

MINUTES
Faculty Senate Executive Committee
Tuesday, August 27, 2019, 3:30 pm
Union Big 12 room

Present: Barnett, Barrett, Beebe, Behnke, Bitsie-Baldwin, Briggs, Chandler, Dodd, Durtschi, Easton, González, Heatherman, Hosni, Hughey, Littrell, Markham, McCornack, McGlynn, Nelson, Nguyen, Pitts, Raine, Saucier, Schermerhorn, Von Bergen, Wood, and Zajac

Guests: Sonya Britt-Lutter, Scott Jones, Mustaque Hossain, Ali Karamali, Jansen Penny, Camilla Roberts, Charlotte Self, Paul Volino, and LaVerne Williamson

1. President Tanya González called the meeting to order at 3:37pm.
2. Dispute Resolution and Honor and Integrity System Reports
 - A. **Ombudsperson report** (Sarah Barrett, Sonya Britt-Lutter, Andrew Smith) – **Attachment 1**

Sonya Britt-Lutter reported that the numbers of cases are increasing every year, and the cases are more complex, so they are taking more time. While the demographic information is taken, they are careful not to identify clients. All colleges are represented in the report. Many cases are related to principles of community, so education on micro-aggressions and bullying is recommended. Unit leaders and department heads need training related to performance evaluation and process as well as continual policy and procedures training as changes are made each year. Tenure and promotion documents should be updated every 5 years. One document was noted to be out of date by two decades on the Provost's website. One senator suggested including administrators generally in the recommendations for regular training, not just department heads. Senator Hosni expressed appreciation to the Ombudspersons for their important work.
 - B. **General Grievances report** (Mustaque Hossain) – **Attachment 2**

One formal hearing request was approved last year in late May and the clock has started on it with the start of the fall semester. The hearing is scheduled for October and is related to denial of promotion for a faculty member due to an issue with department documents. We need to be vigilant throughout the process of department document updates. Each change needs to be officially recognized and published in order to mitigate future problems.
 - C. **Employee Relations and Engagement report** (Charlotte Self) – **Attachment 3**

Charlotte Self recognized Paul Volino and LaVerne Williamson, who joined their office this year. They work with dispute/conflict in the work place and policy handbook questions. This calendar year they have had over 430 new concerns including, but not limited to, discipline concerns, interpersonal conflict, and policy issues. They addressed some of the Ombudspersons recommendations from last year's reporting, including standardized onboarding process, and activity around the principles of community. Corrective Action Training has launched, and you can do one on one or department training.
 - D. **Office of Institutional Equity report** (Scott Jones) – **Attachment 4**

Jones directed committee members to the report that documents the outreach and training done, including outreach and training at onboarding, on non-discrimination policy. Presently and in the past all students have received training as well. This fall they will introduce a 30-question training component, that will take less than 30 minutes, on non-discrimination policy. There were 251 unique cases in 2018-2019, down a bit from last year, and 367 allegations. Largest number of complainants are students, staff, then faculty.

E. Honor & Integrity System report (Camilla Roberts) – Attachment 5

Roberts reported there were 162 cases submitted involving 195 students, which is a bit lower, but on track for normal numbers. Of the allegations, 88% were uncontested. Twenty-three did contest the allegation, 18 were found responsible, and five were found not responsible. Preponderance of evidence for the violation is the determining factor. There were more seniors this year, 29%, which means we need to continue to talk about academic integrity at the higher level of classes. The office is back on campus—in Holton Hall. Administration has no funds for “Turn-It-In,” but there is a possibility of funds from students. The Honor council still needs student representatives from colleges. Thank you to Polytechnic Campus and the College of Agriculture for submitting their reps. The International Center for Honor and Integrity is revamping the McCabe survey, academic integrity climate and culture survey. KSU is a member institution and has prior years’ data. This is something we should do to get feedback from students on academic integrity.

3. Report from Standing Committees and Student Senate

A. Academic Affairs – Todd Easton/Don Von Bergen

Still working on a proposed policy relating to concurrent bachelor/master degrees and this should be forthcoming this semester. The Strategic Enrollment Management (SEM) Implementation Team has asked for a Transfer Student dismissal policy change, which is found in Section F of the University Handbook and will come forward in the form of a University Handbook change to Section F103 this semester. The Approval, Routing, and Notification manual for course and curriculum changes is being updated and should be finalized this semester. A revised K-State 8 policy was approved in June by Faculty Senate and the website was rehailed over the summer by the Provost office. An announcement will be going out soon regarding the changes and linking to the refreshed website. A couple of proposed University Handbook changes to Section F are being discussed in committee and will be likely coming forward in October.

B. Faculty Affairs – Don Saucier/Annelise Nguyen

A motion was made to place a University Handbook change to Section D90 on the September FS agenda, conditional upon FAC approval. This is in follow up to the KBOR approval of the parental leave policy and the handbook should also now reflect this. Motion carried. The committee will also be looking into Teval usage once again this year. A video was shared in May with Faculty Senate on Teval use and this prompted the request to have continued conversation about the use of Tevals.

C. Professional Staff Affairs – Maria Beebe/Kelly Briggs

No report.

D. Student Senate – Hannah Heatherman

First two days of school have been exciting!! Summer happenings: Thursday, Sept. 5 is their first senate meeting and there is legislation written to approve principles of community. Their Intern program also starts that night and a nomination form is available if you want to submit one (<https://docs.google.com/forms/d/e/1FAIpQLSfFzG36q0afQOJJlv1CKXvNQRcWQ3WQmPyEroGtwjTz1q9mrg/viewform>). CSI, registration process for organizations has been challenging. September 27 is the deadline to complete the process online. Privilege fee went up 6.8%, \$28.68 per semester to provide support while we have declining enrollment. They are collecting at-large member applications. Joint committee over the summer made progress on sexual violence awareness and prevention. Bystander intervention training and training for bartenders in Aggieville was briefly discussed.

E. Technology – Brian McCornack/Michael Raine

No report.

- F. University Planning – Brad Behnke/Laurel Littrell
No report.

4. New Business

- A. A motion was made by Hosni and seconded by Von Bergen to approve faculty senator replacements for the following caucuses:
Engineering, Steve Warren for Keith Hohn (September 2019-2021)
Engineering, Bill Zhang for Stacy Hutchinson (September 2019-2021)
Architecture, Planning, and Design, Thomas Jackson for Katie Kingery-Page (Sept.2019-May 2020)

Motion carried.

- B. Proposed revisions to the Principles of Community for endorsement – **Attachment 7**
President González gave the background related to the current request for endorsement of revisions to the Principles of Community document.
A motion was made by Hosni and seconded by Zajac to place these on the FS agenda for endorsement. After discussion, an amendment was made to also include the link to the statement on academic freedom and the date of the document’s endorsement, which was seconded and carried. Main motion carried to place on agenda. President González will follow up on the additional link to be sure there is support from the other groups.

5. Unfinished Business

- A. Academic Calendar F2022-S2025
President González presented the Executive Committee with options for the upcoming September FS meeting as it relates to the proposed calendar.

A motion was made and seconded to place both versions of the F2022-S2025 academic calendar on the FS agenda, but after discussion, the motion failed. A motion was made and seconded to place the (June 13, 2019) proposed calendar on the FS agenda with the fall break included. This will allow a vote to be taken on the calendar, either as presented, or as amended with the fall break removed.

Vote: 18 for, 1 against, 1 abstained. Motion carried.

6. Announcements

- A. KBOR meeting report
President González shared the link to the report in the K-State Today related to the summer KBOR meetings. <https://www.k-state.edu/today/announcement/?id=54003>.
- B. Professor of the Week selections
Some caucuses have yet to submit their selections. Please submit these as soon as possible to Candace LaBerge (candaceb@ksu.edu).
- C. State of the University Address - Friday, September 27, 3:30-4:30 pm, Alumni Center – Manhattan
- D. Topic for Provost visit to September Faculty Senate meeting
President González inquired what the topic(s) for discussion should be with the provost at the upcoming Faculty Senate meeting. Senators expressed the wish for Provost Taber to address the 2022-2025 calendar issue during his visit, with a vote directly following.

7. Open discussion period for senators as needed (NONE)

8. The meeting was adjourned at 5:40 pm.

Respectfully submitted by:

LaVerne Bitsie-Baldwin

Faculty Senate Secretary

Next meeting: Tuesday, September 24, 2019; 3:30 pm, Union Big 12 room