

MINUTES
Faculty Senate Executive Committee
Tuesday, April 28, 2020, 3:30 pm
Via Zoom

Present: Valerie Barnett, Maria Beebe, Brad Behnke, LaVerne Bitsie-Baldwin, Nathan Bothwell, Kelly Briggs, Laurie Chandler, Elizabeth Dodd, Jared Durtschi, Todd Easton, Tanya González, Mo Hosni, Judy Hughey, Laurel Littrell, Mindy Markham, Brian McCornack, Amanda McDiffett, Michael McGlynn, Nathan Nelson, Annelise Nguyen, Michael Raine, Don Saucier, Don Von Bergen, Spencer Wood, and Rick Zajac

Absent: Tom Schermerhorn

1. President Tanya González called the meeting to order at 3:30 pm and gave a land acknowledgement statement.
2. President González took a moment to recognize outgoing committee members and thanked them for the valuable service they have rendered to Faculty Senate and to their caucus. The additional layers of leadership and work they each have provided on Faculty Senate Executive Committee are appreciated.

Spence Wood, past president

Todd Easton, Academic Affairs

Annelise Nguyen, Faculty Affairs

Kelly Briggs, Professional Staff Affairs

Brian McCornack, Technology

Hannah Heatherman, SGA

Elizabeth Dodd & Brett DePaola, serving on FS executive this year

Nathan Nelson, Ag

Laurie Chandler, Extension

She also welcomed Nathan Bothwell, our new Speaker of the Student Senate.

3. The March 31, 2020 Executive Committee minutes stood approved as submitted.
4. Report from Standing Committees and Student Senate
 - A. Academic Affairs – Todd Easton/Don Von Bergen
 - Proposed items for consent agenda (pages)
 - Proposed item for discussion agenda (page)

Easton announced that Phil Vardiman has offered to serve as a co-chair for Academic Affairs next year.

Easton moved to place the consent agenda items as listed on the May FS agenda. Motion carried.

Easton moved to place the new courses DMP 313 and 314, two new certificates and two new minors, and the new Bachelor Degree in Public Health on the May FS agenda. Motion carried.

CAPP has recommended to not dismiss anyone from the Spring 2020 semester and maintain students at risk on academic warning. Their recommendation was sent to the Provost for consideration. An announcement regarding this should go out soon.

Easton thanked all and commented it has been a very fun two years.

B. Faculty Affairs – Don Saucier/Annelise Nguyen

President González briefly addressed a concern that was raised regarding the Professorial Performance Award. Letters went out recently from the Provost’s office to those who had received a Professorial Performance Award. Due to wording in the letter there was some confusion on whether the award would be for one year or in perpetuity. We can assure anyone who received a professorial award that amounts are in perpetuity. Future letters will be clarified.

- Proposed revisions to University Handbook, Section F62 (University Excused Absence Policy) – **Attachments 1 and Attachment 2**

Nguyen moved to place the proposal on the May FS agenda for approval.

Discussion: It was noted that all statements discuss making up lost work, but could we put in “make up or excuse” so that the work can also be excused. Discussion on this included whether it’s necessary to be so specific, if it would be interpreted that work being excused should be expected, and so on. After further discussion the wording “Instructors shall provide the opportunity to make up or excuse” and also “at the instructor’s discretion” was included. This was agreeable and will be considered a friendly amendment to be made prior to the vote in Faculty Senate.

There was a comment on the section related to Disability as well as Pregnancy. In the second sentence it seems there should either be a period or the sentence should be reorganized. After discussion it was agreed the phrase “in accordance with applicable laws” should be in a different spot in the sentence in those two sections. Also, the last sentence from the disability section that begins “Instructors are required to attend...” should be the same in the Pregnancy section.

After discussion, the decision of this committee was to have these changes included and shown in track changes so that when Faculty Affairs presents the proposal to Senate they can identify them as edits being suggested by the Executive Committee.

Motion carried to place the proposal, with included edits, on the Faculty Senate agenda.

Nguyen presented a statement related to TEVALs, which was shared with the Faculty Senate Leadership Council earlier today. This is a recommendation from Faculty Affairs on use of Spring 2020 TEVALS that will be sent on to the Provost for his consideration.

The following was the proposed statement from FAC: “Provost Taber recently announced the decision to extend the tenure clock by one year for probationary tenure-track faculty due to the impact of the pandemic. Faculty have been facing, and will continue to face, challenges with the shift to remote teaching. Such challenges may negatively impact a faculty member’s teaching evaluations, including online teaching. Therefore, the Faculty Senate Faculty Affairs Committee recommends that TEVAL scores from the pandemic-affected semesters not be required in future evaluations such as annual reviews, reappointment, or promotion and tenure. Faculty have the option to include those TEVALS if they choose.”

Some changes had been recommended by Leadership Council related to the last two sentences. This was shared as well:

“...Therefore, the Faculty Senate Faculty Affairs Committee recommends that faculty not be required to submit their TEVAL scores for the Spring 2020 semester for future evaluations, including for tenure and promotion. Faculty should have the option to include those TEVALs if they choose. Even though we recommend that faculty not be required to submit Spring 2020 TEVALs for evaluation, we acknowledge and support the policy that faculty are required to administer TEVALs in all of their classes, including those during the Spring 2020 semester, to provide an opportunity to gather student feedback. As always, TEVALs are only one source of data about teaching effectiveness. They should never be the only criterion in evaluating teachers for annual reviews, reappointment, or promotion and tenure.”

The recommendations from Leadership Council have not been shared yet with Faculty Affairs. They would like input from the Executive Committee prior to discussing with Faculty Affairs at their meeting next week.

Discussion: It was thought this should be voted on at Faculty Senate so it has the full support of the Senate and doesn't come just from Faculty Affairs. Another inquired whether fall 2020 should be included or if it just pertains to spring 2020. We have a number of months before fall 2020, whereas there was no cushion this spring. Lengthy discussion ensued. Both pros and cons were conversed about and how this has affected some faculty. Just the same as we want to provide support to our students, we also want to provide our faculty with as much support as we can. It is acknowledged there is continued stress under the circumstances we are enduring.

Despite the best intentions and the time to prepare, the teaching evaluations will not reflect the situations that they find themselves in; including household unemployment, caring for the sick, etc. If those burdens remain, even when we are given the amount of time to prepare this will still be detrimental to professional progress.

There was acknowledgement that some faculty are exceling and doing very well despite the given circumstances. All were reminded the TEVAL submission and tenure delay are options being made available for faculty. Much like students were provided an additional window of time to choose whether the A/Pass/Fail was best for them.

After continued discussion and thoughtful input from our student representative, it was agreed the language should include Spring 2020 and members desired a vote from the full Faculty Senate.

Nguyen moved to place this on the Faculty Senate Agenda. Von Bergen seconded. Motion carried.

UPDATE: Input from Faculty Affairs and the Executive Committees was shared informally with the provost office and due to the timing and urgency, he decided an announcement needed to be sent. Therefore, the announcement from Provost Taber will be shared with senators for receipt at the May 12th Faculty Senate meeting.

C. Professional Staff Affairs – Maria Beebe/Kelly Briggs

- Resolution in Support of Professional Staff and University Support Staff – **Attachment 3**

Beebe moved to place the proposed resolution on the May FS agenda. This resolution was also approved by the University Support Staff Senate. President González expressed appreciation for all that staff have done to make things run smoothly in a difficult time of transition. Motion carried.

D. Student Senate – Nathan Bothwell

Bothwell is happy to join us on Exec and reported he has served on Faculty Affairs for the past year in a different capacity. Student Senate is going through transition right now. They just had elections for their leadership and they are working to make committee assignments for next year. The biggest announcement is in regard to campus privilege fee agencies to be transparent. Over this past year a new clause for Privilege Fee contracts was added in, allowing that if KBOR rejected student senate's recommendation for those budgets or if there were insufficient collections of funds, they would have the ability to pull the contracts out of cycle, ask for impact statements of what potential budget cuts would mean for those agencies, and provide an opportunity for student senate to vote on those. They did just initiate that process last Wednesday. Service units have 10 business days to respond with COVID 19 budget impacts, which puts them past their last regularly scheduled meeting. Therefore, Student Senate will have a special meeting on May 28, to vote on fairly large-scale budget cuts to the Student Union, Lafene Health Center, Counseling Services, the Collegian, etc. President González thanked student senate for their report today and hard work. That is a difficult way to begin their service for this year.

- E. Technology – Brian McCornack/Michael Raine
No report.
- F. University Planning – Brad Behnke/Laurel Littrell
No report.

5. Announcements

A. Academic Continuity update

Every Friday The Division of Communications and Marketing puts together a summary. This week, some communications are to come out related to academic affairs. Caucus chairs were encouraged to share this information with their constituents. There has been national news on emergency funds, financial aid for students from the CARES Act, but as of today, K-State has not received those. However, they are working on criteria to be used to allocate those CARES Act funds once received. If you are a department/unit head this information will also be shared at the First Tuesday meeting, and this information will be distributed to campus over the next week or two. The criteria will be distributed later this week or early next week. This is so we can advise students where to go for assistance.

As a reminder, there are training sessions through Global Campus to help those teaching through the summer, and also to all faculty who would appreciate guidance in designing online courses.

Additionally, President González mentioned we received, in the Monday, April 27, K-State Today, a request to provide feedback to the K-State 2025 Education Innovation task forces. There are two taskforces under that umbrella. The two white pages are around 20-25 pages each. Please read and take the survey on the discussions that have taken place since last November to this spring. Please encourage your colleagues to provide their insight. Those are open until May 22nd.

B. KBOR meeting report

President González updated all on the Strategic Program review. In January, there were several errors found within a report that had been provided. That report was sent to institutions to review and correction. At the April meeting, KBOR staff put together an issue paper recommending that instead of the KBOR staff providing the data on the list of programs deemed underperforming, this work would return to the institutions. This would allow that data and contextual information to be provided by the institutions. In addition to that, the Faculty Senate presidents suggested that this be tabled until after

the COVID-19 changes. This was agreeable to KBOR; however, they are still asking for that information within a 12-month cycle, of which K-State has a list of seven programs. She will follow up with the provost or his staff to make sure the deans of these colleges with programs on the list are aware of this.

K-State's proposal to KBOR for development of the Institute of Global Food, Health, and Biosecurity was approved. That approval allows K-State to petition the legislature for an additional \$5M funds for the institute.

The FS presidents shared with each other what their institutions are considering with regard to coming back to campus. Also, a special meeting of the Chief Academic Officer was held last Thursday discussing these scenarios as well. Each institution is unique in size and scope of activities, so there needs to be flexibility on each institutions' re-awakening. Criteria are being developed and will be watched to guide us to the timing of our re-awakening.

C. Provost topic for May FS meeting?

There was a request for an update on the new or re-branding for the University. Some were unaware of this and asked for more information first. President González reported the Division of Communications and Marketing received strategic investment funding from enrollment management in order to investigate a rebrand of the university moving forward. They had consultants come in for extensive interviews and collected information in Fall 2019. From that, they came up with an aesthetic look for the websites and messaging from the university. They are hoping to roll some of that out this summer, during online orientation and enrollment. Then it will be rolled out to the University incrementally.

It was also requested to have continued information on the plans for imagined budget scenarios and funding processes. This would include the potential furloughs.

D. Faculty Senate Officer positions

On May 12th, Faculty Senate will transition to its new members. The election of president elect and secretary positions will occur. If you have nominations for these positions, please provide these by 5 pm on May 8 to Ms. LaBerge. President elect Markham also followed up on this, via chat, that in the case of multiple nominations for president elect or secretary we typically have secret ballots. This was our attempt at trying to find a way for people to nominate in close proximity to the meeting, but still allow a poll or survey to be created prior to that meeting.

6. Open discussion period for senators as needed

A. Land Grant Statement on Climate Change – **Attachment 4**

Senator Dodd had to be present at another meeting and therefore, President González shared the request to place the Land Grant State statement on Climate Change on the May Faculty Senate Agenda. The original request for participation in an Op Ed piece came to Faculty Senate from Utah State University who wanted to create a voice from the Land Grant Universities. Three of our senators volunteered to work with this group. This was done in a more rapid fashion because they wanted to get it out around Earth Day and also to support universities in their mission of education. The statement is presented in its current draft. The petitioners are asking for endorsement as a Senate. However, the group will approach USA Today prior to our May meeting to run this Op-Ed piece, and then another avenue if not picked up there.

Discussion: It was inquired if we are signing on to something that could potentially already be published? There were other comments made about the content of the statement as presented. There was a paper that came out in February as well that highlights the disconnect between communication on science policy to rural communities from land grant universities.

President González clarified we did not endorse this before it went out to USA Today. Senator Dodd signed it, as a faculty member of K-State. However, this would be a discussion of the document as it moves forward. If it is published, we would not endorse it retroactively. It was also commented that it isn't scientifically robust and so we may have pushback on the statement.

After lengthy discussion of the content and options moving forward, Zajac made a motion to place it on the Faculty Senate agenda for endorsement. Markham seconded the motion. Motion failed.

It was inquired if it is still possible to share the statement with Faculty Senate and acknowledge the work on the part of our senators.

Wood made a motion to receive the document as information to be shared at Senate. Motion was seconded. Discussion: It was clarified this is larger than an individual faculty's work, but rather it was presented to our FS president, as a senate from a land grant institution. This lends itself to recognizing the idea of land grant institutions as instrumental, and not necessarily endorsing this particular Op-Ed. It is important to recognize the effort that it was put forward, and to have our faculty senate recognize that it was formally sent to us.

Motion carried. This will be placed on Faculty Senate for receipt during the open discussion period.

7. The meeting adjourned at 5:15 pm.

Respectfully submitted by:
LaVerne Bitsie-Baldwin
Faculty Senate Secretary

Next meeting: Tuesday, May 26, 2020; 3:30 pm

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course changes and graduation list on the May Faculty Senate consent agenda:

A. COURSE AND CURRICULUM PROPOSALS:

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 at 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:1020/form>

Agriculture	AGED - 533 - Educating the Public about Agriculture ENTOM - 350 - Crops, Insects, and Agroecosystems
Arts and Sciences	BIOL - 330 - Public Health Biology BIOL - 443 - Applied Anatomy of Cadavers BIOL - 864 - Plant Responses to the Environment BIOL - 895 - Graduate Seminar in Biology ENGL - 392 - Literature and the Body MLANG - 106 - Legal Terminology: Latin and French for Law Professions
Education	EDCI - 812 - History of Education EDCI - 813 - Comparative Philosophies of Education
Engineering	BAE - 350 - Off Road Machinery Systems BAE - 536 - Biological Systems Engineering Senior Design BAE - 545 - Biological Process Engineering CC - 210 - Fundamental Computer Programming Concepts CIS - 102 - Introduction to Spreadsheet Applications CIS - 103 - Introduction to Database Applications CIS - 118 - International Professional Development Experience CIS - 209 - C Programming for Engineers CIS - 300 - Data and Program Structures CIS - 301 - Logical Foundations of Programming CIS - 308 - C Language Laboratory CIS - 351 - Cyber Defense Basics CIS - 450 - Computer Architecture and Operations CIS - 490 - Special Topics in Computer Science CIS - 499 - Honors Research/Thesis CIS - 501 - Software Architecture and Design

	<p>CIS - 505 - Introduction to Programming Languages CIS - 520 - Operating Systems I CIS - 525 - Introduction to Network Programming CIS - 527 - Enterprise Systems Administration CIS - 530 - Introduction to Artificial Intelligence CIS - 544 - Advanced Software Design and Development CIS - 551 - Fundamentals of Computer and Information Security CIS - 553 - Fundamentals of Cryptography CIS - 560 - Database System Concepts CIS - 570 - Introduction to Formal Language Theory CIS - 575 - Introduction to Algorithm Analysis CIS - 580 - Fundamentals of Game Programming CIS - 590 - Special Topics in Computer Science CIS - 598 - Computer Science Project ENVE - 363 - Environmental Engineering Fundamentals</p>
Health and Human Sciences	<p>KIN - 312 - Methods and Analysis of Public Health KIN - 318 - Rural Community Health KIN - 361 - Anatomy and Physiology I KIN - 362 - Anatomy and Physiology II KIN - 381 - Exercise and Chronic Disease KIN - 382 - Strength and Conditioning for Performance KIN - 383 - Exercise and Older Adults KIN - 384 - Certifications in Health and Fitness KIN - 418 - Social Determinants and Diversity in Public Health KIN - 419 - Health Policy and Administration KIN - 601 - Cardiorespiratory Physiology KIN - 603 - Cardiovascular Physiology PFP - 320 - Applied Behavioral Finance</p>
Technology and Aviation	<p>ECET - 101 - Circuits I ECET - 201 - Circuits II ECET - 250 - Digital Logic ECET - 304 - Electric Power and Devices ECET - 320 - Electronic Communication Systems ECET - 340 - Electronic Manufacturing ECET - 354 - Microcontroller Applications ECET - 420 - Communication Circuits Design ECET - 430 - Signals and Systems ETB - 102 - Electronics Seminar ETB - 420 - Unmanned Communication Circuits ETB - 481 - UAS Senior Design II MET - 240 - Industrial Robotics Laboratory UAS - 115 - Multi-rotor Flight Lab UAS - 270 - Introduction to Unmanned Aircraft Systems UAS - 367 - Advanced Unmanned Aircraft Fixed-wing Flight Lab UAS - 370 - Small Unmanned Aircraft Systems Design and Construction UAS - 471 - Advanced Fixed Wing Operations I UAS - 472 - Advanced Fixed Wing Operations II UAS - 480 - UAS Senior Design Project I UAS - 481 - UAS Senior Design Project II</p>

Veterinary Medicine	AP - 601 - Cardiorespiratory Physiology AP - 603 - Cardiovascular Physiology
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CURRICULUM: <https://kstate.curriculog.com/agenda:1021/form>

Arts and Sciences	Applied Music (B.M.) Sociology B.A./B.S.
Engineering	Civil Engineering
Health and Human Sciences	Health Coach Certificate Personal Financial Planning (B.S.)
Technology and Aviation	Aeronautical Technology BS–Unmanned Aircraft Systems Option Engineering Technology-Electronic and Computer Engineering Technology Option (BETB-EC) Engineering Technology-Robotics and Automation Option (BETB-RA)

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR DISCUSSION AGENDA**

Approve to place the following new course and curriculum proposals on the May Faculty Senate discussion agenda:

New courses:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1022/form>

Veterinary Medicine	DMP - 313 - Introduction to Epidemiology DMP - 314 - Environmental and Public Health
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New certificates and minors:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1023/form>

Agriculture	Communications and Education for Agriculture Minor
Arts and Sciences	Art History Minor Socially Responsible Information Science: Ethics in the Data Sciences (Undergraduate Certificate)
Technology and Aviation	Introduction to UAS Technology Certificate

New degree program:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1024/form>

Health and Human Sciences	B.S. in Public Health
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