

## Graduate Council Meeting Minutes

May 6, 2025 – 3:30 p.m.

K-State Student Union, Room 227

Present: Present: C. Alexis, T. Amtoft, C. Craft, H. Dogan, M. Elcioglu, U. Emery-McClure, E. Geisbrecht, J. Gordon, A. Heseltine (GSC President-elect), S. Janowski (Admin.), T. Jenkins, A. Jha (GSC President), S. Joseph, S. Kavimandan, T. Nagaraja, J. Nikkel (Academic Innovation), B. Olson, V. Padilla-Carroll, C. Petrescu (Dean), P. Payne (Assoc. Dean), C. Pickens, B. Schultz, A. Sheshukov, V. Trinetta, J. Ulmer, D. Walker, M. Wei, L. Yang, S. Yelich Biniiecki, U. Yucel  
Absent: P. Adams, A. Ahlers, M. Arthaud-Day, L. Bonella (K-State Libraries), J. Li, M. Miller (Asst. Dir., Student Success), B. Mirafzal, M. Pakaste, C. Pickens, S. Rishi, J. Spencer, H. Woods

### 1. Opening remarks.

- The Dean expressed her appreciation to the Council members for their support and collaboration. The Dean noted that this would be her final Graduate Council meeting and conveyed her gratitude to all those she has had the pleasure of working with during her time.

### 2. Approval of Minutes. April 1, 2025 meeting. [GC2025 04 Minutes](#)

Motion: Dr. Dogan moved to approve minutes as presented.

Second: a member seconded

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

### 3. Graduate School Updates.

- a. Welcome new Graduate Council Members
  - a. Dean Petrescu welcomed new Graduate Council members and expressed her appreciation for their willingness to serve and contribute their time to the Graduate Council in the upcoming academic year.
- b. Chairs and Co-Chairs Succession Plans
  - a. Dr. Payne stated that all committees now have a co-chair moving into the next academic year.
- c. Catalog Updates for 25-26: [Grad Council AAC Memo.docx](#)
  - a. Accelerated
    - i. [Overlapping Courses Example.docx](#)
    - ii. [Accelerated Course Identification Sheet-Additions Due Jan 30.xlsx](#)
  - b. Culminating Experience
    - i. [Culminating Experience Inventory - Confirmation.xlsx](#)
  - c. Graduate Certificates
    - i. [Adding Connected Master Degree Info Due Jan 10.xlsx](#)

Dr. Payne provided additional context and elaboration on the information outlined in the attached memos. The purpose of these is to provide clarification to overlapping courses in accelerated programs and culminating experiences. These changes are scheduled to take effect in the 2025-2026 academic year and will be included in the 2025-26 Graduate catalog.

### 4. Academic Affairs Committee – Hulya Dogan, Chair

- Report.
  - Dr. Dogan thanked Dr. Schultz for stepping up as the co-chair for the next academic year.
- 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
Andrea Dixon*	Research Manager	Diagnostic Medicine/Pathobiology	Associate <i>Teach and Serve</i>	13
Sheldon Walcher	Professor of Practice	Educational Leadership	Associate <i>Teach and Serve</i>	17
Mindy King	Assistant Professor	Animal Sciences and Industry	Certification	20
Emma Briggs	Assistant Professor	Animal Sciences and Industry	Certification	23
Randal Hickman	Associate Professor	Industrial and Manufacturing Systems Engineering	Certification	26
Bethany Plakke-Anderson	Associate Professor	Psychological Sciences	Certification	29
Christopher Bartlett	Associate Professor	Psychological Sciences	Certification	32

\* Associate member re-nomination

**Associate Membership**

Motion: Dr. Dogan moved to approve faculty listed for associate memberships.

Second: No second needed

Vote (YES-NO-ABSTAIN): (22-0-0) motion passed

**Certification**

Motion: Dr. Dogan moved to approve all faculty listed for certification.

Second: No second needed.

Vote (YES-NO-ABSTAIN): (20-0-0) motion passed

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>

<b>Course Changes - <a href="https://kstate.curriculog.com/agenda:2731/form">https://kstate.curriculog.com/agenda:2731/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Business Administration	ACCTG 710	Foundations of Accounting
Agriculture	AGED 630	Exploration of Global Agricultural Education
Architecture, Planning and Design	ARCH 753	Foundations of Practice
Economics	ECON 608	Python Coding for Economics
Education	EDCI 700	Introduction to Bilingual/Dual Language Education
Education	EDCI 714	Reading in the Bilingual/DL Classroom
Business Administration	FINAN 715	Foundations of Finance
Agriculture	GRSC 661	Qualities of Feed Ingredients
Agriculture	HORT 725	Postharvest Technology and Physiology of Horticultural Crops
Agriculture	HORT 780	Health-Promoting Phytochemicals: Fruits and Vegetables
Agriculture	HORT 794	Urban Food Systems
Business Administration	MANGT 710	Operations and Supply Chain Management
Business Administration	MANGT 720	Managing Organizational Behavior
Engineering	ME 760	Engineering Analysis I
Engineering	ME 860	Engineering Analysis II

<b>Course Changes - <a href="https://kstate.curriculog.com/agenda:2731/form">https://kstate.curriculog.com/agenda:2731/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Business Administration	MKTG 705	Marketing Concepts and Research

Motion: Dr. Dogan moved to approve all course changes as listed.  
 Second: No second needed.  
 Vote (YES-NO-ABSTAIN): (21-0-0) motion passed

<b>Curricular Changes - <a href="https://kstate.curriculog.com/agenda:2732/form">https://kstate.curriculog.com/agenda:2732/form</a></b>	
<b>College</b>	<b>Title</b>
Agriculture	Horticulture and Natural Resources – Urban Food Systems (MS)
Architecture, Planning and Design	Master of Architecture (MARCH) (post-baccalaureate track)
Arts and Sciences	Psychology (MS)

Motion: Dr. Dogan moved to approve all curricular changes as listed.  
 Second: No second needed.  
 Vote (YES-NO-ABSTAIN): (22-0-0) motion passed

<b>New Courses - <a href="https://kstate.curriculog.com/agenda:2733/form">https://kstate.curriculog.com/agenda:2733/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Arts and Sciences	MUSIC 848	Concert Band
Engineering	NE 602	Radiation Transport Simulation and Modeling
Engineering	NE 802	Radiation Transport Simulation and Modeling

Motion: Dr. Dogan moves to approve all new courses as listed.  
 Second: No Second needed  
 Vote (YES-NO-ABSTAIN): (20-0-0) motion passed

<b>New Curricula - <a href="https://kstate.curriculog.com/agenda:2734/form">https://kstate.curriculog.com/agenda:2734/form</a></b>	
<b>College</b>	<b>Title</b>
Education	Dual Language Instruction Certificate

Motion: Dr. Dogan moves to approve new curricula as listed.  
 Second: No second needed.

Vote (YES-NO-ABSTAIN): (21-0-0) motion passed

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

- Report.
  - Dr. Olson provided an update on the committee’s work regarding benchmarking and policy updates for the clinical graduate faculty. She noted that the committee encountered challenges in comparing the University’s practices to those of peer institutions, due to limited comparable data. Additionally, she reported that the committee concluded its work on student milestone messaging.
- Action Items.
  - Faculty best practices will begin in the Fall.

## 6. Committee on Planning – Jonathan Ulmer, Chair

- Report.
- Action Items.

### Graduate Handbook changes.

#### a. Rewrite of Appendix C, “Graduate Student Reinstatement Procedure”- Second Reading

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~~~~).

<https://www.k-state.edu/grad/student-success/graduate-handbook/appendixc.html>

## APPENDIX C. GRADUATE STUDENT REINSTATEMENT PROCEDURE

An individual who has been denied continued enrollment may petition for reinstatement to the K-State Graduate School and readmission to the same program or admission to a different program. A Graduate Council committee hears the petition and the Dean of the Graduate School reviews the decision. The Dean of the graduate school reviews all petitions.

An Individual who has been denied continued enrollment may petition for reinstatement to the K-State Graduate School and readmission to the same program of admission to a different program. The Dean of the Graduate School reviews all petitions.

### A. Guidelines for Reinstatement

1. The petitioner must contact the Graduate Program Director of the program to which the student wishes to be reinstated or admitted.

2. The petitioner must obtain the support of the graduate program to which the student wishes to be reinstated or admitted.

3. The petitioner must write a letter to the Dean of the Graduate School petitioning for reinstatement.

4. The supporting graduate program must send a letter to the Dean of the Graduate School indicating their willingness to support the individual's petition for reinstatement to K-State Graduate School specifying any conditions.

~~5. A decision will be determined by the Dean of the Graduate School in consultation with the program. The Dean of the Graduate School in consultation with the program will render a decision. Upon receipt of the letters indicated above, the Associate Dean of the Graduate School will appoint a committee and schedule a hearing with the petitioner and program representative. The Associate Dean of the Graduate School will appoint, from the membership of the Graduate Council, three committee members, including one graduate student. A member of the Graduate School staff will be selected as secretary (without vote).~~

~~6. Students may appeal the decision, but must do so following the procedures outlined in Appendix A.~~

## B. ~~Hearing~~

~~1. Prior to participation of the petitioner and program representative, the hearing will be called to order by the Associate Dean of the Graduate School who chairs the committee (without vote). The role of the committee will be presented and discussed.~~

~~2. The petitioner will then be asked to participate in the hearing. The petitioner will have the option of having a program representative present during the hearing.~~

~~3. The chair will request the petitioner to present an overview of his/her request.~~

~~4. The committee may question the petitioner to obtain information needed to help in determining the decision to support or not support the reinstatement request.~~

~~5. The petitioner will be given an opportunity to summarize his/her request. The petitioner then will be dismissed from the hearing.~~

~~6. The chair will invite the program representative, if not already present, to join the hearing.~~

~~7. The committee will ask the program representative questions regarding the program's support for the petition. The program representative will then be dismissed from the hearing.~~

~~8. The committee will deliberate and a motion will be made and approved either to support the petition with or without specific conditions, or not to support the petition.~~

~~9. The chair will submit the committee's recommendation to the Dean of the Graduate School who will make the final decision.~~

~~10. A decision letter will be sent to the petitioner with copies to members of the committee, department head, graduate program director and program representative.~~

~~11. The petitioner's letter, letter of support from the graduate program, recommendation of the committee to the Dean of the Graduate School, and the response from the Dean of the~~

~~Graduate School shall be placed in a file by the hearing committee chair. This file shall be retained in the Graduate School for at least three years following the conclusion of the reinstatement hearing. Each party may, at its own expense, copy the record or any part thereof at a place and time to be determined by the Dean of the Graduate School.~~

~~C. Enforcement of the Graduate School's Decision~~

~~The Dean of the Graduate School has the authority and responsibility to enforce the decision.~~

**CLARIFICATION OF HOW THE HANDBOOK WILL READ**

<https://www.k-state.edu/grad/student-success/graduate-handbook/appendixc.html>

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1. The petitioner must contact the Graduate Program Director of the program to which they wish to be reinstated or admitted.

2. The petitioner must obtain the support of the graduate program to which they wish to be reinstated or admitted.

3. The petitioner must write a letter to the Dean of the Graduate School petitioning for reinstatement.

4. The supporting graduate program must send a letter to the Dean of the Graduate School indicating their willingness to support the individual's petition for reinstatement to K-State Graduate School specifying any conditions.

5. The dean of the Graduate School in consultation with the program will render a decision.

6. Students may appeal the decision, but must do so following the procedures outlined in Appendix A.

Motion: Dr. Ulmore moves to approve as listed.

Second: No second needed

Vote (YES-NO-ABSTAIN): (20-0-0) motion passed

**b. Rewrite Chapter 6, Section D1, "Prerequisite Policy" from Student Affairs Committee- Second Reading**

**Chapter 6 Graduate Council Constitution, By-Laws, and Procedures**

...

**D. Graduate Courses**

**D1. Prerequisite Policy**

The administering department or program proposes, reviews, and maintains prerequisites. The prerequisites to graduate courses may be either specific courses or specific numbers of credits in pertinent subjects. Departments may choose to include the statement "Students without the prerequisite must have the permission of the instructor" at the beginning of the course descriptions in the Graduate Catalog.

The following Graduate Council Academic Area policies are incorporated in the general Graduate Council policy on prerequisites:

**Humanities:**

- In disciplines that require the development of skills and the acquisition of knowledge in a set order, specific courses are normally cited as prerequisites.
- In disciplines that regard a set order for acquiring skills and knowledge as either inadvisable or unnecessary, prerequisites may be stated in terms of class standing or a minimum number of semester hours of prior course work in a specific area.

**Physical and Social Sciences:**

- All 600-999 courses must have course work prerequisites.
- Courses in the 500-599 range normally have course work prerequisites as specified above. The minimum acceptable prerequisite for a 500-599 course is class standing (e.g., junior or senior). Faculty wishing to depart from the general policies set forth above must submit, in conjunction with their request for approval of the course in question, a written justification for the proposed deviation.

Motion: Dr. Ulmer moves to approve Chapter 6 Prerequisite Policy as presented.

Second: No second needed

Vote (YES-NO-ABSTAIN): (20-0-0) motion passed

**c. Bologna Bachelor's Language- First Reading**

**Three-year Bologna bachelor's degree recipients are eligible for admission. (Chapter 1.B1)**

An applicant to the Graduate School at Kansas State University must have a bachelor's degree substantially the same as the ones granted by Kansas State University, including three-year Bologna bachelor's degrees. That is, it must represent a broad range of courses in the basic academic disciplines. Applicants whose degrees do not meet these standards may be denied admission to graduate degree programs at Kansas State University. Admission is denied to applicants holding bachelor's degrees with a significant amount of credit for work that was not supervised by a faculty member of an accredited college or university or evaluated in units that identify the academic content. A limited amount of credit for experience, when awarded as an acceptable part of a bachelor's degree for internships, fieldwork, or the like, is not a cause for denial but must be clearly identified as graded work.

Motion: Dr. Ulmer moves to waive the second reading of the Bologna Bachelor’s Language  
 Second: no second needed  
 Vote (YES-NO-ABSTAIN): (18-0-0) motion passed

Motion: Dr. Ulmer moves to approve the inclusion of the three-year Bologna Bachelor’s degree amendment.  
 Second: No second needed  
 Vote (YES-NO-ABSTAIN): (19-1-0) motion passed

**7. Assessment and Review Committee – Umut Yucel, Chair**

- Report.
  - Dr. Yucel reported the completion of the 2025 enhanced APRR documents and they are ready to send back to the programs. The committee is currently wrapping up Academic Year 2025 APRR reports.
- Action Items.

**8. Graduate Student Council – Aditya Jha, President**

- Report.
  - Aditya reported that he is officially the Graduate Student Council President. The new team is in place, and they are still looking to fill a student liaison officer. The team is looking forward to working together with the Graduate Council.
- Action Items.

**9. Informational Items.**

a. Graduate faculty memberships approved by the Dean.

<b>Name</b>	<b>Position</b>	<b>Department/Program</b>	<b>Date</b>
Mindy King	Assistant Professor	Animal Sciences and Industry	04/07/2025
Emma Briggs	Assistant Professor	Animal Sciences and Industry	04/07/2025
Randal Hickman	Associate Professor	Industrial and Manufacturing Systems Engineering	04/22/2025
Hatem Kitana	Assistant Professor	Diagnostic Medicine/Pathobiology	4/28/2025

**10. Adjournment.** Meeting adjourned 4:11pm.