
MINUTES
Faculty Senate Executive Committee
Monday, March 29, 2004 3:30 pm
K-State Union, Room 204

Present: Adams, Cochran, Cox, Elder, Gehrt, Haddock, Murray, McCulloh, Prince, Rolley, Schlup, Schumm, M. Smith, Spears, Stewart, Zabel

Absent: Ackerman, Johnston, Olsen, Quaife, Ross, Thompson

Visitors: Monty Nielsen, Andrew Barkley

- I. President Bob Zabel called the meeting to order at 3:30 p.m.
- II. The minutes of the February 23, 2004 meeting were approved.
- III. Online Grade Reporting - Andrew Barkley and Monty Nielsen
Andrew Barkley, 2003-2004 Coffman Distinguished Teaching Scholar distributed and discussed the February 4, 2004 teaching scholars' memorandum regarding online grade submission to Monty Nielsen and other administrators. They have requested the ability to submit final course grades to the Registrar via K-State Online. He stated that Beth Unger had advised him that it was technologically possible and could be accomplished in one day. He expressed that he has total support from faculty to proceed because it will save faculty time, paper and staff keying time. In his view, the arguments against quickly going forward with the online grade submission are:
 - 1) The LASER (Oracle student system) project will be implemented in the future so why do this temporary procedure for just two or more years.
 - 2) Security issues with potential for hacking and altering of grades. (He indicated that SIS grades are already available online so did not see this as an additional concern.)
 - 3) Persons paid to enter the grades would no longer have these jobs. He said there needs to be a win-win solution that each group could work with. Perhaps an option would be to print-out a grade sheet from K-State Online that would then be hand-entered in SIS. This would still save faculty time.
 - 4) He has heard from administrators that they agree 100% with the suggestion and they will do it immediately but has seen no action yet.

Dr. Barkley stated that the Registrar will make the final decision on implementation.

Monty Nielsen, Registrar, then refuted several of Dr. Barkley's comments. He indicated that he has not refused to go through with the online grade process. He explained that he has significant background in systems and he would be happy to give up the task of grade input. The primary responsibility of the Registrar is integrity of university grades and records. It is not a system that could be implemented in one day. March 2006 is the implementation date of the new student information system registrar module. He has met with Beth Unger and others to determine the best approach to online grading. He has full intention of implementing online grading with this new system. They have a team of his staff, Rob Caffey, and ISO staff reviewing possibilities of online grading. He does not want to implement a throw away system. His central concern is to make sure what is implemented can work well for everyone.

Mike Haddock moved to place the attached resolution on the Faculty Senate agenda. See ATTACHMENT 5. Senator Gehrt asked about the definition of “expeditious” in the context of the resolution and that was then defined as sooner than two years from now. Monty Nielsen indicated that any project of this magnitude would require approval of the Central Management Information Systems Advisory Committee (CMISAC), chaired by Diana Blake, Information Systems. Senators Cochran and Schlup both commented on a concern for endorsing this project without full information and the impact on other systems’ deadlines and priorities. Senator Spears supported the resolution and moved to amend the resolution to add a sentence at the end of the policy: “Faculty Senate Committee on Technology is asked to work with interested faculty and the Registrar to report back by October 2004 on estimated time and effort required to implement stop-gap measures.” The motion was seconded and passed. The amended main motion was then passed.

IV. Reports from Standing Committees

A. Academic Affairs Committee - David Stewart

1. Course and Curriculum Changes

Senator Stewart moved to place the course and curriculum changes and approval of additions to graduation lists on the Faculty Senate agenda.

a. Undergraduate Education

1. Approve undergraduate course and curriculum changes approved by the College of Arts and Sciences February 12, 2004. **NOTE:** A&S has asked that the following change be made to page 5 of white sheets: Delete the last 2 lines of description of the changes in the 2nd column (~~*CHM 545 may be replaced with either: CHM 566 and Chm 567; or CHM 595 and either CHM 586 or CHM 596.~~)

Department of Military Science

CHANGE:

MSCI 100 Introduction to Military Science and ROTC
MSCI 101 Introduction to Military Leadership
MSCI 401 Leadership Challenges and Objective-Setting
MSCI 402 Transition to Lieutenant

DROP:

MSCI 102 Basic Riflery
MSCI 107 Rappel Master Skills

Department of Chemistry

DROP:

CHM 567 Instrumental Methods of Analysis Laboratory
CHM 586 Physical Chemistry Laboratory I
CHM 598 Physical Chemistry Laboratory II

ADD:

CHM 596 Physical Methods Laboratory

CURRICULUM CHANGES:

CHANGE:

(Page 108, undergraduate catalog)
Under Chemistry curriculum for the BS degree
*See page 4 of white sheets for details.

CHANGE:
(page 108, undergraduate catalog)
Under Chemical Science curriculum for the BS degree
*See page 5 of white sheets for details. (Delete last 2 lines in 2nd column)

Department of Music

CURRICULUM CHANGES:
CHANGE:
(page 134, undergraduate catalog)
*See page 6 of white sheets for details.

Bachelor of Arts and Bachelor of Sciences

CHANGE:
(page 93, undergraduate catalog)

Additional requirements for the B.S.
Natural sciences
*See page 7-8 of white sheets for details.

2. Approve undergraduate course and curriculum changes approved by the College of Agriculture February 19, 2004.

Agronomy

CHANGE:
AGRON 305 Soils

Horticulture, Forest and recreation Resources

HORT 508 Landscape Maintenance
HORT 585 Arboriculture

CURRICULUM PROPOSALS:

Department of Grain Science and Industry
B.S. in Feed Science and Management (change)
*See white sheets for details.

Department of Secondary Education and College of Agriculture

B.S. in Agriculture, Major in Agricultural Education (change)
*See white sheets for details.

Department of Animal Science and Industry

Undergraduate Equine Sciences Certificate Program (new)
*See white sheets for details.

2. Approve additions to graduation lists.

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Derek Andersen, Business Administration, BS-Marketing and International Business
Helen Brazzle, Arts and Sciences, Bachelor of Fine Arts-Fine Arts-GD
Anne E. Finley, Business Administration, BS-Accounting
Benjamin Lee Schuermann, Business Administration, BS-Marketing and International Business
Lindsey Shurtz, Education - Elementary Education

Motion passed.

3. Senator Stewart moved to place the approval of the Policy on Dropping Students After First Class

Day on the Faculty Senate agenda. Motion passed.

4. Senator Stewart moved to place the approval of Student Learning Outcomes on the Faculty Senate agenda. He then withdrew the motion and made a new motion to place the approval of Student Learning Outcomes on the April agenda for first reading with anticipation that action will be taken to approve the policy at the May Faculty Senate meeting. Motion passed.

5. Senator Stewart moved to place approval of the Resolution regarding Bachelor's Degree Completion Programs on the May Faculty Senate agenda. Motion passed.

6. TEVALs and evaluation of teaching

Senator Stewart announced that the Academic Affairs committee recommends that a task force on TEVALs and evaluation of teaching be appointed by President Zabel because three of the standing committees have discussed this topic - FSCOT, Academic Affairs, and Faculty Affairs. President Zabel proposed that each committee appoint one member, Vicki Clegg be included, and others. Senator Spears suggested a department head from Arts & Sciences be included on the task force. Senator Schlup suggested getting a balance on the task force including those who teach service courses and those who do not have teaching as a primary assignment. Senator Cox suggested that Vickie Clegg should be able to provide information on who currently utilizes these evaluation processes.

B. Faculty Affairs Committee - Roger Adams

1. Classified research amendment presentation

Senator Adams requested that Byron Jones, Mo Hosni, and Jerry Reeck be invited to the Faculty Senate meeting to present their classified research amendment. The request was approved by general consent.

2. Grievance Board amendment

Senator Adams announced that Jane Rowlett, Academic Services, has requested that Faculty Senate approve an increase in the number of faculty members selected for the General Grievance Board because it is often difficult to find enough members to serve on a hearing board because of various conflicts. He moved to place this on the agenda. Motion passed.

3. Chronic Low Achievement Policy amendment

Senator Adams announced that the provost will attend an April meeting of the Faculty Affairs to discuss the proposed policy amendment on Chronic Low Achievement.

4. Teaching Scholars

Senator Adams announced that Faculty Affairs has drafted a memorandum to Provost Coffman requesting a moratorium on the use of the Scholar job title and also to stop using working titles of Assistant, Associate and Senior Scholar until the two incumbents have completed their current term of appointment. This topic will be on the May agenda.

He also announced that the committee had a good meeting with all parties involved with the Teaching Scholar issue. The committee intends to provide a summary of their recollection of events surrounding this issue to Provost Nellis after his arrival at K-State. Senator Adams moved to take from the table the motion that the resolution passed by Faculty Affairs regarding Teaching Scholars be placed on the Faculty Senate agenda. Motion passed. He then moved to table the motion again. Motion passed.

5. Senator Adams announced that Faculty Affairs supports online grade reporting.

6. Senator Adams announced that Faculty Affairs members believe it is important to use class time for faculty evaluations by students.

C. Faculty Senate Committee on University Planning - Walter Schumm
Nothing to report. President Zabel commented that the Board of Regents were complimentary of the performance agreements submitted by each institution and thanked Senator Schumm for his part in developing those agreements.

D. Faculty Senate Committee on Technology - Mike Haddock
1. On-line grade reporting - discussed under agenda item III.

V. Announcements

A. Faculty Senate Leadership Council
President Zabel announced that Faculty Senate leadership agreed to provide \$200 for the Extraordinary Student award program.

President Zabel discussed the meeting the council held with President Wefald and his staff on March 19. In an update on state higher education funding, the administration thought it was likely that the governor's proposals would pass. The proposal is for a 3% increase for all employees and an additional 1% increase for faculty under SB 345. The average increase for faculty should be about 4.2-4.3% by using other resources and money from unfilled positions. Biosciences funding will probably pass the legislature as well.

Employee tuition waivers were again discussed and the council continues to push for this and the President's staff has committed to work with the Council of Presidents and the Board of Regents to work towards a system that could be widely supported. The final program would probably be a tuition reduction rather than a full waiver.

President Wefald provided an update to the council on the Citizens for Higher Education-Hall Foundation. Kansas has the largest percentage of the population in public higher education compared to other Big-12 states but funding per student is next to last in the Big 12 States. In addition, faculty salaries are well below other Big-12 states. In order to reach the Big-12 state funding average per student, \$150 million additional state funding would be required along with tuition increases.

Calendar issues were discussed with President's staff, particularly concern with early start date necessitated by the two-day fall break. The Calendar Committee will attempt to develop a modified calendar since the Faculty Senate defeated the last one.

The Council reviewed a draft memo from the Provost on the distribution method for faculty salary enhancements. The Compensation Task Force modified their original recommendation because of a funding shortfall to provide for an average salary enhancement of \$2500 for 200 Professors or Associate Professors each of the next three. These enhancements would be built into base salary.

B. Kansas Board of Regents meeting
President Zabel reported that the Faculty Senate Council of Presidents has developed a morale survey of tenured and tenure track faculty that will be administered online for the entire system. Data will be captured and reported both by institution and system-wide.

In February the Board of Regents had requested faculty input on each CEO's evaluation. Then at the March meeting they were told they did not want input on these evaluations after all.

The Board approved the K-State request to establish Bachelor of Arts and Bachelor of Science degrees in Women's Studies.

- C. Report from Student Senate - none
- D. Other - none
- VI. Old Business - none
- VII. New Business - none
- VIII. For the Good of the University
Senator Cox discussed the issue of how the salaries were presented in the Manhattan Mercury. President Zabel stated that the Faculty Senate Leadership Council had asked at the meeting with the President's Staff how the salary was calculated and were told that total earnings for the year were reported for full-time employees, only. It was not just budgeted or state funding that was reported. Senator Gehrt commented that data was provided as requested under the Open Records Act.
- IX. The meeting was adjourned at 5:30 p.m.