

MINUTES
Faculty Senate Academic Affairs
October 19, 2021, 3:30 pm
ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>

Present: Sara Blankley (GU), Jenny Bormann (Ag-Co-Chair), Gerry Craig (AS), Mary Lynn Higginbotham (VM), Kim Hiller (HHS), Brandon Kliewer (Ed), Terry Mason (BA), Michael McGlynn (APD), DeAnn Presley (EXT), Carol Sevin (LIB), Don Von Bergen (TA-Co-Chair), and Steve Warren (EN)

Absent: Bryce Atchison (SGA)

Nonvoting liaisons present: Shannon Castleberry (Reg)

Guests and visitors: Brie Heidbreder

1. The meeting was called to order at 3:30 pm.
2. The October 5th minutes were approved as submitted.
3. KBOR General Education Working Group report – Brie Heidbreder
 Brie reported they met on September 24th but spent most of the time on one topic. They’re still filling out the framework and they’ve heard back now from all registrars. The focus was mostly on the science area. The framework so far is that two courses would be required for the natural/physical sciences. Concern was mainly over whether a lab would be required. Most agreed it should, but there was longer conversation about the credits involved with these. History area was discussed briefly but that will be discussed at the next meeting on Oct. 29th. There are other areas that also need to be clarified. The next stage, once these areas are agreed on, will be implementation. Various subcommittees will be created to begin policy language and outcomes.

Committee members had various comments and questions. For example, BS degrees are 120 credit hours. When you’re trying to get a science course in along with a lab, it’s generally not a 3 + 3, it’s 3 + 4 and makes it difficult to stay within the credit hours. It was noted that the credit hours for a lab differ by institution. The working group discussed having a variable credit allowed. There were various other questions raised that Brie will take back to the working group when they meet next week.

4. Tabled course and/or curriculum proposals

Health and Human Sciences	Human Development and Family Science (M.S.) (not ready for action yet)
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5. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1412/form>

Arts and Sciences	ART - 529 - Color Printmaking Workshop: Creative Process and Investigation ART - 530 - Color Printmaking Workshop: Experimental Techniques and Vision DAS - 199 - Selected Topics GEOG - 712 - Internet GIS and Distributed Geographic Information Services GEOG - 740 - Fluvial Geomorphology HIST - 537 - History of Indigenous Peoples of North America MC - 210 - Visual Communication in Mass Media MUSIC - 841 - Collegium Musicum Early Music Ensemble
Engineering	CIS - 526 - Web Application Development

Bormann moved and Von Bergen seconded to approve these. Motion carried. It was noted that MC 210 has other courses tied to it that will come through in the next couple of agendas.

6. Graduation list additions:

- A. Fall 2016 list addition: Kendra Hornbacker, Bachelor of Science, Health and Human Sciences
- B. Spring 2021 list addition: Natalie Vesta, Bachelor of Science, Arts and Sciences

A motion was made by Bormann and seconded by Kliewer to approve the graduation list additions. Motion carried.

7. 21-22 Committee work

- A. Posthumous degree policy/procedures ([UH F150](#))

Bormann reported the subcommittee members are finalized and the first meeting is being scheduled.

- B. Post Bacc Minor Policy review ([UH 160](#))

Von Bergen will begin work on this policy review after the next item (UG Academic Certificate Policy) is cared for.

- C. Undergraduate Academic Certificate Policy review ([UH 170](#)) (attachment)

Von Bergen shared the proposed edits he and Blankley have worked on related to this policy. They would like to get members feedback and have a vote next meeting. It was mentioned that catalog language should match up with University Handbook language, when that gets updated.

- D. Interdisciplinary program Policy review (attachment)

Kelley Brundage submitted her recommended edits and Candace is working to finalize her suggested edits as well. These will be sent on to committee members for review as soon as they're ready and Bormann will also reach out to the Graduate School for their feedback since this involves both the undergraduate and graduate processes. There were a few things shared that needed some tweaks and these will be edited.

Additionally, this is part of the ARN (Approval, Routing, and Notification) instruction manual and this may be a good time to do some cleanup on the whole thing since it's been in place and some areas, such as definition of cross-listed courses, process for creation of new prefixes, and how to utilize the elective lists form need some clarification. Members were asked to think about this and provided their feedback.

- E. Coordination with CAPP (update if any)

- i. cross-Listed definition for course; other

Bormann reached out to CAPP about a definition for cross-listed courses. Would like to revisit the definition of this. However, it seems perhaps FS AAC may handle this for now. The main desire is to provide clarification about what needs to be identical and what doesn't. Also, when a course comes through Curriculog, it needs to be clear that it is cross-listed and connected to other courses in the catalog that will need updating as well. Von Bergen has some ideas and will send them out to the committees. These can be reviewed and discussed at an upcoming meeting.

- F. Catalog deadlines (*placeholder for when this is ready to discuss*)

No discussion.

8. Committee Reports

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

It was a short meeting, but many updates were provided. There was a reminder to complete cybersecurity training by Dec. 31st, otherwise eID access will be revoked. There has been a Dig Arc IT

update (they are the parent company for Curriculog). Org Central is a new software available for student groups and clubs. DUO had an update that probably most have seen. There were also various updates from the Office of Recruitment and Admissions including they have combined a validation of Credit form for all evaluations (new and current students).

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

It was a lengthy meeting last week. The Guidelines for Interpreting the Term Final Examination Schedule were finalized and are being shared here with FSAAC. The guidelines are now live and you should be able to view them here: <https://www.k-state.edu/capp/documents/Guidelines-for-Interpreting-the-Term-Final-Examination-Schedule.pdf>.

C. Curriculog Team – Bormann/Castleberry/LaBerge (no report)

D. University Library Committee – Hiller

They met last week and were provided an update on how it's going getting everything back in the building. The last big piece is a large shipment of furniture, which has been delayed. It should arrive, hopefully, before winter break so that over the break they can replace the old furniture.

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

Candace reminded all that the Term Appointment Caucus elections are beginning, and Faculty Senate is currently receiving nominations.

10. The meeting adjourned at 4:22 pm.

Next meeting: Tuesday, November 2, 2021, 3:30 pm; Zoom ID: 442 684 782