

MINUTES
Faculty Senate Executive Committee
Tuesday, November 28, 2017 3:30 pm
Union Wildcat Chamber

Present: Bannister, Bennett, Bormann, Hartman, Heinrich, Hsu, Lehman, Lindshield, Littrell, Markham, Nelson, Raine, Schultz, Simser, Spears, Sump, Thomas, Warner, Wood, and Zajac

Proxies: Dodd, Hoag, and Peuchen

Absent: Barden and Shappee

1. President Brian Lindshield called the meeting to order at 3:30 pm.
2. The October 31, 2017 Executive Committee minutes were approved as submitted.
3. Report from Standing Committees and Student Senate

A. Academic Affairs – Jenny Bormann/Teresa Hartman

- Proposed items for consent agenda (page 4-6)

A motion was made to place the items from the consent agenda on the Faculty Senate agenda.

Questions were asked regarding the use of two K-State 8 tags on proposed courses and the lack of impact statements when other units could be affected. The chairs of Academic Affairs will follow-up with these departments to investigate this further.

Questions were raised about the Agricultural Communications and Journalism curriculum changes regarding the reduction of humanities and social science requirements and removing specific courses without an impact statement. Senator Bormann indicated that this reduction was made to reduce their curriculum to 120 hours per the Board of Regents requirements.

The consensus was that the two Agricultural Communications and Journalism (Agricultural and Environmental options) curriculum changes will be moved to the discussion agenda for Faculty Senate.

The consent agenda (minus this major) will be placed on the Faculty Senate agenda.

- Proposed item for discussion agenda (page 7)

A motion was made to place the new Bachelor of Science in Educational Studies degree proposal on the discussion agenda for Faculty Senate.

Questions were raised regarding the area of emphasis where it discusses requiring 36 hours (14 from College of Education and 24 from other sources). This must be a typo as this does not add up to 36 hours. It also indicates that the additional 24 hours will be selected in consultation with an advisor. It is unclear, however, who will determine whether or not the courses are acceptable. Given that this is a large block of courses for this program, there is discomfort with approving this program without understanding who will approve those courses. The Academic Affairs chairs will follow up with the department regarding these issues.

The discussion agenda will be placed on the Faculty Senate agenda.

Academic Affairs reviewed the suggested changes from Faculty Senate to the incomplete policy (University Handbook, Section F83). They also received a proposal from CAPP for revisions to Section F65.1 related to the retake policy. Both of these proposals have been sent back to CAPP, and either Senator Bormann or Hartman will attend the next CAPP meeting. Senator Spears

recommended that they suggest when a faculty member files an incomplete, they also provide the grade the student will receive if the incomplete is not completed.

B. Faculty Affairs – David Lehman

Senators Barden and Lehman met with Ruth Dyer and Robert Large to discuss Section E of the University Handbook on Sabbatical Leave. They discussed the possibility of calling it “Sabbatical Assignment” rather than “Sabbatical Leave” and this was not supported by Dyer or Large. President Lindshield recommended that they use wording similar to what is used in the KBOR handbook, that of “sabbatical” rather than sabbatical leave.

They also discussed issues relating to what funds are available to use for faculty travel when on Sabbatical. Robert Large will look into the terminology relating to “state funds” and will look into options to clarify the travel language to include this appropriate language. Robert Large will recommend revisions to Section E based on that discussion and will send it back to Faculty Affairs for review.

Faculty Affairs also continued discussing conflict resolution issues. Charlotte Self reported that HCS Employee Relations looked at their website and are working to make it easier for individuals to find the relevant resources. Charlotte will also meet with Christy Craft regarding the Ombudspersons’ needs regarding training and will use this information to move forward with developing training for the Ombudspersons. Charlotte is planning to bring together the different offices that are involved in dispute resolution (i.e., HCS, mediation services, ombudspersons, Office of Institutional Equity, etc.) to come up with a standardized way of reporting their cases and other issues they have in common.

C. Professional Staff Affairs – Loleta Sump

In their last meeting, Professional Staff Affairs discussed the possibility of conducting another survey of their constituents late next year. PSA will be establishing an unclassified professional listserv to promote communication across campus. They also continued discussion of recognizing unclassified professionals, potentially through a longevity plan. They plan to continue to invite Jay Stephens, VP of Human Capital Services, to their meetings occasionally to get updates on the Total Rewards process. They are also looking into obtaining spouse/dependent tuition grants for term employees.

D. Student Senate –Olivia Baalman

Thursday is the last SGA meeting for this semester. The Educational Opportunity Fund Committee is concluding their work this week, so organizations will be notified soon regarding funding they receive. All SGA members will be required to participate in bystander intervention training on November 30. Finally, SGA is working with the registrar’s office to look at the DARS interface.

E. Technology – Michael Raine

FSCOT continues to meet with Gary Pratt, Chief Information Officer, regarding shared governance plans. They will keep senators informed about these conversations.

F. University Planning – Laurel Littrell

FSCOUP participated in the open house for the traffic study that was held on November 15th. Ethan Erickson will notify Senator Littrell when the results of the traffic study will be available online. The traffic study consisted of vehicle and pedestrian traffic at the crosswalks around campus and the cost of different options. At this point, recommendations have not been provided.

FSCOUP is also looking at the Campus Creek drainage improvement. The City has received partial funding for this project, but not full funding.

The wording for the City/University Funds proposal will need to be somewhat vague given that their deadline is Friday and they do not have complete information on either of these projects that are to be included.

Lastly, the University Library Committee will meet on November 29th to discuss the library resolution that was brought forward to Faculty Senate last spring. FSCOUP will continue this discussion at their December 7th meeting.

4. New Business

A. Honorary Degree Candidate

A motion was made by Past President Bennett and seconded by President Elect Wood to approve placement of this item on the December Faculty Senate meeting agenda. The motion was approved.

B. Weapons Policy Optional Syllabus language update

President Elect Wood indicated that the working group has nearly completed a new weapons policy optional syllabus statement, increasing clarity and using language directly from the weapons policy. This optional language will be finalized and will be presented at the December Faculty Senate meeting. It was clarified that the Provost has the ultimate determination regarding the syllabus statements that are required and optional.

A motion was made by Senator Spears and seconded by Senator Littrell to add the working group's suggested weapons policy optional syllabus language to the Faculty Senate agenda. Faculty Senate will have the opportunity to endorse the syllabus language. Motion approved.

5. Announcements

A. Topic for discussion for Provost Mason's visit to December FS meeting

Provost Mason will join us for the December Faculty Senate meeting. Members requested that she speak on the budget, enrollment management, and the effects/achievements of KSUnite and any planned follow-up activities.

6. Open discussion period for senators as needed

No discussion

7. The meeting adjourned at 4:30 pm.

Respectfully submitted by:

Mindy Markham

Faculty Senate Secretary

Next meeting: Tuesday, January 30, 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 December 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:198/form>

CURRICULUM PROPOSALS: <https://kstate.curriculog.com/agenda:199/form>

NEW DEGREE PROGRAM PROPOSAL: <https://kstate.curriculog.com/agenda:200/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:198/form>

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| Agriculture | AGCOM - 300 - Careers in Agricultural Communications AGCOM - 345 - Application of Layout and Printing Techniques in Agriculture and Natural Resources AGECE - 420 - Commodity Futures AGECE - 535 - Agricultural Sales AGED - 210 - Equipment and Material Management AGED - 212 - Emerging Technologies in Power, Structural, and Technical Systems ASI - 500 - Genetics ENTOM - 302 - Art and Insects HORT - 515 - Basic Turfgrass Culture WOEM - 350 - Fauna and Flora of the Great Plains |
| Architecture, Planning and Design | LAR - 020 - Travel: Regional 2 LAR - 030 - Travel: Narratives and Placemaking LAR - 040 - Travel: Major City 1 LAR - 050 - Travel: Major City 2 LAR - 101 - Introduction to Landscape Architecture LAR - 230 - Modeling Landscapes Studio LAR - 351 - Plant Patterns and Use LAR - 352 - Landscape Performance Lab |

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| | <p>LAR - 353 - Plant Selection LAR - 354 - Landscape Restoration LAR - 420 - Socio-Ecological Systems Studio LAR - 425 - Narratives and Placemaking Seminar LAR - 430 - Narratives and Placemaking Studio LAR - 433 - Landscape History and Design Studio LAR - 438 - Site Design Implementation LAR - 442 - Site Research and Design Studio LAR - 445 - Career Development Communications LAR - 646 - Community Engagement Studio LAR - 705 - Master's Project Studio 1 LAR - 710 - Master's Project Studio 2 PLAN - 215 - World Cities</p> |
| Arts & Sciences | <p>ART - 395 - Introduction to Digital Photography ART - 563 - Intermediate Photography Studio MC - 200 - News Reporting and Writing Across Platforms MC - 301 - Introduction to Media Production MC - 340 - Editing for Print and Online Media MC - 345 - Application of Layout and Printing techniques in Agriculture and Natural Resources MC - 360 - Theories in Strategic Communication MC - 370 - Social Media in Strategic Communications MC - 409 - Advanced Strategic Communications Writing MC - 470 - Account Management MC - 550 - Health Communication MC - 574 - Military Strategic Communications MC - 577 - Travel and Tourism Strategic Communications MC - 581 - Strategic Communication Campaigns CHINE - 300 - Chinese III FREN - 300 - French III GRMN - 300 - German III ITAL - 300 - Italian III JAPAN - 300 - Japanese III MLANG - 301 - Languages and Your Future PSYCH - 500 - Junior Seminar in Psychology RUSSN - 101 - Russian I RUSSN - 102 - Russian II RUSSN - 300 - Russian III SPAN - 300 - Spanish III SPAN - 411 - Spanish for heritage speakers: Composition and grammar</p> |
| Business Administration | <p>GENBA - 205 - Professional Advantage MKTG - 548 - Marketing Field Study</p> |
| Education | <p>DED - 895 - Preparing for the Professoriate in Education EDCEP 360 - Peer Health Education and Leadership EDCI - 845 - ELD/Dual Language Methods EDCI - 846 - ELD/Dual Language Culture and Language in Classroom Practice EDCI - 847 - ELD/Dual Language Assessment EDCI - 900 - Introduction to Ed.D. Doctoral Studies EDCI - 901 - Literature Reviews for Doctoral Research</p> |
| Engineering | <p>CIS - 018 - Computer Science Professional Development Seminar</p> |

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| | CIS - 526 - Web Interface Design CIS - 580 - Fundamentals of Game Programming |
| Human Ecology | CNRES - 300 - Introduction to Conflict Resolution HM - 427 - Travel and Dining Auction Event Management |
| Technology & Aviation (Polytechnic) | COT - 741 - Aerospace Manufacturing and Materials COT - 770 - Material Properties of Bulk Solids COT - 771 - Storage and Flow of Bulk Solids COT - 772 - Pneumatic Conveying of Bulk Solids COT - 773 - Instrumentation and Safety of Bulk Solids Handling COT - 774 - Mechanical Conveying of Bulk Solids |

CURRICULUM CHANGES: <https://kstate.curriculog.com/agenda:199/form>

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| Agriculture | Agricultural Communications and Journalism (B.S.) - Agriculture Option Agricultural Communications and Journalism (B.S.) - Environment Option Animal Sciences and Industry (B.S.) - Bioscience/Biotechnology Option Animal Sciences and Industry (B.S.) - Communications & Marketing Option Food Safety and Quality Certificate Horticulture (B.S.) - Golf Course and Sports Turf Operations Option Horticulture (B.S.) - Horticulture Production Option Horticulture (B.S.) - Horticulture Science Option Horticulture (B.S.) - Landscape Horticulture Option Park Management and Conservation (B.S.) Wildlife and Outdoor Enterprise Management (B.S.) |
| Architecture, Planning & Design | Master of Landscape Architecture (M.L.A.) |
| Arts & Sciences | Drop: American Language and Culture Certificate Mass Communications B.A./B.S. Mass Communications Minor Sociology B.A./B.S. |
| Business Administration | Master of Business Administration (M.B.A.) |
| Engineering | Chemical Engineering (CHE) (B.S.) Computer Science (B.S.) DROP: Real-time Embedded System Design Graduate Certificate |
| Human Ecology | Communication Sciences and Disorders (B.S.) DROP: Financial and Housing Counseling Graduate Certificate (<i>not in Curriculog -see supplemental information attachment</i>) |
| Technology & Aviation (Polytechnic) | New option: Bachelor of Science in Engineering Technology, Robotics and Automation Option |

POSTHUMOUS DEGREE AND GRADUATION LIST ADDITION:

Posthumous degree: May 2018, Matthew Eugene Nelms, Bachelor of Science, College of Agriculture
List addition: May 1978, Teresa Woelk Bilbrey, Associate of Science, College of Arts and Sciences

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR DISCUSSION AGENDA**

Approve to place the following new curriculum proposal on the December Faculty Senate discussion agenda:

To view full proposal, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:200/form>

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| College of Education | Bachelor of Science in Educational Studies |
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