

## Graduate Council Meeting Minutes

September 3, 2024 – 3:30 p.m.

Present: P. Adams, A. Ahlers, C. Alexis, T. Amtoft, M. Arthaud-Day, M. Basel, L. Bonella (K-State Libraries), C. Craft, H. Dogan, U. Emery-McClure, E. Geisbrecht, J. Gordon, A. Jha (GSC President-elect), S. Joseph, S. Kavimandan, J. Li, M. Miller (Asst. Director, Student Success), B. Mirafzal, B. Olson, M. Pakaste, P. Payne (Assoc. Dean), C. Petrescu (Dean), C. Pickens, S. Rishi, T. Smock (Admin), J. Spencer, J. Ulmer, D. Walker, M. Wei, Z. Whitney (GSC President), T. Yang, S. Yelich Biniecki, U. Yucel

Absent: J. Nikkel (Academic Affairs & Innovation), V. Padilla Carroll, A. Sheshukov, H. Woods

### 1. Opening remarks.

**2. Approval of Minutes.** May 7, 2024 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2024\\_agenda\\_minutes/GC2024\\_05\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2024_agenda_minutes/GC2024_05_Minutes.pdf)

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

Second: Dr. Basel.

Vote (YES-NO-ABSTAIN): 22-0-0. Motion carried.

### 3. Graduate School Welcome to the New Academic Year and Updates

- [Graduate Council: Roles and Responsibilities](#) (MS Teams link)
- Plans for the AY 24-25
  - List of policies for review: [Policy Updates to Make AY 24-25.docx](#)
  - Academic Program Review Revitalization (APRR) and Enhanced APRR (pilot graduate program review)
  - Finalization of strategic plan
  - Compensation study (University level project). The working group is anticipating an October or November start date.
  - Scholarship review process
  - Applied learning course listing by academic graduate program
- Events: <https://www.k-state.edu/grad/about/events/>

Members are encouraged to bookmark the Graduate School Events page and share it with their constituents.

- September 18 - *Know How: Review of Policy Changes & Implications*

Dean Petrescu asked members to help Council build on policies and best practices by being the conduit between departments and Council. She encouraged members to bring forward to the Council possible goals we might work towards this academic year.

- *October 4: First Graduate Student Success Symposium.* This symposium is a culmination of four years of data gathering.

### 4. Council Chairs Meeting - 8/27/24.

Dr. Olson detailed the purpose of the “Four Musketeers” meeting every month, including an opportunity as a “dry run” for the upcoming Council, and for facilitating a shared workload and responsibilities among the committees for the work of the Council.

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

- Report.

Dr. Basel described the purpose of GCAAC, especially in reviewing graduate faculty nominations and course and curriculum proposals.

- 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
Katelyn Gaffield	Research Assistant Professor	Animal Sciences and Industry	Member	7
Chad Botz	Clinical Assistant Professor	Physician Assistant Program	Clinical	10
Christine Hazlett	Clinical Assistant Professor	Physician Assistant Program	Clinical	13
Gareth Arnott	Adjunct Faculty	Anatomy and Physiology	Associate <i>Serve</i>	16
Maggie Behnke	Adjunct Faculty	Anatomy and Physiology	Associate <i>Serve</i>	19
Normand Brown	Instructor	School of Applied and Interdisciplinary Studies	Associate <i>Teach &amp; Serve</i>	22
Mohammad Dahl	Instructor	School of Applied and Interdisciplinary Studies	Associate <i>Teach &amp; Serve</i>	25
Nader Elkassabany	Instructor	School of Applied and Interdisciplinary Studies	Associate <i>Teach &amp; Serve</i>	28
Alison Gerken	Adjunct Faculty	Entomology	Associate <i>Serve</i>	32
Courtney Hoffhines	Instructor	Educational Leadership	Associate <i>Teach</i>	35
Santiago Kielmanovich	Instructor	School of Applied and Interdisciplinary Studies	Associate <i>Teach &amp; Serve</i>	38
Lori Levin	Assistant Professor	Curriculum and Instruction	Associate <i>Serve</i>	42
Martha Parham*	Professor of Practice	Educational Leadership	Associate <i>Serve</i>	45

Name	Position	Department/Program	Type	Page
Stephen Craig	Professor / Department Head	Special Education, Counseling, and Student Affairs	Certification	48
Judy Delp	Professor	Anatomy and Physiology	Certification	51
Katelyn Gaffield	Research Assistant Professor	Animal Sciences and Industry	Certification	7
Laura Moley	Research Assistant Professor	Geography and Geospatial Sciences	Certification	54
Vera Smirnova	Assistant Professor	Geography and Geospatial Sciences	Certification	57
Jakob Trimpert	Associate Professor	Diagnostic Medicine and Pathobiology	Certification	61
Jason Nickell	Instructor	School of Applied and Interdisciplinary Studies	Non-Grad Faculty	64

\*Associate membership renomination

Motion: The Academic Affairs Committee motions to approve all nominations for Regular membership.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

Motion: The Academic Affairs Committee motions to approve all nominations for Clinical membership.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

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

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

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



Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

Motion: The Academic Affairs Committee motions to approve the nomination of Jason Nickell as Non-Graduate Faculty to teach AAI 861 - Research Strategies in Animal Health through Spring 2025.

Vote (YES-NO-ABSTAIN): 25-0-0. 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 the 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:2442/form">https://kstate.curriculog.com/agenda:2442/form</a>		
College	Course Number	Title
Staley School of Leadership	LEAD 801	Foundations of Leadership
Business Administration	MIS 756	Business Data Pipelines
Business Administration	MIS 830	Business Intelligence and Storytelling in Cloud Environments
Technology and Aviation	SSO 801	Space Operations and Environment

Motion: The Academic Affairs Committee motions to approve all Course Change proposals as presented.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

New Courses - <a href="https://kstate.curriculog.com/agenda:2443/form">https://kstate.curriculog.com/agenda:2443/form</a>		
College	Course Number	Title
Agriculture	AGED 635	Inquiry and Literacy in Agricultural STEM and Biotechnology
Engineering	ME 710	Intermediate Topics in Interdisciplinary Systems Analysis
Engineering	ME 711	Interdisciplinary Seminar

Motion: The Academic Affairs Committee motions to all New Course proposals as presented.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

Discontinued Courses - <a href="https://kstate.curriculog.com/agenda:2444/form">https://kstate.curriculog.com/agenda:2444/form</a>		
College	Course Number	Title
Engineering	CHE 826	Advanced Unit Operations I

Motion: The Academic Affairs Committee motions to approve discontinuation of CHE 826.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

Curricular Changes - <a href="https://kstate.curriculog.com/agenda:2445/form">https://kstate.curriculog.com/agenda:2445/form</a>	
College	Title
Veterinary Medicine	Master of Public Health (MPH)

Motion: The Academic Affairs Committee motions to approve the curricular changes to MPH.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

Discontinued Curricula - Click on link below	
College	Title
Health and Human Sciences	<a href="#">Human Nutrition (PhD)</a>

Motion: The Academic Affairs Committee motions to approve discontinuation of the Human Nutrition (PhD) program.

Vote (YES-NO-ABSTAIN): 25-0-0. Motion carried.

#### **6. Student Affairs Committee – Bernadette Olson, Chair**

- Report. First meeting is on Tuesday, September 10 at 3:30 pm.

The committee is beginning with the review of student scholarships.

- Action Items.

#### **7. Committee on Planning – Jonathan Ulmer, Chair**

- Report. First meeting is on Thursday, September 12 at 3:30 pm.

The committee will begin policy review with Chapters 1 and 3 of the Graduate Handbook.

- Action Items.

#### **8. Assessment and Review Committee – Adam Ahlers, Chair**

- Report. First meeting is on Tuesday, September 17 at 3:30 pm.

The committee is going to engage with graduate programs for a new Enhanced APRR pilot this year.

Dean Petrescu updated the Council on APRR and Enhanced APRR (Grad School review). Dean Petrescu, Associate Dean Payne, and Dr. Gonzalez from the Provost's Office continue to revise the Enhanced APRR report template and Qualtrics review tool. 38 grad programs submitted APRR reports and the GCARC will select six to eight of them for the Council's review pilot.

- Action Items.

#### **9. Graduate Student Council – Zane Whitney, President**

- Report.
- Action Items.

#### **10. Informational Items.**

- a. Graduate faculty memberships approved by the Dean.

<b>Name</b>	<b>Position</b>	<b>Department/Program</b>
Stephen Craig	Professor/Department Head	Special Education, Counseling, and Student Affairs
Judy Delp	Professor	Anatomy and Physiology
Mitchell Ricketts	Professor	Communications and Agricultural Education
Stuart Sprague	Assistant Professor	Horticulture and Natural Resources
Jakob Trimpert	Associate Professor	Diagnostic Medicine and Pathobiology
Naidan Tu	Assistant Professor	Psychological Sciences
Jeffery Zamostny	Professor/Department Head	Modern Languages

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

<b>Name</b>	<b>Position</b>	<b>Department/Program</b>	<b>Course</b>	<b>Term</b>
Mary Jo Anderson	Adjunct Instructor	Special Education, Counseling, and Student Affairs	EDSP 848 - Transitions in Special Education	Summer 2024
Chad Botz	Clinical Assistant Professor	Physician Assistant Program	PAS 721 - Medical Genetics PAS 781 - Clinical Medicine II	Summer 2024
Normand Brown	Instructor	Applied and Interdisciplinary Studies	AAI 845 - Regulatory Development of Animal Biologicals and Diagnostics - USDA	Fall 2024
Rebeca Chow	Instructor	Special Education, Counseling, and Student Affairs	EDCEP 967 - Appraisal and Psychopathology	Fall 2024
Nader Elkassabany	Instructor	Applied and Interdisciplinary Studies	AAI 844 - Regulatory Development of Animal Pesticides - EPA	Fall 2024
Jenna Gannon	Adjunct Instructor	Special Education, Counseling, and Student Affairs	EDCEP 829 - Learning Principles	Summer and Fall 2024
Richard Hannah	Adjunct Teaching Assistant Professor	Educational Leadership	EDACE 886 - Seminars in Adult Learning and Leadership	Summer 24
Christine Hazlett	Clinical Assistant Professor	Physician Assistant Program	PAS 781 - Clinical Medicine II	Summer 2024
Courtney Hoffhines	Instructor	Educational Leadership	EDACE 832 - Interpersonal and Intrapersonal Dynamics in Adult	Fall 2024

Name	Position	Department/Program	Course	Term
			Learning and Leadership	
Jessica Nelson	Instructor	Special Education, Counseling, and Student Affairs	EDSP 853 - College Students with Disabilities	Fall 2024
Sara Sanders	Instructor	Special Education, Counseling, and Student Affairs	EDSP 778 - Technology for Special Education	Fall 2024
Michelle Strowbridge	Instructor	Special Education, Counseling, and Student Affairs	EDCEP 948 - Advanced Student Development Theory in College Student Affairs	Fall 2024
Ryan Van Dusen	Instructor	Special Education, Counseling, and Student Affairs	EDCEP 812 - History and Philosophy of Higher Education	Fall 2024

#### **11. Other discussion items.**

Dr. Li mentioned that the Duolingo English Test (DET) is accepted by many universities for English proficiency requirements and that it is very accessible and user-friendly to international students. Dean Petrescu responded that KBOR currently recommends that Kansas universities not accept it at this time.

**12. Adjournment.** The Council adjourned at 4:34 pm.