

MINUTES
Faculty Senate Executive Committee
Tuesday, May 26, 2020, 3:30 pm
Zoom ID: 733 588 376
<https://ksu.zoom.us/j/733588376>

Present: Katy Bach, Valerie Barnett, Maria Beebe, LaVerne Bitsie-Baldwin, Kim Charland, Nathan Bothwell, Jared Durtschi, Carolyn Ferguson, Tanya González, Mishelle Hay-McCammant, Mo Hosni, Judy Hughey, Elizabeth Kiss, David Lehman, Laurel Littrell, Mindy Markham, Amanda McDiffett, Michael McGlynn, Michael Raine, Don Saucier, Tom Schermerhorn, Phil Vardiman, Don Von Bergen, and Rick Zajac

Proxies: Brad Behnke

Guest: Todd Easton

1. President Mindy Markham called the meeting to order at 3:30 pm.
2. President Markham introduced incoming Executive Committee members as follows:
David Lehman, AG; Carolyn Ferguson, AS; Elizabeth Kiss, EXT; Memory Buffington, Alternate for GU; Katy Bach, LIB; Phil Vardiman, Co-Chair, AAC; Kim Charland, Co-Chair, FAC; Mishelle Hay-McCammant, Co-Chair, PSA
3. The April 28, 2020 Executive Committee minutes were approved as submitted.
4. Report from Standing Committees and Student Senate

A. Academic Affairs – Phil Vardiman/Don Von Bergen

- Consent agenda items (pages 5-6)

Senator Von Bergen moved that the course and curriculum proposals be placed on the June Faculty Senate agenda.

Motion carried.

Senator Von Bergen moved to place the graduation list addition and posthumous degree request on the June Faculty Senate agenda (page 6). These are also part of the consent agenda. He noted that Mr. Runhke was recognized by President Myers and Governor Kelly for sending a mask to the Mayor of New York City during the Global Pandemic.

Motion carried.

- Proposed item for discussion agenda (page 7)

Senator Von Bergen moved to place the graduate certificate for socially responsible information science, ethics in the data sciences on the June Faculty Senate discussion agenda.

Motion carried.

- Approval, Routing, and Notification Policies for Course and Curriculum Processes – **Attachment 1**
Senator Von Bergen moved to add to the June Faculty Senate agenda the Approval, Routing, and Notifications policy for Course and curriculum processes.

Senator Easton was asked to give background on the document. The approval routing document that has been in use is many years old and did not have Curriculog language. Additionally, the routing

tables were somewhat difficult to follow and needed updating. We have been trying to rewrite the document for several years now. The version before you had input from various governance bodies, as well as from Registrar and Provost personnel. We have added a few new policies that were in practice, but not documented. It also spells out better the responsibilities of units throughout the approval process.

Motion carried.

President Markham thanked Senator Easton for his, and others, work in creating the document.

B. Faculty Affairs – Kim Charland/Don Saucier

Senator Saucier reported they welcomed new members at their recent meeting. They are concerned about issues with respect to faculty and COVID-19: the economic state of the university; how productivity is to be measured during the isolation period; how TEVALS will be used, and achieving research objectives. We want to think about what our roles will be in terms of guidance and advocacy for faculty during this time.

C. Professional Staff Affairs – Maria Beebe/Mishelle Hay McCammant

The committee heard from Paul Volino, Human Capital Services, related to performance evaluations with respect to COVID-19, as well as initiating conversations about how employees are doing during the COVID isolation period.

D. Student Senate – Nathan Bothwell

Student Senate discussed the COVID-19 impact on enrollment. Projections are expected to be lower. They have a special meeting next Thursday related to the new budget process in place and review of contracts for those units impacted by cuts. They received the impact statements from Student Union, Rec, and Lafene health center and a new budget proposal was submitted. A 3% budget cut across the board for the privilege fee entities resulted, with few exceptions. They struck \$217,000 from the budget. Therefore, employment opportunities are reduced, potentially impacting the student hourly workers the most. The budget revision is to be voted on this week and should pass.

E. Technology – Michael Raine

No Report. **Update:** After the meeting concluded it was discovered the 2019 Data Access Report was received. Executive committee approved to place the report on the June FS agenda for receipt.

F. University Planning – Brad Behnke

President Elect Littrell reported they will be meeting the first week in June. The committee requests each college to provide updated CCOP listings to FSCOUP.

5. New Business

A. A motion was made and seconded to approve the faculty senator replacements for the following caucuses:

Libraries, Daniel Ireton for Laurel Littrell (June 2020-May 2021)

Motion carried.

B. Faculty Senate committee appointments and Presidential committee recommendations

President Markham deferred members to the spreadsheets they received via email related to volunteers for these available committees. As is the practice, Leadership Council reviewed these and

provided their recommendations as outlined in the files. She inquired if there were any questions, concerns, or requested changes related to the recommendations. None were offered. A motion was made by Senator Hosni and seconded by Senator Von Bergen to approve the recommendations as outlined. Motion carried.

6. Announcements

A. Academic Continuity update

The new academic instruction working group replaces the academic continuity workgroup. They meet three times a week, including some of our senators; González, Easton, and Kempton. This group is creating recommendations for the academic instruction model for Fall 2020 and beyond. That committee will be making recommendations that will be reviewed by the Executive COVID-19 leadership group to be communicated out in early June. College fiscal plans, housing and dining, and guidelines for returning to work will be completed at the end of May or beginning of June and communicated to the campus.

B. KBOR meeting report

President Markham reported that if academic calendar changes are requested due to COVID-19, KBOR will be given authority to approve the calendar changes up to Dec 3, 2020. They can do so with the approval of the chairman and Blake Flanders before a full KBOR meeting can be called.

KBOR is moving forward with the strategic program review process, with the understanding that delays may occur if the requests are overwhelming due to COVID-19. Three K-State programs will require additional review, and one program was recommended for enhancement. Two K-State programs will be discontinued: the MS in Software Engineering and the professional Master of Technology. The respective units are aware.

There is an agreement between JCCC (Johnson County Community College) and the KU Edwards campus to have 60 hours count towards KU Bachelor's degrees. There is discussion among the regents about allowing all KBOR schools to have the same opportunity.

The Tilford conference is suspended this year and funds usually contributed will be used on the individual campuses to benefit multicultural students.

C. Guests for June FS meeting:

- Provost Taber (topics?) allow 20 minutes.
Updates on Furloughs and pay reductions
Updates on opening in the fall
COVID-19 summary
Budget shortage

- Division of Communications and Marketing will also be speaking to us related to the rebranding of university. Allow 10 minutes.
It was inquired how many times do we need to rebrand, what cost will be associated if it trickles down to units, and are we going to spend money on this process even with the budget shortages. Past President Gonzalez provided some context. The rebranding was implemented with input from consultants and began within strategic enrollment management process, using funds from last fiscal year. There are already templates in place and working through divisions to implement. Our first group to implement is the recruitment team. How departments and units will roll this out, and what cost may be associated, are certainly thoughtful questions to ask.

Senators acknowledged that our president is doing a fantastic job. However, while we are furloughing people how can we justify the funds in this process? Is this the right message that we are sending to our colleagues who are sitting at home, or to the parents who are spending money to send us their students?

Jeff Morris and Ashley Martin will be sent these questions and thoughts ahead of the meeting so they can be prepared. Although the process was initiated pre-COVID-19, the timing of the rebrand must be considered. It was also inquired if the university rebranding plan may have an alternative timeline due to COVID-19.

D. Professor and Staff of the Week selections

President Markham reminded senators that the professor of the week selections are usually submitted to Ms. Candace LaBerge by the end of August. A new feature this coming year is that there will be a staff of the week selection made. More information will be sent to caucus chairs via email in June.

7. Open discussion period for senators as needed

None.

8. The meeting adjourned at 4:08 pm. President Markham thanked all and asked for any additional questions be sent to her.

Respectfully Submitted by:

LaVerne Bitsie-Baldwin,
Faculty Senate Secretary

Next meeting: Tuesday, August 25, 2020; 3:30 pm

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes and degree requests on the June 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:1049/form>

Agriculture	AGED - 537 - Planning Programs in Extension & Non-Formal Education ENTOM - 605 - Introduction to Insects of Stored Products ENTOM - 621 - Introduction to Biological Control ENTOM - 630 - Introduction to Molecular Entomology ENTOM - 645 - Introduction to Insect Chemical Ecology ENTOM - 649 - Introduction to Arthropod vectors of human pathogens ENTOM - 657 - Introduction to Toxicology of Insecticides ENTOM - 660 - Introduction to Insect Genetics ENTOM - 675 - Introduction to Insect Physiology ENTOM - 849 - Arthropod Vectors of Human Pathogens ENTOM - 892 - Advanced Insect Ecology
Business Administration	ACCTG - 641 - Intermediate Accounting and Analytics III MKTG - 699 - Corporate Marketing Practicum
Education	EDACE - 838 - Volunteer Leadership Education EDACE - 960 - Introduction to Doctoral Studies EDACE - 975 - Scholarly Writing EDACE - 980 - The Dissertation Process EDCI - 912 - Historical Research Methods in Education LEAD - 420 - Theories of Nonprofit Leadership
Engineering	BAE - 611 - Particle Technology BAE - 626 - Bioseparations CIS - 625 - Concurrent Software Systems CIS - 640 - Software Testing Techniques CIS - 641 - Software Engineering Design Project CIS - 642 - Software Engineering Project I

	CIS - 643 - Software Engineering Project II CIS - 690 - Implementation Project CIS - 770 - Formal Language Theory CIS - 832 - Knowledge Representation for the Semantic Web ME - 824 - Computational Fluid Dynamics
Health and Human Sciences	CFT - 894 - Readings in Couple and Family Therapy ID - 225 - Interior Design Studio 1 ID - 425 - Interior Design Studio 5 ID - 445 - Interior Design Studio 6 KIN - 618 - Seminar Public Health Practice KIN - 619 - Public Health Practicum KIN - 622 - Capstone Project in Public Health KIN - 890 - Graduate Seminar in Kinesiology
Olathe	AAI - 852 - Vaccinology

CURRICULUM: <https://kstate.curriculog.com/agenda:1050/form>

Education	Teaching English as Second Language (TESL) for Adult Learners Graduate Certificate (discontinue)
Engineering	Biological Systems Engineering (BSE) (B.S.) Concurrent B.S in Computer Science and Master of Business Administration Concurrent B.S./M.S. in Computer Science (new concurrent degree)
Health and Human Sciences	Athletic Training and Rehabilitation Sciences (B.S.) Concurrent B.S./M.S. in Nutrition, Dietetics and Sensory Sciences Couple and Family Therapy (M.S.) Couple and Family Therapy (Ph.D.) Integrative Physiology B.S. Interior Design (B.S.)
Olathe (School of Applied and Interdisciplinary Studies)	Professional Interdisciplinary Sciences Graduate Certificate Professional Skills for STEM Practitioners Graduate Certificate

B. Graduation list addition and posthumous degree request:

Dennis Neil Ruhnke, College of Agriculture, BS in Agriculture, December 1971

Layne Rebecca Mays, BS in Agriculture, College of Agriculture, Posthumous Degree, May 2020

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR DISCUSSION AGENDA**

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

New certificate:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1051/form>

Arts and Sciences	Socially Responsible Information Science: Ethics in the Data Sciences (Graduate Certificate)
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