

**MINUTES**  
**Faculty Senate Academic Affairs**

**April 16, 2024, 3:30 pm**

**ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782>**

**Present:** Grant Alford (APD), Andy Bennett (AS-Co-Chair), Hansin Bilgili (BA), Brandon Kliewer (ED-Co-Chair) Joann Kouba (Ag), Shane Lyon (VM alternate), Laurel Moody (GU), Sujatha Prakash (Term Appt), Drew Smith (TA), and Steve Warren (EN)

**Absent:** Elizabeth Berney (LIB), Jessica Binckley (SGA), Nicky Cassell (VM), Kim Hiller (HHS), Deborah Kohl (EXT)

**Nonvoting liaisons:** Shannon Castleberry (REG)

**Guests and/or visitors:** Matthew Basel, Tim Bolton, Anna Coke, Carson Cuesta, Bronwyn Fees, Trish Gott, Dan Higgins, Dan Ireton, Jack O'Malley, Andrew Orr, Don Saucier, Kimberly Staples, Andy Thompson, Don Von Bergen,

1. Kliewer called the meeting to order at 3:32 pm. Andy will be slightly delayed joining us so we'll start with item #3 first.
2. University Calendar Committee Proposal – Wildcat Pause Day (see handout)  
Bennett began by sharing that after the University Calendar committee's recommendation was shared with Faculty Senate on April 9<sup>th</sup>. He then had many conversations to see where people stood and how they felt about it. After doing so, he worked to craft a resolution that may be of help.

He noted that this committee is also being called upon to endorse/or not endorse the University Calendar Committee's recommendation. Therefore, there are two separate motions to act on, both today and at Faculty Senate in May. The recommendation from the University Calendar Committee and the resolution being presented by Senator Bennett for the Wildcat Pause Day resolution.

Bennett moved for Academic Affairs to approve the resolution presented for Wildcat Pause Day and forward it on to Faculty Senate for consideration. Motion was seconded.

Discussion: There was conversation about how best to help students and what documented evidence is available. There were concerns raised about having a fall break during the 7<sup>th</sup> week due to mid-terms being directly after returning. How will that impact faculty overall when they go to handle mid-terms etc. Part of why we want to do it a few times is so that faculty can see what the impacts are for more than just one year. There was also discussion of the intent of the break and practical implications. There was further discussion about the specific week and whether there can be flexibility.

Kouba moved to amend the resolution to be "a Friday in October, to be determined each year based on scheduling". Prakash seconded. Amendment carried. Motion to approve the resolution, as amended, carried.

Now the conversation is for University Calendar Committee's recommendation. Bennett moved to not endorse the University Calendar Committee's recommendation. Motion was seconded. Discussion: there was clarification why it was being declined. It was commented that it was because it's a permanent change, whereas the resolution champions a temporary change and a request for data to be collected. Motion carried.

Both of these items will be on the May Faculty Senate agenda.

3. University Inclement Weather Policy – proposed change to PPM 3035 (Von Bergen/Saucier)  
Saucier and Von Bergen were present to share their proposal on final exams related to when there is inclement weather. After thoughtful discussion and conversation with various questions and concerns

addressed, members were ready to vote on it. It was noted that if this proposed change to the PPM is approved by Faculty Senate and administration, it would then be appropriate for language to be crafted for inclusion in the University Handbook as well.

Kliwer moved to provide support and approval of this proposal to allow it to move forward with the next layers of approvals. This was seconded. Motion carried. Senators Saucier and Von Bergen will move forward with next steps.

4. University Excused Absence Policy – proposed change to University Handbook, Section F62 (from Student Support & Accountability - Andy Thompson)

Andy Thompson and Laurel Moody both shared information regarding the proposal and how it came about. This has been given much thought throughout a year and a half of review and deliberation; it is believed this will be helpful to students. Kliwer moved to endorse the policy as presented. Prakash seconded.

Discussion: There were various comments shared. One concern was about adding the department and career fair days to the absences excused at the instructor’s discretion. This may need further conversation. Additionally, it was suggested that perhaps when there is a disagreement, the language could be changed to have that presented to the office of Student Support & Accountability instead of the dean.

Motion carried. The comments shared will be provided to Faculty Affairs as they will vote next on the proposal and then it may go to Faculty Senate for a final vote if there are no other votes needed.

5. The March 13, 2024, Academic Affairs minutes were approved as submitted.

6. Course Proposals:

**To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:2385/form>**

Arts and Sciences	<p>AMETH - 185 - Race, Film, and American Stories            ART - 104 - Digital Photography for Non-majors            ART - 174 - A and D: Mixed Media Process and Exploration Lab            ART - 194 - A and D: Community and the Environment Experience            ART - 291 - Introduction to Drawing            ART - 600 - Drawing Workshop            ART - 623 - Advanced Concepts in Digital and Expanded Media            ART - 629 - Foreign Studies in Visual Communication Design            ART - 650 - Painting Topics            ART - 653 - Painting Methods            ART - 655 - Advanced Studio in Metals and Jewelry            ART - 665 - Contemporary Ceramics Workshop            ART - 667 - Ceramic Design Workshop            ART - 680 - Topics in Contemporary Metals and Jewelry            ART - 682 - Metals and Jewelry Workshop            ART - 826 - Graduate Seminar            CHM - 657 - Inorganic Techniques            ECON - 608 - Quantitative Methods in Economics            ENGL - 187 - Book Club            GEOL - 601 - Economic Geology            GEOL - 602 - Mineral Exploration for a Sustainable Future            GEOL - 605 - Introduction to Aqueous Geochemistry            GEOL - 620 - Volcanology</p>
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	GEOL - 631 - Petroleum Geology GEOL - 642 - Field Geophysics GEOL - 650 - Geomicrobiology GEOL - 701 - Economic Geology GEOL - 704 - Carbonate Paleoenvironments GEOL - 711 - Water Resources Geochemistry GEOL - 712 - Advanced Geochemistry GEOL - 731 - Petroleum Geology GEOL - 735 - Fossil Fuel Sedimentology GEOL - 741 - Seismic Data Processing MUSIC - 246 - Drumset Techniques PHYS - 636 - Physical Measurements Instrumentation PHYS - 664 - Thermodynamics and Statistical Physics THRE - 111 - Production Participation
Education	EDCI - 445 - English as a Second Language Practicum PK-12 EDCI - 764 - Engineering Design Practices in Secondary Science Teaching EDSP - 744 - Intensive Interventions for Students with Dyslexia and Other Reading Difficulties
Engineering	CIS - 526 - Web Application Development ME - 661 - Introduction to Nanoscience and Nanotechnology
Technology & Aviation	AVM - 497 - Aviation Maintenance Capstone
Veterinary Medicine	AP - 541 - Introduction to Histology AP - 641 - Introduction to Histology CS - 819 - Veterinary Medicine in a Foreign Context CS - 821 - International Vet Study Tours
Leadership Studies	LEAD - 715 - Teaching Leadership LEAD - 755 - Systems Leadership

A motion was made by Kliewer and seconded by Bennett to approve the proposals. Discussion: There was a concern raised about a vet med course and there is an ongoing conversation with Biology on this. It seems a note should be placed in Curriculog on these courses. Matthew Basel was in attendance and spoke to some of the previous conversation and history of the courses. He will also provide an email string to be uploaded to the proposals regarding AP 541/641. After further conversation, some guidance was requested from the chairs about this course and how to handle these types of conflicts. Conversation ensued. It is this committee's role to make sure there is not apparent overlap or duplication. It seems there is still question on these. Therefore, a motion was made by Kouba and seconded to table AP 541/641. Motion carried. These will be followed up on.

Main motion, except the two courses, carried.

7. New Curriculum Proposal(s)-including new for-credit Microcredentials:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:2386/form>

Arts and Sciences	Historical Research Design in Security Studies (Graduate Microcredential) Quantitative Research Design in Security Studies (Graduate Microcredential)
Leadership Studies	Leading Change (Graduate Certificate)
Technology and Aviation (Salina)	Spatial Computing (Graduate Certificate)
Veterinary Medicine	Equine Veterinary Practice Certificate (Veterinary Medicine Certificate)

A motion was made by Kliewer and seconded by Smith to approve the proposals. Motion carried.

8. Curriculum Proposal(s):

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:2387/form>

Arts and Sciences	Master of Fine Arts (M.F.A.)
Business Administration	Data Analytics (M.S.)
Health and Human Sciences	Apparel and Textiles (M.S.) Human Ecology (B.S.) Kinesiology B.S.
Leadership Studies	Leadership Studies Minor

A motion was made by Kliewer and seconded by Moody to approve the proposals. Motion carried.

9. Expedited Proposals approved by colleges/Grad Council:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:2388/form>

Agriculture	AGCOM - 222 - Agricultural Business Communications ASI - 635 - Gamebird Production and Management ASI - 640 - Poultry Products Technology ASI - 865 - Analytical Techniques: Protein Analysis
Arts and Sciences	BIOL - 698 - Research in Biology CHINE - 201 - Chinese III FREN - 201 - French III GEOL - 115 - Environmental Geology HIST - 901 - Advanced Historiography HIST - 903 - Renaissance and Reformation Europe HIST - 904 - Early Modern Europe HIST - 919 - Seminar in History of Christianity HIST - 923 - Seminar in the History of the American West HIST - 931 - Seminar in German History HIST - 932 - Seminar in French History HIST - 933 - Seminar in European Diplomatic History HIST - 935 - Seminar in Modern Russian History HIST - 936 - Seminar in Renaissance and Reformation HIST - 937 - Seminar in British History HIST - 950 - Seminar in South Asian History HIST - 991 - Seminar in American Military Affairs MLANG - 803 - Practicum in Adult TESL/TEFL: Written and Oral Communication MLANG - 804 - Seminar/Topics in TESL/TEFL MUSIC - 235 - Percussion Techniques and Materials SPAN - 410 - Spanish Communication through Pop Culture THTRE - 171 - Fundamentals of Acting THTRE - 271 - Intermediate Acting THTRE - 299 - Vocal Expression for Actors
Business Administration	MKTG - 430 - Brand Marketing Accounting (BSBA)
Education	EDSP - 743 - Intensive Interventions for Students with Dyscalculia and Other Math Difficulties
Engineering	ATM - 545 - Processing and Storage of Grains ME - 570 - Control of Mechanical Systems I

	ME - 574 - Interdisciplinary Industrial Design Projects I
Leadership Studies	Leadership Studies (undergraduate certificate)
Veterinary Medicine	AP - 737 - Introduction to Cell Physiology AP - 740 - Study Methods and Career Preparation for Health Professional Students AP - 743 - Systems Physiology CS - 840 - Communication with the Agricultural Worker
Interdisciplinary programs change	Urban Food Systems Graduate Certificate

A motion was made by Kliewer and seconded by Kouba to approve the proposals. Motion carried.

10. New Microcredential programs – *informational*

Business Administration	Inclusive Management in Business – Fostering belonging and understanding for diverse workplace experiences: <a href="https://kstate.curriculog.com/proposal:11891/form">https://kstate.curriculog.com/proposal:11891/form</a> Relationship Selling Essentials: Best Practices for Career Success: <a href="https://kstate.curriculog.com/proposal:11816/form">https://kstate.curriculog.com/proposal:11816/form</a>
Technology and Aviation (Salina)	AIM Center for Excellence Pre-Apprenticeship: <a href="https://kstate.curriculog.com/proposal:11692/form">https://kstate.curriculog.com/proposal:11692/form</a>
Veterinary Medicine	Foundations of Emotional Well-being and Support Skills for Veterinary Students: <a href="https://kstate.curriculog.com/proposal:11776/form">https://kstate.curriculog.com/proposal:11776/form</a> Promoting Emotional Well-being Through Applied Support Skills for Veterinary Students: <a href="https://kstate.curriculog.com/proposal:11777/form">https://kstate.curriculog.com/proposal:11777/form</a>

The above microcredentials were approved via the appropriate process.

11. Retro conferral graduation list – submitted from the Registrar’s office.

A motion was made by Kliewer and seconded by Smith to approve the retro conferrals. Motion carried.

12. K-State Core proposals already approved; how to handle when errors are discovered after last FS AAC meeting in May – discussion.

Kliewer shared that he and Brandon met with Tanya Gonzalez and the Registrar’s office to approve an edit to a K-State Core curriculum that had been approved by this body, but then there was an error found with the documentation provided and it needed to be updated. A number of courses, within the licensure piece, were missing from the curriculum schema, but they were in the degree maps that had been provided. This specific change was approved to be corrected, having to do with licensure, and these types of changes will be cared for this way; however, some corrections will need handled on a case-by-case basis. A question came up about edits that need made to these after the FS Academic Affairs committee concludes meeting for the academic year. Should these be handled the way microcredentials are over the summer where the co-chairs (or at least one co-chair) and FS president are responsible for signing off, so to speak? Discussion ensued. This will need finalized before the last meeting.

13. Committee work and any updates

- A. Micro-credentialing – University Handbook language  
This will be discussed at the next meeting.
- B. Undergraduate Post Bacc minors in general – future of these  
No update.

14. Committee Reports

- A. CAPP (Committee on Academic Policies and Procedures) – Kliewer

At the last meeting, there was serious discussion surrounding the changes by KBOR to their transfer credit policies. K-State currently has a mix of transfer agreements, and it is creating some confusion. CAPP will begin working to harmonize the policy. Dual credits and processes were also touched on.

B. Curriculog Team – No report

C. Library – Grant Alford  
No report.

15. Academic Affairs Leadership for 2024-2025 year.  
Kliewer and Bennett will be rotating off the committee and new leadership is needed. There have been two members that have indicated their interest in serving in these roles: Hansin Bilgili (BA) and Joann Kouba (Ag). If there is other interest, let Candace, Andy, or Brandon know, otherwise we'll move to elect these members at the next meeting.
16. Update to University Handbook: transfer credits (discussion)  
This was touched on during the CAPP report (see above).
17. Announcements and/or for the good of the University  
Annual Retirement Ceremony will be held on April 24<sup>th</sup> at 4 pm in the Alumni Center.
18. The meeting adjourned at 5:00 p.m.

Next meeting: May 7, 2024, 3:30 pm; Zoom: <https://ksu.zoom.us/j/442684782>