

MINUTES
Faculty Senate Executive Committee
Tuesday, February 25, 2020, 3:30 pm
Union Big 12 room

Present: Barnett, Beebe, Behnke, Bitsie-Baldwin, Chandler, DePaola, Durtschi, Easton, González, Hosni, Hughey, Littrell, Markham, McCornack, Nelson, Nguyen, Raine, Saucier, Von Bergen, and Zajac

Absent: Briggs, Heatherman, McGlynn, Schermerhorn, and Wood

Proxies: Behnke, Nguyen

Guests and visitors: Lori Goetsch, Bryan Samuel, Michelle Turvey-Welch, Sheila Yeh

1. President Tanya González called the meeting to order at 3:34 pm and provided a land acknowledgement statement.
2. The January 28, 2020 Executive Committee minutes were approved as submitted.
3. Guest: Dean Lori Goetsch & Monograph Collection

Dean Goetsch thanked the group for the opportunity to speak. More than 1.5 million items from the library are in storage awaiting return to the library. Currently, Library staff are addressing dated or damaged materials and going through data to understand where we need to build stronger collections. Faculty input is important for the liaison librarians to implement a change in the collection. With the remodel, there are new study spaces, innovation labs, and collections. The juvenile literature collection is being expanded. In terms of disposal of dated/damaged items, various options are to be reviewed, including donation where possible. Recently, English department correspondence created an opportunity to work at the book level vs. spreadsheets to address the needs of the department.

Discussion: More explanation was requested about the spreadsheets. Librarians working with academic departments have quantitative data on the frequency of use, the various editions of a text, whether a book has a particular illustrator, and so on. Of course, physically looking at the book is important. It was commented that we may end up with a large humanities collection in Hale. We will cull a relatively small percentage.

The timeline for moving items back in will start, if everything aligns, in late March or early April. Beginning with call numbers A and going to Z. It is unknown how long it will take to repopulate the collection. We are looking at our collection with respect to our peers also to see where books can be received through library loans.

Will there be purchases of new, physical books and would there be space for those purchases? It was reported that 97% of the acquisitions budget goes to continuations, journals, e-journals, those that are serialized; \$100,000 from the endowment funds are going to be used to make new purchases this year.

How did you establish those books that will be leaving the collection? Examples are books not having ever circulated since 1995 and books with 10 or more copies within our 40 library loan partners. Faculty are encouraged to speak directly with a liaison librarian if they have specific questions.

Because the insurance companies shortened the timeline by several months, the communication out to the campus was done as quickly as possible but perhaps did not include some details that would have alleviated some of the concern raised. Liaison librarians are also being relied on to share information with the faculty. It was requested that a K-State Today article perhaps be sent out now, after knowing what some of the concerns are.

Will there be the ability to order e-books for classroom use via the library? It was recommended to make the request via the library processes so they can see what the cost will be.

There are KBOR and state regulations that apply to retention. Could faculty take books scheduled for destruction or donation for their own collection? Yes, but this would be quite difficult to do, logistically.

At KBOR, faculty senate presidents have been thinking about the fact that 97% of the budget is going to continuing serial subscriptions. Is there a possibility that we can share resources between the KBOR schools? The deans and directors tried that about 12 years ago. It was never pursued to fruition. K-State, KU, and WSU could have a consortium of collections sharing. We are always open to a discussion, but it would help if initiated at the KBOR level.

Dean Goetsch and her team were commended regarding their handling of a very tough situation. Thank you for doing the work of the university and navigating a very challenging job.

4. Report from Standing Committees and Student Senate

A. Academic Affairs – Todd Easton/Don Von Bergen

- Proposed items for consent agenda (pages 6-7)

Easton moved to place the consent agenda items on the March Faculty Senate agenda. Motion carried.

- Proposed items for discussion agenda (page 8)

Easton moved to place the BS/BA in Applied Computer Science on the March Faculty Senate discussion agenda. Easton provided the background of what occurred in the last AAC meeting. The committee was waiting on further edits to be made to the degree regarding credit hours and so the proposal was tabled, awaiting those edits to be received by March 2; however, they requested to have it move forward for the March FS agenda based upon the belief it will be approved at their March 3rd meeting and this will perhaps allow the degree to be submitted to KBOR in time for a fall start.

Discussion: There was an objection raised about putting an item on the FS agenda that has not been passed through academic affairs and the final version is not yet in Curriculog for review. There is also concern from another unit that was not raised during the last AAC meeting. It was noted that members would have two weeks after the AAC vote to review. Spring break is one of those weeks. It was believed to place this on the discussion agenda would be premature.

There was question of whether putting this forward would set precedent. Even though it doesn't seem to, procedurally, there was discomfort in handling it this way. It was reported that the proposal is already in Curriculog, and the majority of it is likely to remain the same.

There was a motion to call the question, which failed. After further lengthy discussion between committee members, it was the consensus this proposal should not move forward to an FS agenda until after full discussion and a vote of AAC at their March 3rd meeting.

Motion failed to place this proposal on the March FS discussion agenda.

- Proposed Mental Health Optional Syllabus Statement – **Attachment 1**

Easton moved to place the optional syllabus statement on the March Faculty Senate agenda for approval.

Discussion: There was friendly request to change the first word in the third sentence to “Although or Whereas” instead of “while”. It was also requested to include the K-State Family Center and the Center for Advocacy, Response, and Education (CARE) in the list of where they can seek assistance. There are other places that provide services, but counseling services is not open at night, so after 5 pm this is not a resource. Members were reminded this is an optional syllabus statement and so faculty can make adjustments as needed. This was not to be a comprehensive list, but rather a place for someone to start when they’re looking for assistance. Vote on the motion called. Motion carried.

- Update: A rehailed Approval, Routing, and Notification procedures document is in the works. The hope is it will be presented to Faculty Senate this spring.

B. Faculty Affairs – Don Saucier/Annelise Nguyen

- Proposed University Excused Absence Policy- **Attachment 2**

Saucier moved to place the proposed policy on the March Faculty Senate agenda for approval.

Discussion: There were several questions. Many of the subheadings start with “Students may request an excused absence,” but this is missing on the statement on pregnancy and also on the military service statement. Should it be there? If so, there should be consistency in the language.

Various questions and situations were discussed, including whether a faculty member is required to approve certain absences, what is considered a department rule that would supersede one of these, and so on. The possibility of someone being out with the flu or a bad cold more than once was discussed and it was noted illness is not a University Excused Absence. A faculty member needs to use their discretion and best judgement in these areas. We have also been careful to consider those circumstances where we need to comply with legal elements.

It was reiterated that we’re attempting to assist with the fair treatment of students. Right now, students representing K-State for events are at times asked to sacrifice their grade in order to participate in a group that makes their K-State experience more meaningfully and creates value for the university.

It was commented this also articulates the student responsibility in the process and what processes they need to complete to get an excused absence. The control is still in the instructor’s hand.

There were a few friendly amendments that could be made to provide clarity. For example, it seems that where anything is a university excused absence the instructor is required to provide accommodations. The language has a few of the categories that say “that are approved by student life” where others do not say that. Should they? It was recommended that parallel language, where appropriate, be included.

Thanks was extended for the work on this policy. It will be very helpful to have something to refer to when questions arise. However, it was noted that at times, being able to opt out of a certain rule, which creates logistical problems, may be prudent.

Due to various comments and requests, Saucier amended his original motion to put this on the March Faculty Senate agenda as a first reading. Motion carried.

C. Professional Staff Affairs – Maria Beebe/Kelly Briggs

No report.

- D. Student Senate – Hannah Heatherman
No report.
- E. Technology – Brian McCornack/Michael Raine
No report.
- F. University Planning – Brad Behnke/Laurel Littrell
No report.

5. New Business

- A. Approve the following faculty senator replacements:
Justin Thomason for Annelise Nguyen (May 2020-May 2021)
Pamela Erickson for Sarah Barrett (March 2020-May 2021)

A motion was made by Zajac and seconded by Hosni to approve the replacements as listed above.
Motion carried.

- B. Open forum live streaming vs. recorded and aired afterward
A question was raised recently about live streaming the spring open forums instead of recording them and airing afterward and a cost was involved in this due to closed captioning. After checking into it, President González shared that to live stream a forum would cost approximately \$195. President González inquired if Exec would like to make the decision on whether to live stream. Since there is some expense involved, members wanted to have Faculty Senate weigh in on this. This will be on the March agenda for their input.

6. Announcements

- A. Topic for discussion for Provost’s visit to the March Faculty Senate meeting
Two main topics emerged from the conversation: 1) Update on the Budget (info shared at First Tuesdays) and 2) What are incentives for having interdisciplinary collaborations?
- B. [KBOR meeting report](#)
President González provided an update regarding the strategic program review. KBOR accepted K-State’s plan for strategic program review. We have begun the process delineated in Appendix K for this process.

KBOR staff had created a list of the programs and majors, with only numbers of juniors and seniors to show the number of majors. Those with less than 25 majors were coded red, as not having solid standing. Presidents and board members were the only ones to receive the information in the meeting. However, once the information was shared more broadly, it was discovered adjustments were needed. From the original 21 or 23 programs of concern, five were new, and there were only several that were legitimately of concern based on KBOR requirements. One of those was a high credit hour producer. KBOR is asking institutions to clean up that chart in 12 months, to see significantly less programs of concern than this year’s data. President González has asked colleagues across KBOR institutions to send comparable adjustments to KBOR to correct the data. Ordinarily the KBOR staff provides reliable data; however, this process was hampered by the quick turn-around requested by the regents. The provost met with KBOR the next morning and it was recognized that the institutions are in the best position to determine the discontinuance of programs. Nevertheless, the regents want

to see improvements to these charts by next year. President González recommended that the Deans be apprised of the list of programs that were of concern.

Exec members conveyed concern about the incorrect data that was collected and shared. Presidents are working collaboratively to respond to this concern.

7. Open discussion period for senators as needed
Ideas and collaborations in the works are welcome to be shared at the next faculty senate meeting.
8. The meeting was adjourned at 5:28 pm.

Submitted by:
LaVerne Bitsie Baldwin
Faculty Senate Secretary

Next meeting: Tuesday, March 31, 2020; 3:30 pm, Union Big 12 room

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes on the March Faculty Senate consent agenda (see also supplemental information in attachments 1 and 2 for further information):

A. COURSE AND CURRICULUM PROPOSALS:

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

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 course or curriculum agenda as links listed below.

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:952/form>

Agriculture	AGCOM - 635 - Advanced Multimedia Production in Agriculture and Food AGRON - 620 - Applied Crop Physiology AGRON - 635 - Soil and Water Conservation AGRON - 720 - Nutritional Improvement of Food Crops AGRON - 843 - Advanced Forage Management FDSCI - 711 - Flavor Chemistry FDSCI - 712 - Food Packaging FDSCI - 840 - Public Health Practice
Architecture, Planning & Design	PLAN - 707 - Writing and Thinking the City PLAN - 718 - Principles and Strategies of Community Change PLAN - 730 - Planning Professional Practice PLAN - 801 - Knowledge Methods PLAN - 812 - Planning Theory & Law PLAN - 836 - Plan Making
Arts and Sciences	ART - 650 - Advanced Painting Topics ART - 653 - Advanced Painting Topics III ART - 661 - Advanced Painting Methods II ART - 667 - Ceramic Design Studio ART - 682 - Metals & Jewelry Workshop ART - 686 - Advanced Studies in Ceramic Studio ART - 687 - Ceramics Capstone BIOL - 521 - Evolution of Infectious Diseases ECON - 730 - Applied Econometrics ENGL - 227 - Video Games as Literature

	ENGL - 326 - Introduction to Digital Humanities GEOG - 122 - Introduction to Physical Geography: Earth Systems Science Laboratory GRMN - 500 – K-State in Berlin HIST - 101 - Western Civilization I: Ancient Greece to Early Modern Europe HIST - 333 - War and Conquest in Hispanic America SOCWK - 468 - Community Activism and Social Change
Education	DED - 075 - Orientation to Teacher Education at KSU DED - 420 - Honors Project
Health and Human Sciences	CNRES - 799 - Practicum in Conflict Resolution FASH - 600 - Soft Goods Supply Chain Management FASH - 610 - Computer-aided Design of Fashion FASH - 625 - Sustainable Fashion Business FASH - 650 - Fashion Studies Study Tour FASH - 655 - Flat Pattern FASH - 670 - Pre-production Technologies FASH - 695 - Draping FNDH - 635 - Sports Nutrition FNDH - 840 – Public Health Practice FNDH - 958 - Critical Experiences in Industry Research KIN - 112 - Electrocardiography Technician Certification Preparation KIN - 114 - Phlebotomy Certification Preparation KIN - 840 - Public Health Practice
Veterinary Medicine	MPH 840 - Public Health Practice VCS - 892 - CS Veterinary Medicine Elective Cr/NC

CURRICULUM CHANGES: <https://kstate.curriculog.com/agenda:953/form>

Architecture, Planning and Design	Master of Regional and Community Planning (M.R.C.P.) Regional & Community Planning (Non-Baccalaureate MRCP)
Arts and Sciences	English (B.A.) Fisheries, Wildlife, and Conservation Biology B.A./B.S. Microbiology B.A./B.S. Modern Languages (B.A.) Social Work B.A./B.S.
Health and Human Sciences	Early Childhood Education (B.S.) Family and Consumer Sciences Teacher Licensure Program (B.S.) Financial and Housing Counseling Graduate Certificate - discontinue

B. POSTHUMOUS DEGREE REQUEST:

May 2020, Jarrad Kutina, B.S., College of Engineering

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR DISCUSSION AGENDA**

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

To view full proposal, see Curriculog: <https://kstate.curriculog.com/proposal:4198/form>

New degree program:

Arts and Sciences	Applied Computer Science B.A./B.S.
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