

**MINUTES**  
**Faculty Senate Executive Committee**  
**Monday, March 29, 2010 3:30 pm**  
**Union Room 213**

Present: Bontrager, Cauble, Dodd, Fairchild, Gehrt, Guzek, Haub, Hohn, Holcombe, Hughey, King, Knopp, LeHew, Nichols, Ross, A. Schultz, B. Schultz, Turnley, Vontz

Absent: Allen

Proxies: Eckels, Hoag

Visitors: Al Cochran

1. The meeting was called to order by President LeHew at 3:33 pm.
2. Principles of Community as related to classified employees - Human Resources representative (moved to agenda item 6A)
3. The February 22, 2010 Executive Committee minutes were approved.
4. Report from Standing Committees and Student Senate
  - A. Academic Affairs Committee – Barney King
    1. Items for April Faculty Senate consent agenda – pages 2-3  
King moved that the items on page 2 and 3 be placed on the April faculty senate consent agenda. Motion carried.
  - B. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp
    1. 2009 Faculty Salaries and Fringe Benefits report – **Attachment 1**  
Knopp moved that the Faculty Salaries and Fringe Benefit report be included on the agenda for the April Faculty Senate meeting, including the summary fact sheet, as an informational item. Motion carried.
    2. Modified Instructional Duties – **Attachment 2**  
This item will be included on a future agenda.
    3. Dependent Tuition Waiver Task Force report – **Attachment 3**  
Hughey reported that the Dependent Tuition Waiver Task Force has completed their report and it is ready to be presented to Faculty Senate. She expressed her appreciation for the effort of the task force for the work they've done. LeHew commented this was a joint task force with the Provost. There was a need to review the current program and policy and resolve some of the issues that had arisen since the program began. The Provost plans to distribute the report to the Dean's council and Provost Staff. LeHew also stated she would like to present the report to Faculty Senate for a vote to recommend the policy changes submitted in the report because it can send a stronger message forward to the President. Dodd noted that it was a terrific document and recommended we introduce it as first reading in April to give caucuses more time to review the report. Hughey expressed her interest in continuing to capture ideas to improve the policy, making it a more effective recruiting tool. This is not a document that senators can change or wordsmith. Vontz remarked that he and Gehrt were members of the taskforce

and assured the executive committee that there were a lot of contentious discussions among taskforce members in trying to consider what is best for K-State faculty and staff considering the challenging fiscal environment. The report attempts to address some of the faculty and staff concerns and questions. There was additional discussion considering having Senate vote to accept or endorse the report. Hughey moved to place the report as first reading on the April Senate meeting with full endorsement from faculty affairs. Motion carried.

- C. Faculty Senate Committee on Technology – Tweed Ross  
Ross reported FSCOT continues to struggle to find a chair. It may be necessary to request an exemption from the handbook policy if a chair cannot be found within the FSCOT committee. Ross asked the caucus chairs to discuss this within their caucuses to attempt to recruit a chair. Cauble noted with the hire of the new Chief Information Officer, FSCOT will become an even more important committee. Ross reminded us of the open forums of the CIOs starting on April 1<sup>st</sup>.
  - D. Faculty Senate Committee on University Planning – Tom Vontz  
Vontz reported that FSCOUP meets this week with Ron Trewyn who will provide an overview or update on NBAF and BRI. FSCOUP is also drafting a memo to President Schulz recognizing the budget initiative process as a real shared governance process. The longer-term items from the budget initiative lists will be reviewed to see if they should be pursued.
  - E. Student Senate – Amy Schultz  
Schultz reported the final SGA meeting is April 1<sup>st</sup>. There will be a presentation from the long-term tuition committee regarding the tuition proposal effective for Fall 2010. New officers for the 2010-2011 year will be sworn in on April 8<sup>th</sup>. Schultz encouraged all of us to get to know the new individual representing SGA. LeHew expressed our gratitude to Schultz for her years of service to faculty senate as the student representative. It was also noted that Schultz will be participating in the Dancing with K-State Stars at McCain Auditorium March 30th at 7:30 pm.
5. New Business – Academic calendar –  
LeHew reported that she had received a proposed change to the academic calendar from Registrar Monty Nielsen. The change is to reduce the number of spring days to 74 and remove the two days at the beginning of the semester in January so classes will not start until the Tuesday after Martin Luther King holiday. It would change the total number of days in an academic year to 148. Cochran reported that the Board of Regent’s policy requires 146 days. Nichols moved to adopt the changes effective with the academic calendar in 2010-2011. Dodd seconded. Haub asked about the Office of Diversity’s reaction to the change. Cochran noted that he had spoken to Myra Gordon and she didn’t seem to object as much this year as in previous years though she did note she wished the students would be in class before the Martin Luther King holiday. Cochran also reported that Mary Molt participated with the decision and provided the necessary input from the Housing and Dining perspective. Guzek asked about the process to implement the change. LeHew responded that if Faculty Senate approves, it will be forwarded to the Provost and then finally to the Board of Regents. Motion carried.
6. Announcements
- A. President/Faculty Senate Leadership Council
    - Principles of Community, revised – **Attachment 4**
- Gehrt distributed a handout that explains how the Principles of Community have been used in prior

years in the classified performance reviews and how they are used currently with the new classified employee performance review system. The old form did include adherence to the University's Principles of Community under the interpersonal skills section. The state required all agencies to adopt a new performance review system in 2009. On the new form Part III: Essential Requirements requires the employee to be evaluated on adherence to Dependability and Agency Values (which we changed to K-State values). There is no reference on the new form to the Principles of Community. The Performance Management Process, PPM Chapter 4060 was changed in 2004 to include the Principles of Community to provide additional guidance to supervisors as a reference to K-State values. Holcombe commented that her unit continues to use the old evaluation form that references the Principles of Community for their unclassified professionals' evaluations. LeHew mentioned that after talking with the Division of Human Resources the issue of how the principles are currently used in the classified evaluations was clarified and would address the concern raised at the last senate meeting. The governing bodies can't control how units may choose to include the Principles of Community in the evaluation of their unclassified staff, but they are not required to be used in the current classified performance review system. The other major concern at the last senate meeting was the wording of the second sentence on the second principle. An e-mail was distributed to the executive committee asking if they supported the removal of the second sentence of the second principle. LeHew stated that a majority of those who responded to the e-mail supported removing the second sentence of the second principle as modified on attachment 4. Dodd remarked that she thought a majority of her caucus would support the changes. Dodd also expressed her concern with the next to final principle that may limit our freedom of speech. There was additional discussion regarding concerns with other principles. LeHew is concerned that the time is up for rewriting the document. She had asked the other governing body leaders listed on the document if they would approve the recommended changes. They were willing to endorse the revised document. Guzek expressed his concern about gutting the second principle after the document had been signed by respectful individuals. Gehrt moved to place the Principles of Community Attachment 4 on the April Faculty Senate agenda for endorsement. Schultz seconded. Motion carried

#### B. Caucus Chair reports

Dodd reported that the Arts and Science caucus is counting ballots to complete the election process for the 2010-2011 academic year.

#### 7. For the Good of the University

LeHew announced that she received a copy of a letter signed by thirteen chamber of commerce presidents that was distributed to key state legislators. LeHew read from the letter "The listed local chambers want to clearly affirm that our state's excellence in educating children, the availability of quality higher education from Kansas universities, community colleges, institutions providing technical education, and the continued improvement of the state's transportation infrastructure are critical to the future of our state's position as a viable economic engine to attract private investment and good jobs to Kansas and to our local communities." The letter closed by stating, "If revenues must be enhanced for basic government services our chambers can support rational state revenue enhancements." LeHew expressed her desire to send a letter to Lyle Butler, Manhattan Area Chamber of Commerce President and CEO. It was suggested that a thank you letter for their support should be distributed to all thirteen chambers that signed the letter. LeHew also showed us the postcard that our very own Cauble had recommended be distributed from our students to their own district legislators requesting no more reductions to higher education.

#### 8. Meeting adjourned at 5:10 pm.

Next meeting: Monday, April 26, 2010; 3:30 p.m., Union room 213  
Submitted by Cindy Bontrager, Faculty Senate Secretary

## ACADEMIC AFFAIRS

### Course and Curriculum Changes – Proposed consent agenda items

- A. Approve to place the following undergraduate and graduate course and curriculum items as well as the graduation list items on the April Faculty Senate consent agenda (refer to approval sheets for further details):

1. Undergraduate course and curriculum changes:

#### **COURSE CHANGES AND ADDITIONS:**

*College of Human Ecology (February 17, 2010 approval sheets)*

*Department of Apparel, Textiles, and Interior Design*

Add:

AT 475 Computer Technologies for Merchandising

#### **CURRICULUM CHANGES:**

*College of Human Ecology (February 17, 2010 approval sheets)*

*Department of Apparel, Textiles, and Interior Design*

Changes to BS in Apparel and Textiles (specialization in Apparel Marketing):

Add AT 475 to the list of electives

2. Graduate course and curriculum changes approved by the Graduate Council on March 2, 2010 (parentheses indicate page number the change can be located on in the grad council agenda):

#### **COURSE ADDITIONS:**

*College of Arts and Sciences (February 4, 2010 approval sheets)*

GEOG 745 Topics in Biogeography (18)

PSYCH 855 Seminar in Applied Cognitive Science (18)

*College of Architecture (January 28, 2010 approval sheets)*

CDPLN 635 Community Leadership and Capacity Building (18)

CDPLN 660 Policy and Politics of Coastal Areas (18)

CDPLN 640 Immigrants in Communities (18)

CDPLN 651 Economic Development Strategies and Programs (18)

CDPLN 721 Community and Regional Economic Analysis II (19)

PLAN 749 Urban Planning Studio (19)

#### **CURRICULUM CHANGE:**

*College of Engineering (February 4, 2010 approval sheets)*

Change to IMSE PhD program (20-21)

#### **GRADUATION ADDITIONS AND POSTHUMOUS DEGREE:**

August 2000

Deena Marie Klepper, Bachelor of Science, College of Business Administration

May 2006

Andrea Lynne Falcetto, Bachelor of Science, College of Arts and Sciences

August 2008

Mary Katherine Burke, Bachelor of Science, College of Arts and Sciences  
Janelle Marie Hilger, Bachelor of Science, College of Human Ecology

August 2009

Rebecca Lynn Short, Bachelor of Science, College of Arts and Sciences  
Jessica Ann Oliver, Bachelor of Arts, College of Arts and Sciences

December 2009

Thomas J Robison, Bachelor of Science, College of Engineering  
James Forge, Bachelor of Science, College of Engineering  
Bryan Cox, Bachelor of Science, College of Arts and Sciences  
Joshua Michael Criswell, Bachelor of Science, College of Arts and Sciences  
Erin Elam, Bachelor of Science, College of Arts and Sciences  
A Scott McCall, Bachelor of Science, College of Arts and Sciences  
Adam Noll, Bachelor of Science, College of Arts and Sciences  
Karen Jolene Strand, Bachelor of Science, College of Arts and Sciences  
Sara Weikel, Bachelor of Science, College of Arts and Sciences

Posthumous degree request, May 2010:

Rita Gisela Perez, Bachelor of Science, College of Human Ecology

Background: Ms. Perez died in August 2009. At the time of her death, she was a senior pursuing a BS in Dietetics and a BS in Human Nutrition. She was an outstanding student.