

MINUTES
Faculty Senate Executive Committee
Monday, October 28, 2013 3:30 pm
Union room 226

Present: Anderson, Bennett, Bloodgood, Bonella, Brown, Dodd, Ehie, Garcia, Guzek, Hoag, Holcombe, Hosni, Keen, Knackendoffel, Nuss, Rintoul, Schultz, Stewart, Sump, and Van Horn

Absent: Cauble, Crawford

Proxies: Brown for Guzek

Guest: Ryan Swanson

1. President Julia Keen called the meeting to order at 3:34 p.m.
2. Ryan Swanson – Associate VP of Planning and Facilities Management – Introduction
President Keen introduced Ryan Swanson who shared some of his vision for Campus Planning and Facilities Management. During his first six weeks on campus, he has been focusing on getting to know the deans, department heads, and campus community. Currently he is the primary contact for Campus Planning. The long term plan is to re-connect Campus Planning and Facilities Management. He is re-training Campus Planning to be client focused. We want to have a high bar at K-State. Another goal is to resolve the communication barriers within the planning and facilities operations. Senator Hosni asked about the reporting structure. Mr. Swanson clarified that the Campus Planning staff that reported to Abe Fattaey are now reporting to him. As of now, he cannot say who on the Facilities side will directly report to him. His vision is to move Campus Planning toward a project management model rather than an architectural enterprise. His goal is to make the organization flatter and is considering having a director of projects. Mr. Swanson stated that we want to establish an integrated project management and operations/ maintenance system. You will see him at project meetings observing his project team manage projects. Senator Hosni commented that he might want to review the past performance and cost of on-call contractors. He is working on adding additional on-call architects and perhaps engineers. He asked the campus community to keep the bar high and have patience. His goal is to gain trust. Mr. Swanson stated, “I will not make an excuse that it is a state system but will help you navigate through the system.” He encouraged everyone to call him with any suggestions they may have. The best way to reach him is via cell phone, 336-408-7565.
3. The September 30, 2013 Executive Committee minutes were approved as submitted.
4. Report from Standing Committees and Student Senate (3:40 – 4:10 p.m.)
 - A. Academic Affairs –Andy Bennett
 - Items for Faculty Senate consent agenda (Page 3 – **Attachment 1**)
Senator Bennett moved to put the items on the FS Executive Committee agenda on the FS agenda for the November 12, 2013 meeting. No discussion. Motion approved.
 - Undergraduate Academic Certificate Policy - **Attachment 2**
Senator Bennett moved to put the Undergraduate Academic Certificate Policy on the FS agenda for the November 12, 2013 meeting. This policy was revised to address undergraduate stand-alone certificates. This establishes a new category of admission that will not count toward our BoR graduation numbers. Proposers of a certificate will decide if the certificate will be offered to only degree seeking students or if it can be offered to a more general spectrum of non-degree seeking students. Senator Schultz asked if this policy will affect the Vet Med certificate programs. Vet Med certificate programs will not be impacted as they are considered graduate certificates; this is for undergraduate. Motion carried.

Senator Bennett reported that several items will be coming forward within the next couple of months, i.e. Approval, Routing, and Notification for Course and Curriculum changes, University Handbook revisions to Section F, and the transfer credit policy.

President Keen recognized Senator Bennett for receiving the Mathematical Association of America's Deborah and Franklin Tepper Haimo Award for Distinguished College or University Teaching.

B. Faculty Affairs (FAC) – Betsy Cauble
No report available. No action items.

C. Professional Staff Affairs (PSA) –Danielle Brown
Danielle Brown introduced herself since this was her first meeting with the FS Executive Committee. Introductions were made. Ms. Brown reported that they have asked Kelli Cox for information regarding the differences between regular and term positions. Interim Vice President of Administration and Finance, Cindy Bontrager, will meet with PSA and FAC to address questions regarding benefits. PSA will also be selecting a secretary.

D. Technology (FSCOT) – Don Crawford
Senator Knackendoffel offered a report in Senator Crawford's absence. Everyone will be migrated to Office 365 during the holiday break.

E. University Planning (FSCOUP) – Barbara Anderson
Senator Anderson stated that Jeff Morris, Vice President of Communications and Marketing, will attend their next meeting to discuss the BoR institutions collective strategy for educating legislators and the public to help them understand K-State better, including that it is a 24/7/365 enterprise. FSCOUP is currently seeking suggestions for the City/University Funds. If you have suggestions, please send them to her.

F. Student Senate – Kyle Nuss
Senator Nuss stated the student senate leadership met with the faculty senate president and classified senate president. They continue to gather data for the smoking policy. He expects something to come through FAC later this semester or early next semester.

5. Announcements

- November 12 topic of discussion from Provost Mason: Provost Mason will not be able to attend the meeting. President Keen has offered that she can have a representative from her office in her stead or, since we know the topic, FS could go ahead and have the discussion and provide notes to the Provost. The topic is about the vice president for research position. President Keen stated that she would like to go ahead and devote the first 15 minutes of the meeting to discuss this topic. Discussion questions included whether Vice President Trewyn will be completely removed from the position and the timeline for filling the position. An invitation will be sent to the search committee to attend the meeting. The legislative tour occurs October 29, 2013 here at K-State, beginning at 9:45 a.m. They will go on a campus tour, attend a lunch event, and tour Seaton and Ice Halls. Senator Anderson commented about the number of questions regarding whether the State was receiving a return on investment from research dollars.
- The Board of Regents campus visit will be November 3 & 4. FSLC representatives, along with Classified and Student Senate leadership, will attend a breakfast with them. Discussion followed.
- Update on University Budget committee ([http://www.k-state.edu/today/announcement.php?id=10568&category=from_the_administration&referredBy=K-State Today Archive](http://www.k-state.edu/today/announcement.php?id=10568&category=from_the_administration&referredBy=K-State%20Today%20Archive)) President Keen stated the committee, which is chaired by the Provost, had its first meeting; President Schulz provided the charge. Some of the budget was provided. Committee

members still have some questions about the charge. The goal for this is to be a transparent process so FSLC will keep senators updated.

6. New Business (4:20 – 4:25 p.m.)

- A. A motion was made by Senator Hoag and seconded by Senator Schultz to approve the following senator replacement on Faculty Senate:

Lotta Larson for Frank Spikes (2013-2015)

Motion carried.

- B. President Keen reported that the Climate Survey Committee is working hard and has determined the survey consultant they would like to use.
- C. Senator Garcia brought forward concerns that his colleagues have brought to him regarding the hiring of another executive position and the budget cuts that have and will continue to impact hiring at the college and department levels. When 2025 was introduced, we were told to think big with no worry about resources when in fact, faculty have been asked to do more with less. Senator Anderson stated that projecting the cuts ahead to FY15 and FY16 demonstrates how budgets will be reduced even more and makes the impact of the cuts really clear. Much discussion followed leading Senator Hosni to suggest that the agenda incorporate time for open topic discussions by senators.

7. For the Good of the University (4:25 - 4:30 p.m.)

A discussion was held with regard to changing this agenda item to an open discussion time. Senator Dodd moved to place this item at the beginning of the agenda. The motion was seconded and carried with one abstention.

Adjusting the Provost's time during FS meetings to the last 15 minutes was also discussed. The Provost will not be at the next meeting. A motion was made to have the Provost's topic discussion begin at 4:45 p.m. The motion was seconded and carried.

Senator Rintoul suggested that a topic idea for discussion in December could be budget reallocation and impact to departments. President Keen will present this suggested topic to Provost Mason.

Senator Anderson reported she has received a draft document that would require electronic submission of promotion and tenure documents effective this year. The problem with this is that the University Handbook states to follow the departmental guide for promotion and tenure, which may require having this done via paper documents. She has recommended this be delayed one year so this process could be reviewed. A critical concern is confidentiality. Senator Dodd stated this needs to be a digital process; however, her department has already voted on promotion and tenure and to expect this all to be digitized at this point is not possible. Basically the timing is wrong. Discussion followed and included possible actions that can be taken by FS. The consensus was to have President Keen send an email to the Provost indicating faculty support moving to a digital process; however, there needs to be time for faculty input and establishment of efficient and effective procedures, to include addressing the confidentiality component.

8. The meeting was adjourned at 5:09 p.m.

Submitted by:
Loleta Sump,
Secretary
Faculty Senate

Next meeting: Monday, December 2, 2013; 3:30 p.m., Union room 226

ACADEMIC AFFAIRS

Proposed items for consent agenda:

1. Approve to place the following undergraduate and graduate course and curriculum changes on the November Faculty Senate consent agenda (see attachment 2 for supplemental information):

UNDERGRADUATE

College of Human Ecology (approved by college on October 1, 2013)

COURSE ADDITION

Center on Aging

Add:

GERON 400 Biogerontology: K-State 8 Tag: Natural and Physical Sciences

GRADUATE (approved by Graduate Council on October 1, 2013)

COURSE ADDITIONS

Veterinary Medicine

DMP 963 Advanced Molecular Biology of Foodborne Pathogens

DMP 971 Seminal Papers in Molecular Biology

CURRICULUM CHANGES:

College of Education

Changes to the M.S. in Academic Advising

Changes to the College Student Development Emphasis (MS)

College of Human Ecology

Changes to the Marriage and Family Therapy Specialization within the Human Ecology PhD

Changes to the Personal Financial Planning Specialization within the Human Ecology PhD