

## Graduate Council Meeting Minutes

April 4, 2023 – 3:30 p.m.

K-State Union, Room 227

**Present:** A.P. Adams, M. Basel, L. Bonella (Hale Library), J. Canfield, I. Ciampitti, M. Flynn, J. Gordon, T. Graff (GSC President), M. Higgins, S. Joseph, H. Kang, M. Kleinhenz, A.A. Knoblauch, J. Nikkel (Global Campus), A. Nutsch, B. Olson, C. Petrescu (Dean), S. Porath, P. Reyes, A. Rys, R. Sadykov, T. Smock, K. Vandonge (GSC President-elect), H. Woods, M. Young (Graduate Faculty Associate)

**Absent:** B. Beyer, A. Ivanov, M.K. Kim, Y. Li, V. Padilla Carroll, G. Topham, M. Wei

**Guests:** Rebekkah Stuteville (K-State Olathe), J. Scott Smith (Food Science Institute), Caelee Lehman (K-State Olathe), Zane Whitney (Incoming GSC President-elect)

### 1. Opening remarks.

**2. Approval of Minutes.** March 7, 2023 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2023\\_agenda\\_minutes/GC2023\\_03\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2023_agenda_minutes/GC2023_03_Minutes.pdf)

Motion: Dr. Kang motioned to approve the minutes as presented.

Second: Dr. Basel

Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

### 3. Graduate School update

**4. Discussion about the proposal to change the Professional Science Master's in Applied Biosciences program to a Master of Science. See Item 5b Curricular Changes.**

Proposal link: <https://kstate.curriculog.com/proposal:8092/form>

A memo from Dean Petrescu was provided to the Council prior to the meeting. It summarizes the information that the Academic Affairs committee gathered from all stakeholders and the procedures undertaken to support the shared governance process.

Individuals from the Food Science Institute and Applied and Interdisciplinary Studies (Olathe) were invited to speak regarding their units' points of view on the proposal. Dr. J. Scott Smith represented the Food Science Institute and Dr. Becky Stuteville represented Olathe. After their presentations and discussions, a motion to approve the proposal was made and the Council then took the opportunity to discuss the proposal before voting.

Motion: Dr. Basel motioned to approve the proposal.

Second: Dr. Kleinhenz

Vote (YES-NO-ABSTAIN): 12-01-02. Motion carried.

### 5. Academic Affairs Committee – Matthew Basel, Chair

- Report.
- Action Items.

See Chapter 5, The Graduate Faculty, of the Graduate Handbook for eligibility and nomination

requirements. <https://www.k-state.edu/grad/student-success/graduate-handbook/chapter5.html>

a. Graduate Faculty Nominations:

Name	Position	Department/Program	Type	Page
Frank Hammond	Instructor	Landscape Architecture and Regional & Community Planning	Member	7
Kalyn Hoppe	Teaching Assistant Professor	Curriculum and Instruction	Member	10
Tricia Jenkins	Teaching Assistant Professor	Applied and Interdisciplinary Studies (Olathe)	Member	13
Sara Butler	Professor of Practice	Educational Leadership	Associate	16
Tricia Jenkins	Teaching Assistant Professor	Applied and Interdisciplinary Studies (Olathe)	Certification	13
Gaurav Jha	Assistant Professor	Agronomy	Certification	19

Motion: The Academic Affairs Committee motions to approve all Member and Associate nominations, and both requests for Certification as presented.

Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

b. **Course and Curriculum Items.**

To view the proposals in Curriculog,

**First** - Login to Curriculog using your K-State eID and password: <https://kstate.curriculog.com>

**Second** - Go to the course or curriculum agenda at links listed below.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon

In User Tracking, change "Show current" to "Show current with markup"

View the proposal

Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:

<http://www.k-state.edu/curriculog/training/view/index.html>

Course Changes - <a href="https://kstate.curriculog.com/agenda:1986/form">https://kstate.curriculog.com/agenda:1986/form</a>		
College	Course Number	Title
Business Administration	ACCT 835	Business Consulting & Advanced Managerial Accounting

Course Changes - <a href="https://kstate.curriculog.com/agenda:1986/form">https://kstate.curriculog.com/agenda:1986/form</a>		
College	Course Number	Title
Engineering	ARE 736	Advanced Plumbing Design
Agriculture	ASI 815	Application of Quantitative Genetics in R Software
Engineering	BAE 645	Bioenvironmental Reaction Engineering
Architecture, Planning, and Design	CDPL N 703	Applied Community Development
	CDPL N 705	Organizing for Community Change
	CDPL N 707	Evaluations of Organizations & Programs
	CDPL N 710	Community Analysis
	CDPL N 715	Principles and Strategies of Community Change
	CDPL N 716	Building Native Communities and Economic Capacity
Engineering	CIS 890	Special Topics in Computer Science
	CNS 645	Construction Scheduling and Cost Control
	CNS 660	Construction Operations
Agriculture	FDSCI 630	Food Science Problems
	FDSCI 690	Principles of HACCP and Preventive Controls for Human Food

Motion: The Academic Affairs Committee motions to approve all Course Changes as presented.  
Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

Curricular Changes - <a href="https://kstate.curriculog.com/agenda:1987/form">https://kstate.curriculog.com/agenda:1987/form</a>	
College	Title
Architecture, Planning, and Design	Community Development (M.S.)
Engineering	Computer Science (M.S.)
	Computer Science (Ph.D.)
Arts and Sciences	Master of Public Administration (M.P.A.)
Applied and Interdisciplinary Studies (Olathe)	Professional Science Master's in Applied Biosciences - <b>Add course</b>
	Professional Science Master's in Applied Biosciences - <b>Program name change</b>

Motion: The Academic Affairs Committee motions to approve the following Curricular Changes as presented: Community Development (M.S.), Computer Science (M.S.), Computer Science (Ph.D.), Master of Public Administration (M.P.A.), and Professional Science Master's in Applied Biosciences - **Add course**

Vote (YES-NO-ABSTAIN): 17-0-0. Motion carried.

<b>New Courses - <a href="https://kstate.curriculog.com/agenda:1988/form">https://kstate.curriculog.com/agenda:1988/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Applied and Interdisciplinary Studies (Olathe)	AAI 860	Introduction to Systems and Data in Animal Health
	AAI 862	Applied Analytics in Animal Health
	AAI 864	Introduction to Computing for Animal Health
Agriculture	ASI 835	Advanced Swine Nutrition

Motion: The Academic Affairs Committee motions to approve all New Courses as presented.

Vote (YES-NO-ABSTAIN): 17-0-0. Motion carried.

<b>New Curricula - <a href="https://kstate.curriculog.com/agenda:1989/form">https://kstate.curriculog.com/agenda:1989/form</a></b>	
<b>College</b>	<b>Title</b>
Business Administration	Dual Master of Business Administration/Master of Accountancy
Arts and Sciences	Graduate Certificate in Digital Media for Educators

Motion: The Academic Affairs Committee motions to approve all New Curricula as presented.

Vote (YES-NO-ABSTAIN): 17-0-0. Motion carried.

<b>Discontinued Courses - <a href="https://kstate.curriculog.com/agenda:1990/form">https://kstate.curriculog.com/agenda:1990/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Veterinary Medicine	CS 757	Equine Lameness I
	CS 776	Advanced Urinary

Motion: The Academic Affairs Committee motions to approve the discontinuation of both Discontinued Courses as presented.

Vote (YES-NO-ABSTAIN): 15-0-0. Motion carried.

## **6. Student Affairs Committee – A. Abby Knoblauch, Chair**

- Report.
- Action Items.

## **7. Committee on Planning – Perla Reyes, Chair**

- Report.
- Action Items:

A through C below are second readings for changes to the Graduate Handbook. They require a vote.

Items D and E are before the Graduate Council as Reading 1.

a. **Chapter 4, Section B10** (*Transfer credits toward grad certificates*) - Reading Two

10. To be awarded a graduate certificate, the student (a) must have earned all the required credits in the six years prior to the semester in which the certificate plan is submitted (b) must not be on probation, (c) must have a cumulative GPA of 3.0 or higher on graduate coursework and on coursework applied to the certificate, (d) must meet all the requirements of the Graduate School and the student's certificate program, (e) must be enrolled during the semester in which the certificate requirements are completed, and (f) must provide official transcripts for any approved transfer credits. Transfer credit must be from an accredited institution. Certificate programs may specify higher requirements.

Motion: Dr. Reyes motions to approve Reading Two of **Chapter 4, Section B10** for inclusion in the 2023-2024 Graduate Handbook.

2<sup>nd</sup>: Dr. Basel

Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

b. **Chapter 2, Section D5** (*Applying grad credit from in-house certificates to master's degree*) - Reading Two

Graduate students may not apply credit from the same course toward the requirements for both an undergraduate and a graduate degree, except as described in the concurrent B.S./master/graduate certificate programs approved by the Graduate Council. Credits that were earned more than seven years prior to the semester in which the program of study is approved cannot be applied.

Overlapping graduate credit

a. Students who take more than one master's degree may not apply more than six hours of overlapping graduate credit in total across the degree programs.

b. Students who wish to earn a master's degree after earning a doctorate may not apply more than 10 credit hours of doctoral work from the first degree toward the master's degree.

c. Students who earn a graduate certificate from Kansas State University may apply all of the graduate credits from the certificate towards a master's degree provided the credits are applicable to the student's program of study for the master's degree. These credits are subject to revalidation guidelines as described in Chapter 2, J4.

Motion: Dr. Reyes motions to approve Reading Two of **Chapter 2, Section D5** for inclusion in the 2023-2024 Graduate Handbook.

2<sup>nd</sup>: Dr. Kleinhenz

Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

c. **Chapter 3, Section D** (*Revalidation of in-house Ph.D. courses that are more than 7 years old*) - Reading Two

Graduate work leading to the doctoral degree demands a high degree of intellectual achievement. It necessarily depends on extensive prior preparation and involves the development of understanding and knowledge at the most advanced levels. Programs of study are therefore expected to reflect in the course selection an intensive specialization extending to the limits of knowledge in one's field. ~~Credits that were earned more than six years prior to the semester in which the program of study is approved cannot be accepted except as noted in Chapter 3, section D.5.~~ Credits that were earned more than 10 years prior to the date of final examination may not be used to satisfy degree requirements. With the support of their faculty advisor, students may petition the Graduate School to have expired credits examined for possible revalidation.

Motion: The Committee on Planning motions to approve Reading Two of **Chapter 3, Section D** for inclusion in the 2023-2024 Graduate Handbook.

2<sup>nd</sup>: Dr. Basel

Vote (YES-NO-ABSTAIN): 15-0-0. Motion carried.

d. **Chapter 2, Section D** (*Expiration date for master's courses*) - **Reading One**

#### D. COURSES

Graduate study demands a high degree of intellectual aptitude. It presupposes a broad preparation and involves the acquisition of specialized knowledge. These facts should be reflected in the graduate student's program of study. Credits that were earned more than seven years prior to the semester in which the program of study is approved cannot be accepted in which the student completes all degree requirements may not be used to satisfy the degree requirements except as noted in Chapter 2, section D.6 and Chapter 2, section J.4.

e. **Chapter 2, Section J4** (*Competency revalidation of courses - clarifying language*) - **Reading One**

If a student's program of study includes any course credits more than seven years old at the time the student is ~~about~~ expected to complete all degree requirements, the final master's examination will normally include an examination over the body of course work listed on the program of study

#### 8. Assessment and Review Committee – Haijun Kang, Chair

- Report.

Last meeting is in April when all feedback will be finalized.

- Action Items

#### 9. Graduate Student Council – Kortnee Vandonge, Incoming President

- Report.

GSC elections are complete and the incoming President-elect is Zane Whitney. Official duties will begin May 1, 2023.

- Action Items

## 10. Informational Items.

- Graduate Faculty memberships approved by the Dean.

Name	Position	Department/Program
Santosh Dhakal	Assistant Professor	Diagnostic Medicine and Pathobiology
Gaurav Jha	Assistant Professor	Agronomy
Rachel Veenstra	Assistant Professor	Agronomy

## 11. Adjournment.