

## Graduate Council Meeting Minutes

November 4, 2025 – 3:30 pm

K-State Union, Room 227

Present: T. Amtoft, C. Craft (Grad Faculty Associate), M. Elcioglu, E. Geisbrecht, J. Gordon, T. Jenkins, A. Jha (GSC President), S. Joseph, L. Larson, J. Li, M. Miller (Asst. Dir. Student Success), J. Nikkel (Academic Innovation), P. Payne (Interim Dean), D. Pickens, D. Rolles, B. Schultz, A. Sheshukov, V. Trinetta, J. Ulmer, M. Veeman, D. Walker, A. Wefald, L. Yang, S. Yelich Biniacki, U. Yucel, A. Ahlers, C. Alexis, S. Kavimandan, H. Dogan. A. Hernandez, T. Smock.

Absent: L. Bonella, T. Linnemann, T.G. Nagaraja, Mervi Pakaste (Sabbatical), S. Rishi, M. Arthaud-Day, A. Heseltine (GSC President-elect) U. Emery-McClure, T. Felderhoff, M. Wei.

### 1. Opening Remarks.

Dean Payne called the meeting to order

### 2. Approval of Minutes. October 7, 2025 meeting. [GC2025\\_10\\_Minutes.pdf](#)

The body can approve the minutes by general (Unanimous) consent without a second. If corrections are offered, they can also be approved through general consent without a separate motion. However, if someone objects to an approval by general consent, then a second is required along with a vote.

*The minutes were approved by unanimous consent.*

### 3. Graduate School Updates.

Know How Session on Certificate Processes Best Practices was rescheduled to December 2<sup>nd</sup> at 11:30 am

### 4. Council Chairs Meeting

### 5. Academic Affairs Committee - Hulya Dogan, Chair

- Report.
- Action Items:

Graduate Faculty Nominations. ← [Click the link to access nominations](#)

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>

Name	Position	Department/Program	Type	Page
Eder Intriago Palacios	Teaching Assistant Professor	Curriculum and Instruction	Member	19
Qiaoyi (Joey) Liu	Teaching Assistant Professor	Physics	Member	23
Miranda Clark	Visiting Assistant Professor	Architecture	Associate <i>Teach and Serve</i>	26

<b>Name</b>	<b>Position</b>	<b>Department/Program</b>	<b>Type</b>	<b>Page</b>
Gabrielle (Gabby) Coleman	Visiting Assistant Professor	Architecture	Associate <i>Teach and Serve</i>	29
Grant Dalbey	Teaching Professor	Accounting	Associate <i>Teach and Serve</i>	32
David Dowel	Visiting Associate Professor	Architecture	Associate <i>Teach and Serve</i>	37
Sarah Mathews	Instructor	Accounting	Associate <i>Teach and Serve</i>	40
Felix Ayanbode	Teaching Assistant Professor	Modern Languages	Associate <i>Teach</i>	43
Brian Howatt	Adjunct Faculty	Psychological Sciences	Associate <i>Teach</i>	47
Melissa Poll	Instructor	Social Transformation Studies	Associate <i>Teach</i>	52
Yian Chen	Assistant Professor	Biological and Agricultural Engineering	Certification	56
Karen Eppley	Associate Professor	Curriculum and Instruction	Certification	61
Eder Intriago Palacios	Teaching Assistant Professor	Curriculum and Instruction	Certification	19
Qiaoyi (Joey) Liu	Teaching Assistant Professor	Physics	Certification	23
Xiyu Ma	Assistant Professor	Plant Pathology	Certification	62
Tina Sullivan	Assistant Professor	Agronomy	Certification	65
Tuan Tran	Assistant Professor	Plant Pathology	Certification	68

\*Associate member re-nomination

Motion: The Academic Affairs committee moves to approve all member nominations as presented. Coming from a committee the motion does not require a second.  
Vote (YES-NO-ABSTAIN): 22-0-0



Motion: The Academic Affairs committee moves to approve all associate member nominations as presented. Coming from a committee the motion does not require a second.  
Vote (YES-NO-ABSTAIN): 21-0-1

Motion: The Academic Affairs committee moves to approve all certification requests as presented. Coming from a committee the motion does not require a second.  
Vote (YES-NO-ABSTAIN): 22-0-2

## 6. 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>

<b>Course Changes - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Agriculture	AGCOM 600	Capstone Seminar in Agricultural Communications
Agriculture	AGRON 605	Soil and Environmental Chemistry
Agriculture	AGRON 610	Biotechnology
Agriculture	AGRON 635	Soil and Water Conservation
Agriculture	AGRON 640	Cropping Systems
Agriculture	AGRON 646	Soil Microbiology Laboratory
Agriculture	AGRON 655	Site Specific Agriculture
Agriculture	AGRON 660	Grassland Monitoring and Assessment
Agriculture	AGRON 680	Plant Genetics
Agriculture	AGRON 681	Range Ecology
Agriculture	AGRON 746	Environmental Soil Physics
Agriculture	AGRON 920	Advanced Topics in Agronomy
Engineering	ARE 711	Building Energy Codes and Standards
Engineering	ARE 712	Energy Modeling Lab
Engineering	ARE 722	Building Loads and Computer Aided Structural Analysis and Design
Engineering	ARE 729	Building Seismic Design
Engineering	ARE 731	Advanced Lighting Design
Engineering	ARE 733	Advanced Mechanical Hydronic Systems Design
Engineering	ARE 734	Advanced Mechanical Air Systems Design
Engineering	ARE 735	Advanced Electrical Systems Design
Engineering	ARE 736	Advanced Plumbing Design
Engineering	ARE 741	Building Communication Systems

**Course Changes - <https://kstate.curriculog.com/agenda:2920/form>**

<b>College</b>	<b>Course Number</b>	<b>Title</b>
Arts and Sciences	ART 628	Foreign Studies in Art History
Engineering	BAE 843	Advanced Life Cycle Assessment
Engineering	BAE 864	Advanced Green Infrastructure Design and Assessment
Engineering	CE 762	Water Treatment Processes
Engineering	CE 766	Wastewater Engineering: Biological Processes
Engineering	CE 822	Shear Strength and Slope Stability of Soils
Engineering	CE 827	Computational Applications in Geo-Systems
Engineering	CE 828	Advanced Seepage and Settlement Analysis Soils
Engineering	CE 861	Environmental Engineering Chemistry
Engineering	CE 866	Advanced Wastewater Treatment
Engineering	CE 868	Chemicals in the Environment: Fate and Transport
Engineering	CE 999	Dissertation Research
Health and Human Sciences	CFT 853	Family Systems in Cultural Context
Health and Human Sciences	CFT 864	Clinical Theory and Practice A
Health and Human Sciences	CFT 867	Pre-Practicum in Couple and Family Therapy
Health and Human Sciences	CFT 869	Systemic treatment of Trauma Violence and Substance Abuse
Health and Human Sciences	CFT 870	Couple and Sex Therapy
Health and Human Sciences	CFT 872	Family Therapy
Health and Human Sciences	CFT 878	Professional Studies in Family Therapy
Health and Human Sciences	CFT 879	Systemic Assessment and Treatment of Psychopathology
Health and Human Sciences	CFT 885	Practicum in Couple and Family Therapy
Health and Human Sciences	CFT 886	Clinical Intervention with Parents and Children
Health and Human Sciences	CFT 896	Clinical Theory and Practice B
Health and Human Sciences	CFT 910	Topics in Couple and Family Therapy
Health and Human Sciences	CFT 982	Practicum in CFT Research
Health and Human Sciences	CFT 984	Supervision of Couple and Family Therapy
Health and Human Sciences	CFT 985	PhD Practicum in Couple and Family Therapy

<b>Course Changes - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	CFT 986	Practicum in Supervision in Couple and Family Therapy
Health and Human Sciences	CFT 990	Dissertation Proposal Seminar
Health and Human Sciences	CFT 999	Doctoral Research in Couple and Family Therapy
Engineering	CHE 862	Advanced Transport Phenomena
Engineering	CNS 738	Mechanical Estimating
Health and Human Sciences	CSD 706	Practicum in Audiology
Health and Human Sciences	CSD 780	Instrumental Measurement for Clinical Application
Health and Human Sciences	CSD 844	Dysphagia
Health and Human Sciences	CSD 849	Graduate Topics in Communication Science and Disorders
Health and Human Sciences	CSD 851	Professional Issues in Speech-Language Pathology
Health and Human Sciences	CSD 897	Graduate Seminary in Communication Sciences and Disorders
Health and Human Sciences	CSD 899	MS Research in Communication Sciences and Disorders
Education	ECED 730	Early Childhood Program Administration
Education	ECED 740	Play Facilitation
Education	ECED 894	Readings in early Childhood Education
Business Administration	ENTRP 750	Technology and Innovation Management
Business Administration	ENTRP 775	New Venture Creation
Health and Human Sciences	FASH 610	Computer-aided Design of Fashion
Health and Human Sciences	FASH 650	Fashion Studies Tour
Health and Human Sciences	FASH 655	Flat Pattern
Health and Human Sciences	FASH 670	Pre-Production Techniques
Health and Human Sciences	FASH 825	Strategic Planning for Sustainability
Health and Human Sciences	FASH 840	Product Development

**Course Changes - <https://kstate.curriculog.com/agenda:2920/form>**

<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	FASH 860	Contemporary Topics in Fashion Studies
Health and Human Sciences	FASH 870	Problems in Fashion Studies
Health and Human Sciences	FASH 896	Project Report
Health and Human Sciences	FASH 897	Project Exhibit
Health and Human Sciences	FASH 899	Master's Thesis Research
Health and Human Sciences	FASH 999	Dissertation Research in Fashion Studies
Health and Human Sciences	FNDH 620	Nutrient Metabolism
Health and Human Sciences	FNDH 645	Capstone in Dietetics
Health and Human Sciences	FNDH 654	Pathophysiology and Clinical Evaluation
Health and Human Sciences	FNDH 700	Global Health and Nutrition
Health and Human Sciences	FNDH 710	Foundations of Patient Management
Health and Human Sciences	FNDH 731	Advanced Diabetes Management
Health and Human Sciences	FNDH 750	Fundamentals of Public Health and Food Safety
Health and Human Sciences	FNDH 752	Emergency Management in Athletic Training
Health and Human Sciences	FNDH 755	Clinical Applications of Neurological Functions
Health and Human Sciences	FNDH 799	Foundations of Therapeutic Interventions
Health and Human Sciences	FNDH 800	Nutrition Education and Communication
Health and Human Sciences	FNDH 802	Clinical Therapeutic Interventions I – Functional Therapeutic Interventions
Health and Human Sciences	FNDH 803	Clinical Therapeutic Interventions II – Extremity Interventions
Health and Human Sciences	FNDH 804	Clinical Therapeutic Interventions III – Pharmacology, Nutrition, and Behavior Modification
Health and Human Sciences	FNDH 821	Clinical Evaluation I – Core Evaluation
Health and Human Sciences	FNDH 822	Clinical Evaluation II – Extremities

**Course Changes - <https://kstate.curriculog.com/agenda:2920/form>**

<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	FNDH 844	Nutritional Epidemiology
Health and Human Sciences	FNDH 857	Administration in Athletic Training
Health and Human Sciences	FNDH 858	Durable Medical Equipment and Casting
Health and Human Sciences	FNDH 862	Maternal and Child Nutrition
Health and Human Sciences	FNDH 883	Athletic Training Practicum I
Health and Human Sciences	FNDH 884	Athletic Training Practicum II
Health and Human Sciences	FNDH 885	Athletic Training Practicum III
Health and Human Sciences	FNDH 886	Athletic Training Practicum IV
Health and Human Sciences	FNDH 889	Research Experience in Athletic Training
Health and Human Sciences	FNDH 892	Population Health in Sports Medicine
Health and Human Sciences	FNDH 911	Advanced Nutrition topics: Contemporary Issues
Arts and Sciences	GEOL 631	Geoenergy Exploration
Arts and Sciences	GEOL 731	Geoenergy Exploration
Health and Human Sciences	GERON 799	Professional Application in Gerontology
Agriculture	GRSC 637	Baking Science II
Agriculture	GRSC 638	Baking Science II Laboratory
Health and Human Sciences	HDFS 981	Applied Practicum in HDFS
Health and Human Sciences	HM 665	Casino Management
Health and Human Sciences	HM 705	Information technology Systems in Hospitality Operations
Health and Human Sciences	HM 785	Practicum in Hospitality Management
Health and Human Sciences	HM 800	Topics in Hospitality Management
Health and Human Sciences	HM 805	Advanced Foodservice Management

**Course Changes - <https://kstate.curriculog.com/agenda:2920/form>**

<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	HM 815	Advanced Lodging Management
Health and Human Sciences	HM 820	Problems in Hospitality Management
Health and Human Sciences	HM 825	Advanced Meetings and Business Event Management
Health and Human Sciences	HM 835	Survey of Research in Hospitality Management
Health and Human Sciences	HM 885	Seminar in Hospitality Administration
Health and Human Sciences	HM 899	Research in Hospitality Administration
Health and Human Sciences	HM 905	Advanced Hospitality Strategic Management
Health and Human Sciences	HM 980	Higher Education in Hospitality Management
Health and Human Sciences	HM 985	Advanced in Hospitality Management
Health and Human Sciences	HM 990	Dissertation Proposal Seminar
Health and Human Sciences	HM 993	Teaching Practicum in Hospitality Management
Health and Human Sciences	HM 999	Research in Hospitality Management
Health and Human Sciences	KIN 600	Interpersonal Aspects of Physical Activity
Health and Human Sciences	KIN 602	Social Structural Determinants of Physical Activity
Health and Human Sciences	KIN 610	Program Planning and Evaluation
Health and Human Sciences	KIN 612	Policy, Built Environment and Physical Activity
Health and Human Sciences	KIN 616	Obesity and Physical Activity: Behavioral, Environment, and Policy Influences
Health and Human Sciences	KIN 617	Signaling Pathways in Physiology
Health and Human Sciences	KIN 625	Exercise Testing and Prescription
Health and Human Sciences	KIN 650	Development of Motor Control
Health and Human Sciences	KIN 700	Interpersonal Aspects of Physical Activity
Health and Human Sciences	KIN 701	Cardiorespiratory Physiology

**Course Changes - <https://kstate.curriculog.com/agenda:2920/form>**

<b>College</b>	<b>Course Number</b>	<b>Title</b>
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: Behavior, Environment, and Policy Influences
Health and Human Sciences	KIN 755	Individual Physical Activity Promotion
Health and Human Sciences	KIN 796	Topics in Exercise Physiology
Health and Human Sciences	KIN 797	Topics in Public Health Physical Activity Behavior
Health and Human Sciences	KIN 800	Advanced Physiology of Exercise
Health and Human Sciences	KIN 822	Advance Muscle Physiology
Health and Human Sciences	KIN 824	Physiology of Oxygen Transport
Health and Human Sciences	KIN 826	Advanced Cardiovascular Physiology
Health and Human Sciences	KIN 890	Graduate Seminar in Kinesiology
Health and Human Sciences	KIN 896	Independent Study in Kinesiology
Business Administration	MANGT 725	Strategic Management Analytics
Business Administration	MANGT 898	Applied Case Analysis
Engineering	NE 635	Nuclear Reactor Systems and Design
Health and Human Sciences	PAS 720	Evidence Based Medicine
Health and Human Sciences	PAS 762	Diagnostics III – Radiology

<b>Course Changes</b> - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	PAS 850	Surgery – SCPE
Health and Human Sciences	PFP 675	Field Study in Family Economics
Health and Human Sciences	PFP 999	Dissertation Research
Health and Human Sciences	SENS 701	Sensory Analysis
Health and Human Sciences	SENS 834	Descriptive Sensory Analysis: Food and Fragrance
Health and Human Sciences	SENS 835	Descriptive Sensory Analysis: Non-Food
Health and Human Sciences	SENS 958	Critical Experiences in Industry Research

Motion: The Academic Affairs committee moves to approve all course changes with the exception of HDF5 752. Coming from a committee, the motion does not require a second.

Vote (YES-NO-ABSTAIN): 23-0-0

<b>New Courses</b> - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Veterinary Medicine	AP 856	Advanced Physiology Review for Residents 1
Veterinary Medicine	AP 857	Advanced Physiology Review for Residents 2
Veterinary Medicine	CS 817	Incident Response
Veterinary Medicine	CS 869	Equine Diagnostic Imaging
Education	EDSEC 609	Secondary Science Colloquium
Architecture, Planning, and Design	LAR 641	Special Studies in Landscape Architecture
Arts and Sciences	MATH 625	Applied Case Analysis
Arts and Sciences	SPAN 733	Environmental Perspectives in Latin America
Arts and Sciences	STAT 749	Professional Development Seminary for Intelligence and Learning Practitioners
Staley School of Leadership	URES 600	Leadership in a VIP Research Team

Motion: The Academic Affairs committee moves to approve all new courses as presented. Coming from a committee the motion does not require a second.

Vote (YES-NO-ABSTAIN): 23-0-0

<b>Courses to Discontinue - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Health and Human Sciences	CFT 868	Pre-Practicum in Couple and Family Therapy II
Health and Human Sciences	CFT 877	Individual and Family Assessment
Health and Human Sciences	CFT 987	Advanced Clinical Theory
Health and Human Sciences	CFT 988	Conjoint and Group Techniques in Family Counseling
Health and Human Sciences	FNDH 703	Food Across Cultures and Countries
Health and Human Sciences	FNDH 706	Nutritional Immunology
Health and Human Sciences	FNDH 729	Nutritional Oncology
Health and Human Sciences	FNDH 875	Pediatric Clinical Nutrition
Health and Human Sciences	FNDH 913	Eating Behavior
Architecture, Planning, and Design	LAR 647	Design Implementation III
Architecture, Planning, and Design	LAR 700	Project Programming
Architecture, Planning, and Design	LAR 702	Landscape Architecture Practicum
Architecture, Planning, and Design	LAR 704	Environmental Landscape Planning and Design
Architecture, Planning, and Design	LAR 705	Master's Project Studio
Architecture, Planning, and Design	LAR 710	Master's Project Studio 2
Architecture, Planning, and Design	LAR 720	Public Lands and Natural Resources Law
Architecture, Planning, and Design	LAR 744	Community Planning and Design
Architecture, Planning, and Design	LAR 755	Professional Practice: Discipline-Specific Topics
Architecture, Planning, and Design	LAR 759	Landscape Resource Evaluation
Architecture, Planning, and Design	LAR 870	Advanced Landscape Architecture
Architecture, Planning, and Design	LAR 880	Advanced Landscape Architecture Construction
Architecture, Planning, and Design	LAR 898	Master's Report

<b>Courses to Discontinue - <a href="https://kstate.curriculog.com/agenda:2920/form">https://kstate.curriculog.com/agenda:2920/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Architecture, Planning, and Design	PLAN 645	Professional Internship Report
Architecture, Planning, and Design	PLAN 660	Community Development Planning
Architecture, Planning, and Design	PLAN 749	Metropolitan Planning and Design
Architecture, Planning, and Design	PLAN 765	Growth Management

Motion: The Academic Affairs committee moves to approve the courses to discontinue as presented. Coming from a committee the motion does not require a second.  
Vote (YES-NO-ABSTAIN): 23-0-0

<b>Curricular Changes - <a href="https://kstate.curriculog.com/agenda:2923/form">https://kstate.curriculog.com/agenda:2923/form</a></b>	
<b>College</b>	<b>Title</b>
Technology and Aviation	Accelerated Aeronautical Technology – Professional Pilot (BS)/Aeronautics (MS)
Business Administration	Accelerated Business Administration (BSBA)/Data Analytics (MS)
Business Administration	Accelerated Business Administration (BSBA)/Master of Business Administration (MBA)
Architecture, Planning, and Design	Community Development (MS)
Education	Counseling and Student Development – Higher Administration (PHD)
Education	Counseling and Student Development – Leadership in Academic Advising (PHD)
Business Administration	Dual Master of Business Administration (MBA)/Master of Accountancy (MACC)
Health and Human Sciences	Gerontology (MS)
Architecture, Planning, and Design	Master of Architecture (MARCH) (non-baccalaureate track)
Architecture, Planning, and Design	Master of Architecture (MARCH) (post-baccalaureate)
Business Administration	Master of Business Administration (MBA)
Architecture, Planning, and Design	Master of Landscape Architecture (MLA) (non-baccalaureate)
Architecture, Planning, and Design	Master of Landscape Architecture (MLA) (post-baccalaureate track)
Architecture, Planning, and Design	Regional & Community Planning (Non-Baccalaureate MRCP)
Arts and Sciences	Security Studies (MA)
Education	Student Affairs Administration (MS)

Motion: The Academic Affairs committee moves to approve all curricular changes as presented. Coming from a committee the motion does not require a second.

Vote (YES-NO-ABSTAIN): 23-0-0

<b>Curricula to Discontinue</b> – Click the link below	
<b>College</b>	<b>Title</b>
Health and Human Sciences	<a href="#">Youth Development Professional Graduate Certificate</a>

Motion: The Academic Affairs committee moves to discontinue the curricula as presented. Coming from a committee the motion does not require a second.

Vote (YES-NO-ABSTAIN): 23-0-0

<b>New Curricula</b> - <a href="https://kstate.curriculog.com/agenda:2923/form">https://kstate.curriculog.com/agenda:2923/form</a>	
<b>College</b>	<b>Title</b>
Health and Human Sciences	Accelerated Nutrition and Health (BS)/Master of Public Health (MPH)
Health and Human Sciences	Accelerated Nutritional Sciences (BS)/Master of Public Health (MPH)
Health and Human Sciences	Accelerated Sports Nutrition (BS)/Master of Public Health (MPH)

Motion: The Academic Affairs committee moves to approve all new curricula as presented. Coming from a committee the motion does not require a second.

Vote (YES-NO-ABSTAIN): 23-0-0

#### **7. Student Affairs Committee** - Lotta Larson, Chair

- Report. Last meeting was 10/14/25.
  - Policy benchmarking assignment: Graduate Student Rights and Grievance Procedures (Grad Handbook Appendix A)
  - reviewing of student awards and scholarships applications is still in progress
- Action Items. None.

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

- Report. Last meeting was 10/16/25.
  - Policy benchmark recommendations
- Action Items:

#### ***Chapter 1 C4. Visiting (non-degree seeking) student - Reading one ✖ (Will go back to GCCOP)***

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 must have a bachelor’s degree. If the visiting student wishes to continue to enroll in graduate coursework after that

~~semester, and earn a graduate degree~~, they must make a formal application for admission into a graduate degree program and be formally admitted by the Graduate School as a degree- or credential-seeking student with full standing status. Up to nine (9) graduate credit hours earned as a visiting student may be applied toward ~~the a graduate degree~~ program.

- Time Limit for visiting students must be revised
- Check Courses vs Credit Hours
- Clarify what “that semester...” is

### *Chapter 2 A. Admission and General Requirements – Reading one ✓*

## 2. THE MASTER'S AND EDUCATION SPECIALIST DEGREES

### A. ADMISSION AND GENERAL REQUIREMENTS

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The Graduate School recognizes three different plans for a master's or Education Specialist degree, and the graduate faculty in each academic unit may accept one or more of them. The three possibilities are:

1. Thesis option: As a part of the degree program the student will complete a thesis for 6 to 8 hours credit.
2. Report option: As a part of the degree program the student will complete a written report for 2 hours credit on research or on a problem in the major field.
3. Course work option: The student's degree program will consist of course work only, but it which will include evidence of advanced work, such as term papers, objects of art, music, or designs, as determined by the ~~committee~~ program. This option may include a culminating experience.
  - a. Culminating experience required: The graduate student works with the major professor and the supervisory committee to complete all requirements of the culminating experience.
  - b. No culminating experience required: The graduate student works with the major professor to complete all degree requirements.

### *Chapter 2 A.2 a.(e) - Reading One ✓*

## 2. THE MASTER'S AND EDUCATION SPECIALIST DEGREES

### A. ADMISSION AND GENERAL REQUIREMENTS

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To be awarded a master's or Education Specialist degree, the student (a) must have a bachelor's degree or equivalent, (b) must not be on probation, (c) must have a cumulative grade

point average (GPA) of 3.0 or higher, (d) must meet all the requirements of the Graduate School, the student's academic program area, and the student's supervisory committee, and (e) must be enrolled during the in the semester in which the degree final exam is taken (if applicable), and (f) must be enrolled during the semester in which the degree requirements are completed.

*Chapter 2 F.3 Removal from Probation – Reading one ✓*

2. THE MASTER'S AND EDUCATION SPECIALIST DEGREES

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F3. Removal from Probation

Students placed on probation for deficient grades will be restored to good standing if they achieve a cumulative GPA of at least 3.0. This must be achieved within the completion of 2 semesters for full-time students and within 12 credit hours for part-time students.

Students placed on probation after recommendation by the major professor or supervisory committee may be restored to good standing when the major professor or supervisory committee notifies the Graduate School that the student is making satisfactory progress.

*Chapter 2 J.1 Final Examination & Chapter 2 J.3 Failure and Repetition – Reading one ✓*

2. THE MASTER'S AND EDUCATION SPECIALIST DEGREES

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J. FINAL EXAMINATION

J1. Nature

A culminating experience may be required to earn a master's or Education Specialist degree. If a culminating experience is required, then it should verify the student's competence to synthesize information across the student's program of study. The culminating experience will occur after the student has completed the program of study and other requirements or during the term in which the candidate intends to complete them. If there is a supervisory committee, it is responsible for administering the culminating experience. The A majority of the Supervisory Committee members must vote in favor for the student to pass their defense (a tie vote is a failure). The major professor is responsible for returning the signed ballot to the Graduate School.

For students pursuing a thesis or report option, the culminating experience shall be a defense of the thesis or report.

For students pursuing a coursework only degree, if a culminating experience is required, it may be an interpretation of scholarly work, a test of the student's understanding of the field or other culminating experiences. It is the responsibility of the academic unit to provide culminating

experience guidelines for each coursework-only master's degree that the department offers. Examples could include concerts, portfolios, final written or oral examinations, case studies, or whatever the program deems appropriate.

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### J3. Failure and Repetition

At least  $\frac{2}{3}$  A majority of the supervisory committee members must approve the candidate's performance before the candidate is deemed to have passed the final examination for thesis, report, or culminating experience. A refusal to vote by the major professor or any member of the supervisory committee shall be recorded as a negative vote. A candidate who fails a master's examination may take a second examination no sooner than two months nor later than 15 months after the failure, with permission of at least  $\frac{2}{3}$  a majority of the supervisory committee members, unless the Dean of the Graduate School grants an extension. A third defense is not allowed.

At least  $\frac{2}{3}$  A majority of the members of the supervisory committee must sign the final ETDR before the ballot can be processed, and the thesis or report submitted to K-REX.

### *Chapter 4 B.10 - Reading one \* (Will go back to GCCOP)*

## 4. GRADUATE CERTIFICATE PROGRAMS

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### B. ADMISSION AND GENERAL REQUIREMENTS

...

10. To be awarded a graduate certificate, the student must
  - (a) ~~Must~~ have earned all the required credits in the six seven 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 when the student applies for graduation for the certificate, ~~and~~
  - (f) must submit the Graduate Certificate Completion Form, and
  - (g) ~~must~~ provide official transcripts for any approved transfer credits. Transfer credit must be from an accredited institution. Graduate certificate programs may specify higher requirements.

## 5. THE GRADUATE FACULTY

...

### D5. Associate Graduate Faculty Membership

The purpose of the Associate membership category is to permit limited Graduate Faculty membership to exceptional individuals who possess specialized training, experience, or certification required for specific teaching or supervisory committee service. Nominees for Associate membership must have a formal appointment with the nominating unit at the time of nomination. Associate members are not permitted to serve as the major professor of a supervisory committee but can serve as a co-major professor if the other co-major professor is a regular graduate faculty member. Appointment to Associate membership is for a term of five (5) years. At the end of the term, the faculty member may be re-nominated. There is no limit to the number of terms to which a faculty member may be appointed. Although the criteria are different, the nominations are submitted and evaluated following the steps outlined in Chapter 5.A3 of the Graduate Handbook, and limitations as delineated in Chapter 5.D8 apply.

Nomination to Associate membership must be initiated by the appropriate department, division, program, or equivalent unit, which must provide documentation for a combination of substantial professional expertise, publications or other scholarly contributions to the discipline, advanced training, degrees, certification, or recognized status in the relevant field. It is incumbent upon the administrative unit to describe the teaching and/or supervisory activities of the candidate and provide a rationale regarding the qualifications of the candidate to make significant and necessary contributions to the program. If the candidate is nominated for the purpose of teaching, the nominating unit is expected to provide a list of courses that the candidate will teach, along with detailed justification as to the qualifications the candidate has for teaching those courses. If the candidate is nominated for committee service, detailed justification as to the qualifications the candidate has for serving on the committee(s) must be included. In the event there is a need to change the approved teaching or advising responsibilities of the individual change within the unit, ~~a new nomination must be submitted~~ the department head should send an email with justification for the change(s) to the Dean of the Graduate School. ~~Although the criteria are different, the nominations are submitted and evaluated following the steps outlined in Chapter 5.A3 of the Graduate Handbook, and limitations as delineated in Chapter 5.D8 apply.~~

- Add approval language to “the department head should send an email....”

### 9. Assessment and Review Committee – Umut Yucel, Chair

- Report.
- Action Items. None.

## 10. Graduate Student Council - Aditya Jha, President

- Report:
  - The Graduate Council hosted the Research and the State competition on October 28, with a total of 99 graduate students participating from across the university. From this group, 10 students were selected to advance and present their research at the Capitol Graduate Research Summit in Topeka this coming March, where they will share their work with Kansas state legislators alongside graduate students from other Regent’s institutions. These selected students have each received scholarship awards through the Graduate School and the GSC.  
In addition to these recognitions, 3 students received special awards sponsored by the K-State chapter of Sigma Xi.  
We would like to extend our sincere appreciation to the faculty who supported their students’ participation and to those who served as judges for the event. Their contributions were essential in making this year’s competition a success.
- Action Items.

## 11. Informational Items.

- a. Graduate Faculty membership approved by the Dean.

Name	Position	Department/Program	Date
Karen Eppley	Associate Professor	Curriculum and Instruction	10/6/2025
Patrick Hopkins	Assistant Professor	Accounting - Herbel Family School of Accountancy	10/15/2025
Madeleine Jansen	Assistant Professor	School of Music, Theatre, and Dance	10/6/2025
Diego Lopez Diaz	Assistant Professor	Grain Science and Industry	10/15/2025
Xiyu Ma	Assistant Professor	Plant Pathology	10/15/2025
Clemens Pilgram	Assistant Professor	Landscape Architecture and Regional & Community Planning	10/6/2025
Molly Reichenborn	Assistant Professor	Agronomy	10/6/2025
Tuan Tran	Assistant Professor	Plant Pathology	10/15/2025

## 12. Adjournment. 4:16 pm