

Graduate Council Meeting Minutes

February 6, 2024 – 3:30 p.m.

K-State Union, Room 227

Present: P. Adams, A. Ahlers, C. Alexis, M. Arthaud-Day, M. Basel, B. Beyer, J. Canfield, D. Carroll, E. Geisbrecht, J. Gordon, M. Higgins, S. Joseph, S. Kavimandan, M. Miller (Asst. Dir. Student Success), B. Mirafzal, J. Nikkel (Global Campus), B. Olson, V. Padilla Carroll, M. Pakaste, C. Petrescu (Dean), P. Reyes, R. Sadykov, A. Sheshukov, T. Smock (Grad School), G. Topham, J. Ulmer (Proxy for I. Ciampitti), K. Van Nest (GSC President), Z. Whitney (GSC President-elect), H. Woods, S. Yelich Biniecki, M. Young (Graduate Faculty Associate)
Absent: L. Bonella, I. Ciampitti, A. Ivanov, A. Nutsch, J. Spencer

1. Opening remarks.

2. Approval of Minutes. December 5, 2023 meeting. https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2023_agenda_minutes/GC2023_12_Minutes.pdf

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

Second: Dr. Carroll.

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

3. Graduate School Updates.

- IT impact on Graduate School procedures was discussed.
- Slate update: work updates are included in the Graduate School Bulletin. Three Know How sessions have been scheduled to introduce the graduate constituents to Slate.
- We received a subaward from CGS – Broadening Participation in STEM Graduate Degrees and the U.S. STEM Workforce

We were accepted to be part of the Council of Graduate School's (CGS) NSF project "Broadening Participation in STEM Graduate Degrees and the U.S. STEM Workforce." The proposal was put together by the Graduate School in partnership with DAIR. This three-year project will launch in October 2024. CGS made awards to 40 eligible institutions to collect detailed data on the graduate application, admissions, and matriculation process, beginning with the 2024-2025 AY and continuing through the Fall 2027 admission cycle. This project combines elements of two longstanding data-collection efforts, the CGS/GRE Survey of Graduate Enrollment and Degrees (GE&D) and the CGS International Graduate Admissions Survey. Data resulting from the new data collection effort will yield a deeper understanding of the application through matriculation process and provide graduate institutions with information for fostering a more diverse and inclusive STEM workforce.

- Release of new version of Milestones dashboard: Revised and new version sent out with access info and how to use the data.
- Interdisciplinary Curriculum Toolkit: Dean Petrescu re-engaged the Provost's office on efforts for building a toolkit for departments to establish interdisciplinary programs.
- Strategic Planning Process: we are encouraged to utilize the K-State Olathe's template as a starting point. There will be another Graduate School strategic planning event in May 2024.
- Three Minute Thesis: 3MT February 7, 2024: 69 scheduled to present in the K-State Union. Still need some judges. Time commitment is minimal—about an hour. Each heat

will be less than an hour. 7 different colleges, almost 30 programs represented. There is a good diversity of research being presented

- Associate Dean search: Associate Dean for grad School Search: Ongoing. Application process is open. Review will start on February 19.

4. Council Chairs Update.

The committee Chairs discussed some of the challenges that come up with designing interdisciplinary programs and potential solutions. They also discussed the pathway for the strategic plan and the role that Graduate Council plays in it.

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
Payton Dahmer	Instructor	Animal Sciences and Industry	Member	10
Anna Carlson	Adjunct Faculty	Animal Sciences and Industry	Associate	13
David Culkin	Professor of Practice	Educational Leadership	Associate	16
Gary Gadbury	Instructor	Statistics	Associate	19
James (Jim) Hodgson	Sr. Scientific Glassblower	Chemistry	Associate	22
Shawna Jordan	Research Assistant Professor	Food, Nutrition, Dietetics, and Health	Associate	26
Sadish Karunaweera	Laboratory Administrator	Chemistry	Associate	29
Tingting Liu	Director of Laboratories	Chemistry	Associate	33
Ross Markle	Professor of Practice	Educational Leadership	Associate	36
William (Bill) McCollum	Instructor	Educational Leadership	Associate	39
Maci Mueller	Assistant Professor	Animal Sciences and Industry	Certification	42
Daran Rudnick	Professor	Biological and Agricultural Engineering	Certification	45

Motion: The Academic Affairs Committee moves to Dr. Payton Dahmer's nomination for regular membership.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Motion: The Academic Affairs Committee moves to approve all nominations for Associate membership.



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

Motion: The Academic Affairs Committee moves to approve all requests for Certification.

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

b. Course and Curriculum Items.

Follow these steps to view the proposals in Curriculog:

- Login to Curriculog using your K-State eID and password: <https://kstate.curriculog.com>.
- Click the Curriculog agenda link in the table below.
- From the list of proposals, hover over the proposal and click the  *View Proposal* icon.
- In "User Tracking" (upper right corner), change "Show current" to "Show current with markup."
- View the proposal. To view attachments, click the  *Files* icon in the menu on the right side of the screen.
- 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 - https://kstate.curriculog.com/agenda:2277/form		
College	Course Number	Title
Agriculture	AGRO N 600	Problems in Agronomy
Agriculture	AGRO N 602	Agronomy Capstone Experience
Agriculture	AGRO N 615	Topics in Agronomy
Arts and Sciences	ANTH 652	Internship in Museology
Architecture, Planning, and Design	ARCH 715	Topics in Architecture Seminar
Engineering	CE 743	Advanced Reinforced Concrete Design
Engineering	CHE 835	Chemical Engineering Analysis
Arts and Sciences	CRIM 665	Women and Crime
Veterinary Medicine	CS 828	Wound Management and Reconstruction

Course Changes - https://kstate.curriculog.com/agenda:2277/form		
College	Course Number	Title
Arts and Sciences	DANCE 605	Movement: Fundamentals, Analysis, and Observation
Engineering	ECE 645	Digital Electronics
Agriculture	ENTOM 675	Introduction to Insect Physiology
Agriculture	ENTOM 875	Insect Physiology
Arts and Sciences	GEOL 740	Regional Geology
Arts and Sciences	GEOL 742	Seismic Data Interpretation
Arts and Sciences	GEOL 745	Exploration Geophysics
Arts and Sciences	GEOL 804	Igneous and Metamorphic Petrology
Arts and Sciences	GEOL 810	Isotope Geology
Arts and Sciences	GEOL 880	Clay Mineralogy
Arts and Sciences	GEOL 890	Advanced Seismology
Agriculture	GRSC 625	Flour and Dough Testing
Agriculture	GRSC 670	Bakery layout and Management
Health and Human Sciences	HDFS 893	Evaluation of Prevention Science Programs
Architecture, Planning, and Design	IARC 644	Internship
Architecture, Planning, and Design	IARC 664	Summer Internship
Health and Human Sciences	KIN 600	Interpersonal Aspects of Physical Activity
Health and Human Sciences	KIN 601	Cardiorespiratory Physiology
Health and Human Sciences	KIN 603	Cardiovascular Physiology
Health and Human Sciences	KIN 607	Muscle Physiology
Health and Human Sciences	KIN 609	Environmental Physiology
Health and Human Sciences	KIN 610	Program Planning and Evaluation

Course Changes - https://kstate.curriculog.com/agenda:2277/form		
College	Course Number	Title
Health and Human Sciences	KIN 611	Autonomic Neurophysiology
Health and Human Sciences	KIN 612	Policy, Built Environment and Physical Activity
Health and Human Sciences	KIN 615	Cardiorespiratory/Comparative Physiology in Health and Disease
Health and Human Sciences	KIN 616	Obesity and Physical Activity: Behavioral, Environment, and Policy Influences
Health and Human Sciences	KIN 655	Individual Physical Activity Promotion
Business Administration	MKTG 635	Digital Marketing Applications
Arts and Sciences	MUSIC 701	Graduate Theory Review
Arts and Sciences	MUSIC 703	Graduate History Review
Arts and Sciences	MUSIC 713	Survey of Vocal Solos for Adolescents
Arts and Sciences	MUSIC 724	18 th Century Counterpoint
Arts and Sciences	MUSIC 725	Theories of Contemporary Music
Arts and Sciences	MUSIC 726	History of Opera
Arts and Sciences	MUSIC 727	Introduction to Historical Performance Practice
Arts and Sciences	MUSIC 734	Technology of Electronic Music Studio
Arts and Sciences	MUSIC 735	Digital Sound Synthesis
Arts and Sciences	MUSIC 854	Graduate Secondary Applied Performance
Engineering	NE 761	Radiation Measurement Systems
Arts and Sciences	PHYS 636	Physical Measurements Instrumentation
Arts and Sciences	PSYC H 625	Human Factors Psychology
Arts and Sciences	PSYC H 880	Industrial Psychology: Performance Appraisal

Motion: The Academic Affairs Committee moves to approve all course change proposals as presented.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

New Courses - https://kstate.curriculog.com/agenda:2278/form		
College	Course Number	Title
Agriculture	AGED 880	Portfolio Development in Agricultural Education and Communications
Agriculture	AGRON 775	Advanced Nutrient Cycling and Fertilizer Management
Arts and Sciences	BIOL 831	Host-Pathogen Interactions
Engineering	CIS 737	Advanced Computer Vision
Agriculture	FDSCI 625	Food Analysis
Agriculture	FDSCI 627	Chemical Methods of Food Analysis
Agriculture	FDSCI 628	Physical Methods of Food Analysis
Agriculture	FDSCI 640	Research and Development of Food Products
Health and Human Sciences	KIN 700	Interpersonal Aspects of Physical Activity
Health and Human Sciences	KIN 701	Cardiorespiratory Physiology
Health and Human Sciences	KIN 703	Cardiovascular Physiology
Health and Human Sciences	KIN 707	Muscle Physiology
Health and Human Sciences	KIN 709	Environmental Physiology
Health and Human Sciences	KIN 710	Program Planning and Evaluation
Health and Human Sciences	KIN 711	Autonomic Neurophysiology
Health and Human Sciences	KIN 712	Policy, Built Environment and Physical Activity
Health and Human Sciences	KIN 715	Cardiorespiratory/Comparative Physiology in Health and Disease
Health and Human Sciences	KIN 716	Obesity and Physical Activity: Behavioral, Environment, and Policy Influences
Health and Human Sciences	KIN 755	Individual Physical Activity Promotion
Business Administration	MANGT 610	Managing for Sustainability: Strategy, Investing, and Impact
Mechanical and Nuclear Engineering	NE 861	Advanced Radiation Measurement Systems
Arts and Sciences	THTRE 763	Advanced Acting: Consent and Intimacy in Performance

Motion: The Academic Affairs Committee moves to approve all new course proposals as presented.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Discontinue Courses - https://kstate.curriculog.com/agenda:2279/form		
College	Course Number	Title
Veterinary Medicine	CS 812	Production Medicine of Small Ruminants
Veterinary Medicine	CS 814	Veterinary Diagnostic Imaging II

Discontinue Courses - https://kstate.curriculog.com/agenda:2279/form		
College	Course Number	Title
Agriculture	ENTOM 602	Forensic Entomology
Agriculture	ENTOM 655	Plant Resistance to Insects
Agriculture	ENTOM 732	Introduction to Plant Resistance to Pests
Agriculture	ENTOM 837	Plant-Virus-Vector Interactions
Agriculture	ENTOM 850	Scanning Electron Microscopy
Agriculture	ENTOM 855	Advanced Plant Resistance to Insects
Agriculture	ENTOM 885	Conventional and Molecular Methods for Evaluations of Crop Plant Resistance to Pests

Motion: The Academic Affairs Committee moves to approve all Discontinue Course proposals as presented.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Curricular Changes - https://kstate.curriculog.com/agenda:2280/form	
College	Title
Engineering	Accelerated B.S in Computer Science and Master of Business Administration
Engineering	Accelerated BS/MS in Mechanical Engineering
Engineering	Accelerated Mechanical Engineering (BS) and Nuclear Engineering (MS)
Arts and Sciences	Gender, Women, and Sexuality Studies (Graduate Certificate)
Architecture, Planning, and Design	Master of Architecture (M.ARCH) (non-baccalaureate track)
Architecture, Planning, and Design	Master of Architecture (M.ARCH) (post-baccalaureate track)
Architecture, Planning, and Design	Master of Landscape Architecture (M.L.A.) (non-baccalaureate track)
Architecture, Planning, and Design	Master of Regional and Community Planning (M.R.C.P.)

Motion: The Academic Affairs Committee moves to approve all curricular change proposals as presented.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

New Curricula - https://kstate.curriculog.com/agenda:2281/form	
College	Title
Education	College Athlete Development (Graduate Certificate)

Motion: The Academic Affairs Committee moves to approve the College Athlete Development (Graduate Certificate) proposal as presented.

Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

The committee has been going through Chapter 5 to ensure language matches with practice and procedure. Suggested a variety of edits. It will move onto Planning Committee.

6. Student Affairs Committee – Bernadette Olson, Chair

- Report.

Snow Day. Forwarded revisions/suggestions from Chapter 2 to Planning Committee.

- Action Items.

7. Committee on Planning – Jonathan Ulmer, Chair

- Report.

Working through Chapter 2.

- Action Items.
 - Graduate Handbook Change. [Chapter 2, The Master's Degree, Section D8, Off Campus Research](#) - Reading One

Rationale for change: Remove the paragraph because it is redundant to Chapter 2, Section J2 “Scheduling” where the information seems to be more relevantly placed. Similar language is used in Chapter 3, The Doctoral Degree.

| b) Off Campus Research

Special difficulties arise in guiding graduate students when they are engaged in protracted off campus research, whether that research is in the field, in the laboratory, or in the library. Therefore, supervisory committees must take adequate steps to ensure appropriate guidance. As a minimal requirement, the student must submit to the supervisory committee a well formulated research plan, including objectives and methodology, and the committee must review and approve the plan before the student departs for the research site and indicate approval on the program of study. In addition, the supervisory committee may require:

- a. That the major professor and/or a competent local authority who can reliably guide the student provide continuing on-site supervision.
- b. That the student provides the supervisory committee with frequent, periodic estimates of performance and progress. The committee may also require that these be authenticated by a competent local authority.
- c. That the major professor carries out local inspections of the student's activities.

~~Regardless of the location at which the research is conducted, the final oral examination will normally be given on the Manhattan campus unless the academic program is completely online. Exceptions can be made if requested by the student, recommended by the supervisory committee, and approved by the Department Head or Graduate Program Director and the Dean of the Graduate School. In the case of an examination in which the participants are not all in the same location, any technology used to conduct the examination must support simultaneous oral interaction between the student and all members of the examining committee. When unusual circumstances arise in the guidance of off campus students, supervisory committees should consult with the Dean of the Graduate School.~~

The change will be voted on as Reading Two at the March Council meeting.

8. Assessment and Review Committee – Judy Gordon, Chair

- Report.

There was no meeting for January due to university closure, but the committee approved the new College Athlete Development (Graduate Certificate) via electronic vote.

- Action Items.

9. Graduate Student Council – Kortnee Van Nest, President

- Report.

The K-State GRAD Forum will occur March 19 (Oral presentations) and March 20 (Poster presentations). Registration deadline has been extended to Feb 7. Graduate students from all disciplines have the opportunity to share their work with the K-State community, and gain experience presenting their work in a professional setting. K-GRAD is an in-person event with a virtual participation option for students who are located outside of Manhattan.

- Action Items.

10. Informational Items.

- Graduate faculty memberships approved by the Dean.

Name	Position	Department/Program
Vanessa Ante	Assistant Professor	Biology
Lonnie Hobbs Jr.	Assistant Professor	Agricultural Economics
Maci Mueller	Assistant Professor	Animal Sciences and Industry
Daran Rudnick	Professor	Biological and Agricultural Engineering

- Emergency Non-Graduate Faculty to Teach Graduate Courses approved by the Dean.

Name	Position	Department/Program	Course
Blaine Johnson	Adjunct Professor	Agronomy	AGRON 920 - Advanced Topics in Agronomy

11. Additional Discussion.

Dr. Yelich Biniecki noted that graduate students from College of Education, especially distance students, are looking for opportunities to present their research. We should look at increasing access for distance students.

Dean Petrescu noted that a fundraising campaign for the Student Parent Success initiative was deployed a week ago. The number of donors has increased, but not necessarily contributions. It shows that there is increased awareness, though.

12. Adjournment. The Council adjourned at 4:11 pm.