

MINUTES
Faculty Senate Executive Committee
Tuesday, February 27, 2018 3:30 pm
Union Wildcat Chamber

Present: Bannister, Barden, Bennett, Bormann, Dodd, Hartman, Heinrich, Hoag, Hsu, Lindshield, Littrell, Markham, Nelson, Raine, Schultz, Shappee, Simser, Spears, and Wood

Absent: Warner

Proxies: Lehman, Peuchen, Spears, Thomas, and Zajac

Guests/Visitors: Scott Finkeldei, Cliff Hight, Ryan Leimkuehler

1. President Brian Lindshield called the meeting to order at 3:30 pm.
2. The January 30, 2018 Executive Committee minutes were approved as submitted.
3. March 13th Faculty Senate Meeting Conflict with the open forum for candidate 3 for the Provost position
The open forum for the third Provost candidate directly conflicts with the March 13th Faculty Senate meeting. President Lindshield inquired how the Executive Committee would like to handle this; discussion of potential options ensued. It was moved and seconded that the Faculty Senate meeting on March 13th will begin at 3:00 p.m. in the Wildcat Chamber and we will then proceed to the alumni center for the Provost candidate's open forum. Motion approved.
The Executive Committee will set an agenda for the March Faculty Senate meeting, and it will be communicated to senators that the meeting will begin at 3:00 p.m. and that we will adjourn at 3:25 p.m.
4. Report from Standing Committees and Student Senate
 - A. Academic Affairs – Jenny Bormann/Teresa Hartman
 - Proposed items for consent agenda (page 4-5) – **Attachments 1 and 1a**
A motion was made to place the items on the consent agenda on the March Faculty Senate consent agenda. President Lindshield asked if there were any items that should be moved to the discussion agenda. Seeing none, the consent agenda will be placed on the March Faculty Senate agenda.

Academic Affairs is currently drafting a memo to send to the course and curriculum chairs, department heads, and deans to inform them of the expectations for what needs to be included when proposals come forward to add or change a tag as well as curriculum changes that potentially affect a college versus just one department (e.g., reduction of humanities requirements).
 - B. Faculty Affairs – Charlie Barden/David Lehman
 - Proposed changes to University Handbook - Section C162.3 and Appendix A – **Attachment 2**
A motion was made to place the proposed changes to Section C162.3 and Appendix A regarding the notice for reappointment on the March Faculty Senate agenda. There were previously discrepancies between Section C and Appendix A and the proposed changes were made to clarify the process. Senator Dodd asked a question regarding the last sentence of Appendix A, and whether or not the vagueness of this statement should be addressed during the revision. No revision was proposed at this time, but senators were encouraged to bring ideas for revision forward at the Faculty Senate meeting if a change is necessary. The proposed changes to Section C and Appendix A of the University Handbook will be added to the March Faculty Senate agenda.

C. Professional Staff Affairs – Loleta Sump/Ashley Thomas

No report

D. Student Senate – Tendai

Jack Ayres, Olivia Baalman, Trent Kennedy, Sarah Niederee, and Jonathan Peuchen are in Washington D.C. today for the Big 12 on the Hill Conference. They are meeting with all of the members of the Kansas Delegation, talking about the DACA Program and reauthorization of the Higher Ed Act.

Tendai Munyanyi reported on their behalf that the Tuition and Fees Strategies Committee is reviewing the following proposals: College of Engineering (\$15/SCH); College of Architecture, Planning and Design (\$15/SCH); Department of Kinesiology (\$15/SCH); and Institute of Personal Financial Planning (\$20/SCH).

The General Student Government Election will take place on March 7th and 8th. The SGA term ends on April 5th and the first meeting of the new body will take place April 12th.

E. Technology – Michael Raine/Lisa Shappee

- Course content records retention schedule – **Attachment 3**

Cliff Hight, Ryan Liemkuehler, and Scott Finkeldei were present to discuss the course content records retention schedule. Cliff Hight indicated the proposal as distributed has been revised since the last time it came before the Executive Committee. They received input from Academic Affairs, Faculty Affairs, and FSCOT committee members.

Senator Dodd asked about the last sentence in the proposal that states, “Academic units and instructors are responsible for keeping and maintaining these records.” Hight clarified that course content records on K-State Online will be maintained centrally, and the academic unit would be responsible for maintaining materials after the retention schedule expiration date, if needed. It was recommended that this be clarified as it moves forward.

Senator Dodd also asked if Canvas could be named in this proposal to increase clarity. Hight indicated that this specific system was not named as it would need to be updated if we transition to a different system. Finkeldei suggested using “K-State Online” as this is a name for the broader systems including Canvas, MediaSite, etc. Past President Bennett indicated that Canvas is not utilized by all instructors. They are trying to be cognizant of this and will not require instructors to upload materials to Canvas in order for them to be retained. Academic units and instructors can retain physical copies of documents, if needed.

Senator Barden asked if notifications could be sent out to instructors in advance of materials being expunged from Canvas. Hight and Finkeldei indicated that this will occur and department heads will be copied on these notifications.

Senator Raine clarified that this is an informational document and there is no official action needed by Faculty Senate. The course content records retention schedule will be added to the March 13th Faculty Senate meeting agenda.

F. University Planning – Laurel Littrell

- Resolution regarding Library Support – **Attachment 4**

A motion was made to place the resolution regarding library support on the March Faculty Senate agenda. Last May, the departments of Entomology and Chemistry sent a resolution forward to Faculty Senate and this resolution was sent to FSCOUP for review and revision as needed. Motion passed to place this on the March Faculty Senate agenda. If there is not enough time during the March meeting, it will go forward on the April agenda.

FSCOUP meets on Thursday and will continue discussion of the budget modernization process as various members of FSCOUP are serving on the cost pool teams.

4. Announcements

A. February KBOR report (page 6)

President Lindshield asked if there were any questions regarding the February KBOR report. No questions were raised.

B. Topic for discussion for Provost Mason's visit to March FS meeting

President Lindshield indicated that Provost Mason will not be invited to the March Faculty Senate meeting due to the shortened timeframe for the meeting.

Past President Bennett addressed a question that was raised at the January Executive Committee meeting regarding discussion of the budget modernization process. Bennett indicated that Dean John Floros would have been available to discuss this issue at the March 13th Faculty Senate meeting, but that in lieu of this discussion communication will likely come out to a larger group between spring break and the April Faculty Senate meeting. The communication will involve the process for determining the modernized budget.

Past President Bennett indicated that the new budget will run as a "shadow model" alongside the historic model and this will begin on July 1st. In fiscal year '19, we will continue to run in the historic model, but unit leaders will be told how much they would have been allocated under the new model and why. If it is unworkable, they will be able to provide feedback and adjustments can be made to the model as needed. Past President Bennett said that President Myers indicated that instead of across the board cuts, he intends to be more strategic in this next year than what has been the case with the historic budget model.

President Lindshield's impression is that at this point we would only be receiving communication regarding process. Then after the cost pool reports come out it may be good timing for this discussion at the April Faculty Senate meeting.

Past President Bennett indicated there is also a conference call planned to administrators from Rutgers. Rutgers recently moved to a RCM hybrid model. There is also discussion of visiting the University of Arizona and North Carolina State University. There is interest in learning about these additional models before moving forward with the proposed model.

C. Final open forum with President Myers: March 7, 10:30-11:30 am in the Forum Hall, Olathe campus President Elect Wood will be present for this open forum. President Lindshield was present for the Manhattan and Salina open fora.

5. Open discussion period for senators as needed

President Lindshield encouraged senators to take the JPs flyers for the union soft opening and distribute them to colleagues.

6. Meeting adjourned at 4:20 pm.

Respectfully submitted by:

Mindy Markham,
Faculty Senate Secretary

Next meeting: Tuesday, March 27, 2018; 3:30 pm, Union Wildcat Chamber

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum proposals, posthumous degree and graduation list addition on the March Faculty Senate consent agenda:

- A. COURSE AND CURRICULUM PROPOSALS: **To view full proposals, see the Curriculog Agenda:**
<https://kstate.curriculog.com/agenda>

Full proposals for these proposals can be viewed in Curriculog.

To view the proposals in Curriculog,

First - Login to Curriculog using your K-State eID and password

<https://kstate.curriculog.com>

Second - Go to the links below:

COURSE PROPOSALS: <https://kstate.curriculog.com/agenda:296/form>

CURRICULUM PROPOSALS: <https://kstate.curriculog.com/agenda:297/form>

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon

In User Tracking, change "Show current" to "Show current with markup"

View the proposal

Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:

<http://www.k-state.edu/curriculog/training/view/index.html>

COURSES: <https://kstate.curriculog.com/agenda:296/form>

Arts and Sciences	ANTH - 310 - Environmental Anthropology: Living with Change in the Anthropocene ANTH - 314 - Introduction to the World's Religions ANTH - 315 - Introduction to Medical Anthropology GRMN - 528 - Introductory Topics in German Language and Linguistics HIST - 301 - Topics in History MUSIC - 118 - Jazz Ensemble Lab A MUSIC - 213 - Piano Class III MUSIC - 214 - Piano Class IV MUSIC - 406 - Collegiate Jazz Ensemble SOCIO - 533 - Society, Food, and Agriculture STAT - 760 - Optimization for Data Science STAT - 761 - Discrete Optimization and Scalability for Data Science
Education	EDCEP - 930 - Approaches to Academic Advising: Linking Theory, Research, and Practice EDCEP - 932 - Ethical Issues and Practice in Academic Advising EDCEP - 934 - Research in Academic Advising EDCEP - 937 - Administration of Academic Advising

CURRICULUM CHANGES: <https://kstate.curriculog.com/agenda:297/form>

Arts and Sciences	Concurrent B.S./M.S. in Statistics – New concurrent program Gender, Women, and Sexuality Studies B.A./B.S. Statistics (M.S.) – Add Data Science and Analytics Track
Education	Counseling and Student Development PhD – New emphasis: Leadership in Academic Advising EdD in Curriculum and Instruction
Technology & Aviation	Aeronautical Technology BS–Professional Pilot Option Unmanned Aircraft Systems – Information Assurance – New Grad Certificate

POSTHUMOUS DEGREE AND GRADUATION LIST:

Posthumous degree: Hanna Estrada

December 2017 Graduation list as submitted by the Registrar’s Office

February 2018 KBOR Report
From Faculty Senate President Brian Lindshield

Fiscal Affairs and Audit discussed in its committee, and then reported out at the main board meeting, that regent committee members believe that state budget declines and demographic changes will necessitate making tough decisions about programs including likely closing some. The regents on the committee are interested in working with campuses as they make these decisions. WSU has just gotten non-tenure track appointments approved and it includes funds to support promotions with salary adjustments (seems like this will be phased in). Since the meeting, KU has reached out asking for information about the status (titles etc.) and rights of non-tenure track faculty at the other regents' institutions. There was a lot of discussion over the new PSU K-6 unified degree in the Board Academic Affairs Standing Committee, because it was proposed at over 120-hours, before it was approved. Some were watching this as a precursor to the upcoming larger discussion about curricula that are going to request to stay above 120-hours. CEO and Chair of the regents presented on progress towards the regent's Foresight 2020 plan; the data suggests that the envisioned progress is not being realized.