

MINUTES
Faculty Senate Executive Committee
Monday, September 30, 2013 3:30 pm
Union room 226

Present: Anderson, Bloodgood, Bonella, Cauble, Crawford, Dodd, Garcia, Guzek, Hoag, Holcombe, Keen, Nuss, Rintoul, Schultz, and Van Horn

Absent: Spikes

Proxies: Derek Mosier for Bennett, Esther Swilley for Ehie, Sunanda Dissanayake for Hosni, and Kelli Cox for Stewart and Sump

1. President Keen called the meeting to order at 3:30 p.m.
2. The August 26, 2013 Executive Committee minutes were approved as submitted.
3. Report from Standing Committees and Student Senate (3:35 – 4:00 p.m.)
 - A. Academic Affairs – Derek Mosier on behalf of Andy Bennett
 - Items for Faculty Senate consent agenda (Page 3)

Mosier made a motion to approve placing the graduation list, additions and corrections, and posthumous degree requests on the consent agenda for the October 8 Faculty Senate meeting. Motion carried.

Mosier reported that several items are hoped to come through Academic Affairs in October, which include: the revised undergraduate certificate policy, the revised Approval, Routing, and Notification procedures, Section F of University Handbook, which discusses the University's academic policies and procedures, and a transfer credit policy, which has come out of CAPP, the Committee on Academic Policy and Procedure. It will be a month full with activity for their committee.
 - B. Faculty Affairs – Betsy Cauble

Cauble reported on many items. Library faculty visited their committee and discussed a possible Open Access policy. The committee reviewed the recommendations from the task force regarding the Post Tenure review policy, which came out of the Board of Regents as a request last year. The committee had a lively discussion regarding this topic. The intent of the review is to encourage professional development; therefore, language was suggested by committee members to further reflect that. Cindy Bontrager will be coming in October to discuss a number of items on Faculty Affairs' list such as tuition benefits for dependents as well as employees, DCE fee waivers, and more. There has also been discussion about 9 month employees being able to receive pay over a 12 month cycle. There are a variety of reasons for this. President Keen was informed that most other institutions do not do this. Cauble commented that if this cannot be done, they are going to request that summer health premiums be spread equally between the 9 months of pay, rather than only being taken from the last few pay cycles before summer. They have requested the attorneys to come visit with them about Appendix M of the University Handbook, which discusses the dismissal of a tenured faculty member. This section is outdated and needs to be revised. Also, they are discussing administrations' responsibility regarding comments and corrections made on performance reviews which are sent to dean's office, but then no response is ever given. The Dispute Resolution luncheon is taking place on October 2; Cauble will be in attendance.
 - C. Technology – Don Crawford

Crawford reported that at their last meeting Dave Phillips, from Follett, was a guest. The conversation was regarding textbook purchasing. Currently, their site is not very user friendly in showing a list of other options for book purchases. They have indicated they will make this better. Crawford will check back with them later this fall to confirm this is being cared for. Dennis Devenney, from the College of

Business Administration visited with them as well on the topic of e-textbooks. The Office 365 migration is in progress. Crawford inquired if everyone believes this is being communicated well enough. He took comments from committee members and will convey these to the steering group.

D. University Planning – Barbara Anderson

Anderson reported at their last meeting Cindy Bontrager was scheduled to visit, but due to an overbooked schedule, she was only able to be present for a short time. Therefore, she is scheduled to attend their next meeting. Ryan Swanson, the new VP for Planning and Facilities Management will also be present.

E. Student Senate – Kyle Nuss

Nuss reported on several items. He reported briefly on the Union's new Architect. Also, they are reviewing the radio stations' privilege fee. The Rec Center's grand opening was last week. They are moving forward with the revisions to the current smoking policy. They spoke with another university who changed their policy to see how the process flowed and are hopeful the process here will not be as arduous. The Smoking Policy, when revised, will be routed through all three senates: Classified Senate, Faculty Senate, and Student Senate. Student Senate is already on record as they are supportive of this. The policy at Pitt state was a complete ban on smoking; whereas here they are working on having the policy that allows smoking in designated areas only. It has been communicated to student government that administration would like to work on changing state law regarding referendums. Currently the law states a referendum has to be held, but not passed. Administration desires to remove this part of the process. It would allow tuition fees to be used for building structures without a referendum by students, whereas currently they have to hold a referendum to use tuition fees. It has been said tuition fees will not be used for this purpose; however, students are determining what they think about this change. The University Budget Committee was announced today; they are interested in seeing how the Tuition Strategies Committee will work with this newly formed committee.

4. Announcements (4:00-4:05)

- Faculty Senate Photos – Tuesday, October 8, 3:00 pm, Union Forum Hall

Keen reminded committee members of the upcoming photos. These photos will include all standing committees, including the newly formed Professional Staff Affairs. Therefore, we would like to have the names of the new committee by Monday, October 7 in order to invite new members for the photo.

- October 8 topic of discussion from Provost Mason

Keen reviewed the change in format. It was conveyed that background material would be appreciated before the senate meetings and then a question and answer period will take place during the meeting itself. Committee members reviewed the background information provided on the topic for this coming meeting, which is the Affordable Care Act and how it will impact K-State faculty. Gary Leitnaker will also be present at the October 8 Faculty Senate meeting to assist in answering questions. Guests are welcome, and it was indicated that it was President Keen's understanding that the provost will hold a special meeting with department heads as well. Discussion ensued regarding this topic and the ramifications. It was indicated an executive summary with this document would perhaps be wise. It was noted the language is confusing regarding *credit* hours or *worked* hours. Keen responded that administration realizes this as well and they desire feedback since K-State will have to have a policy to comply with the regulations in the affordable care act. This is a first attempt to establish guidelines. This document basically applies to anyone *not* full time. Overall, this may have major financial implications. It was agreed this may take longer than 20 minutes and if senators wish to continue the conversation longer at the meeting, this will be acceptable since the agenda is not full. However, our time invested in this will help answer questions for Human Resources and assist when implementation time comes in January. It was also asked where the attorney's office comes in to play with this decision making process. It was noted by committee members that percentages are *not* standardized across campus, and it is not desired that they should be. With this in mind, it does not seem an appropriate place for HR to make those decisions. The consensus was this is an important topic and having discussion with senators will be beneficial. Keen will request additional information be added to the handout prior to sending it to senators that will help make the conversation during the senate meeting be more efficient and productive.

5. New Business (4:05 – 4:15 p.m.)

- A. Approve the following senator replacements on Faculty Senate:
Weiqun (George) Wang for Bronwyn Fees (2013-2014)
Robert Gamez for Gayle Spencer (2013-2015)

A motion was made by Cauble and seconded by Anderson to approve the senator replacements. Motion carried.

- B. Proposed Academic Calendar for Fall 2016 through Spring 2019 – **Attachment 1**

Background: Kansas Board of Regents requires submission of universities' academic calendars every three years by January for their approval. Amendments to an approved calendar can be made if needed. The University Calendar committee works on these calendars and submits proposals to Faculty Senate, via the Executive Committee, for approval and submission to the Provost, who then presents the calendar to the Board of Regents for approval in January.

President Keen directed attention to the proposed academic calendar and invited a motion to approve placing it on the Faculty Senate agenda for action. A motion was made by Hoag and seconded by Anderson to place this on the October 8 agenda for action. No discussion. Motion carried with three abstentions.

- C. Discussion - Professional Staff Affairs committee

President Keen reminded all caucus chairs that committee members are to be selected by no later than October 7. Please send the names of the individuals to Candace or her. This committee will meet jointly with Faculty Affairs on October 15 to elect a chair and discuss topics for the year. Also at their first meeting they will determine committee members' length of terms for this inaugural group so that terms may be staggered to allow for even turnover in future years.

6. For the Good of the University (4:15 - 4:20 p.m.)

- State of the University Address, Salina – Thursday, October 3, 2013, 3:30 pm, College Center Conf. Room
- State of the University Address, Olathe – Tuesday, October 15, 2013, 3:00 pm, Forum Hall

Keen provided some clarification regarding the Olathe campus as it relates to Faculty Senate. Currently, Olathe has no specific college associated with it, in contrast with the Salina campus, where the College of Technology & Aviation is located. Faculty members at Olathe are connected with an existing college of the university. Therefore, they do not have a separate caucus on Faculty Senate, but rather are represented within the existing colleges as well as the general university caucus.

Keen also reported in the letter to the campus today from the President, the University Budget Committee was announced. Faculty Senate does have representation on that committee and will be giving names to the President by the end of the week.

Keen commented that classroom usage was discussed recently in a Leadership meeting. In the Campus Master Plan, classroom utilization was addressed. As additional buildings are proposed for our campus, room utilization is a consideration. However, there are currently many departmentally owned spaces. Those are spaces not always used for classes at this time. Either consciously or unconsciously department spaces seems to be protected. Thoughtful consideration needs to be given to whether this kind of action is desired to continue or whether redirection is needed. This affects all of us and what we do. There is adequate space now, but it is not utilized as well as it could be. Committee members discussed this topic.

7. The meeting was adjourned at 4:45 p.m.

Next meeting: Monday, October 28, 2013; 3:30 p.m., Union room 226

ACADEMIC AFFAIRS

Proposed items for consent agenda:

Approve to place the following graduation list, additions and/or corrections, and posthumous degree requests on the October Faculty Senate consent agenda:

1. Graduation list as submitted by the Registrar's office:

Spring 2013

2. Graduation list additions and/or corrections:

Bruce Kamanga, BS in Business Administration, December 2012.
Jessica Renee Tonne, Bachelor of Science, College of Human Ecology, December 2012.
Yacine Ait Si Amer, Bachelor of Science, College of Engineering, May 2013.
Brandan Rooney, Master of Science, Graduate School, May 2013.

3. Posthumous Degree Requests:

John Hull, Master of Science in Gerontology, December 2013.
Denver Barr, Master of Interior Architecture and Product Design, May 2014.
Rachael Stueder, Master of Interior Architecture and Product Design, May 2014.