

## **Graduate Council Meeting Minutes**

March 4, 2025 – 3:30 p.m.

K-State Student Union, Room 227

Present: P. Adams, C. Alexis, T. Amtoft, M. Arthaud-Day, L. Bonella (K-State Libraries), C. Craft, E. Geisbrecht, J. Gordon, S. Janowski (Admin.), A. Jha (GSC President-elect), S. Joseph, S. Kavimandan, M. Miller (Asst. Dir., Student Success), B. Mirafzal, J. Nikkel (Academic Innovation), B. Olson, V. Padilla-Carroll, M. Pakaste, P. Payne (Assoc. Dean), C. Petrescu (Dean), C. Pickens, B. Schultz, A. Sheshukov, T. Smock (Admin.), J. Spencer, D. Walker, M. Wei, Z. Whitney (GSC President), H. Woods, S. Yelich Biniecki, U. Yucel

Absent: A. Ahlers, H. Dogan, U. Emery-McClure, T. Jenkins, J. Li, S. Rishi, J. Ulmer

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

**3. Approval of Minutes.** February 4, 2025 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2025\\_agenda\\_minutes/GC2025\\_02\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2025_agenda_minutes/GC2025_02_Minutes.pdf)

Motion: Dr. Yelich Biniecki moved to approve the minutes as presented.

Second: Dr. Olson.

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

### **4. Graduate School Updates.**

#### **a. Accelerated degree update – clarifying the Graduate Handbook (See Attachment 1)**

Clarified the Handbook language so it is clear for all of our programs. It is in Attachment 1.

Dean Petrescu clarified any confusion regarding the status of students. All students will remain undergraduates until they have completed the 9 overlapping credits to be admitted into the graduate program. Students must have their bachelor's degree completed.

#### **b. Graduate Catalog clean-up: specifying the culminating experience requirement**

If a Culminating Experience is required, then a supervisory committee is required for approval. The catalog will read:

*The coursework only option for this program requires a culminating experience. Please reach out to the department for more information regarding this requirement.*

If a Culminating Experience is not required, then only the major professor and graduate program director are required for approval. The catalog will read:

*The coursework only option for this program does not require a culminating experience.*

### **Co-Chair Selection.**

Dr. Payne reiterated the importance of electing a co-chair for the committees. These positions are a vital part in the committees, as they open the lines of communication between the committees. Co-Chairs are welcome to join the musketeers meeting which allows everyone to be prepared for the Graduate Council meeting.

### 3MT Winners and K-GRAD.

Dr. Miller reported that the 3MT winner will represent K-State at MAGS.

K-GRAD still has open judging positions. Tuesday 3/11/25 from 1:00-3:00 for the poster presentation, and 3/12/25 throughout the day for oral presentations. The link is provided below to sign up if interested.

K-GRAD judge sign-up: [https://kstate.qualtrics.com/jfe/form/SV\\_ey5kMUgus7bRpZk](https://kstate.qualtrics.com/jfe/form/SV_ey5kMUgus7bRpZk)

DGF conversation and K-GRAD awards RSVP:

[https://kstate.qualtrics.com/jfe/form/SV\\_5nGzcQxgXl1kj2u](https://kstate.qualtrics.com/jfe/form/SV_5nGzcQxgXl1kj2u)

Dr. Miller discussed the new format for recognizing distinguished graduate faculty (DGF) recipients. This year will be conversation style instead of a lecture to help allow graduate students to become more engaged in the discussion. The previous DGF awardees will help to facilitate the conversation. The event will conclude with the K-GRAD awards ceremony.

Dean Petrescu discussed a preview of the message that we will sent out to all grad constituents: Journey to becoming a Distinguished Graduate Faculty Member and K-GRAD Awards Ceremony

The K-GRAD Forum will conclude with a special recognition of graduate student and graduate faculty accomplishments. The K-GRAD awards ceremony will begin with a conversation with the 2024-2025 Commerce Bank and WT Kemper Foundation Distinguished Graduate Faculty Award recipients, Dr. Sherry Haar, professor of interior design and fashion studies, and Dr. Bala Natarajan, professor of electrical and computer engineering. The DGF award recipients will reflect on their professional journey and speak about the experiences that contributed to their successful career in research and in graduate education. The conversation will be moderated by fellow DGFs.

### 5. Academic Affairs Committee – Hulya Dogan, 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. ← **Click the link to view nominations.**

Name	Position	Department/Program	Type	Page
Paul (Marty) Kump	Teaching Professor	Electrical and Computer Engineering	Member	10
Lance Hawverdale	Teaching Professor	Educational Leadership	Associate <i>Serve</i>	13
Kathleen Hoss-Cruz (Hoss)	Instructor	Food, Nutrition, Dietetics, and Health	Associate <i>Teach &amp; Serve</i>	16
Kurt Rosentrater	Adjunct Faculty	Grain and Science Industry	Associate <i>Serve</i>	20
Nicholas Rozzi*	Adjunct Faculty	Grain Science and Industry	Associate <i>Serve</i>	23

Natalie Villareal*	Professor of Practice	Educational Leadership	Associate Serve	26
Paul (Marty) Kump	Teaching Professor	Electrical and Computer Engineering	Certification	10
Ninghao (Eric) Zhu	Assistant Professor	Electrical and Computer Engineering	Certification	29
Sabine Turnley	Senior Instructor	Marketing	Non-Grad Faculty	32

\* Associate member renomination

Sabine Turnley will teach two courses, GENBA 875 - MBA International Business Experience and MKTG 690 – Marketing Strategy, for one year beginning Summer 2025.



Motion: The Academic Affairs Committee moves to approve all regular and associate nominations.  
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Motion: The Academic Affairs Committee moves to approve all certification requests.  
Vote (YES-NO-ABSTAIN): 19-0-0. Motion carried.

Motion: The Academic Affairs Committee moves to approve the request for a non-grad faculty to teach graduate courses as presented.  
Vote (YES-NO-ABSTAIN): 19-0-0. 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:2659/form">https://kstate.curriculog.com/agenda:2659/form</a>		
College	Course Number	Title
Arts and Sciences	ANTH 602	Anthropological Theory

Course Changes - <a href="https://kstate.curriculog.com/agenda:2659/form">https://kstate.curriculog.com/agenda:2659/form</a>		
College	Course Number	Title
Arts and Sciences	ANTH 612	Ethnohistory
Arts and Sciences	ANTH 616	Anthropology of the Future: Apocalypse, Prophecy, and Hope
Arts and Sciences	ANTH 710	Writing Cultures: Ethnographic Methods
Arts and Sciences	BIOCH 799	Advanced Research Training in Biochemistry
Arts and Sciences	BIOCH 910	Lipids
Arts and Sciences	BIOCH 915	Biomolecular Modeling
Arts and Sciences	BIOCH 920	Nucleic Acids
Arts and Sciences	BIOCH 930	Proteins
Technology and Aviation	COT 781	Capstone in Systems Design and Dynamics
Health and Human Sciences	ECED 810	Child Development
Health and Human Sciences	ECED 815	Infant Behavior and Development
Health and Human Sciences	ECED 820	Theories of Human Development
Health and Human Sciences	ECED 830	Advanced Program Development
Education	EDCEP 715	Principles of Assessment
Health and Human Sciences	FNDH 635	Sports Nutrition
Health and Human Sciences	HDFS 881	Capstone in Human Development and Family Science
Arts and Sciences	MATH 822	Real Analysis II
Health and Human Sciences	PFP 756	Financial Counseling
Health and Human Sciences	PFP 760	Retirement Planning for Families
Health and Human Sciences	PFP 762	Investing for the Family's Future I
Health and Human Sciences	PFP 764	Estate Planning for Families
Health and Human Sciences	PFP 766	Insurance Planning for Families

Course Changes - <a href="https://kstate.curriculog.com/agenda:2659/form">https://kstate.curriculog.com/agenda:2659/form</a>		
College	Course Number	Title
Health and Human Sciences	PFP 772	Personal Income Taxation
Arts and Sciences	POLSC 700	Research Methods in Political Science
Arts and Sciences	POLSC 702	Public Administration and Society
Arts and Sciences	POLSC 708	Public Personnel Administration
Arts and Sciences	POLSC 710	Policy Analysis and Evaluation

Motion: The Academic Affairs Committee moves to approve all Course Changes as presented.  
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

New Courses - <a href="https://kstate.curriculog.com/agenda:2660/form">https://kstate.curriculog.com/agenda:2660/form</a>		
College	Course Number	Title
Arts and Sciences	ART 656	Art Museum/Gallery Internship
Arts and Sciences	BIOCH 925	Molecular Mechanisms of Aging
Arts and Sciences	FREN 731	Advanced French for Professions
Arts and Sciences	FREN 771	Topics in French Translation
Arts and Sciences	FREN 780	Topics in French Linguistics
Arts and Sciences	HM 730	Advanced Service Management
Arts and Sciences	MLANG 711	Teaching Language Online
Arts and Sciences	SPAN 780	Spanish in the US

Motion: The Academic Affairs Committee moves to approve all New Courses as presented.  
Vote (YES-NO-ABSTAIN): 20-0-0. Motion carried.

Discontinued Courses – Select the link below		
College	Course Number	Title
Health and Human Sciences	LSHD 845	<a href="#">Adult Development and Aging</a>

Motion: The Academic Affairs Committee moves to approve discontinuation of LSHD 845 as proposed.  
Vote (YES-NO-ABSTAIN): 18-0-0. Motion carried.

Dr. Payne reminded Council that course numbers that are discontinued are unusable for the next 5 years.

<b>Curricular Changes – Select the links below</b>	
<b>College</b>	<b>Title</b>
Arts and Sciences	<a href="#"><u>Master of Public Administration (MPA)</u></a>
Veterinary Medicine	<a href="#"><u>Physiology (PHD)</u></a>
Arts and Sciences	<a href="#"><u>Teaching English as a Foreign Language Graduate Certificate</u></a>

Motion: The Academic Affairs Committee moves to approve all Curricular Changes as presented.  
Vote (YES-NO-ABSTAIN): 19-0-0. Motion carried.

<b>New Curricula - <a href="https://kstate.curriculog.com/agenda:2634/form">https://kstate.curriculog.com/agenda:2634/form</a></b>	
<b>College</b>	<b>Title</b>
Business Administration	Accelerated Animal Sciences and Industry (BS)/Master of Business Administration (MBA)
Arts and Sciences	Mineral Exploration for a Sustainable Future Graduate Certificate
Veterinary Medicine	Pathobiology - Epidemiology (PhD)

The Pathobiology - Epidemiology (PhD) proposal is to add a new emphasis to the current degree. It is not a new offering, rather a new subplan code so that the specialization can appear on diplomas. No new KBOR materials or approval are required.

Motion: The Academic Affairs Committee moves to approve the New Curricula proposals as presented.

Vote (YES-NO-ABSTAIN): 17-0-2. Motion carried.

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

- Report.

Couple of benchmarking assignments just completed. Chapter 6.D.1 Prerequisite Policy recommendations sent to the Planning Committee.

- Action Items.

The committee will continue to finish section 1 chapter 1 regarding Graduate Clinical Faculty. The committee should plan to have this completed by the end of the semester. Dr. Payne has sent out emails to get feedback from program directors regarding milestone messages, with the hope that this will help to understand diversity and comprehensiveness.

## **7. Committee on Planning – Susan Yelich-Biniecki, Co-Chair**

- Report.

Will continue working on benchmarking, reinstatement and readmission policies across peer institutions.

- Action Items.
  - a. Graduate Handbook changes.

Wording that was deleted or revised is shown as strikethrough (~~old wording~~); new language, whether through addition or revision, is shown in red text and underlined (new wording). Wording that was moved is shown with a double underline in its new location (moved to) and a double strikethrough in its previous location (~~~~moved from~~~~).

**(1) Chapter 1, Sections C2 and C3 admissions categories – Reading One**

Teams link: [Chapter 1 Sections C2 and C3 Admissions Categories Policies Working Copy.docx](#)

*Rationale: To clarify current practice and align policy.*

Chapter 1 – Admissions, Enrollment, and Progress

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C2. Credential-seeking student (graduate certificate or licensure preparedness)

Students who have a bachelor's degree but do not plan to work for an ~~advanced~~ master, doctoral, or educational specialist degrees ~~s~~ can apply for a graduate certificate, ~~or licensing, or endorsement~~ preparedness programs ~~s~~. Credential seeking students are required to meet the same academic standards as other graduate students and must complete the same application process. Credential seeking students who later wish to work for an ~~advanced~~ master, doctoral, or educational specialist degrees ~~s~~ must make a formal application for admission into the degree program and be formally admitted by the Graduate School as degree seeking students with full standing status.

C3. Visiting (non-degree seeking) student

Students who have a bachelor's degree but do not plan to work for an advanced degree may be admitted to graduate study as visiting students. Visiting students can enroll in one semester and take up to three (3) graduate courses that semester. Visiting students should have an earned must have a bachelor's degree. If the visiting student wishes to continue and earn a graduate degree, they must make a formal application for admission into a degree program and be formally admitted by the Graduate School as a degree seeking student with full standing status. Up to nine (9) graduate credit hours earned as a visiting student may be applied toward the graduate degree.

Motion: Dr. Yelich Biniecki, on behalf of the Academic Affairs Committee, moved to approve the change outlined above.

Dean Petrescu clarified that the application process will be the same for non-degree seeking and degree seeking students. The purpose is to ensure everyone follows the same admission process through Slate, and receives the same equative review.

Discussion was had to change the wording from “should have an earned bachelor’s” to “must have a bachelor’s degree.” The change would help to improve how the sentence reads.

Motion #2: Dr. Yelich Biniecki moves to amend the motion for section C3 to, visiting students “Must have a bachelor’s degree”.

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

Motion: Dr. Yelich Biniecki made a motion on behalf of GCAAC to waive the second reading.

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

#### **8. Assessment and Review Committee – Umut Yucel, Chair**

- Report.

First, reviewing three proposals. Proposals can be found in the minutes from February 4, 2025 meeting. The committee has started advanced report reviews, and started reviewing six programs.

Dr. Payne stated that business is going to pick up as we get more of the APRRs in.

- Action Items.

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

- Report.

Every position in Graduate Student Council is contested, so no one is running unopposed. So, there is interest. Announcement before Spring Break on who the new GSC officer team will be. K-GRAD for March 11-12 has over 80 participants, and the new president elect will be introduced in the April meeting.

- Action Items.

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

a. Graduate faculty memberships approved by the Dean.

Name	Position	Department/Program	Date
Frank Cabano	Assistant Professor	Marketing	2/15/25
Peter Weinert	Assistant Professor	School of Music, Theatre, and Dance	2/15/25
Ninghao (Eric) Zhu	Assistant Professor	Electrical and Computer Engineering	2/15/25

b. Non-graduate faculty appointments for teaching graduate courses approved by the Dean.

Name	Position	Department/Program	Course	Date
Kristin Nowlin	Associate Professor	Art	ART 679 - Color Experiments, Theory and Application	2/15/25

**11. Adjournment.** The Council adjourned at 4:24 pm.



## Attachment 1 to GC Agenda, 3/4/2025

Wording that was deleted or revised is shown as strikethrough (~~old wording~~); new language, whether through addition or revision, is shown in red text and underlined (new wording). Wording that was moved is shown with a double underline in its new location (moved to) and a double strikethrough in its previous location (~~~~moved from~~~~).

*Rationale: An administrative correction and clarification in Chapter 1 re: accelerated students' admission criteria.*

### Chapter 1: ADMISSIONS, ENROLLMENT, AND PROGRESS

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#### C. ADMISSION CATEGORIES

Any student pursuing graduate studies at Kansas State University will be classified into one of the following categories:

- Degree seeking (master, doctoral, education specialist)
- ~~Special (accelerated program)~~ Accelerated program students
- Credential seeking (graduate certificate or licensure preparedness)
- Visiting (non-degree seeking)

C1. A degree seeking student admitted into a master, doctoral, or education specialist program can be admitted into one of the four types listed below if they fulfill the admission criteria listed under each type.

##### a. Full standing

- Undergraduate training essentially the same as that at Kansas State University.
- B average or higher in junior and senior years.

##### b. Provisional

- Transcript evaluation uncertain, as is sometimes the case with international students.
- B average or higher in junior and senior years, but some course deficiencies in undergraduate work.
- Final transcripts indicating award of a degree not yet in hand; applicant completing degree; other criteria for full standing met.

##### c. Probationary

- Grade point average from 2.65 to 2.99 (A=4.00) in last two years

If work has shown a marked improvement in later semesters and there are grades of B or better in demanding courses in major and related areas, admission is considered.

- Grade point average below 2.65 in last two years

Admission is considered only upon documentation that the student is now qualified to do graduate work. Evidence may include: (1) satisfactory grades on a GRE Advanced Test or Miller Analogies Test; (2) satisfactory work at another graduate school; or (3) outstanding professional experience that demonstrates the ability to handle academic work in the major area.

Probationary and provisional students are advised of deficiencies and of other conditions to be met to achieve full standing. Their status is reviewed after completing 9 hours of course work at Kansas State University. Those who have earned grades of B or higher and GPAs of 3.0 or higher for the first 9 hours, exclusive of individualized study, and removed all deficiencies specified at the time of admission, will be placed in good standing.

~~d. Special student (accelerated program)~~ **C2. Accelerated program students**

Students applying for an accelerated Bachelor-Master program are ~~not~~ required to have completed their bachelor degree prior to pursuing the master program. ~~The Specials~~ Students will be admitted into an accelerated graduate program after fulfilling the admission criteria for the accelerated program. See Chapter 2, Section K3.

After admission into the Accelerated program, these students can enroll in up to 9 graduate credits that can be taken over one or more semesters. These credits will count towards both bachelor and master degrees that form the accelerated program.

**C23. Credential-seeking student (graduate certificate or licensure preparedness)**

Students who have a bachelor's degree but do not plan to work for an advanced master, doctoral, or educational specialist degree can apply for a graduate certificate or licensing preparedness program. Credential seeking students are required to meet the same academic standards as other graduate students. Credential seeking students who later wish to work for an advanced master, doctoral, or educational specialist degree must make a formal application for admission into the degree program and be formally admitted by the Graduate School as degree seeking students with full standing status.

~~C3~~ **4. Visiting (non-degree seeking) student**

Students who have a bachelor's degree but do not plan to work for an advanced degree may be admitted to graduate study as visiting students. Visiting students can enroll in one semester and take up to three (3) graduate courses that semester. If the visiting student wishes to continue and earn a graduate degree, they must make a formal application for admission into a degree program and be formally admitted by the Graduate School as a degree seeking student with full standing status. Up to nine (9) graduate credit hours earned as a visiting student may be applied toward the graduate degree.