

## MINUTES

**Kansas State University Faculty Senate Meeting  
September 14, 2004 3:30 p.m. Big 12 Room, K-State Union**

Present: Ackerman, Adams, Anderson, Behnke, Bhadriraju, Bloomquist, Blythe, Bontrager, Brigham, Chang, R. Clark, Clegg, Collins, Dhuyvetter, Dubois, Eckels, Erickson, Fairchild, Fallin, Fick, Fritz, Gehrt, Gormely, Grauer, Gwinner, Hedrick, Herald, Hohenbary, Holcombe, Hosni, Jackson, Johnston, Jurich, Knapp, Lee, Lehew, Lynch, Maes, Marr, Michie, Nafziger, Nagaraja, Nichols Rahman, Ransom, Reeck, Reynolds, Rintoul, Rolley, Ross, Rys, Shubert, Shultis, Simon, Spears, Spikes, Spooner, Stadlander, Stewart, Stockham, Stokes, Turnley, Turtle, Warner, Willbrant, Yahnke, Zabel

Proxies: Cox, Greene, Maatta, Marr, Roozeboom, Smith, Trussell, Wilkie

Absent: Arck, Baker, Brockway, Cauble, G. Clark, DeLuccie, Dryden, Griffin, Hamilton, Jones, McHaney, Prince, Rietcheck, Sachs, Schultz, Schumm, Thompson, Urkevich

Parliamentarian: Jerry Frieman

Visitors: Alfred Cochran

- I. President Jackie Spears called the meeting to order at 3:30 p.m.
- II. The minutes of the August 17, 2004 meeting were approved with no corrections.
- III. Honor System Annual Report - Phil Anderson, Honor System Director  
Websites for reports: <http://www.ksu.edu/honor/honorsystem/ann03-04.htm>  
<http://www.ksu.edu/honor/honorsystem/annad03-04.htm>

Phil Anderson presented the fifth annual report of the Honor System. Helene Marcoux reported that presentations on the Honor System were made to over 4,000 faculty and students last academic year. Phil Anderson stressed the importance of reporting and tracking violations so that repeat violators may be identified. He discussed the advancement of technology such as cell

phone instant imaging and palm pilots allowing for instant communication. Faculty members need to be aware of how to protect the integrity of their courses. All six of the graduate student violations included plagiarism. One hotly disputed case led to a new procedure of copying the department head on the violation notice letter. We are one of the few large universities that use a shared faculty/student adjudication process. Senator Reeck asked for additional information on electronic-related cases. In one case students were text messaging to other students during the final exam. Phil Anderson suggested that each classroom have a poster stating that all electronic devices must be turned off, particularly during an exam.

#### IV. Reports from Standing Committees

##### A. Academic Affairs Committee - Fred Fairchild

Senator Fairchild announced that the committee discussed the course pre-requisite requirements as part of the LASER project. It has been suggested that the wait-list committee appointed last year be requested to work on this as well. Vicki Clegg discussed changes in the TEVAL process.

Section C34 of the University Handbook will need to be revised. The assessment plan procedures were discussed with an impending deadline of November 1, 2004. Campus wide workshops on assessment are as follows:

1. Tuesday, September 21, 3-5 pm, Union, Rm. 209
2. Wednesday, September 22, 10 am - 12 pm, Union, Rm. 213
3. Monday, September 27, 9-11 am, Hemisphere Room, Hale Library, Hemisphere Room
4. Wednesday, September 29, 3-5 pm, Union, Rm. 209, Union

The senior/alumni surveys are being reviewed. The committee has asked for nominees for a university-wide committee to review and revise the surveys. The first-day drop policy will be discussed at their next meeting.

##### B. Faculty Affairs Committee - Roger Adams

Senator Adams reported that they have begun to set their agenda for the semester. Provost Nellis will attend the next meeting to discuss the University Distinguished Professor selection process. In the early October meeting Vicki Clegg will be discussing the needed changes to Section C34 of the University Handbook. Tuition waivers have been a top concern for the past 10 years and discussions have begun with the Faculty Senate Leadership Council on how to continue to move this issue to the forefront. The committee will explore the feasibility of developing a Senior Professor rank.

Senator Rahman suggested that the committee meet with Jim Coffman prior to meeting with the Provost in order to have a better understanding of current process history. Senator Adams replied that Provost Nellis has already met with the University Distinguished Professor group and the group will be invited to attend a later Faculty Affairs Committee meeting.

##### C. Faculty Senate Committee on University Planning - Walter Schumm

No report.

##### D. Faculty Senate Committee on Technology - Tweed Ross

Senator Ross announced that Wayne Michaels has agreed to represent FSCOT on the SIRT (Security Incidence Response Team) and Leonard Bloomquist will represent them on the Resource 25/Schedule 25 committee. He mentioned that Rebecca Gould is concerned about the state of the high technology classrooms at the end of each day. Julie Bell discussed the new central e-mail system with the committee. The spam filter is now in operation and working effectively. This mail goes into a 'Junk' folder that is cleared each 14 days. Persons should review this 'Junk' folder periodically to avoid erroneous automatic deletions. E-mail clients will

need to be SSL enabled in the near future or the mail will be rejected. Senator Clark mentioned that his e-mail 'Junk' file is actually called the "Spam" folder.

V. Announcements

A. Faculty Senate Leadership Council

1. President Spears announced that the council has met several times and once with the President's staff. They did have a detailed discussion on the Biosecurity budget and bonding authority.
2. The Compensation Task Force that was formed last year will continue in a modified version. The subcommittees on awards and tuition waivers will be moved into Faculty Affairs. The subcommittee that worked on the salaries component of the task force will be asked to continue for another two years to maintain continuity of faculty salary enhancements and address other salary issues. This committee will report to Faculty Senate Executive Committee.
3. Tuition increases for next year are planned for less than 10%.
4. The Leadership Council will be meeting with the Student Senate leadership later this week to address common issues. A follow-up meeting will be held with the Classified Senate leadership next month. Classified Senate's major issue is tuition waivers.

B. Kansas Board of Regents meeting

President Spears announced that the K-State administration has agreed to work with other Regent's universities to develop a broader base of support for tuition waivers or discounts. Senator Fallin mentioned that she believed all community colleges provided tuition waivers.

Dual enrollment will be another issue where instructors in the high schools would be required to meet the same academic credential requirements of community colleges instructors. There is also concern about the quality and comparability of these courses.

Senator Stewart mentioned that the Division of Continuing Education is working with Manhattan High School to develop concurrent courses. The instructor must be approved by the applicable university department and well as the curriculum must meet university standards.

C. Report from Student Senate  
Nothing to report.

D. Ombudsperson  
President Spears announced that Judy Woellhof, Human Resources, has been appointed to a three-year ombudsperson term.

E. Other  
Senator Hosni asked about budget projections and call-backs of SRO funds. President Spears said that although she does not have specifics, the state revenue is above projections. Also, the governor has assured the Board of Regents that SRO and restricted fees funds would not be targeted again for call-backs.

VI. Old Business - none

VII. New Business - none

VIII. For the Good of the University

Senator Nafziger discussed the first paycheck of the academic year and how it was changed from late August to September 13 this year. He asked if this was discussed with

leadership. It was first brought to President Spears a few days ago and she agreed to look at the paycheck timing issue with the administration.

President Spears announced that the State of the University Address will be September 24 from 3-5 at the Alumni Center Ballroom. She has asked the speakers to report on the future plans rather than the past year's accomplishments.

IX

Adjournment

p.m.

Senator Knapp moved to adjourn the meeting. The meeting was adjourned at 4:15