

## Graduate Council Meeting Minutes

October 3, 2023 – 3:30 p.m.

K-State Union, Room 227

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

### 1. Opening remarks.

**2. Approval of Minutes.** September 5, 2023 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2023\\_agenda\\_minutes/GC2023\\_09\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2023_agenda_minutes/GC2023_09_Minutes.pdf)

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

Second: Dr. Olson

Vote (YES-NO-ABSTAIN): 16-0-0. Motion carried.

### 3. Graduate School Updates.

Reminder: The Graduate School is hosting an in-person strategic planning brainstorming session on October 18 from 11am-2pm in the Cottonwood Room, K-State Student Union. Please [register](#) for this event by Friday, October 13th as there is limited seating left.

### 4. Council Chairs Update.

- Oct 18<sup>th</sup>, 11-2pm Grad School strategic planning process –leading conversations
- Defining the culminating experience for the master’s coursework only option.
- Graduate Faculty culture: Roles of doctoral supervisory committee members at K-State

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

- Report.

The committee has begun to work through Chapter 5 (The Graduate Faculty) of the Graduate Handbook, making recommendations for changes that clarify policies. Once complete, the committee will submit its recommendations to the Planning Committee for review.

- 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
Patricia Barros	Clinical Assistant	Applied Human Sciences	Member	5

Name	Position	Department/Program	Type	Page
	Professor			
Stephanie Bannister	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	8
Sean Bridgen	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	11
Kevin Cook	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	14
Jill Gerloff	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	17
Kerri Keller	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	20
Thomas Lane	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	23
JaNice Marshall	Professor of Practice	Educational Leadership	Associate	26
Terrie McCants	Clinical Associate Professor Emeritus	Applied Human Sciences	Associate	29
David Meekins	Instructor	Biochemistry and Molecular Biophysics	Associate	32
Camille Meritan	Teaching Assistant Professor	Modern Languages	Associate	35
Bin Ning	Adjunct Faculty	Special Education, Counseling, and Student Affairs	Associate	39
Sandra Robinson	Professor of Practice	Educational Leadership	Associate	42
Jennifer Spielvogel	Professor of Practice	Educational Leadership	Associate	45
Jessica Williams	Instructor	Educational Leadership	Associate	48
Patricia Calvo	Assistant Professor	Chemistry	Certification	51
Lorraine Dinkel	Teaching Associate Professor	Special Education, Counseling, and Student Affairs	Certification	54
Blake Gray	Assistant Professor	Personal Financial Planning	Certification	57
Derek Lawson	Assistant Professor	Personal Financial Planning	Certification	60
Megan McCoy	Assistant Professor	Personal Financial Planning	Certification	63
Cassandra Wetzel	Adjunct Instructor	Special Education, Counseling, and Student Affairs	Non-grad	66

Motion: The Academic Affairs Committee moves to approve Dr. Patricia Barros' nomination for regular membership.

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

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

Motion: The Academic Affairs Committee moves to approve Dr. Cassandra Wetzel as a non-graduate faculty to teach a graduate course for one year.

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 - <a href="https://kstate.curriculog.com/agenda:2093/form">https://kstate.curriculog.com/agenda:2093/form</a>		
College	Course Number	Title
Business Administration	ACCTG 896	Accounting International Experience

Motion: The Academic Affairs Committee moves to approve the ACCTG 896 course changes.

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

New Courses - <a href="https://kstate.curriculog.com/agenda:2094/form">https://kstate.curriculog.com/agenda:2094/form</a>		
College	Course Number	Title
Applied and Interdisciplinary Studies (Olathe)	AAI 863	Special Topics: Data Analytics and Insights in Animal Health
Applied and Interdisciplinary Studies (Olathe)	AAI 865	Assessing Effectiveness of Animal Therapeutics and Vaccines

New Courses - <a href="https://kstate.curriculog.com/agenda:2094/form">https://kstate.curriculog.com/agenda:2094/form</a>		
College	Course Number	Title
Applied and Interdisciplinary Studies (Olathe)	AAI 867	Zoonotic Pathogens in the Food Chain

Motion: The Academic Affairs Committee moves to approve all New Courses.  
Vote (YES-NO-ABSTAIN): 17-0-0. Motion carried.

New Curricula - <a href="https://kstate.curriculog.com/agenda:2095/form">https://kstate.curriculog.com/agenda:2095/form</a>	
College	Title
Technology and Aviation	Accelerated Aeronautical Technology-PP (B.S.)/Aeronautics (M.S.)
Technology and Aviation	Accelerated Applied Business Technology (B.S.)/Integrated Systems Design & Dynamics (M.S.)
Arts and Sciences	Accelerated Chemistry (B.A/B.S.)/Adult Learning and Leadership (M.S.)
Technology and Aviation	Accelerated Machine Learning & Autonomous Systems (B.S.)/Integrated Systems Design & Dynamics (M.S.)
Education	Computer Science Education (Graduate Certificate)
Applied and Interdisciplinary Studies (Olathe)	Data Analytics and Insights to Animal Health

Motion: The Academic Affairs Committee moves to approve all New Curricula proposals.  
Vote (YES-NO-ABSTAIN): 17-0-0. Motion carried.

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

- Report.

The committee reported its plan of work for the academic year:

1. Scholarship review with Graduate School.
2. Benchmarking against policies in Graduate Handbook Chapter 1 (Admissions, Enrollment, & Progress) and Chapter 2 (The Master’s and Education Specialist Degrees).
3. Revitalize the KSU Graduate School Exit Survey as a useful tool to assess graduate studies experience and use it to shape current and incoming student experiences.

- Action Items.

## 7. Committee on Planning – Perla Reyes, Chair

- Report.

The committee will be working closely with the Student Affairs Committee to conduct a comprehensive review of the Graduate Handbook, focusing on Chapters 1, 2, and 5.

- Action Items:

## 8. Assessment and Review Committee – Judy Gordon, Chair

- Report.

Program review reporting is not being conducted for the AY 23-24 to allow the university to develop a program review process that is based on the [Academic Program Review and Revitalization \(APRR\) initiative](#). Anticipating a decreased workload for this year, some committee members will be asked to move to either the Planning or Student Affairs Committees to help with the comprehensive review of the Graduate Handbook.

- Action Items

## 9. Graduate Student Council – Kortnee Van Nest, President

- Report.

Poster presentations for the annual Research and the State forum will be held October 24 in the K-State Student Union. Due to the record number of 79 entries this year, presentations will be split into two windows, 10:00 am to noon and 1:30 pm to 3:30 pm. The GSC still needs judges, so Graduate Council members are asked to [volunteer](#) and encourage colleagues to participate. Graduate Faculty are also asked to encourage their grad students to attend as spectators too.

- Action Items

## 10. Informational Items.

- a. Graduate faculty memberships approved by the Dean.

Name	Position	Department/Program
Patricia Calvo	Assistant Professor	Chemistry
David Rehfeld	Assistant Professor	Applied Human Sciences

- b. Emergency non-graduate faculty to teach graduate courses.

Name	Position	Course
Zachary Jepson	Clinical Assistant Professor	PAS 762 - Diagnostics III - Radiology

## 11. Adjournment. The Council adjourned at 4:07 pm.