Minutes of the Graduate Council  
November 5, 2013 - 3:30 p.m.


1. Opening remarks
   - The new Graduate School website was launched on November 1st. Faculty and staff are encouraged to review content of the site and provide feedback to Amanda Umscheid. Departments are also encouraged to review their forms and websites and update links as necessary.
   - Taylor Wadian is serving on the University Advisory Budget Committee to represent graduate students and their needs.
   - CollegeNet, the Graduate School’s new online application system is projected to go live on November 15th.

2. Minutes of the October 1, 2013 meeting were approved as presented.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department/Program</th>
<th>Date Approved by Grad School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gabriel Kerr</td>
<td>Assistant Professor</td>
<td>Mathematics</td>
<td>10/4/2013</td>
</tr>
<tr>
<td>Anna Zemlyanova</td>
<td>Assistant Professor</td>
<td>Mathematics</td>
<td>10/4/2013</td>
</tr>
<tr>
<td>Stacey Tucker</td>
<td>Assistant Professor</td>
<td>Civil Engineering</td>
<td>10/4/2013</td>
</tr>
<tr>
<td>Tom Hallaq</td>
<td>Assistant Professor</td>
<td>Journalism &amp; Mass Communications</td>
<td>10/4/2013</td>
</tr>
</tbody>
</table>
4. **Academic Affairs Committee - Bill Zhang, Chair**

On behalf of the Academic Affairs committee, Bill Zhang, chair, proposed approval of the following members for graduate faculty. The motion passed.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>DEPARTMENT/PROGRAM</th>
<th>GRADUATE FACULTY TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverly Page</td>
<td>Instructor</td>
<td>Family Studies &amp; Human Services</td>
<td>Associate</td>
</tr>
<tr>
<td>Brian Olson</td>
<td>Adjunct</td>
<td>Agronomy</td>
<td>Associate</td>
</tr>
<tr>
<td>Mindy Rice</td>
<td>Adjunct</td>
<td>Biology</td>
<td>Associate</td>
</tr>
<tr>
<td>Steven Copp</td>
<td>Adjunct</td>
<td>Kinesology</td>
<td>Associate</td>
</tr>
<tr>
<td>Matthew McCoy</td>
<td>Assistant Professor</td>
<td>Music, Theatre and Dance</td>
<td>Associate</td>
</tr>
<tr>
<td>Beth Funk</td>
<td>Adjunct</td>
<td>Educational Leadership</td>
<td>Associate</td>
</tr>
<tr>
<td>Rekha Natarajan</td>
<td>Coordinator</td>
<td>Mathematics</td>
<td>Membership</td>
</tr>
<tr>
<td>Thomas Bell</td>
<td>Associate Professor</td>
<td>Music, Theatre and Dance</td>
<td>Membership</td>
</tr>
<tr>
<td>Stephanie Kartalopoulos</td>
<td>Visiting Asst. Prof.</td>
<td>English</td>
<td>Membership</td>
</tr>
<tr>
<td>Karen Keating</td>
<td>Instructor</td>
<td>Statistics</td>
<td>Membership</td>
</tr>
<tr>
<td>Gregory Paul</td>
<td>Assistant Professor</td>
<td>Communication Studies</td>
<td>Membership</td>
</tr>
<tr>
<td>Kelly Winfrey</td>
<td>Instructor</td>
<td>Communication Studies</td>
<td>Membership</td>
</tr>
</tbody>
</table>
Course and curriculum issues

Expedited Curriculum Changes

M.S. in Agricultural Education and Communications

FROM:

Admission Guidelines

Admission deadlines for guaranteed review of applications are October 1 for spring admission, March 1 for summer admission and May 1 for fall admission. Applications received after the deadline are not guaranteed to be reviewed until the following review period. Admission to the Master of Science degree program in Agricultural Education and Communication requires the following:

1. For graduates from colleges and universities in the United States
   a. A bachelor's degree from a college or university accredited by the cognizant regional accrediting agency.
   b. Grade point average (GPA) of 3.0 or higher on a 4.0 scale in the last 60 hours of coursework. This GPA is based only on

TO:

Admission Guidelines

Admission deadlines for guaranteed review of applications are October 1 for spring admission, March 1 for summer admission and May 1 for fall admission. Applications received after the deadline are not guaranteed to be reviewed until the following review period. Admission to the Master of Science degree program in Agricultural Education and Communication requires the following:

1. For graduates from colleges and universities in the United States
   a. A bachelor's degree from a college or university accredited by the cognizant regional accrediting agency.
   b. Cumulative grade point average (GPA) of 3.0 or higher on a 4.0 scale or GPA of 3.0 in the last 60 hours of coursework. This GPA
<table>
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<tr>
<th>courses graded on a multi-level scale, usually A, B, C, D, F.</th>
<th>is based only on courses graded on a multi-level scale, usually A, B, C, D, F.</th>
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<tbody>
<tr>
<td>c. For students who do not meet the above stated GPA requirement, an alternative would be a combined verbal/quantitative score of 1,000 or higher on the Graduate Record Examination for tests taken before August 1, 2011 OR a combined verbal/quantitative score of 210 or higher on the Graduate Record Examination for tests taken after August 1, 2011.</td>
<td>c. For students who do not meet the above stated GPA requirement, an alternative would be a combined verbal/quantitative score of 1,000 or higher on the Graduate Record Examination for tests taken before August 1, 2011 OR a combined verbal/quantitative score of 300 or higher and an analytical writing score of 3.5 or higher on the Graduate Record Examination for tests taken after August 1, 2011.</td>
</tr>
<tr>
<td>d. Recommendation letters from three people knowledgeable of the applicant's professional qualifications.</td>
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</tr>
<tr>
<td>e. A statement of purpose for pursuing the Master’s degree</td>
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</table>

**RATIONALE:** At the time our proposal for the degree was written, ETS was transitioning from the previous scoring system for the GRE to the current scoring system. Our efforts to interpret the new scoring system were based on inaccurate information about how new scores would relate to the previous scoring system. As a result, our proposal included a minimum required GRE score that is lower than the lowest possible score on the new GRE scoring system. Specifically, our approved proposal included a minimum verbal/quantitative score of 210 and the lowest possible verbal/quantitative score on the new exam is 260. In addition, our approved proposal failed to include a minimum standard on the analytical writing portion of the GRE which is one of the most important measures for students in our field. The addition of a minimum writing score will be useful for us in identifying students who do not possess the fundamental writing skills necessary for success in our program.

**IMPACT:** There are no anticipated impacts to other departments or programs

**EFFECTIVE DATE:** Spring 2014
## Plant Pathology MS Program

### FROM:

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>At least two of the following (or their equivalents)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>PLPTH 730 - Plant Nematology Credits: (3)</td>
</tr>
<tr>
<td></td>
<td>PLPTH 835 - Plant Virology Credits: (2)</td>
</tr>
<tr>
<td></td>
<td>PLPTH 840 - Plant Pathogenic Bacteria Credits: (2)</td>
</tr>
<tr>
<td></td>
<td>PLPTH 845 - Plant Pathogenic Fungi Credits: (3)</td>
</tr>
<tr>
<td>At least one of the following</td>
<td>PLPTH 880 - Plant Molecular Biology Credits: (3)</td>
</tr>
<tr>
<td></td>
<td>PLPTH 910 - Molecular Plant-Microbe Interactions Credits: (3)</td>
</tr>
</tbody>
</table>

### Seminar

- PLPTH 870 - Seminar in Plant Pathology Credits: (1)

### Electives

- At least two additional credit hours of electives must be taken in Plant Pathology.
- Select one of the following, depending upon the option (report or research) selected:
  - PLPTH 898 Master’s Report (2 credit hours)
  - PLPTH 899 Research in Plant Pathology for the M.S. degree (6 credit hours minimum, 8 credit hours maximum; students can take more than 8 credit hours of PLPTH 899, but only 8 credit hours will count toward the degree and only 8 credit hours can be listed on the Program of Study).

### TO:

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<tr>
<td></td>
<td>PLPTH 845 - Plant Pathogenic Fungi Credits: (3)</td>
</tr>
<tr>
<td>At least one of the following</td>
<td>PLPTH 610 – Biotechnology Credits (3)</td>
</tr>
<tr>
<td></td>
<td>PLPTH 880 - Plant Molecular Biology Credits: (3)</td>
</tr>
<tr>
<td></td>
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</tr>
</tbody>
</table>

### At least one of the following

- AGRON 732 – Introduction to Plants Resistant to Stress Credits: (2)
- ENTOM 732 – Introduction to Plants Resistant to Stress Credits: (2)
- PLPTH 732 – Introduction to Plants Resistant to Stress Credits: (2)

### And

- PLPTH 755 – Plants Resistant to Diseases Credits: (2)
- PLPTH 820 - Population Genetics Credits: (3)
- PLPTH 905 - Ecology and Epidemiology of Plant Pathogens Credits: (3)

### Seminar

- PLPTH 870 - Seminar in Plant Pathology Credits: (1)

### Electives

- At least two additional credit hours of electives must be taken in Plant Pathology.
- Select one of the following, depending upon the option (report or research) selected:
  - PLPTH 898 Master’s Report (2 credit hours)
  - PLPTH 899 Research in Plant Pathology for the M.S. degree (6 credit hours minimum, 8 credit hours maximum; students can take more than 8 credit hours of PLPTH 899, but only 8 credit hours will count toward the degree and only 8 credit hours can be listed on the Program of Study).
RATIONAL: The course will provide MS graduate students in the Plant Pathology department additional electives.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

Expedited Course Changes

FROM: AP 780. Practical Use and Interpretation of Veterinary Scientific Literature. (1) I. Designed primarily for veterinary students in the first, second or third year of the DVM curriculum. The course is intended to teach critical evaluation of clinical reports and research literature, as well as literature search and oral presentation skills. The format is small group and online discussion. Students are required to discuss and/or give a report on one assigned clinical case report or case study per week, and participate in online discussions and literature search assignments.

TO: AP 780. Practical Use and Interpretation of Veterinary Scientific Literature. (1) I. Designed primarily for veterinary students in the first, second or third year of the DVM curriculum. The course is intended to teach literature search skills, organization of your own literature library, and critical evaluation of clinical reports and research literature. The format is lecture as well as small group and online discussion. Students are required to contribute to classroom and online discussions and to complete written assignments.

RATIONAL: We request this change in the description of the course to more accurately reflect the current emphasis of the course activities.

EFFECTIVE DATE: Fall 2014

From: CNS 641 Construction Estimating (4) I.II Understanding estimating procedures, quantity surveying, specification reviews, pricing of an estimate, market analysis, subcontractor and supplier solicitation, and risk management, following the CSI format. Two hours recitation and six hours lab a week. Prerequisite: CNS 325 and 540. Concurrent enrollment: CNS 645. Prerequisite or concurrent enrollment: CNS 642.
To: CNS 641 Construction Estimating (3) I,II Understanding estimating procedures, quantity surveying, specification reviews, pricing of an estimate, market analysis, subcontractor and supplier solicitation, and risk management, following the CSI format. Two hours recitation and six hours lab a week. Prerequisite: CNS 325 and 440. Concurrent enrollment: CNS 645. Prerequisite or concurrent enrollment: CNS 642.

Rationale: Revision in credit hours and course number to reflect the offering in the program.

Impact: NONE
Effective Date: Fall 2016

From: CNS 642 Construction Management (3) I,II An introduction to the business of construction; study of legal considerations, contract documents, bonds and insurance. Evaluation of the characteristics of the construction firm, organization structure, and financial performance. Three hours recitation a week. Prerequisite: CNS 540.

To: CNS 642 Construction Management (3) I,II An introduction to the business of construction; study of legal considerations, contract documents, bonds and insurance. Evaluation of the characteristics of the construction firm, organization structure, and financial performance. Three hours recitation a week. Prerequisite: CNS 440.

Rationale: Revision in course number to reflect the offering in the program.

Impact: NONE
Effective Date: Fall 2016

From: CNS 645 Construction Scheduling and Cost Control (3) I,II Construction cost reporting and control. Construction planning, both long-term and short-interval, construction scheduling, monitoring, and controlling. Computer application. Two hours recitation and two hours lab a week. Prerequisite: CNS 540 and concurrent enrollment in CNS 641.

To: CNS 645 Construction Scheduling and Cost Control (3) I,II Construction cost reporting and control. Construction planning, both long-term and short-interval, construction scheduling, monitoring, and controlling. Computer application. Two hours recitation and two hours lab a week. Prerequisite: CNS 440 and concurrent enrollment in CNS 641.

Rationale: Revision in course number to reflect the offering in the program.

Impact: NONE
Effective Date: Fall 2016
From: CNS 650 Construction Safety (2) I,II Introduction to safety and safety programs, workers’ compensation, OSHA organization and structure, safety policies and record keeping, safety standards. Emphasis will be on communication and job-site safety management. On-site safety inspections will be required within class presentation and written reports to be submitted. Two hours recitation a week. Prerequisite or concurrent enrollment: CNS 535 and CNS 540.

To: CNS 550 Construction Safety (2) I,II Introduction to safety and safety programs, workers’ compensation, OSHA organization and structure, safety policies and record keeping, safety standards. Emphasis will be on communication and job-site safety management. On-site safety inspections will be required within class presentation and written reports to be submitted. Two hours recitation a week. Prerequisite or concurrent enrollment: CNS 535 and CNS 440.

Rationale: Revision of course numbering to reflect offering in program.

Impact: NONE

Effective Date: Fall 2016

From: NE 761 - Radiation Measurement Systems (3) Principles of systems used to measure radiation. Applications to radiation monitoring, dosimetry, and spectroscopy. Three hours recitation a week. Prerequisite: NE 542.
When Offered: Spring Odd years

To: NE 761 - Radiation Measurement Systems (3) Principles of systems used to measure radiation. Applications to radiation monitoring, dosimetry, and spectroscopy. Three hours recitation a week. Prerequisite: NE 612.
When Offered: Fall odd years

Rationale: The course offering will be changed from spring of odd years to fall of odd years due to the course load and availability of the instructor teaching the course.

Impact: The change will not impact another college/unit.

Effective: Fall 2014

FROM: ASI 676. Avian Nutrition. 1 cr. Fall even years. Nutritional requirements of game birds, caged birds, exotics and commercial poultry. Interactive discussion will be emphasized. Three hours lecture a week for 5 weeks. Pr. ASI 675

TO: ASI 676. Avian Nutrition. 1 cr. Fall even years. Nutritional requirements of game birds, caged birds, exotics and commercial poultry. Interactive discussion will be emphasized. Three hours lecture a week for 5 weeks. Pr. ASI 675 or concurrent enrollment.
RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

FROM: **ASI 677. Companion Animal Nutrition.** 1 cr. Fall _even_ years. This course is intended to be taken in sequence following Monogastric Nutrition, 675. The course will cover the unique nature of nutrition for companion animals with an emphasis on the nutrition of dogs and cats. Details regarding dentition, digestion, metabolism and nutritional requirements will be covered. In addition, an overview of the nutrition of other minor companion species will be provided. Besides standard assessments methods, students will be expected to review current research publications on the topic and provide written and oral presentations germane to the topic. Three hours lecture a week for five weeks. Pr. ASI 675.

TO: **ASI 677. Companion Animal Nutrition.** 1 cr. Fall _odd_ years. This course is intended to be taken in sequence following Monogastric Nutrition, ASI 675. The course will cover the unique nature of nutrition for companion animals with an emphasis on the nutrition of dogs and cats. Details regarding dentition, digestion, metabolism and nutritional requirements will be covered. In addition, an overview of the nutrition of other minor companion species will be provided. Besides standard assessments methods, students will be expected to review current research publications on the topic and provide written and oral presentations germane to the topic. Three hours lecture a week for five weeks. Pr. ASI 675 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester. The change in offering was to correct a typo from the original proposal, this course was intended to be taught odd years opposite of Avian Nutrition, ASI 676.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014
FROM: **ASI 678. Equine Nutrition.** 1 cr. Fall. Equine digestive anatomy and physiology. Nutrient requirements of the equine as they relate to growth, work, reproduction and lactation, as well as the relationship of nutrition to disease and environment. Practical management considerations and current equine nutrition research will be reviewed. Three hours lecture a week for 5 weeks. Pr. ASI 675.

TO: **ASI 678. Equine Nutrition.** 1 cr. Fall. Equine digestive anatomy and physiology. Nutrient requirements of the equine as they relate to growth, work, reproduction and lactation, as well as the relationship of nutrition to disease and environment. Practical management considerations and current equine nutrition research will be reviewed. Three hours lecture a week for 5 weeks. Pr. ASI 675 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

FROM: **ASI 679. Swine Nutrition.** 1 cr. Fall. A study of the nutrient requirements of swine for various stages of production. Discussion of the interrelationships among nutrition and other factors (environment, management, and health) that affect performance. Three hours lecture a week for five weeks. Pr. ASI 675.

TO: **ASI 679. Swine Nutrition.** 1 cr. Fall. A study of the nutrient requirements of swine for various stages of production. Discussion of the interrelationships among nutrition and other factors (environment, management, and health) that affect performance. Three hours lecture a week for five weeks. Pr. ASI 675 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014


RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

FROM: ASI 682. Formulation of Livestock and Poultry Diets. 1 cr. Spring. Diet formulation for the major species of livestock and poultry. Major topics include hand formulation of diets: ingredient/nutrient cost comparisons; dry matter manipulation; computerized diet formulation; developing specifications for diets, supplements, basemixes and premixes; projecting animal performance; and feed labeling. Three hours lecture per week for five weeks. Pr. ASI 675 or ASI 680.

TO: ASI 682. Formulation of Livestock and Poultry Diets. 1 cr. Fall. Diet formulation for the major species of livestock and poultry. Major topics include hand formulation of diets: ingredient/nutrient cost comparisons; dry matter manipulation; computerized diet formulation; developing specifications for diets, supplements, basemixes and premixes; projecting animal performance; and feed labeling. Three hours lecture per week for five weeks. Pr. ASI 675 or ASI 680 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester. This course has been taught for over 10 years in the Fall instead of the Spring. This change would correctly reflect semester offering.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

TO: ASI 683. Grazing Livestock Nutrition. 1 cr. Spring. Nutritional management of grazing beef cattle. Nutrition of beef cows and stocker cattle maintained under grazing conditions. Major topics to be covered include nutrient requirements, forage intake, forage quality, and supplementation. Three hours lecture a week for five weeks. Pr. ASI 680 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

FROM: ASI 684. Nutrition of Feedlot Cattle. 1 cr. Spring. Nutritional management of growing and finishing beef cattle maintained under confined feeding conditions. Utilization of cereal grains and byproducts in the production of beef. Major topics include nutrient requirements, feed processing, growing-finishing systems, feed additives, metabolic disturbances, and nutrient management. Three hours lecture a week for five weeks. Pr. ASI 680.

TO: ASI 684. Nutrition of Feedlot Cattle. 1 cr. Spring. Nutritional management of growing and finishing beef cattle maintained under confined feeding conditions. Utilization of cereal grains and byproducts in the production of beef. Major topics include nutrient requirements, feed processing, growing-finishing systems, feed additives, metabolic disturbances, and nutrient management. Three hours lecture a week for five weeks. Pr. ASI 680 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014
FROM: ASI 685. Stored Forage Systems for Ruminant Animals. 1 cr. Fall. A study of nutrient conservation in various stored forage systems including storage facilities and equipment, nutrient loss, aerobic deterioration, chemical and physical analysis. Discussions will also include the impact of stored forage systems on forage quality and the subsequent effects on digestion and utilization in ruminant animals. Three hours lecture a week for five weeks. Pr. ASI 680.

TO: ASI 685. Stored Forage Systems for Ruminant Animals. 1 cr. Spring. A study of nutrient conservation in various stored forage systems including storage facilities and equipment, nutrient loss, aerobic deterioration, chemical and physical analysis. Discussions will also include the impact of stored forage systems on forage quality and the subsequent effects on digestion and utilization in ruminant animals. Three hours lecture a week for five weeks. Pr. ASI 680 or concurrent enrollment.

RATIONALE: Adding “concurrent enrollment” would prevent problems with student enrollment in the nutrition module courses. Currently every undergraduate student taking a nutrition module course has to get permission in iSIS for any 5 week nutrition module course they are taking the same semester as the first course (i.e. ASI 675 or ASI 680). Most students that are taking the first course in the series take at least 1 or more additional nutritional module courses that same semester. This course has been taught for over 10 years in the Spring instead of the Fall. This change would correctly reflect semester offering.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Fall 2014

FROM: GRSC 601 - Practicum in Bakery Technology
Credits: (1)
Lectures and hands-on laboratory experience with commercial production scale baking equipment for breads and rolls, cookies and crackers, and cakes and sweet doughs.
Note: Repeatable.
Requisites: Prerequisite: Upper-class bakery science and management majors or permission of the instructor. Recommended prerequisite: GRSC 635 and 636.
When Offered: One week intensive course during the January intersession.
UGE course: No
K-State 8: None

TO: GRSC 601 - Practicum in Bakery Technology II
Credits: (1)
Lectures and hands-on laboratory experience with commercial production scale baking equipment for breads and rolls, cookies and crackers, and cakes and sweet doughs.
Requisites: Prerequisite: Upper-class bakery science and management majors or permission of the instructor. Recommended prerequisite: GRSC
635 and 636.

**When Offered:** One week intensive course at the American Institute of Baking (AIB) during the January intersession.

**UGE course:** No

**K-State 8:** None

**RATIONALE:**
GRSC 601 Practicum in Bakery Technology is a core requirement which has to be taken twice (in Junior and Senior year) by BSM majors. This has been creating confusion and causing some students to take it once. Assigning two separate course numbers and adding “I” and “II” to the course titles will solve this problem. Existing “GRSC 601 Practicum in Bakery Technology” (this course) is being changed to “GRSC 601 Practicum in Bakery Technology II”, while a new course, GRSC 600 Practicum in Bakery Technology I is proposed concurrently.

**IMPACT:**
No impact on other departments.

**EFFECTIVE DATE:**
Spring 2014

**FROM:**

**GRSC 630 - Management Applications in the Grain Processing Industries**  
**Credits:** (3)  
This course deals with management principles and their specific application to the processing industries. Industry and allied trade personnel in management positions will give a number of lectures in their field of expertise. Special emphasis is placed on grain industry organizations, labor contracts, supervision, scheduling and planning, regulatory agencies and cost control.  
**Note:** Three hours lecture a week  
**Requisites:** Prerequisite: Junior standing. Recommended prerequisite: ECON 110; GRSC 510, 500, or 635.  
**When Offered:** Spring  
**UGE course:** No  
**K-State 8:** Ethical Reasoning and Responsibility, Human Diversity within the U.S.

**TO:**

**GRSC 530 - Management Applications in the Grain Processing Industries**  
**Credits:** (3)  
This course deals with management principles and their specific application to the processing industries. Industry and allied trade personnel in management positions will give a number of lectures in their field of expertise. Special emphasis is placed on grain industry organizations, labor contracts, supervision, scheduling and planning, regulatory agencies and
cost control.

Note: Three hours lecture a week

Requisites
Prerequisite: Junior standing. Recommended prerequisite: ECON 110; GRSC 510, 500, or 635.

When Offered: Spring
UGE course: No
K-State 8: Ethical Reasoning and Responsibility, Human Diversity within the U.S.

RATIONALE: This course is not graduate level and never taken by graduate students. Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Spring 2014

FROM: GRSC 655 - Cereal Food Plant Design and Construction
Credits: (3)
This course deals with principles of modern grain processing plant design, feasibility and equipment selection for plant improvements and new plant construction. Emphasis is placed on the effects of design on plant operating efficiency, finished product quality, and construction costs.

Note: Three-one hour lecture per week.

Requisites: Prerequisite: Junior standing. Recommended prerequisite: GRSC 500 or 510.

When Offered: Fall
UGE course: No
K-State 8: None

TO: GRSC 555 - Cereal Food Plant Design and Construction
Credits: (3)
This course deals with principles of modern grain processing plant design, feasibility and equipment selection for plant improvements and new plant construction. Emphasis is placed on the effects of design on plant operating efficiency, finished product quality, and construction costs.

Note: Three-one hour lecture per week.

Requisites: Prerequisite: Junior standing. Recommended prerequisite: GRSC 500 or 510.

When Offered: Fall
UGE course: No
K-State 8: None
RATIONALE: This course is not graduate level and never taken by graduate students. Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Spring 2014

FROM: GRSC 656 - Pneumatic Conveying of Dry Solids
Credits: (2)
The course is designed to introduce students to a comprehensive knowledge of the design, operation and capabilities of pneumatic conveying systems for transportation of dry, powdered and granular materials. The student will study the components of pneumatic conveying systems, the requirements for designing efficient and reliable pneumatic conveying systems, and troubleshooting existing systems.

Note: One hour lecture and three hour lab a week.

Requisites: Prerequisite: Junior standing, GRSC 210, GRSC 310, GRSC 500 and 501, PHYS 113 or 213, MATH 205 or 220, or consent of instructor.

When Offered: Fall
UGE course: No
K-State 8: Empirical and Quantitative Reasoning

TO: GRSC 556 - Pneumatic Conveying of Dry Solids
Credits: (2)
The course is designed to introduce students to a comprehensive knowledge of the design, operation and capabilities of pneumatic conveying systems for transportation of dry, powdered and granular materials. The student will study the components of pneumatic conveying systems, the requirements for designing efficient and reliable pneumatic conveying systems, and troubleshooting existing systems.

Note: One hour lecture and three hour lab a week.

Requisites: Prerequisite: Junior standing, GRSC 210, GRSC 310, GRSC 500 and 501, PHYS 113 or 213, MATH 205 or 220, or consent of instructor.

When Offered: Fall
UGE course: No
K-State 8: Empirical and Quantitative Reasoning

RATIONALE: This course is not graduate level and never taken by graduate students. Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.

IMPACT: No impact on other departments.
FROM:  
GRSC 661 - Qualities of Feed Ingredients  
Credits: (3)  
The course provides an integrated overview of the physical, biological, chemical characteristics of common feed ingredients. Quality control and evaluation of ingredients and complete feed is emphasized to ensure the productions of safe feed/safe food.  
**Note:** Three hours lecture a week.  
**Requisites:** Recommended prerequisite: GRSC 510 and 511, BIOCH 265 or CHM 350 and 351.  
**When Offered:** Spring  
**UGE course:** No  
**K-State 8:** None

TO:  
GRSC 561 - Qualities of Feed Ingredients  
Credits: (3)  
The course provides an integrated overview of the physical, biological, chemical characteristics of common feed ingredients. Quality control and evaluation of ingredients and complete feed is emphasized to ensure the productions of safe feed/safe food.  
**Note:** Three hours lecture a week.  
**Requisites:** Recommended prerequisite: GRSC 510 and 511, BIOCH 265 or CHM 350 and 351.  
**When Offered:** Spring  
**UGE course:** No  
**K-State 8:** None

**RATIONALE:**  
This course is not graduate level and never taken by graduate students. Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.

**IMPACT:**  
No impact on other departments.

**EFFECTIVE DATE:**  
Spring 2014
FROM:  GRSC 688 - Feed Technology II  
Credits: (3)  
Advanced study of engineering principles applicable to flour and feed plant operations, equipment selection, and processing systems.  
Note: Three hours of lecture a week.  
Requisites: Recommended prerequisite: GRSC 510 and GRSC 511 or GRSC 500, PHYS 114 or 214, and STAT 325.  
When Offered: Spring  
UGE course: No  
K-State 8: None

TO:  GRSC 512 - Feed Technology II  
Credits: (3)  
Advanced study of engineering principles applicable to flour and feed plant operations, equipment selection, and processing systems.  
Note: Three hours of lecture a week.  
Requisites: Prerequisite: GRSC 510 and GRSC 511 or GRSC 500, PHYS 114 or 214, and STAT 325, or consent of instructor.  
When Offered: Spring  
UGE course: No  
K-State 8: None

RATIONALE:  This course is not graduate level and never taken by graduate students.  
Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.  
New course numbering follows Feed Technology I and Feed Technology I Lab (510 & 511).  
Changing the “recommended prerequisite” to “prerequisite” will better prepare the students and allow students to take core courses in a more timely manner. Adding “consent of instructor” will provide flexibility when needed.

IMPACT:  No impact on other departments.

EFFECTIVE DATE:  Spring 2014
FROM:  
GRSC 689 - Feed Technology II Laboratory  
Credits: (1)  
A laboratory course to accompany Feed Technology II (GRSC 688). Laboratory exercises and advanced studies on engineering principles applicable to flour and feed plant operations, equipment selection, and processing systems.  
Note: Three hours lecture a week.  
Requisites: GRSC 688 or concurrent enrollment.  
FSM majors have to take GRSC 688 and GRSC 689 concurrently.  
When Offered: Spring  
UGE course: No  
K-State 8: None  

TO:  
GRSC 513 - Feed Technology II Laboratory  
Credits: (1)  
A laboratory course to accompany Feed Technology II (GRSC 512). Laboratory exercises and advanced studies on engineering principles applicable to flour and feed plant operations, equipment selection, and processing systems.  
Note: Three hours lecture a week.  
Requisites: Prerequisite: GRSC 512 or concurrent enrollment.  
FSM majors have to take GRSC 512 and GRSC 513 concurrently.  
When Offered: Spring  
UGE course: No  
K-State 8: None  

RATIONALE:  
This course is not graduate level and never taken by graduate students. Proposed 500 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.  
Prerequisite change due to course number change in Feed Technology II from “688” to “512” (concurrent proposal).  

IMPACT:  
No impact on other departments.  

EFFECTIVE DATE:  
Spring 2014
FROM: GRSC 691 - Faculty-Led Study Abroad
Credits: (1-3)
Seminar and travel course designed to prepare students before the experience and for students to analyze, critique, and report their experiences of an international experience associated with study tours or short courses.
Requisites: Prerequisite: Consent of instructor for undergraduates, consent of major professor for graduate students.
When Offered: Fall, Spring, Summer
UGE course: No
K-State 8: Global Issues and Perspectives

TO: GRSC 491 - Faculty-Led Study Abroad
Credits: (1-3)
Seminar and travel course designed to prepare students before the experience and for students to analyze, critique, and report their experiences of an international experience associated with study tours or short courses.
Requisites: Prerequisite: Consent of instructor for undergraduates, consent of major professor for graduate students
When Offered: Fall, Spring, Summer
UGE course: No
K-State 8: Global Issues and Perspectives

RATIONALE: This course is specifically developed for our undergraduate students to expand their global experiences. Proposed 400 number reflects the actual level of the course. This will also allow our instructors to teach it without needing Graduate Faculty Associate status.

IMPACT: No impact on other departments.

EFFECTIVE DATE: Spring 2014
Non-Expedited Course Changes

FROM:  **BIOL 696 – Fisheries Management and Techniques.** (4) I, even years.  
Historical and contemporary issues in the management and conservation of 
exploited fishes. Methods for managing fisheries resources in streams, lakes, and 
ponds including estimating abundances, quantifying age and growth, manipulating 
populations, modeling population dynamics, culturing fishes, and improving 
aquatic habitat. Three hours lecture and three hours lab per week. Pr.: BIOL 201.

TO:  **BIOL 696 – Fisheries Management and Techniques.** (4) I, even years.  
Historical and contemporary issues in the management and conservation of 
exploited fishes. Methods for managing fisheries resources in streams, lakes, and 
ponds including estimating abundances, quantifying age and growth, manipulating 
populations, modeling population dynamics, culturing fishes, and improving 
aquatic habitat. Three hours lecture and three hours lab per week. Pr.: BIOL 201 and BIOL 433.

RATIONALE: Changing the course prerequisites from BIOL 201 Organismic Biology to BIOL 201 and BIOL 433 Introduction to Fisheries, Wildlife and Conservation Biology will give 
students a more solid background in fisheries to be better prepared for the course material.

IMPACT:  None

EFFECTIVE DATE:  Fall 2014

FROM:  **MC 645 – Public Relations Campaigns.** (3) I, II.  Advanced study of an 
an organization’s public relations needs. Includes researching the situation, 
analyzing audiences, and preparing strategic plans for approved clients. Pr.: MC 396 and MC 480 with grades of C or better.

TO:  **MC 645 – Public Relations Campaigns.** (3) I, II.  Advanced study of an 
an organization’s public relations needs. Includes researching the situation, 
analyzing audiences, and preparing strategic plans for approved clients. Pr.: MC 280, MC 396 and ME 480 with grades of C or better.

RATIONALE: The faculty of the School of Journalism and Mass Communications wishes to add 
a prerequisite to MC 645 Public Relations Campaigns.

IMPACT:  This is an internal matter and does not affect other academic units on campus.

EFFECTIVE DATE:  Spring 2014
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 704</td>
<td>Symphonic Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 705</td>
<td>Chamber Music Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 706</td>
<td>Song Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 708</td>
<td>Choral Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 737</td>
<td>Organ Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 738</td>
<td>Piano Literature</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 766</td>
<td>Seminar in the Life Works of an individual Composer</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
<tr>
<td>MUSIC 767</td>
<td>Topics in American Music</td>
<td>Pr.: MUSIC 407</td>
<td>Pr.: No Prerequisite</td>
</tr>
</tbody>
</table>

RATIONALE: The Music Department is updating the prerequisites with current practices.

IMPACT: None

EFFECTIVE DATE: Spring 2014


RATIONALE: This course is really an introduction to costume design and therefore should not be a 600-level course, but a 500-level course to be followed by an Advanced course (to be created). Therefore, the name and number should be changed to fit what is actually being taught.
We would also like the number to reflect the lower level course number for Fundamentals of Costume (367 when changed).

IMPACT: None

EFFECTIVE DATE: Fall 2014


TO: THTRE 666 – Stage Management. (3) I, II. Theory and practice of stage management in the professional and nonprofessional theatre. Emphasis is on the organization of all areas of theatre knowledge needed for running of theatrical productions. Pr.: None. K-State 8: Aesthetic Interpretation.

RATIONALE: This course is the prerequisite course for students who want to stage manage departmental shows in order to learn the rudiments of the craft and, so we would like to take the course pre-requisite THTRE 368 off to make sure all appropriate students can get in.

IMPACT: None

EFFECTIVE DATE: Fall 2014

FROM: STAT 771 – Theory of Statistics. (3) II. Introduction to multivariate distributions; sampling distributions, derivation, and use; estimation of parameters, testing hypothesis; multiple regression and correlation; simple experimental designs; introduction to nonparametric statistics; discrimination. Pr.: Stat 770.

TO: STAT 771 – Theory of Statistics II. (3) II. Introduction to multivariate distributions; sampling distributions, derivation, and use; estimation of parameters, testing hypothesis; multiple regression and correlation; simple experimental designs; introduction to nonparametric statistics; discrimination. Pr.: Stat 770.

RATIONALE: Correcting the course title.

EFFECTIVE DATE: Spring 2014
Non-Expedited New Courses

Department of Diagnostic Medicine / Pathobiology

ADD: DMP 893. Principles of Biosafety and Biocontainment. (2) I, II. This graduate course introduces students to real-life issues, regulations, practices and procedures involved with biosafety and biocontainment. In addition to lectures, students will participate in hands-on activities in the BRI training lab and review biosafety and biocontainment in media.

RATIONALE: A course focusing on biosafety and biocontainment practices will provide KSU students with a competitive advantage as they apply for research and faculty positions. Additionally, the course will provide foundational skills required for work at NBAF and biotechnical companies in the animal health corridor.

Impact (i.e. if this impacts another college/unit): None

EFFECTIVE DATE: Spring 2014

Department of Clinical Sciences

ADD: CS 795. Advanced Surgical Experience. (2) I, II. Designed to expose students to additional elective surgeries. This will include two days per week of elective surgery in the KSU Veterinary Health Center. The remaining days will be filled with elective surgery at an animal shelter, or cadaver surgery. Pr: Fourth-year standing in the College of Veterinary Medicine and must have completed CS 754 prior to participating in this course.

RATIONALE: This course will provide senior veterinary students with additional hands-on surgical experience in the form of routine surgeries which they will perform themselves under guidance. Additionally there will be opportunities for cadaver surgeries.

Impact (i.e. if this impacts another college/unit): None

EFFECTIVE DATE: Fall 2014
Course Add
GERON 705  Sexuality and Aging

Credits: (3)
Sexuality is one important component of well-being throughout the life span and growing older doesn’t eliminate the need for sexual intimacy. This course will address the infrequently discussed topic of sexuality as it applies to older adulthood. Students will learn about the physiological changes that accompany aging and affect sexuality, as well as the psychological and social impact of barriers to sexual expression, including factors such as Alzheimer’s disease, accessibility, and medications. Sexual diversity, as well as the role of family, government, and technology will also be addressed.

When Offered: Summer

Recommended: Pre-Requisite: Introductory gerontology course

K-State 8 TAG: None

Rationale: Sexuality is a part of growing older which is not normally discussed or given much time in courses related to aging. Problems related to sexuality and sexual expression are slowly being addressed in the long-term care community. Gerontology students at KSU, both undergraduates and graduate students, will be exposed to this issue at some point in their gerontology career. Those in the health care system may address these issues on a fairly regular basis. Students need to understand the many factors that come into play when trying to develop services for older adults. Sexual expression for Baby Boomers will be a major topic of discussion now and into the future in the field of gerontology. Students need to be aware of the issues and potential problems so they are prepared to discuss and find workable solutions in this area.

IMPACT: This is a new course. No impact on other units is anticipated.

Effective: Spring 2014
# Course Add

**GERON 715 AGING VETERANS**

**Credits:** (3)

Introduction to the unique issues involved with aging military veterans. Topics include basic military structure, media portrayal of war, personnel issues resulting from American conflicts since WWII, veteran benefits, cultural issues, veteran health issues and navigating a career within the U.S. federal system.

**When Offered:** Fall

**K-State 8 TAG:** None

**Rationale:** There are large numbers of aging veterans in the U.S. who have unique circumstances and physical, mental and family challenges as a result of their military service. This course will be co-taught by a military veteran who is familiar with military structure and resources. Undergraduate students who plan to work with older adults in a variety of fields will intersect with veterans during their career, especially those in medical and related fields. It will be highly beneficial for them to understand the culture of the military, their family needs, and their related experiences. Students in the Masters in Gerontology and Marriage and Family Therapy programs may find this course particularly useful for their career development.

**IMPACT:** This is a new course. No impact on other units is anticipated.

**Effective:** Spring 2014
Course Add
GERON 720 Design for Aging in the Modern World

Credits: (3)
This course will explore the dynamic process of aging and the role of the built environment in the; multidimensional as well as multi-spheral spaces of life-course occurring in the family, work, education, leisure as well as other domains and its relationship to the environment from a life-course perspective. The emphasis on aging and the environment will focus on how individuals and groups manage interactions associated with the social and physical settings. The course will develop students’ foundational knowledge in the theories of aging, environment and behavior, and the ecology of the aging process. These theories will be used as the basis to discuss and debate contemporary issues that confront an aging society. Three levels of the environment will be explored: the microenvironment including those products that people of all ages interact with on a daily basis; the meso (or middle) environment that includes residential and work settings that shape our relationships with family, friends, and associates, and lastly at the macro environment of our communities where people are connected to the larger social settings, services and supports that make up our cities and rural settings, both from a national and international perspective. Each of the sections covered will acknowledge how behavior is influenced by the environment and spans the life-cycle.

When Offered: Fall

K-State 8 TAG: None

Rationale: The older population of the U.S. is increasing in numbers, and lives in a variety of housing, from single family homes to specially designed residential units for people experiencing dementia. Just as there are many types of housing there are a number of different levels of physical and emotional needs of older adults in their living environments. Students in health care fields, social work, family studies, interior design, architecture and regional and community planning will benefit from understanding how living in an appropriately designed living environment can contribute to or detract from successful aging. Having this knowledge about living environments will allow students to design and/or to suggest changes to a living situation which may benefit the older adult and their family relationships as well as their social, psychological and emotional health.

IMPACT: This is a new course. No impact on other units is anticipated.

Effective: Spring 2014
**Course Add**

**FSHS 808 Research Application in Personal Financial Planning**

**Credits:** Variable (1-3)
In-depth applications of personal and family money management principles with emphasis on credit, savings, insurance, and budgeting.

**When Offered:** Other: On sufficient demand

**Pre-Requisite:**

**K-State 8 TAG:** None

**Rationale:** The doctorate emphasis in Personal Financial Planning was established in Summer 2009. The proposed course serves as an option for applied research skill development. A similar course does not exist within FSHS course options.

**IMPACT:** NONE

**Effective:** Spring 2014

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**Course Add**

**HMD 800 Topics in Hospitality Management and Dietetics**

**Credits:** Variable (1-3)

Presentation of timely, cutting-edge material pertinent to professional practice in hospitality management and dietetics.

**When Offered:** Fall, Spring, Summer

**Pre-Requisite:** Consent of Instructor

**K-State 8 TAG:** None

**Rationale:** HMD does not have a “Topics” course in the K-State Graduate Catalogue. Instituting such a course number will allow us to provide timely, cutting-edge courses for students. This “Topics” number will supplement the current “Readings” course number and “Problems” course number which are more appropriate for independent study courses with individual students.

**IMPACT:** NONE

**Effective:** Spring 2014
Course Add

HMD 896  Financial Management and Cost Control in Dietetics

Credits:  (3)

This course provides an overview of the fundamental knowledge of financial management, managerial, accounting, and operational cost controls for dietetics professionals who work predominately in not-for-profit organizations. Topics include a review of managerial accounting concepts for not-for-profit organizations, value and risk analyses, budgeting, asset management franchising and management contracts, cost-volume-profit analyses, and operational applications for financial performance.

When Offered:  Summer

Pre-Requisite:  Recommended: A basic financial or managerial accounting course

K-State 8 TAG:  None

Rationale:  This online course was developed to meet the needs of the GPIDEA Master of Science in Dietetics. A comparable on-campus course, HMD 895 Financial Management and Cost Controls in Hospitality Industry, is geared toward commercial hospitality operations that may have considerably different institution goals than the not-for-profit operations in which dietitians typically work. As for-profit and not-for-profit organizations have different business models, the course contents are being modified to meet the needs for GPIDEA students. This course was successfully pilot-tested in summer 2012. Therefore, we are applying to add this as a new course.

IMPACT:  NONE

Effective:  Spring 2014

EDACE 824. Teaching Online in Adult Education. (3) II. This course examines online adult learning theories, online pedagogies, current research, and trends in e-education for the workplace and higher education.

IMPACT:  None.

Rationale:  Online learning has become a part of most higher education institutions strategic plan. It has also become the main delivery for corporate training, military training and development, and other adult learner venues. It is important that the adult educators of the future understand how to deliver material in the online environment.

Effective Date:  Spring 2014
EDACE 835. Developing Teams and Leaders in Adult Education. (3) II. This course will examine how teams and leaders can be developed using adult education theory and adult learning principles.

IMPACT: None.

RATIONALE: Changes in the workforce create challenges for trainers and leaders. Understanding how to approach the adult population using the theories of adult education is important for career moves and development of the workforce.

EFFECTIVE DATE: Spring 2014

EDACE 837. Quality Programs and Staff Management in Adult Education. (3) I, S. Utilizes the use of adult education theories of program administration to enhance student understanding of staff and team dynamics. Focuses on developing interpersonal skills so that students can be more effective leaders, problem solvers, motivators, coaches, and change managers.

IMPACT: None.

RATIONALE: With today’s workforce (industry and education), employees can no longer be centered on one skill set. Many of our alumni change career paths from instruction to administration or department directors. Understanding adult learning principles and characteristics are essential skills to management and leadership.

EFFECTIVE DATE: Spring 2014
### Non-Expedited Curriculum Changes

<table>
<thead>
<tr>
<th>Change From:</th>
<th>Change To:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Gerontology Graduate Certificate</strong>&lt;br&gt;Gerontology is one of the interinstitutional graduate programs offered through the Great Plains Distance Education Alliance (GP-IDEA). GP-IDEA is a consortium of universities that have come together to offer post-baccalaureate programs through distance education to students whose family or career keeps them from completing an on-campus graduate degree or certificate. The 21-credit gerontology certificate program is designed to prepare professionals who are either working directly with older people or who are involved in education or research related to aging issues. Professionals offering direct services often are involved in health promotion programs; directing intergenerational activities; managing senior centers or retirement communities; counseling older people and their families; and helping people plan for retirement. Professionals involved in education and research may evaluate community-based services; teach others about the aging process; develop policies and programs to serve the needs of older adults; work with business and industry on issues related to an aging work force; and consumer education.&lt;br&gt;&lt;br&gt;Universities collaborating on the gerontology certificate program are Iowa State University, Kansas State University, North Dakota State University, Oklahoma State University, University of Missouri, and Texas Tech University. Students select a “home” institution through which they will apply to the program and enroll. Students will then take courses taught by their home institution as well as the other cooperating universities. The program has been designed to provide students with the core competencies identified by the Association for Gerontology in Higher Education.&lt;br&gt;&lt;br&gt;The certificate program consists of five required three-credit courses, listed below. The remaining six credits can be taken from other core courses or from gerontology electives offered through GP-IDEA or at the home institution (with prior approval). Up to three credits of practicum experience may be included in the certificate program.&lt;br&gt;&lt;br&gt;The certificate program has been designed for students who seek a credential in gerontology and who do not need a master’s degree.</td>
<td><strong>Gerontology Graduate Certificate</strong>&lt;br&gt;Gerontology is one of the interinstitutional graduate programs offered through the Great Plains Distance Education Alliance (GP-IDEA). GP-IDEA is a consortium of universities that have come together to offer post-baccalaureate programs through distance education to students whose family or career keeps them from completing an on-campus graduate degree or certificate. The 15-credit gerontology certificate program is designed to prepare professionals who are either working directly with older people or who are involved in education or research related to aging issues. Professionals offering direct services often are involved in health promotion programs; directing intergenerational activities; managing senior centers or retirement communities; counseling older people and their families; and helping people plan for retirement. Professionals involved in education and research may evaluate community-based services; teach others about the aging process; develop policies and programs to serve the needs of older adults; work with business and industry on issues related to an aging work force; and consumer education.&lt;br&gt;&lt;br&gt;Universities collaborating on the gerontology certificate program are Iowa State University, Kansas State University, North Dakota State University, Oklahoma State University, University of Missouri, Texas Tech University, and University of Arkansas. Students select a “home” institution through which they will apply to the program and enroll. Students will then take courses taught by their home institution as well as the other cooperating universities. The program has been designed to provide students with the core competencies identified by the Association for Gerontology in Higher Education.&lt;br&gt;&lt;br&gt;The certificate program consists of two required three-credit courses, listed below. The remaining nine credits can be taken from other core courses or from gerontology electives offered through GP-IDEA or at the home institution (with prior approval). Up to three credits of practicum experience may be included in the certificate program.&lt;br&gt;&lt;br&gt;The certificate program has been designed for students who seek a credential in gerontology and who do not need a master’s degree.</td>
</tr>
</tbody>
</table>
Required courses:

FSHS 845 - Adult Development and Aging  Credits: (3)
GERON 775 - Perspectives in Gerontology  Credits: (3)
GERON 776 - Program Evaluation and Research Methods in Gerontology  Credits: (3)
GERON 779 - Professional Seminar in Gerontology  Credits: (3)
HN 718 - Physical Health and Aging  Credits: (3)

Courses which may be used as electives

GERON 605 – Practicum in Gerontology  Credits: (1-3)
GERON 610 – Seminar in Long-Term Care  Credits: Administration (3)
GERON 630 – Mental Health and Aging  Credits: (3)
GERON 700 – Gerontechnology  Credits: (3)
GERON 705 – Sexuality and Aging  Credits: (3)
GERON 710 – Creativity and Aging  Credits: (3)
GERON 715 – Aging Veterans  Credits: (3)
GERON 720 – Design for Aging in the Modern World  Credits: (3)
GERON 725 – Problems in Gerontology  Credits: (3)
GERON 776 – Program Evaluation and Research Methods in Gerontology  Credits: (3)
GERON 777 – Public Policy: Economic & Social Impacts on Older Adults  Credits: (3)
GERON 778 – Aging and the Family  Credits: (3)
GERON 779 - Professional Seminar in Gerontology  Credits: (3)
HN 718 - Physical Health and Aging  Credits: (3)

Other online courses offered through the Great Plains IDEA consortium of universities or approved by the major advisor.

For additional information see the course schedule matrix at [www.gpidea.org](http://www.gpidea.org).

**Rationale:** Although the Graduate Certificate in Gerontology has been available since 2004 at K-State, very few students have taken advantage of the program. Currently there are 122 active students in the Great Plains IDEA gerontology program across the participating universities and only 13 are working toward the graduate certificate. We believe the reason for this is the high number of hours required – currently 21 credit hours. Fifteen of those credit hours are required courses, leaving only 6 credit hours for students to take electives. By reducing the required courses to six credit hours and total credit hours to 15, we’ll give students more options to make their certificate program more specific to their interests and career needs. We believe these revisions to the program will make it more likely that working professionals will be attracted to the program. We have created some specific “advising tracks” that students may wish to pursue including Environmental Design, Long-Term Care, and Recreation and Activities. These advising tracks will serve as guidelines for the graduate faculty of this program and will
not be listed as separate or distinct certificates. The Human Science Board which oversees the curriculum of the Great Plains IDEA gerontology program has approved these changes and the plan to move forward with approval at each of the participating universities.

**Impact (i.e. if this impacts another unit):** No impact to other units. Great Plains IDEA universities participating in the gerontology program are all pursuing these changes on their respective campuses.

**Effective:** Spring 2014

### Non-Expedited Course Drops

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>THTRE 660</td>
<td>Professional Theatre Tour. (2-3) Supervised viewing and analysis of professional theatre productions. Travel to one or more theatre centers such as New York, London, or Los Angeles. Students are charged an additional fee to cover travel.</td>
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<tr>
<td>THTRE 671</td>
<td>History of Opera. (3) A study of selected masterpieces of musical drama, with emphasis on the relationship of music and drama, and on the unique qualities of opera as a collective artwork.</td>
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<tr>
<td>THTRE 763</td>
<td>Reader’s Theatre. (3) The nature, purpose, and production of oral interpretation in the theatre; emphasis on monologue, lecture-recital, and play reading.</td>
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<tr>
<td>THTRE 764</td>
<td>Early American Theatre. (3) Studies in the drama and stagecraft of the colonies and the United States from the beginnings to 1900.</td>
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<td></td>
</tr>
<tr>
<td>THTRE 777</td>
<td>Aesthetics of the Theatre. (3) Principal emphasis on theoretical problems of dramatic art.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THTRE 779</td>
<td>Repertory Theatre. (3) Concentrated studies in theory and practice of repertory theatre productions. Reading, demonstrations, study of play scripts; play selection and production methods; operation of and assistance in production of plays in repertory.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THTRE 786</td>
<td>Israeli Theatre. (3) Drama and stagecraft of Israeli Theatre from its origins through the present.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RATIONALE:** These are courses that have not been taught for at least 15 years and there is no expectation by current faculty that they will be taught again in the future. We would like to have them removed from the catalogue so that our course listings are current and accurate.

**IMPACT:** None

**EFFECTIVE DATE:** Spring 2014
5. Graduate Student Affairs Committee – Candice Shoemaker, Chair  
   Candice Shoemaker, chair, presented the Annual Review of Students Performance Report to the Council. Members of the Task Force requested feedback on the proposed plan from the members of the Graduate Council. Areas of concerns addressed were related to requirements being too specific for programs that already had annual reviews, demand on faculty time, requirement of annual review rather recommendation, and requirement for report to the Graduate. Members were encouraged to send the Student Affairs Committee or Dean Shanklin feedback prior to November 12th. All feedback will now go back to the Student Affairs Committee for further review.

6. Graduate School Committee on Planning – David Yetter, Chair  
   On behalf of the Committee on Planning, David Yetter, chair, proposed the following changes to the handbook for first reading. The motion passed.
   o Add Ex-Officio status: (page 37)
     • chapter 6, section A- Constitution AND
     • chapter 6, section B.1 Graduate Council Membership
       - DCE ex-officio
       - Library ex-officio
   o ADD: Social Security and Medicare taxes (page 38)
   o Summer Term GTA’s, GRA’s and GA’s
     • Summer, Fall, Spring table to be added (page 39)

7. Graduate School Committee on Assessment and Review – Royce Ann Collins, Chair  
   No Report

8. Graduate Student Council Information – Amanda Fairbanks, President-Elect  
   Ten students were selected from the Research and the State Poster Competition to present at the Capitol Graduate Research Summit on February 13, 2014 in Topeka.
   - Tim Hoffman, Chemical Engineering
   - Lance Noll, Biomedical Science
   - Joseph Holste, Civil Engineering
   - Bryan Cafferky, Marriage and Family Therapy
   - Joseph Chapes, Mass Communications
   - Mohammadreza Mirzahosseini, Civil Engineering
   - Andrew McGowan, Agronomy
   - Megan Brown, Agronomy
   - Nichole Finke, Interior Architecture and Product Design
   - Keyla Lopez, Animal Sciences and Industry

   K-State Research Forum abstract submission portal will open November 11, 2013.

   Roberta Riportella, Kansas Health Foundation Professor of Community Health at K-State, will present two sessions about the Affordable Care Act on November 5th from 5:00-6:30 p.m. in Town Hall of Leadership Studies and November 13th from Noon-1:30 p.m. in 1018 Throckmorton Plant Sciences Center. An archived copy of the presentation scheduled for November 5th will be available on the Graduate School site: http://www.k-state.edu/grad/students/workshops/aca.html
- Dean Shanklin and President Schulz will host an online chat November 14th at 5:00 p.m.

- Texas Roadhouse will host a fundraising opportunity for Graduate Student Council on December 3, 2013. Ten percent of sales from patrons who notify their server they are there for the GSC, will be donated to the organization.

9. University Research and Scholarship
   No Report

10. Other business
   No Report

11. Graduate Fellowship Announcements
   - American Association for University Women (AAUW)
     - AAUW American Fellowship (November 15, 2013)
     - AAUW International Fellowship (December 1, 2013)
     - AAUW Selected Professional Fellowship (January 10, 2014)
     http://www.aauw.org/what-we-do/educational-funding-and-awards/

   - Amelia Earhart Fellowships for Women (deadline: November 15, 2013)
     http://www.zonta.org/WhatWeDo/InternationalPrograms/AmeliaEarhartFellowship.aspx

   - International Dissertation Research Fellowship (deadline: November 5, 2013)
     http://www.ssric.org/fellowships/idrf-fellowship/

   - US Borlaug Fellows in Global Food Security (deadline: November 11, 2013)
     http://www.purdue.edu/borlaugfellows

12. Graduate School Calendar of Events: November-December

   November
   1   Graduate Student Council travel grant application deadline for travel in January

   1   Graduate Student Council Leadership Meeting with President Schulz (11:45-12:45, President’s House)

   4   The Library and Your Research: Know Your CopyRights! (1:30-2:30pm, 301 Hale Library)

   4   Graduate Student Council General meeting, 12:00-1:00pm, Waters 137

   5   Graduate Council Meeting (3:30 p.m. – 5:00 p.m. – Union 227)

   7   Professional Development – Negotiating Brownbag with Breakout sessions (Academic/Business) 12:00 – 1:00 pm, Union 226-227

   10  Deadline to submit graduate faculty nominations and course and curriculum changes for December Graduate Council Meeting

   14  Online Chat with President Schulz and Dean Shanklin (5:00-6:00pm)
18 Graduate Student Council Leadership Committee meeting, 12:00-1:00pm, Waters 137

19 New Graduate Faculty Orientation (10:30-12:00, Union 227)

22 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.

22 To officially graduate in December 2013, your final examination ballot and the final copy of the electronic dissertation or master’s level thesis/report must be in the Graduate School.

December
1 Graduate Student Council travel grant application deadline for travel in February

2 Graduate Student Council General meeting, 12:00-1:00pm, Union 227

2 The Library and Your Research: Preparing Your Electronic Thesis, Dissertation, or Report (1:30-2:30pm, 301 Hale Library)

3 Graduate Council Meeting (3:30 p.m. – 5:00 p.m. – Union 227)

13 Fall term ends

13 Graduate School Commencement (1:00 p.m. – Bramlage Coliseum)

20 Kansas State Research Forum abstract submission deadline

- For a current list of Graduate School events, please see our website at: http://www.k-state.edu/grad/2013-2014%20calendar.pdf

cc: Academic Deans and Directors
Departments (please post)
Add Ex-Officio status:

6. GRADUATE COUNCIL CONSTITUTION, BY-LAWS, AND PROCEDURES

A. CONSTITUTION

CURRENT:
The Graduate Council is the chief legislative and policy-formulating body of the Graduate Faculty. Its duties are to formulate, review, and approve policies concerned with the conduct of graduate study at Kansas State University, providing effective leadership in advocating graduate education and scholarship of the highest caliber. Its actions are reported to the Graduate Faculty and to appropriate colleges of the University. The Graduate Council is composed of one representative from each college having a graduate program, and four representatives from each of six Academic Areas. The Dean of the Graduate School, or the Dean's designated representative, is the presiding officer of the Council, but not a voting member. Two representatives of the Graduate Student Council, one of whom is the Graduate Student Council President, are also non-voting Council members.

PROPOSED:
The Graduate Council is the chief legislative and policy-formulating body of the Graduate Faculty. Its duties are to formulate, review, and approve policies concerned with the conduct of graduate study at Kansas State University, providing effective leadership in advocating graduate education and scholarship of the highest caliber. Its actions are reported to the Graduate Faculty and to appropriate colleges of the University. The Graduate Council is composed of one representative from each college having a graduate program, and four representatives from each of six Academic Areas. The Dean of the Graduate School, or the Dean's designated representative, is the presiding officer of the Council, but not a voting member. One representative from the Division of Continuing Education, one representative from the Libraries, and two representatives of the Graduate Student Council, one of whom is the Graduate Student Council President, are also non-voting Council members. These representatives serve at the discretion of the head of their unit.
Chapter 1: Admission to Graduate Study, E. Graduate Assistants

The principal objective of a graduate student is to pursue a concerted program of study that will normally lead to an advanced degree in the chosen academic discipline. To assist students to pursue their studies full-time, the University makes available financial assistance through a limited number of graduate teaching assistantships (GTA), graduate research assistantships (GRA) and graduate assistantships (GA). These assistantship appointments carry with them a service requirement, typically directed at improving professional skills in their academic fields. Award of an assistantship is based on the student's ability and promise and is usually made for either nine or twelve months. The maximum appointment is 0.5 full-time equivalent (FTE), but appointments for lesser fractions may be made. Continuation of appointments is subject to academic performance and the availability of funds. Information on applying for graduate assistantships may be obtained from the department concerned.

Students holding GTA, GRA, or GA appointments from September 1 through November 17 receive tuition benefits for the fall term, and students holding GTA, GRA, or GA appointments from February 1 through April 17 receive tuition benefits for the spring term. If a graduate appointment does not begin by these dates or terminates before these ending dates, all tuition benefits will be lost. The student then is responsible for the total tuition payment.

GTAs, GRAs, and GAs on a 0.5 FTE appointment are eligible to participate in the Kansas Board of Regents GTA/GRA/GA health insurance plan. Information about enrollment in the health insurance plan is available from Human Resources.

The maximum number of credit hours in which a graduate student employed on an assistantship can enroll is 12 hours for the fall and spring terms and 9 hours during the summer. Students desiring to enroll in credit hours exceeding the maximum number permitted should be in good academic standing and obtain permission from their advisor and forward the permission to the Graduate School for final approval. To fulfill the obligation that students pursue studies full-time, graduate assistants must be enrolled for a minimum of 6 hours of credit during fall and spring terms. The Graduate School does not require that graduate students be enrolled during the summer. Individual departments may require minimum enrollment in any term. Information pertaining to minimum enrollment during the summer may be obtained from the department concerned. Graduate students appointed on a full-time GRA and GA appointment (0.5 FTE) may enroll in 1 hour, but they will be required to pay Social Security and Medicare taxes. To be exempt from paying taxes they must be enrolled in 3 hours. Hours taken during May and August intersession are counted in the total number of hours for the summer term. To be eligible for a GTA tuition waiver in the summer, the student must be enrolled in 3 hours.

Tuition responsibilities for graduate students depend on the nature of the appointment. Students holding a 0.4 FTE appointment as GRA/GA/GTA, or any combination of these, are assessed tuition at the resident rates according to an established schedule.
Graduate students appointed as a GTA are eligible for a tuition waiver. Graduate students appointed on a full-time GTA appointment (0.5 FTE) receive a tuition waiver for a maximum of 10 hours in the fall and spring terms and 6 hours in the summer term. Hours taken during January intersession are counted in the total number of hours for the tuition waiver paid in the spring term. Hours taken during May and August intersessions are counted in the total number of hours for the tuition waiver paid in the summer term. Graduate students holding a 0.5 total FTE appointment during the fall, spring, or summer terms but an appointment of less than 0.5 FTE as a GTA are eligible to receive a partial tuition waiver based on the proportion of the teaching appointment.

*See Table 1 for a Schedule of Tuition Remission

Table 1: Schedule of Tuition Remission

<table>
<thead>
<tr>
<th>Fall &amp; Spring</th>
<th>20% tuition waiver (2 hours)</th>
<th>Summer</th>
<th>10% tuition waiver (1 hour)</th>
</tr>
</thead>
<tbody>
<tr>
<td>.10 FTE GTA</td>
<td>.05 FTE GTA</td>
<td>.10 FTE GTA</td>
<td>20% tuition waiver (2 hours)</td>
</tr>
<tr>
<td>.15 FTE GTA</td>
<td>.15 FTE GTA</td>
<td>.20 FTE GTA</td>
<td>20% tuition waiver (2 hours)</td>
</tr>
<tr>
<td>.20 FTE GTA</td>
<td>.20 FTE GTA</td>
<td>.25 FTE GTA</td>
<td>30% tuition waiver (3 hours)</td>
</tr>
<tr>
<td>.25 FTE GTA</td>
<td>.30 FTE GTA</td>
<td>.30 FTE GTA</td>
<td>40% tuition waiver (4 hours)</td>
</tr>
<tr>
<td>.30 FTE GTA</td>
<td>.35 FTE GTA</td>
<td>.35 FTE GTA</td>
<td>50% tuition waiver (5 hours)</td>
</tr>
<tr>
<td>.35 FTE GTA</td>
<td>.40 FTE GTA</td>
<td>.40 FTE GTA</td>
<td>50% tuition waiver (5 hours)</td>
</tr>
<tr>
<td>.40 FTE GTA</td>
<td>.45 FTE GTA</td>
<td>.45 FTE GTA</td>
<td>60% tuition waiver (6 hours)</td>
</tr>
<tr>
<td>.45 FTE GTA</td>
<td>.50 FTE GTA</td>
<td>.50 FTE GTA</td>
<td>60% tuition waiver (6 hours)</td>
</tr>
<tr>
<td>.50 FTE GTA</td>
<td>(maximum)</td>
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</table>

In all cases, the student will be responsible for paying the remainder of the tuition at the resident rate. GTA tuition waivers are provided for tuition benefits only; students will be responsible for campus privilege fees (student health, activity fees, etc).

The Kansas Board of Regents requires all prospective GTAs who are non-native speakers of English to achieve a:

minimum score of 50 on the TSE (Test of Spoken English)

OR

minimum score of 50 on the Speaking Proficiency English Assessment Kit (SPEAK)

OR

minimum score of 22 on the speak section of the Internet-based Test of English as a Foreign Language (TOEFL iBT)

Disputes concerning graduate assistants (GTA/GRA/GA) are employment matters that should be originated with the appointing department and be addressed through normal supervisory channels. The student should begin addressing the concern with the assigned supervisor of the assistantship and, if necessary, proceed to the department or unit head. If the matter is not resolved at the department or unit level, the student may present it to the Dean of the College in
which the (GTA/GRA/GA) is employed. Formal grievance procedures do not apply to these appointments.

Individuals should contact Affirmative Action or the Office of Student Life regarding employment disputes believed to constitute discrimination or harassment, as defined in the "Policy and Procedure for Discrimination and Harassment Complaints" section of the University Handbook.