Graduate Council Meeting Minutes
March 1, 2022 – 3:30 p.m.
Room 227, K-State Student Union

Present: P. Ackerman, B. Beyer, M. Brueseke, D. Carroll, P. Chen (GSC President), R. Cozma, M.A. Cro, T. Durrett, J. Gordon, M. Higgins, J. Jang, H. Kang, S. Kearns (Hale Library), A.A. Knoblauch, Y. Li, T. Nasser, J. Nikkel (Global Campus), A. Nutsch, S. Porath, P. Reyes, M. Rolf, R. Sadykov, G. Topham, D. Vanlandingham
Absent: J. Canfield, V. Chikan, I. Ciampitti, M. Flynn, K. Guler, A. Ivanov, M.K. Kim, L. Melander, A. Rys, J.S. Smith, M. Wei, B. Zhang
Graduate School: C. Petrescu (Dean), S. Reznikoff (Assoc. Dean), T. Smock

1. **Opening remarks.**

2. **Approval of Minutes.** February 1, 2021 meeting. https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2022_agenda_minutes/GC2022_2_Minutes.pdf

Motion: Dr. Ackerman motioned to accept the minutes as presented.
Second: Dr. Reyes.
Vote (YES-NO-ABSTAIN): 19-0-0. Motion carried.

3. **Graduate School update.**

- Graduate School Report from the Dean.

Dean Petrescu announced an upcoming town hall meeting: March 23, 2-4pm, Leadership building auditorium, "Building GS Strategic Leadership Roles: A Town Hall Meeting." More information to follow in the Graduate School newsletter.

A national search for the next Associate Dean of the Graduate School will be announced soon.

On March 21, 2022 the Graduate School is scheduled to meet with university President Linton. President Linton is meeting with each college as part of his plan to get to know the campus and the University. Grad Council members are asked to communicate to Dean Petrescu any important issues they have regarding graduate education and research. Dean Petrescu wants to communicate to the president any ideas or needs of the graduate faculty and graduate students, and how we think we might realize these goals.

- Election Timeline

Thu, 24 FEB: Call for Nominations for Graduate Faculty to serve on Grad Council (3-year terms) goes out via listserv.
Thu, 17 MAR: Nomination deadline.
Thu, 24 MAR: Qualtrics ballots e-mailed to Graduate Faculty for voting.
Mon, 04 APR: Deadline for ballot to be completed.
Mon, 11 APR: New elected members informed and announced.
Tue, 03 MAY: New members installed at Graduate Council meeting.

Departments may have only one representative on Council. Academic Area representatives must be from at least two colleges. See the by-laws of the Graduate Council for complete election procedures (https://www.k-state.edu/grad/graduate-handbook/chapter6.html).

College representative vacancies:

Technology and Aviation, 1
Health and Human Sciences, 1
Veterinary Medicine, 1

Academic Area representative vacancies:

Applied Natural Sciences, 1
Basic Natural Sciences, 2
Social Sciences, 2

4. Graduate Council – coordinated work and feedback loop with the campus

Dean Petrescu reiterated that the regular monthly meeting of the committee chairs is ongoing and will continue.

5. Academic Affairs Committee – Dana Vanlandingham, Co-Chair; Timothy Durrett, Co-Chair
- Report.
- Action Items.

a. Graduate Faculty Nominations.

Name	Position	Department/Program	Type	Page
Trudy Bers	Teaching Professor	Educational Leadership	Membership	9
Jennifer Miller	Instructor	Kinesiology	Membership	12
Jessie Piper	Teaching Assistant Professor	Gerontology	Membership	15
Sara Butler	Professor of Practice	Educational Leadership	Associate	18
Matthew Cardin	Professor of Practice	Educational Leadership	Associate	21
DeAnna McCloud	Teaching Assistant Professor	Applied Human Sciences	Associate	24
Sandra Robinson	Professor of Practice	Educational Leadership	Associate	27
Nicholas Rozzi	Adjunct Faculty	Grain Science and Industry	Associate	30
Kathryn Sigman	Instructor	Gerontology	Associate	33
Natalie Villareal	Professor of Practice	Educational Leadership	Associate	37
Elisa Karkle	Assistant Professor	Grain Science and Industry	Certification	40

Motion: Academic Affairs Committee motions to approve all Memberships, Graduate Faculty Associates, and Certifications as presented.
Second: N/A
Vote (YES-NO-ABSTAIN): 19-0-0. Motion carried.

b. **Course and Curriculum Items.**

To view course and curriculum proposals, log into Curriculog (https://kstate.curriculog.com/) using your K-State eID.

Each section of proposals listed below includes a link to a Curriculog agenda. Click on the link to view the proposals for that section. A list of proposals will appear.

- Click the proposal name to show proposal details.

For additional information on viewing a proposal:
http://www.k-state.edu/curriculog/training/help/proposals/view/index.html

Expedited Course Changes - https://kstate.curriculog.com/agenda:1579/form			
College	Course Number	Title	Effective Date
Arts and Sciences	ART 650	Advanced Painting Topics I	Fall 2022
	ART 660	Advanced Sculpture	Fall 2022
Veterinary Medicine	CS 894	Antimicrobial Resistance in Bacteria: Impact on Animal and Public Health	Spring 2023
Arts and Sciences	DANCE 705	Movement: Fundamentals, Analysis, & Observation	Fall 2022
	GEOL 790	Problems in Geology	Fall 2022
	PSYCH 885	History and Trends in Psychology	Fall 2022
	STAT 764	Applied Spatio-Temporal Statistics	Fall 2022
	STAT 766	Applied Data Mining/Machine Learning and Predictive Analytics	Fall 2022

Motion: Academic Affairs Committee motions to approve all Expedited Course Changes as presented.
Second: N/A
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Standard Curricula Changes - https://kstate.curriculog.com/agenda:1580/form		
College	Title	Effective Date
Arts and Sciences	English (M.A.)	Fall 2022

Motion: Academic Affairs Committee motions to approve all Standard Curicula Changes as presented.
Second: N/A
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Standard Course Changes - https://kstate.curriculog.com/agenda:1581/form			
College	Course Number	Title	Effective Date
Business Administration	MANGT 860	Managing the Triple Bottom Line Business	Fall 2022
	MANGT 880	Strategic Management	Fall 2022

Standard Course Changes - https://kstate.curriculog.com/agenda:1581/form			
College	**Course Number**	**Title**	**Effective Date**
	MANGT 890	International Management	Fall 2022

Motion: Academic Affairs Committee motions to approve all Standard Course Changes as presented.
Second: N/A
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

New Courses - https://kstate.curriculog.com/agenda:1582/form			
College	**Course Number**	**Title**	**Effective Date**
Education	EDCI 913	Inquiry I – Statistical Analysis in Curriculum and Instruction	Fall 2022
	EDCI 914	Inquiry II – Qualitative Research in Curriculum and Instruction	Fall 2022
	EDCI 915	Inquiry III - Program Evaluation for Curriculum and Instruction	Fall 2022
	EDCI 917	Inquiry IV - Advanced Quantitative Methods in Curriculum & Instruction	Fall 2022
	EDCI 918	Inquiry IV - Advanced Qualitative Methods in Curriculum & Instruction	Fall 2022

Motion: Academic Affairs Committee motions to approve all New Courses as presented.
Second: N/A
Vote (YES-NO-ABSTAIN): 21-0-0. Motion carried.

6. Student Affairs Committee – Doris Carroll, Chair; A. Abby Knoblauch, Chair-elect

- Report.

  o Graduate student childcare scholarships.

The recommendation to Dean Petrescu is that the Graduate School creates five $1,000 childcare scholarships. The committee discussed problems with assessing a student's financial need and agreed that asking for too much information could dissuade students from submitting applications. Therefore, the assessment of need should consist only of the student's current childcare costs, whether the student has a full time or part time job, and a statement of need/impact that is no longer than one page.

  o Graduate student needs assessment survey.

A three-question survey was sent to Graduate Council members to help determine what areas of concern or interest would be most useful on a larger graduate student needs assessment survey. The committee will use the results of this shorter survey to capture information and points of interest for use in the larger needs assessment survey.

- Action Items.

7. Committee on Planning – Viktor Chikan, Chair; Perla Reyes, Chair-elect

- Report.
- Action Items:
  - a) READING TWO: Chapter 1, Section B.4 Revision (Graduate Pathway Program) (Appendix A)

Motion: Replace the EPT with PTE qualifying scores (46-57) as criteria for acceptance into the Pathway program.
Second: Dr. Kang.
Vote (YES-NO-ABSTAIN): 22-0-0. Motion carried.

  - b) READING TWO: Chapter 6, Section B.3. Revision (Election Procedures) (Appendix B)

Motion: Adopt the revised election procedures as outlined Appendix B.

Discussions about the motion led to a revision. The revision was to change the last sentence in Appendix B to read, "The election of representatives and identification of the colleges' representatives must be completed by April 1."

Amended motion made by Dr. Nutsch: To change the last sentence in Appendix B to read, "The election of representatives and identification of the colleges' representatives must be completed by April 1."
Second: Dr. Cro.
Vote (YES-NO-ABSTAIN): 21-0-0.

Motion: To approve the revised election procedures as amended in the previous motion.
Second: Dr. Cro.
Vote: 21-0-0.

8. Assessment and Review Committee – Haijun Kang, Chair; Andrew Rys, Chair-elect
- Report.

Mid-Cycle Program Review List

Reporting Year	Program Name	Degree Offered	Department
2022	Architectural Engineering	M	Architectural Engineering & Construction Science
2022	Biological and Agri Engg	M, D	Biological and Agricultural Engineering
2022	Chemical Engineering	M, D	Chemical Engineering
2022	Civil Engineering	M, D	Civil Engineering
2022	Computer Science	M, D	Computer Science
2022	Elec and Comp Engineering	M, D	Electrical and Computer Engineering
2022	Hort & Natural	M, D	Horticulture and Natural

Reporting Year	Program Name	Degree Offered	Department
	Resources		Resources
2022	Industrial Engineering	M, D	Industrial and Manufacturing Systems Management
2022	Master of Engineering Mgmt	M	Industrial and Manufacturing Systems Management
2022	Mechanical Engineering	M, D	Mechanical and Nuclear Engineering
2022	Nuclear Engineering	M, D	Mechanical and Nuclear Engineering
2022	Operations Research	M	Industrial and Manufacturing Systems Management
2022	Pathobiology	D	Diagnostic Medicine and Pathobiology

- Action Items - none

9. Graduate Student Council – Pingping Chen, President

- Report.

The Graduate Student Council has opened the nominations for the elections of the Executive officers on this Monday Feb 28th. This is a great leadership opportunity! Please encourage your students to run for the officer positions. If you or your students would like to know more information, please email egsc@ksu.edu.

- Action Items

10. University Research and Scholarship – Sarah Reznikoff, Interim Associate Dean

- Report.

The final round of the Three Minute Thesis competition will be held this evening at 5:30 pm.

The Capitol Graduate Research Summit on Tuesday, March 29 in Topeka, KS. Graduate School is searching for two judges for this competition: one faculty member and one individual with industry experience. Let your colleagues know about the opportunity to serve as judges!

11. Informational Items.

a. Faculty Memberships

Name	Position	Department/Program	Date
Elisa Karkle	Assistant Professor	Grain Science and Industry	2/5/22

12. Adjournment.

Appendix A
READING TWO: Chapter 1, Section B.4 Revision (Graduate Pathway Program)

B4. Graduate Pathway Program

Kansas State University has been approved to offer the Graduate Pathway Program for students who need to complete one or two Intensive Language courses but are otherwise eligible to be admitted to a graduate program. The Pathways Program is a one semester program and a specific Pathways I-20 is issued to eligible applicants. Specific requirements of the Pathways Program include the following:

a. Admission to a graduate degree program for fall or spring semester only.

b. Part score ranges on English tests in one or two areas (see below) for entry into the Pathway program. Students would have to have at least one passing score (For example, a reading score of 20 on the IBT TOEFL test) to qualify for the Pathway program. Students with three weak areas (non-passing part scores) would be directed to the Full-time Intensive English Program.

Part Score Ranges for Graduate Pathway Program Eligibility			
	Writing	Reading	Listening
IBT TOEFL	16-19	16-19	16-19
IELTS	6	6	6
~~EPT~~	~~33-38~~	~~50-56~~	~~50-56~~
PTE	46-57		

c. Enrollment in 1 or 2 of the 3 graduate support courses (below), students having three weak areas would be directed to the Full-time Intensive English Program.

(1) DAS 176 Advanced Reading Skills (3 crs.)

(2) DAS 177 Advanced Writing Skills (3 crs.)

(3) DAS 178 Advanced Listening Skills (3 crs.)

(4) Enrollments in one to two formal graduate classes excluding research hours depending on the number of DAS courses. The graduate course(s) must be scheduled around the DAS courses. These formal courses will be predetermined by graduate program at the time of admissions to the Pathways Program.

(5) Students must enroll in 9 credit hours even if on a graduate assistantship as a requirement for issuing an I-20 for the Pathways Program.

d. Completion of the Pathways Program is based on completion of all classes, English and academic, with grades of A or B. Students who do not demonstrate this may be permitted to continue on the Pathway I-20 for a second semester.

e. Once a student has completed the Pathways Program, the International Students and Scholars Office will issue the academic I-20.

Appendix B
READING TWO: Chapter 6, Section B.3. Revision (Election Procedures)

B.3 Election Procedures (changes are in red)

It is the responsibility of the Graduate Council to supervise the election of Graduate Council members from Academic Areas and colleges.

Each Academic Area will elect four representatives to the Graduate Council, and each representative will have a term of three years. Terms will be arranged that at least one member is elected each year from each Academic Area. The four representatives of each Academic Area must be from at least two colleges.

Each college will elect one representative to the Graduate Council, and each representative will have a term of three years. Terms will be arranged so that at least two college representatives are elected each year.

No academic unit within an Academic Area may have more than one member on the Graduate Council. A representative may serve no more than two terms consecutively.

The Graduate Council is responsible for supervising the election of Graduate Council members. No later than the second Monday of February, the Election Committee will call for nominations of eligible Graduate Faculty members from each Academic Area to stand for election for the vacant Graduate Council seats within that respective Academic Area. Ballots for the election of representatives to the Graduate Council will be provided electronically by the Dean of the Graduate School. Graduate faculty in the Academic Area will vote for the representative(s) of their respective Academic Area.

For the college representative position, each college will determine ~~their~~ its own internal method for identifying a representative. The name of the representative as well as the internal method for selection must ~~(i.e. election or nomination) and will~~ be communicated by the Deans of the colleges to the Dean of the Graduate School.

Members of the Graduate Faculty are eligible to serve as representatives to the Graduate Council. College and university administrators (those with more than 50% administrative appointments, e.g., the Provost, Vice- Provosts, Associate Provosts, Assistant Provosts, Deans, Associate Deans, Assistant Deans, Assistants to the Dean, etc.) are not eligible to serve as representatives. ~~Graduate Faculty from all departments and graduate programs within the college or the Academic Area vote for the eligible members.~~ The election of representatives and identification of the colleges' representatives must be completed by April 1.~~The election of representatives must be completed by April 1.~~