemporary Issues</td>
<td>(1-3)</td>
<td>Contemporary concerns in health and disease from an advanced nutrition perspective.</td>
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<td></td>
<td></td>
<td></td>
<td><strong>Note:</strong> May be taken more than once for credit for different topics.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Requisites:</strong> Prerequisite: HN 810 or instructor consent</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>When Offered: Other (on sufficient demand)</td>
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<td></td>
<td><strong>Rationale:</strong> HN911 has always been an advanced current topics course. However, the word topics needs to be included in the title so that transcript title can be changed to reflect the specific topic/content covered. In addition, the course needs to specifically state that the students can take the course more than once for credit for different topics. <strong>Effective term for requested action:</strong> Term Spring Year 2011</td>
</tr>
<tr>
<td>ARE 725</td>
<td>Cold-Formed Steel Design</td>
<td>Variable</td>
<td>Principles of behavior, design, fabrication, and construction of cold-formed steel structures. <strong>Note:</strong> Two or three hours recitation a week. <strong>Requisites:</strong> Prerequisite: ARE 524 or CNS 524 or CE 542. When Offered: On sufficient demand.</td>
</tr>
<tr>
<td>ARE 725</td>
<td>Cold-Formed Steel Design</td>
<td>3</td>
<td>Principles of behavior, design, fabrication, and construction of cold-formed steel structures. <strong>Note:</strong> Two or three hours recitation a week. <strong>Requisites:</strong> Prerequisite: ARE 524 or CNS 524 or CE 542. When Offered: On sufficient demand. <strong>Rationale:</strong> Change from variable credit to 3 credit hours since this course will only be offered for 3 credit hours. <strong>Effective:</strong> Spring 2011</td>
</tr>
<tr>
<td>ARE 780</td>
<td>Advanced Structural Topics</td>
<td>3</td>
<td>Continuation of Steel Structures and Reinforced Concrete Structures with special emphasis on the complete problem of the structure as a whole. <strong>Note:</strong> Three hours recitation a week. <strong>Requisites:</strong> Prerequisite: ARE 524 and ARE 528. When Offered: Spring</td>
</tr>
<tr>
<td>ARE 780</td>
<td>Building Seismic Design</td>
<td>3</td>
<td>Continuation of ARE 524 and ARE 528 with special emphasis on seismic design as applied to a complete structure. <strong>Note:</strong> Three hours recitation a week. <strong>Requisites:</strong> Prerequisite: ARE 524 and ARE 528. When offered: On sufficient demand. <strong>Rationale:</strong> Change course title and course description to better reflect topics taught. <strong>Effective:</strong> Spring 2011</td>
</tr>
<tr>
<td>ECON 631</td>
<td>Principles of Transportation</td>
<td>(3)</td>
<td>Examines the transportation market from the shippers’ point of view by examining the impact of transportation on business firm decisions such as location, markets, and prices. Also covers the costs, prices, and service characteristics of railroads, motor carriers, water carriers, oil pipelines and airlines. The role and impact of government in the transportation market is examined from both a promotion and regulation perspective. <strong>Pr.:</strong> ECON 120 or AGEC 120.</td>
</tr>
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</tr>
<tr>
<td>COURSE</td>
<td>TITLE</td>
<td>Credits</td>
<td>Prerequisites</td>
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</tr>
<tr>
<td>MUSIC 858</td>
<td>Advanced Choral Conducting</td>
<td>2</td>
<td>I, II, S</td>
</tr>
<tr>
<td>MUSIC 859</td>
<td>Advanced Instrumental Conducting</td>
<td>2</td>
<td>I, II, S</td>
</tr>
<tr>
<td>POLSC 641</td>
<td>Global Security Threats</td>
<td>3</td>
<td>I, II</td>
</tr>
<tr>
<td>POLSC 540</td>
<td>Global Security Threats</td>
<td>3</td>
<td>I, II</td>
</tr>
<tr>
<td><strong>POLSC 649 - International Defense Strategies.</strong> (3)</td>
<td><strong>POLSC 549 - International Defense Strategies.</strong> (3)</td>
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<tr>
<td>I. Contemporary international strategies and defense policies with emphasis on nuclear, conventional, and guerilla war, arms control and disarmament, diplomatic and political roles of the military. Pr.: POLSC 333, 541, or junior standing.</td>
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<td></td>
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</tr>
<tr>
<td><strong>Rationale:</strong> We would prefer this course not count for graduate credit for graduate students within our department. By moving the course number down to the 500s, POLSC graduate students cannot include this course on their program of study for graduate credit. Repositioning 649 to 549 also continues to allow our undergraduate students to receive upper division undergraduate credit for the course and it allows graduate students outside of POLSC to continue to take the course for graduate credit. With the development of the new interdisciplinary Security Studies program, more suitable graduate level courses/seminars (at the 700 and 800 level) are now available for POLSC MA and MPA students to take in the international relations subfield. Impact: None. Undergraduates outside of the POLSC major still receive upper level undergraduate credit for the course. Graduate students in other fields of study (ie, not seeking POLSC graduate degrees) can also continue to take the course for graduate credit. Effective Date: Spring 2011</td>
<td><strong>Rationale:</strong> Changing the course prerequisite to junior standing will prevent students with less than 60 hours from taking this 600-level course. Course content is targeted to students at the junior level or higher. This change will also make course prerequisites consistent for all of our species production classes. Changing the course offering from spring to fall will make the catalog copy accurately reflect when the class is being taught. Effective Date: Fall 2011</td>
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</tbody>
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<table>
<thead>
<tr>
<th><strong>ASI 621. Dairy Cattle Management.</strong> (3)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>II. Integration of biologic and economic aspects of dairy production with dairy farm organization, planning, operation and analysis. Field trips, dairy farm analysis and case studies will be used to supplement lecture material. Two hours lec. and two hours lab a week.</td>
<td>II. Integration of biologic and economic aspects of dairy production with dairy farm organization, planning, operation and analysis. Field trips, dairy farm analysis and case studies will be used to supplement lecture material. Two hours lec. and two hours lab a week. Pr: Junior or senior standing.</td>
</tr>
<tr>
<td><strong>Rationale:</strong> Changing the course prerequisite to junior standing will prevent students with less than 60 hours from taking this 600-level course. Course content is targeted to students at the junior level or higher. This change will also make course prerequisites consistent for all of our species production classes. Changing the course offering from spring to fall will make the catalog copy accurately reflect when the class is being taught. Effective Date: Fall 2011</td>
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<thead>
<tr>
<th><strong>ASI 645. Poultry Management.</strong> (3)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>II, odd years. A detailed study of the production and management practices involved in commercial poultry and game bird enterprises. Two hours lec. and two hours lab a week.</td>
<td>II, odd years. A detailed study of the production and management practices involved in commercial poultry and game bird enterprises. Two hours lec. and two hours lab a week. Pr: Junior or senior standing.</td>
</tr>
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<td><strong>Rationale:</strong> Changing the course prerequisite to junior standing will prevent students with less than 60 hours from taking this 600-level course. Course content is targeted to students at the junior level or higher. This change will also make course prerequisites consistent for all of our species production classes. Effective Date: Fall 2011</td>
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</tr>
</tbody>
</table>
Expedited Drop Courses:

GRSC 710. Fundamentals of Grain Storage. (2) I. Study of the theory and practice of management of stored grain to maintain grain quality and maximize profits. Subjects include grain quality factors, physical properties of grain, grain masses, and grain storage structures, causes and management of deterioration in grain quality, and regulatory issues related to grain handling and storage. Rec. Pr.: GRSC 602 or 661.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 725. Feed Manufacturing Processes. (3) II. Study of the technical phases of formula feed manufacturing, equipment design and function, effect of processing and ingredients on nutritional acceptability of feeds and quality control. Two hours lec. and three hours lab a week. Rec. Pr.: MATH 100, MATH 150 and ASI 318. Students without the prerequisite must have the permission of the instructor.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 751. Air Handling in Grain Processing. (3) II. Emphasis is given to pneumatic conveying, exhaust systems, and air handling in the grain processing industry. Two hours lec. and three hours lab a week. Pr.: MATH 210 and PHYS 213.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 785. Advanced Flour and Feed Technology. (3) II. Design and use of exhaust systems, pneumatic conveying systems, bins and hoppers, and the practical applications of electrical interlocking, instrumentation, and microprocessors to automatic mill control. Also other subjects such as sound measurement and explosion detection and prevention are covered. Two hours lec. and three hours lab a week. Rec. Pr.: GRSC 730 or 750.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 786. Particle Technology for Grain Processing Industries. (3) I. Properties of cereals in particulate state, such as flour, starch, and feeds. Technology of particle size designation and particle statistics, particle size distributions, particle rheology, measurement methods, and size analysis. Three hours lec. a week. Rec. Pr.: STAT 325, GRSC 500, or graduate student status.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011
GRSC 805. Nutritional Properties of Cereals and Legumes. (3) II. Special emphasis is given to the nutritional properties of grains and legumes and their processed products. Rec. Pr.: BIOCH 521, GRSC 602 or concurrent enrollment.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 811. Principles of Food Analysis. (3) II. Principles of instrumentation and analysis, with emphasis on applications to quality control and research in the food industry. Rec. Pr.: CHM 271 or GRSC 505 and BIOCH 265.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 880. Advanced Processing Series: Breakfast Cereal Technology. (3) I, odd years. The breakfast cereal industry, from product development to production to marketing, with emphasis upon biochemical factors during processing this class of cereal grain based foods. Chemical and physical changes during processing and shelf life will be covered, including protein, starch, and lipid changes. Two hours of lec. and 1 activity session per week. Rec. Pr.: GRSC 602.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

GRSC 885. Advanced Processing Series: Pasta and Noodle Technology. (3) I, even years. The alimentary pasta industry, from product development to production to marketing, with emphasis upon the changes occurring to the starch, protein, and lipids during processing of these cereal grain based foods. The unit operations involved in converting raw materials to product on the shelf will be covered, including milling, blending, forming, and drying, as well as instant pasta and noodle technology. Two hours of lec. and 1 activity session per week. Rec. Pr.: GRSC 602.

Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011


Rationale: This course has not been taught for several years and needs to be removed from the catalog of course offerings in the department until such time as a need occurs and faculty is available to teach the course.
Effective Date: Spring 2011

Non-Expedited New Courses:
ARE 712. Energy Modeling Lab. (1) II. Study of current building energy sources and trends, basic engineering economics applied to building energy use, energy calculations for building systems, and software-based whole building energy simulation using eQUEST. Rec. PR.: ARE 533 and ARE 540

Rationale: This course has been offered under a topics course format for three years. This process will formalize the course offerings and numbers.
Effective Date: Fall 2011

BAE 642. Fundamentals of Conversion of Biorenewable Resources. (3) Offered upon sufficient demand. An introduction to the conversion of biorenewable resources into biobased products and biofuels. Colisted with CHE 642. Note: Three hours of recitation a week. Rec. Pr.: Graduate standing or consent of instructor.

Rationale: This is a course that will support a multi-institutional graduate certificate in biobased products and bioenergy that is being developed by Kansas State University, Oklahoma State University, the University of Arkansas, and South Dakota State University in collaboration with the Institute of Academic Alliances. It will provide a basic introduction to the conversion of biorenewable resources into products and fuels and form the basis for additional coursework in this subject area. It will be required of all students pursuing the multi-institutional graduate certificate in biobased products and biofuels. This particular course has been developed by Dr. Danielle Julie Carrier of the Department of biological and Agricultural Engineering, University of Arkansas. It will be taught at the University of Arkansas and offered via distance education to the other participating institutions. As such, it will not involve KSU faculty or departmental resources.

Impact: The course will impact the Departments of Chemical Engineering and Grain Science and Industry. Faculty from these departments have been involved throughout the development of the proposed certificate program and in the selection and development of any new courses. The course is being colisted with the Department of Chemical Engineering.
Effective Date: Fall 2011

BAE 643. Life Cycle Assessment. (3) Offered upon sufficient demand. Examination of the process and methodologies associated with life cycle analysis. Application of the methods developed in the course to a project to gain experience in defining and quantifying uncertainty associated with human perturbation, management and utilization of biofuels and other complex processes. Colisted with CHE 643. Note: Three hours recitation per week. Req. Pr.: Graduate standing or consent of instructor.

Rationale: This is a course that will support a multi-institutional graduate certificate in biobased products and bioenergy that is being developed by Kansas State University, Oklahoma State University, the University of Arkansas, and South Dakota State University in collaboration with the Institute of Academic Alliances. It will equip students to be able to design and conduct high level life cycle impact assessment of products. This will be increasing important as we move to utilize biorenewable resources. The course will also provide a valuable background for employing tools such as SimaPro, among others. This particular course has been developed by Drs. Greg Thoma (Department of Chemical Engineering) and Marty D. Matlock (Department of Biological and Agricultural Engineering) of the University of Arkansas. It will be taught at the University of Arkansas and offered via distance education to the other participating institutions. As such, it will not involve KSU faculty or departmental resources.

Impact: The course does not impact existing courses in other departments at KSU. A course entitled "Sustainability Science" (GEOG 360) exists; the Department of Geography has been contacted to ensure there is no conflict. The course is being colisted with the Department of Chemical Engineering since the course at the University of Arkansas has been developed as a collaboration.
Effective Date: Fall 2011
BAE 663. Environmental and Ecological Risk Assessment. (3) Offered upon sufficient demand. Examination of processes and methodologies associated with human environmental and ecological risk assessments. Application of the methods learned to a project to gain experience in defining and quantifying uncertainty associated with human perturbation, management and restoration of environmental and ecological processes. Colisted with CHE 663. Note: Three hours recitation per week. Req. Pr.: Graduate standing or consent of instructor.

Rationale: This is a course that will support a multi-institutional graduate certificate in biobased products and bioenergy that is being developed by Kansas State University, Oklahoma State University, the University of Arkansas, and South Dakota State University in collaboration with the Institute of Academic Alliances. Life cycle assessment and its application to new technologies involve assessment of environmental and ecological risks. Practitioners need the ability to understand risk assessment procedures in this context.

This particular course has been developed by Drs. Greg Thoma (Department of Chemical Engineering) and Marty D. Matlock (Department of Biological and Agricultural Engineering) of the University of Arkansas. It will be taught at the University of Arkansas and offered via distance education to the other participating institutions. As such, it will not involve KSU faculty or departmental resources.

Impact: The course does not impact existing courses in other departments at KSU. The course is being colisted with the Department of Chemical Engineering since the course at the University of Arkansas has been developed as a collaboration.

Effective Date: Fall 2011

BAE 842. Advanced Biomass Thermochemical Conversion. (3) I (odd years) Thermochemical methods to convert biomass to fuels and chemicals: liquefaction, pyrolysis, gasification, and heterogeneous catalysis. Analysis of the reaction kinetics and mass, heat, and momentum transfer in chemical reactors associated with these methods. Colisted with CHE 842. Note: Three hours of recitation a week. Req. Pr.: CHE 520 or ME 513 and CHE 550 or BAE 545.

Rationale: This course is being created within the framework of a Higher Education Challenge Grant: four institutions (K-State, SD State, OK State and UofAR) are charged with developing a 15 hour web-based certificate in Biobased Products and Bioenergy. To complete the certificate, students will need to take 15 hours/credits distributed as 9 hours in overview feedstock, sustainability and conversion, followed by an additional 6 hours in specialized courses in feedstock, sustainability and conversion. The students will be allowed to take the specialized courses of their choice within these three areas. The development of this web-based certificate will benefit students, faculty, universities, employers, and society. The target student audience for the certificate includes individuals preparing to be 1) generalists – administrators and managers and 2) specialists – scientists and engineers, as well as students in existing graduate programs that want to augment their education in the area of biobased products and bioenergy by taking one or more courses from this program. The course described in this document is a specialty course within the "Conversion" area. This course will provide in-depth information on the thermochemical conversion of biomass, information not currently covered in any course.

Impact: This course will be co-listed between Chemical Engineering and Biological and Agricultural Engineering.

Effective Date: Fall 2011

CHE 642. Fundamentals of Conversion of Biorenewable Resources. (3) Offered upon sufficient demand. An introduction to the conversion of biorenewable resources into biobased products and biofuels. Colisted with BAE 642. Note: Three hours of recitation a week. Rec. Pr.: Graduate standing or consent of instructor.
CHE 643. Life Cycle Assessment. (3) Offered upon sufficient demand. Examination of the process and methodologies associated with life cycle analysis. Application of the methods developed in the course to a project to gain experience in defining and quantifying uncertainty associated with human perturbation, management and utilization of biofuels and other complex processes. Colisted with BAE 643. Note: Three hours recitation per week. Rec. Pr.: Graduate standing or consent of instructor.

Impact: The course does not impact existing courses in other departments at KSU. A course entitled "Sustainability Science" (GEOG 360) exists; the Department of Geography has been contacted to ensure there is no conflict. The course is being co-listed with the Department of Biological and Agricultural Engineering since the course at the University of Arkansas has been developed as a collaboration. Effective Date: Fall 2011

CHE 663. Environmental and Ecological Risk Assessment. (3) Offered upon sufficient demand. Examination of processes and methodologies associated with human environmental and ecological risk assessments. Application of the methods learned to a project to gain experience in defining and quantifying uncertainty associated with human perturbation, management and restoration of environmental and ecological processes. Colisted with BAE 663. Note: Three hours recitation per week. Rec. Pr.: Graduate standing or consent of instructor.

Rationale: This is a course that will support a multi-institutional graduate certificate in biobased products and bioenergy that is being developed by Kansas State University, Oklahoma State University, the University of Arkansas, and South Dakota State University in collaboration with the Institute of Academic Alliances. It will equip students to be able to design and conduct high level life cycle impact assessment of products. This will be increasing important as we move to utilize biorenewable resources. The course will also provide a valuable background for employing tools such as SimaPro, among others. This particular course has been developed by Drs. Greg Thoma (Department of Chemical Engineering) and Marty D. Matlock (Department of Biological and Agricultural Engineering) of the University of Arkansas. It will be taught at the University of Arkansas and offered via distance education to the other participating institutions. As such, it will not involve KSU faculty or departmental resources.

Impact: The course will impact the Departments of Biological and Agricultural Engineering and Grain Science and Industry. Faculty from these departments have been involved throughout the development of the proposed certificate program and in the selection and development of any new courses. The course is being co-listed with the Department of Biological and Agricultural Engineering. Effective Date: Fall 2011
environmental and ecological risks. Practitioners need the ability to understand risk assessment procedures in this context.

This particular course has been developed by Drs. Greg Thoma (Department of Chemical Engineering) and Marty D. Matlock (Department of Biological and Agricultural Engineering) of the University of Arkansas. It will be taught at the University of Arkansas and offered via distance education to the other participating institutions. As such, it will not involve KSU faculty or departmental resources.

**Impact:** The course does not impact existing courses in other departments at KSU. The course is being colisted with the Department of Biological and Agricultural Engineering since the course at the University of Arkansas has been developed as a collaboration.

**Effective Date:** Fall 2011

**CHE 842. Advanced Biomass Thermochemical Conversion.** (3) I (odd years) Thermochemical methods to convert biomass to fuels and chemicals: liquefaction, pyrolysis, gasification, and heterogeneous catalysis. Analysis of the reaction kinetics and mass, heat, and momentum transfer in chemical reactors associated with these methods. Colisted with BAE 842. Note: Three hours of recitation a week. Rec. Pr.: CHE 520 or ME 513 and CHE 550 or BAE 545.

**Rationale:** This course is being created within the framework of a Higher Education Challenge Grant: four institutions (K-State, SD State, OK State and UofAR) are charged with developing a 15 hour web-based certificate in Biobased Products and Bioenergy. To complete the certificate, students will need to take 15 hours/credits distributed as 9 hours in overview feedstock, sustainability and conversion, followed by an additional 6 hours in specialized courses in feedstock, sustainability and conversion. The students will be allowed to take the specialized courses of their choice within these three areas. The development of this web-based certificate will benefit students, faculty, universities, employers, and society. The target student audience for the certificate includes individuals preparing to be 1) generalists—administrators and managers and 2) specialists—scientists and engineers, as well as students in existing graduate programs that want to augment their education in the area of biobased products and bioenergy by taking one or more courses from this program. The course described in this document is a specialty course within the "Conversion" area. This course will provide in-depth information on the thermochemical conversion of biomass, information not currently covered in any course.

**Impact:** This course will be co-listed between chemical engineering and biological and agricultural engineering.

**Effective Date:** Fall 2011

**CE 874. Sustainable Transportation Asset Management** (3) I (alternate year). Recent advances in transportation asset management system. Inventory and condition data collection, life cycle analysis, prioritization, optimization, and implementation. Three hours rec. Pr.: CE 774 or equivalent.

**Rationale:** This course will discuss recent advances in transportation asset (pavement and bridge) management system with an emphasis on pavement management. This course substitutes CE 776 and will satisfy the needs of on-campus and distance-education graduate students interested in advanced topics in transportation engineering. This class, currently being offered this semester, has attracted 8 on-campus and 9 off-campus students. The class has been assigned at higher level due to inclusion of topics, such as, dynamic programming, Markov process, and advanced economic analysis methods. Knowledge about some of the topics taught in CE 774 or an equivalent class is essential for success in this class. Thus CE 774 or an equivalent class has been made a prerequisite.

**Effective Date:** Fall 2011

**MATH 830 – Algebraic Number Theory.** (3) II. Topics include lattice theory, geometry of numbers, algebraic number fields, Dedekind domains, discrete valuation rings, ideal class group, group units,

Rationale: The proposed course is currently run as a topics course, offered every two years. By calling it MATH 830, it will appear in the catalog as a standard course. We also propose to make it an option for Ph.D. students to fulfill a year long sequence in an 800-level course outside of the qualifying exams.
Effective Date: Spring 2011

MATH 831 – Analytic Number Theory. (3) II. Potential topics include: prime number theorem characters, L-functions, Diophantine problems, exponential sums, p-adic analysis, Diophantine approximations, Sieve Methods, Circle method. Pr.: MATH 630, MATH 633, MATH 706.

Rationale: The proposed course is currently run as a topics course, offered every two years. By calling it MATH 831, it will appear in the catalog as a standard course. We also propose to make it an option for Ph.D. students to fulfill a yearlong sequence in an 800-level course outside of the qualifying exams.
Effective Date: Spring 2011

HMD 662 – Foodservice Systems Management. Credits: (3) A capstone course in foodservice management that focuses on the management, analysis, and evaluation of food and beverage systems. Emphasis on planning, coordinating, and improving commercial and non-commercial operations. Development of analytical and decision-making skills for solving managerial and operational problems.
Requisites: HMD 342, HMD 475
When Offered: Fall

Rationale: This course is being added as a capstone course for the foodservice management track. It will build upon previous coursework the students have completed in order to develop depth in the foodservice management curriculum as recommended by the HRM advisory board and 2010 ACPHA accreditation report.
Effective Date: Fall 2011

HMD 663 – Convention, Meeting, and Event Management Systems. Credits: (3) A capstone course in convention, meeting and event management that focuses on the management, analysis and evaluation of conventions, meetings and events. Emphasis will be placed on strategic planning, budgeting, contract negotiation, vendor selection, evaluation and ethical issues.
Requisites: HMD 376
When Offered: Spring

Rationale: This course is being added as a capstone course for the Convention/Meetings/Event Management track in the revised HRM curriculum. The content will build on previous course content and will develop depth and breadth in Convention/Meetings/Event Management curriculum as recommended by the HRM advisory board and the 2010 ACPHA accreditation report.
Effective Date: Fall 2011

Non-Expedited Curriculum Changes
Architectural Engineering

Change: Architectural Engineering Combined B.S. - M.S. Program Degree Requirements

From: 177 Credit hours

To: Bachelor of Science in Architectural Engineering credit hours (of which the 15credit hours would be
graduate credit hours) + 15 semester hours of additional graduate credits.

Rationale: This was the original planning for the program. Somehow when it was approved, the 177 credit hours was locked in for the M.S. Degree requirements (which at the time was 162 + 15). Currently, 158 credits are required for the B.S. program. While this makes it a 173 credit B.S. – M.S. Program Degree, the intent is for it to follow the B.S. credits + 15 hours when and if the undergraduate program hours are again revised.

Impact: None

Effective Date: Fall 2011

Department of Human Nutrition

Add:
Concurrent B.S. and M.S. in Human Nutrition

A student who successfully completes this program will receive both a B.S. and an M.S. degree in Human Nutrition. Students can obtain M.S. with a thesis, report, or coursework-only option.

ADMISSION REQUIREMENTS: The following requirements must be met before an individual can be admitted into this program:

● Student must be currently seeking a B.S. degree in Human Nutrition at K-State.
● Student must have completed at least 75 credit hours towards the B.S. degree.
● The student’s cumulative undergraduate GPA must be at least 3.25 at the time of application.
● Student must have already completed the following courses as part of their undergraduate program at the time of application: MATH 100 or MATH 220, BIOL 198, CHM 350 or CHM 531, and HN 400, or equivalent courses. Provisional admission may be granted to applicants who have not yet completed one or more of these courses at the time of application.
● Minimum GRE score of 1000 (verbal plus quantitative) for all applicants.
● A HN faculty member must agree to be an applicant’s advisor/major professor before a recommendation can be made for admission.

APPLICATION PROCESS: The application process is the same as for the traditional M.S. degree except that completion of the B.S. degree is not required at the time of application

● Complete K-State Graduate School application online, and submit application fee following instructions provided.
● Student must submit a statement of academic objective(s) and preferred primary advisor with the application
● Three letters of recommendation
● Transcript(s) of all undergraduate work must be sent directly to the Director of Graduate Programs in HN.

PROGRAM FORMATS AND GUIDELINES: Since there is some overlap between undergraduate and graduate study, some graduate courses will satisfy the degree requirements for the undergraduate degree. A maximum of 9 graduate credit hours from the M.S. HN degree can be counted toward the B.S. HN degree. Students should sign up for these courses as graduate credit. The M.S. program in the HN department has thesis, report, and coursework-only formats as follows *:

<table>
<thead>
<tr>
<th>Course</th>
<th>Thesis</th>
<th>Report</th>
<th>Coursework only</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 702 or STAT 703</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>HN 880 Seminar</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>
Thesis 6 0 0
Report 0 2 0
Other graduate courses 20 24 31
TOTAL Graduate credits 30 30 35

*Actual degree requirements will be summarized in the student’s program of study approved by the supervisory committee and graduate school.

Once a student is admitted to the concurrent BS/MS HN degree program, the student should consult the graduate handbook for policies and procedures for M.S. degrees, which include: supervisory committee, final examination, thesis defense, etc. The student will work closely with his/her major professor to form a supervisory committee and file a program of study. The student’s supervisory committee must approve the program of study, which is a statement of the student’s graduation requirements. The undergraduate advisor will continue to advise the student in academic progress toward the B.S. degree, and the major professor will supervise the student’s academic progress (including thesis, report or course-work only option) for the M.S. degree.

If the student is approved for admission by the HN Graduate Admissions Committee, admission will be provisional until the student receives the B.S. degree. The student must complete all B.S. HN undergraduate requirements with the exception that up to 9 credit hours taken for graduate credit can also count toward his/her undergraduate degree requirements.

A B.S. degree may be awarded at any time following the completion of the undergraduate degree requirements; but must be awarded either prior to or concurrently with the M.S. degree.

In the event that a student begins this program, but does not wish to finish the M.S. HN degree requirements, he/she must change the nine credit hours of his/her graduate classes to undergraduate credit and then he/she will receive a B.S. degree.

Any student who has already graduated with a B.S. in Human Nutrition at K-State may not enroll in the concurrent B.S./M.S. program. The student must apply for this program and be accepted before receiving the B.S. degree.

This program will not have a separate assessment plan because assessment is currently in place for the existing B.S. and M.S. programs.

RATIONALE: The combined B.S./M.S. program allows exceptional undergraduates in the Human Nutrition Department with the opportunity to obtain both a Bachelor of Science and a Master of Science in shorter time than typically required to earn a B.S. plus a M.S. if both degrees are pursued separately.

EFFECTIVE DATE: Fall 2011

5. Graduate Student Affairs Committee – Daniel Higgins, Chair; Kelly Getty, Co-Chair

No actions items; the Committee is continuing discussion about distance education advisement and expectations of graduate students enrolled in distance education courses and degrees. Dean Shanklin announced she will be coordinating a Distance Education Task Force to address concerns and expectations. The Task Force’s recommendations will be presented to the Student Affairs Committee and then the Graduate Council. The Committee continues discussion for using the Peterson Test of English Academic version as another option for documenting English language proficiency.

During the discussion of the needs of distance students, the Council requested the Graduate School explore videotaping the New Student Orientation session and making it available either on the
Graduate School website or in the Graduate Student Resource on K-State Online. Dean Shanklin will work with the staff to determine feasibility of this suggestion.

6. Graduate School Committee on Planning – Sue Williams, Chair
On behalf of the Committee on Planning, Sue Williams, chair, proposed the following changes to the Graduate Handbook:

**Second Reading:** Dismissal and Reinstatement
   - Chapter 2. Master’s Degree (Handbook pg 2-8)
     - G. Dismissal and Reinstatement
       - G1. Dismissal
   - Chapter 3. Doctoral Degrees (Handbook pg 3-7)
     - G. Dismissal and Reinstatement
       - G1. Dismissal

**Current:** Failure of a student on probation as a condition of admission to achieve a minimum cumulative GPA of 3.0 in the first 9 credit hours of graduate level coursework.

**Proposed:** Failure of a student admitted on probation to achieve a minimum cumulative GPA of 3.0 in the first 9 credit hours of graduate coursework, or failure of a student to meet other conditions specified in the admission letter.

The motion passed.

**Course Approval/Removal Documents:**

- Chapter 6: Graduate Council Constitution, By-laws and Procedures
  - Section D.3 Graduate Course Approval
    - b.

**Current:** The course approval form, available in the Graduate School, is filled out by the department head and signed by the college Dean. Two copies of this form are submitted to the Graduate School.

**Proposed:** The course approval form, available on the Registrar’s website, is filled out by the department head and signed by the college dean. Two copies of this form are submitted to the Graduate School.

- Chapter 6: Graduate Council Constitution, By-laws and Procedures
  - Section D.4 Graduate Course Removal
    - b.

**Current:** The course form, available in the Graduate School, is filled out by the department head. The form is then signed by the department head and college Dean and submitted to the Graduate School.

**Proposed:** The course form, available on the Registrar’s website, is filled out by the department head. The form is then signed by the department head and college Dean and submitted to the Graduate School.
The motion passed.

Second Reading: Chapter 1: Admissions to Graduate Studies, Section B Part 2, Graduates of foreign colleges and universities.

All international students admitted to the Graduate School must demonstrate the same level of achievement as U.S. students. That is, they must hold a degree from an established institution comparable to a college or university in the United States, have an outstanding undergraduate record, have the demonstrated ability to do graduate work, and provide evidence of language proficiency sufficient for the pursuit of a graduate degree. Admission may be denied to students from technical schools, which may provide excellent training in special areas, but do not offer degrees equivalent to those of colleges and universities. As a rule, students from abroad are not admitted to nondegree status (that is, as special students). Questions about the qualifications of international students should be directed to the Graduate School.

The Graduate School requires each international applicant whose native language is not English to demonstrate competence in the English language by achieving a satisfactory score (defined below) on the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). The TOEFL or IELTS is required to ensure that the student’s progress toward a degree is not jeopardized by language barriers. The TOEFL (K-State TOEFL school code 6334) is offered several times a year throughout the world by the Educational Testing Service, Princeton, New Jersey. International applicants are advised to take the TOEFL as early as possible to avoid delays in the processing of their applications for admission. An applicant who has received a degree in the last two years from a United States college or university is exempt from this requirement. However, individual programs may require demonstration of English language proficiency.

English Proficiency Requirements

- Applicants who are submitting a iBT TOEFL (internet based) scores must have a minimum total score of 79 with no part score below 20 on the reading, listening, and writing sections.
- Applicants who are submitting a paper-based TOEFL (PBT) test scores must have a minimum total score of 550 with no part score below 55 on reading or listening sections and a TWE (Test of Written English) score of 5.0 or higher.
- Applicants who are submitting an IELTS score must have a minimum total score of 6.5 with part scores of 6.5 or higher on the reading, listening, and writing sections.

Applicants who do not meet the scores specified above must meet the following criteria during the first semester of enrollment in order to satisfy the English proficiency requirement:

1. Applicants with one or two low part scores (14-19 IBT, 48-54 PBT, or 5.0-6.4 IELTS) must successfully complete one or more of the specified classes based on the section of the examination that is below the minimum (20 IBT; 55 on reading or listening sections and a TWE of less than 5.0 on PBT; 6.5 IELTS):
   - DAS 176 – Reading Skills
   - DAS 177 – Written Communication
   - DAS 178 – Listening Skills
   Waivers will not be approved.

2. Applicants with three part scores below 20 IBT, 55 PBT, or 6.5 IELTS are required to take the English Proficiency Test (EPT) and successfully complete the English course(s) specified on their EPT score reports. Waivers will not be approved.
3. Applicants with any one score below 14 IBT, 48 PBT, or 5.0 IELTS must take the English Proficiency Test and successfully complete full time intensive English. Waivers will not be approved.

The motion passed.

7. Graduate School Committee on Assessment and Review – Esther Swilley, Chair
No action items; the committee continues discussion on the current graduate program review process and how to streamline process of four and eight year reviews along with utilizing the data for improvements at later dates.

8. Graduate Student Council Information – Megan Miller, President
- This semester, the Graduate Student Council (GSC) developed an Awards and Recognition Committee. The first major activity of this committee has been the creation of a "Notable Scholarly Graduate Student Achievements" newsletter. Recognitions were submitted by K-State faculty from a variety of disciplines, and the newsletter will be ready for distribution to graduate students, department heads, graduate program directors, faculty, and administrators. We feel that the creation of this newsletter is a great way for the GSC to work towards its goal of increasing visibility of graduate students and also contributes to achieving the K-State 2025 Vision Plan by increasing awareness of the important scholarly contributions graduate students make to the productivity of the university.
- November 19 was the abstract submission deadline for graduate students interested in participating in the Research and the State poster competition and for both graduate and undergraduate students interested in participating in the K-State Research Forum. All abstracts were reviewed on November 30. There were 29 abstracts for Research and the State and 69 graduate students and 21 undergraduates for Kansas Research Foundation.

- Because Research and the State will be occurring early in the spring semester (February 2), event announcements will be distributed by the end of the Fall semester. Applicants will be notified this week if revisions are needed for their abstracts, and further instructions for their poster presentations will be distributed within the next couple of weeks.

- On November 30, 2010 President elect Matthew Sellner attended the Student Government Association Long term tuition strategies committee recommendation meeting and stated the four main principles associated with the 2009-2010 tuition fee proposal are affordability for all students, transparency of tuition and fees, maintaining a tuition and fees structure that is simple and easy to communicate and finally, remain competitive in out of state markets.

9. University Research and Scholarship
Dr. Lease indicated the first two meetings on the National Resource Council data information sessions with Kelli Cox will be held December 16 with the remaining participants joining a meeting to be scheduled later in January when the spring semester commences.

10. Graduate Fellowship Announcements
- Research Fellowship Program sponsored by the National Science Foundation
- Woods Hole Oceanographic Institution 2011-2012 Postdoctoral Fellowship:
  - Deadline: January 15, 2011
    - www.whoi.edu/postdoctoral
- CINAR Postdoctoral Scholar Fellowship 2011-2012: www.whoi.edu/postdoctoral
-Deadline: January 15, 2011
-National Academy Research Forum
-information was sent out via email after the council meeting concluded.
-Dean Shanklin reported her trip to D.C. for the Council of Graduate Schools went well; the main focus for the council was how to track graduate students through their last year and stated it may become a federal issue. Dean Shanklin also reported issues of focus to include time to degree, diversity, quality of life and funding issues across the board.

11. Graduate School Calendar of Events – DECEMBER and JANUARY

12/1 Deadline to participate in Fall Commencement. Online registration to participate in commencement must be completed. Beginning in late October, commencement information and the web address to register online to participate in commencement will be sent to those students whose Approval to Schedule Final Examination form has been received in the Graduate School.

12/1 Deadline for Doctoral and MFA Degree Candidates Only: All requirements must be completed, including submission of your final examination ballot and final submission of your electronic dissertation (doctoral students only) to participate in Fall Commencement.

12/6 Graduate Student Council Meeting (12:00 – 1:00 pm – Union 213)

12/7 Graduate Council Meeting (3:30 pm – Union 212)

12/10 Graduate School Commencement (1:00 pm – Bramlage Coliseum)

12/17 To officially graduate in December, your final examination ballot and the final copy of the electronic dissertation or the final paper copies of the master’s level thesis/report must be in the Graduate School.

1/10 Deadline to submit graduate faculty nominations and course and curriculum changes for February Graduate Council Meeting (forms can be found at http://www.k-state.edu/grad/gspeopleorg/council/geforms.htm).

1/12 Graduate Student Orientation (9:00 am-12:00 pm – Union 213)

1/18 Spring semester begins

1/20 Graduate Program Update Meeting (2:00 pm – Union 213)

12. Other business

Council was adjourned at 4:25 p.m.