

## **Graduate Council Meeting Minutes**

April 5, 2022 – 3:30 p.m.

Room 227 - K-State Student Union

**Present:** P. Ackerman, B. Beyer, M. Brueseke, J. Canfield, D. Carroll, P. Chen (GSC President), V. Chikan, R. Cozma, M.A. Cro, T. Durrett, J. Gordon, K. Guler, M. Higgins, A. Ivanov, J. Jang, H. Kang, S. Kearns (Hale Library), A.A. Knoblauch, L. Melander, T. Nasser, J. Nikkel (Global Campus), A. Nutsch, S. Porath, P. Reyes, A. Rys, D. Vanlandingham, B. Zhang

**Absent:** I. Ciampitti, M. Flynn, , M.K. Kim, Y. Li, M. Rolf, R. Sadykov, J.S. Smith, G. Topham, M. Wei

**Graduate School:** M. Miller (Student Success Coord.), C. Petrescu (Dean), S. Reznikoff (Assoc. Dean), T. Smock

### **1. Opening remarks.**

- The national search for the permanent Associate Dean of the Graduate School is proceeding.
- The Faculty Senate is working on an interdisciplinary program framework, though it is focused on undergraduate studies at this time. Dean Petrescu will be meeting with Tanya Gonzalez, Interim Assoc. Provost, Institutional Effectiveness, in May 2022 to discuss a graduate interdisciplinary studies framework.
- The Higher Learning Commission (HLC) will conduct a site visit next week. Faculty are invited and encouraged to attend the open forums and to engage in a healthy dialogue with HLC. Graduate Council members are encouraged to attend to discuss graduate research and education at K-State.
- University President Linton has invited the Graduate Student Council, graduate students, and Graduate Council to a lawn party on Sunday, April 24 at 4-6.30pm at McCain Auditorium. This is another opportunity to celebrate graduate students and their achievements and talk with the President about the Graduate School and its strategic initiatives.

**2. Approval of Minutes.** March 1, 2021 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2022\\_agenda\\_minutes/GC2022\\_3\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2022_agenda_minutes/GC2022_3_Minutes.pdf)

Motion: A Council member motioned to approve the minutes as presented.

Second: Dr. Kang.

Vote (YES-NO-ABSTAIN): 18-0-0. Motion passed.

### **3. Graduate School update.**

- Graduate School Report from the Dean.
- Election Timeline

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>).

- The Graduate School has partnered with the College of Engineering to pilot a new process to assess and support readiness for a successful defense: Here is the process:
- a. Send the readiness for defense survey to the doctoral students immediately after they apply for graduation, even before they have their defense date scheduled (per Policy students are required to submit their defense date 7 days prior to defense. This doesn't allow us time to conduct this survey and provide support for orderly conduct of defense if required)

The survey would collect information on:

- i. Readiness for defense
  - ii. Communication with major professor and supervisory committee (comfort with and frequency)
  - iii. Expected challenges for the defense
- b. Send the readiness for defense survey to major professor and faculty on supervisory committee to collect information on:
    - i. Their perception of student readiness for defense in terms of research quality and professional maturity
    - ii. Expected challenges for the defense
  - c. The surveys will be administered by the Graduate School. In the situation that challenges are identified, the Graduate School will work with the Colleges (associate dean and program coordinator) to identify the best way to address those challenges. The decision on how to address them will be made by the College/academic program with support from the Graduate School, including the appointment of a Grad School representative to attend the defense

The pilot was launched in February. So far, the students and the faculty responses have not indicated the presence of any challenges regarding readiness for defense.

A Council member identified the need to consider mental health impact of any issues within the committee, urging the Graduate School to identify what interventions might be required to mitigate effects on the student. A follow-up conversation with the GC faculty member will take place to discuss the mental health concern raised.

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

#### **5. Academic Affairs Committee – Dana Vanlandingham, Co-Chair; Timothy Durrett, Co-Chair**

- Report.

The committee elected a new chair for the 2022-23 academic year. Dr. Abby Nutsch will take over the role beginning August 2022.

- Action Items.

a. Graduate Faculty Nominations.

Name	Position	Department/Program	Type	Page
Kimberly Beatty	Teaching Professor	Educational Leadership	Membership	4
Shabina Kavimandan	Instructor	Curriculum and Instruction	Membership	7
Chance Armstrong	Adjunct Faculty	Diagnostic Medicine & Pathobiology	Associate	10
Andrea Dixon	Research Manager	Diagnostic Medicine & Pathobiology	Associate	13
Tae Kim	Research Assistant Professor	Diagnostic Medicine & Pathobiology	Associate	16
John Kincaid	Instructor	Curriculum and Instruction	Associate	19
Michael Lawson	Teaching Assistant Professor	Curriculum and Instruction	Certification	22

Motion: Dr. Vanlandingham, on behalf of the committee, motioned to approve all Memberships, Associate memberships, and Certifications as presented.

Second: N/A

Vote (YES-NO-ABSTAIN): 18-0-0. Motion passed.

**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>

New Curricula - <a href="https://kstate.curriculog.com/agenda:1612/form">https://kstate.curriculog.com/agenda:1612/form</a>		
College	Title	Effective Date
Health and Human Sciences	B.S./M.S. Personal Financial Planning	Spring 2023

Motion: Dr. Vanlandingham, on behalf of the committee, motioned to approve the curriculum as presented.

Second: N/A

Vote (YES-NO-ABSTAIN): 19-0-0. Motion passed.

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

- Report.

A pre-assessment survey was distributed to a group of graduate students on February 24.

Based on responses, some themes were identified regarding graduate students' primary needs:

- Financial support/compensation
- Faculty mentorship/relationships with faculty
- Connectedness/community
- Mental health
- Work-life balance

The committee will now consider ways to use these survey findings to improve the student needs assessment survey.

The application deadline for Graduate Student Child Care Scholarships is April 6. There are approximately 30 applicants already. We do not have enough funding to cover the demand.

- Action Items - none

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

- Report.

The last scheduled committee meeting did not take place due to weather on March 10.

- Action Items - none.

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

- Report.

Committee members divided into small groups and went to break-out rooms in Zoom to conduct program assessment for seven programs. The committee is still waiting for assessments of student learning from two programs, then all will be complete.

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	Electrical 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.

Nominees for executive positions were introduced and other graduate student topics discussed at the April 4 general meeting.

Awards and Recognition Reception will be April 19 in the Alumni Center Ballroom beginning at 5pm! This event recognizes graduate students for select accomplishments made within the past year.

- Action Items - none

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

- Report.

The 19<sup>th</sup> annual Capitol Graduate Research Summit occurred March 29, 2022 in the state capitol building in Topeka, KS. Ten K-State graduate students presented. Two K-State graduate students received awards (a \$500 scholarship) for their presentations.

On March 30 and 31, nearly 50 graduate students gave poster presentations and talks in the annual K-State Graduate Research, Arts, and Discovery Forum. Eight graduate students received awards (a \$500 scholarship) for their presentations.

#### **11. Adjournment.** The Council adjourned at 4:32 pm.