> **AGENDA**
> **Kansas State University Faculty Senate Meeting**
> **January 18, 2005   3:30 p.m. Big 12 Room, K-State Union**

I.   Call meeting to order

II.   Approval of minutes, December 14, 2004

III.   Reports from Standing Committees

  A. Academic Affairs Committee - Fred Fairchild

    1. Course and Curriculum Changes

       a. **Undergraduate Education**

        1. Approve undergraduate course and curriculum changes approved by the College of Human Ecology on March 8, 2004.

School of Family Studies and Human Services
          Page 221, KSU Undergraduate Catalog, 2002-2004
          DROP:
          Family Financial Planning
          Rationale: low enrollment

        2. Approve undergraduate course and curriculum changes approved by the College of Engineering on November 12, 2004:

Architectural Engineering program; Construction Science and Management program
          Program policy revisions:
          Effective: January 2005
          Description: The policy statements added stipulate that a letter grade of C or better is required for prerequisites of courses listed in both the Pre-professional program and the Professional program. See pages 1-3 of white sheets for additional information.

Civil Engineering:
          Curriculum changes:
          Change requirement:
          FROM: ENGL 200 Expo. Writing II* or Option Elective*** TO: Option Elective***
          Rationale: Brings CE curriculum in line with other engineering curricula.

          Civil Engineering Construction Option Changes. See page 4 of white sheets for details and rationale.

          Curriculum for Bachelor of Science in Civil Engineering.
          Changes to curriculum. See pages 5-6 of white sheets for details.

Computing and Information Sciences
          Course Changes:
          CIS 190   Undergraduate Seminar in Computing and Information
          CIS 208   C Language Laboratory to: CIS 308 C/C++ Language Laboratory
          CIS 450   Computer Architecture and Organization
          CIS 520   Operating Systems I
          CIS 540   Software Engineering Project I

          Curriculum Changes:

Information Systems Curriculum
Add CIS 308 to the curriculum. See page 11 of white sheets for details.

Computer Science Curriculum
Add CIS 308 to the curriculum. See page 11 of white sheets for details.

Changes in Curriculum in Computing and Information Sciences, Bachelor of Science in Information Systems. See pages 12-13 of white sheets for details.

Changes in Curriculum in Computing and Information Sciences, Bachelor of Science in Computer Science. See pages 14-15 of white sheets for details.

General Engineering
Course Changes:
Add DEN 130   Careers in Sciences and Engineering
Change DEN 275   Introduction to Personal and Professional Development to: DEN 325
Change DEN 300   Update course description to reflect changes in course content and actual semester course schedule.

Electrical and Computer Engineering
Course Changes:
Add EECE 015 New Student Assembly. See page 18 of white sheets for details.

Changes in curriculum in Electrical Engineering:
Add EECE -015   New Student Assembly. See page 19 of white sheets for details.

Changes in curriculum in Computer Engineering
Add EECE 015 New Student Assembly. See page 19 of white sheets for details.

Changes in curriculum in Electrical and Computer Engineering, Bachelor of Science in Electrical Engineering. See pages 20-21 of white sheets for details.

Changes in curriculum in Electrical and Computer Engineering, Bachelor of Science in Computer Engineering. See pages 22-23 of white sheets for details.

Industrial and Manufacturing Systems Engineering

DROP   Minor in Ergonomics
DROP   Minor in Operations Research
DROP   Minor in Engineering Management

Mechanical & Nuclear Engineering
Course Changes:
ME 400 Computer Applications in Mechanical Engineering
ME 512 Dynamics
ME 513 Thermodynamics I
ME 523 Thermodynamics II
ME 533 Machine Design I
ME 563 Machine Design II
ME 570 Control of Mechanical Systems I
NE 512 Principles of Radiation Detection to: NE 612 Principles of Radiation Detection
DROP   NE 500 Applied Engineering Analysis

Changes in curriculum for Bachelor of Science in Mechanical Engineering. See pages 41-42 of white pages for details.

3. Approve undergraduate course and curriculum changes approved by the College of Business and Administration on November 15, 2004:

Department of Marketing
Course Changes:
Move MKTG 542. Professional Selling and Sales Management from Major Field Elective to Major Field Requirement.

Replace Major Field Requirements (12hrs) with Major Field Requirements (15hrs). See pages 2-3 of white sheets for details.

Decrease Unrestricted Electives (6hrs) with Unrestricted Electives (3hrs). See pages 2-3 of white sheets for details.

4. Approve undergraduate course and curriculum changes approved by the College of College of Technology and Aviation on November 30, 2004:

Department of Arts, Sciences, and Business
DROP:
BUS 121   Human Relations in Organizations
COT 205   Photography
Math 015   Beginning Algebra
GIS 150   Introduction to GIS
GIS 250   Photogrammetry
GIS 252   Internship
GIS 300   Problems in GIS
GIS 350   Advanced Issues in GIS
GIS 355   Projects in GIS
GIS 451   Georeferencing
*See page 1 of white sheets for rationale.

COURSE CHANGES:
AVM 352   Powerplant Overhaul (3) II
ET 020   Engineering Technology Seminar To: <u>ETA 020</u> Engineering Technology Seminar. *See page 3 of white sheets for details.

b. **Graduate Education**

1. Approve graduate course and curriculum changes approved by Graduate Council December 7, 2004:

CHANGES**:**
AT 650 Apparel and Textiles Study Tour
AT 880 Physical Analysis of Textiles
EDCIP 720 ESL./Dual Language Methods
EDCIP 731 ESL/Dual Language Linguistics
EDCIP 740 Curriculum Materials for Dual Language Learners
EDCIP 742 ESL/Dual Language Assessment
EDCIP 745 ESL/Dual Language Elementary Practicum
EDCIP 746 ESL/Dual Language Secondary Practicum
EDEL 775 Readings in Elementary Education
EDEL 786 Topics in Elementary Education
EDEL 817 Reading Comprehension
EDEL 825 Creative Language Expression in the Elementary School
EDEL 845 Advanced Elementary School Reading
EDEL 899 Master's Thesis
FREN 718 The French Novel
GRSC 737 Baking Science II

ID 600 Interior Design Study Tour
ID 645 Senior Interior Design Studio II
ID 651 Designing Supportive Environments
ID 660 Advanced Kitchen and Bath Design
RRES 635 Methods of Environmental Interpretation

DROP:
AT 620 Textile Yarn and Fabrics
AT 730 Textile Conservation
AT 740 Apparel and Textile Self-Employment Strategies
AT 746 Textile Dyeing and Printing
AT 747 Textile Finishes
AT 775 Experimental Textiles
AT 825 Advanced Study in History of Apparel and Textiles
AT 841 Polymer Science
AT 865 Historic Costume and Textile Collection Management
AT 885 Chemical, Optical, and Spectroscopic Analysis of Textiles
AT 898 Master's Report
EDEL 600 Reading with Practicum
EDEL 849 Directed Professional Development/Elementary
PLPTH 800 Advanced Plant Physiology I
RRES 675 Dimensions of Recreational Behavior
RES 699 Parks and Recreation Administration II

ADD:
AT 720 Professional Advancement in Merchandising
AT 735 Promotional Strategies in Merchandising
AT 750 New Development in Textiles
AT 800 Textile Surface Design
AT 810 International Merchandise Management
AT 815 Financial Merchandising Implications
PHILO 646 Philosophy of Physics
PHILO 647 Philosophy of Biology
PHILO 648 Philosophy and the Origins of Ancient Science
PLPTH 916 Chromosome and Genome Laboratory
RRES 690 Parks and Recreation Administration

c. **General Education**
   1. Approve catalogue description changes to the following:
      SPAN 161 Spanish I
      SPAN 162 Spanish II
      SPAN 261 Spanish III
      SPAN 263 Spanish IV - Course number changed to SPAN 361 Spanish IV
      BIOCH 110 Biochemistry and Society

   2. Approve proposal for optional UGE equivalent - **ATTACHMENT 1**

2. Approve graduation list and additions to graduation lists.
   a. Approve additions to graduation lists:
      December 1999
      Michelle Dawn Carney – Human Ecology, BS in Interior Design

B. Faculty Affairs Committee - Roger Adams

C. Faculty Senate Committee on University Planning - Walter Schumm

D. Faculty Senate Committee on Technology - Tweed Ross

IV.   Announcements

    A. Faculty Senate Leadership Council   **ATTACHMENT 2**
    B. Kansas Board of Regents Meeting   **ATTACHMENT 3**
    C. Report from Student Senate
    D. Other

V.   Old Business

VI.   New Business
    1. Proposed change to Honor System Constitution – **ATTACHMENT 4**
    2. Proposed change to Honor System Bylaws – **ATTACHMENT 5**

VII.   For the Good of the University

VIII   Adjournment

Faculty Senate Leadership Council Report
December 2004
(Selected Items of Interest)

KU Proposal for Selective Admissions
As part of its NCA self-study, the University of Kansas has proposed exploring the possibility of increasing its admission requirements beyond those specified in the BOR Selective Admissions policy. No campus-wide discussion has occurred. Any change in admission policies would have to be approved by the BOR.

Legislative Forum
A Legislative Forum sponsored jointly by Faculty Senate and Classified Senate was held on Friday, December 17. Senator-Elect Reitz and Representative Carlin were both available for questions. The session was divided into two time periods, one focused on issues important to faculty/unclassified professionals and a second focused on issues relevant to classified staff. Approximately 35-40 individuals attended each session. Senator-Elect Reitz has asked the two senates to sponsor a second forum in late February.

Kansas Saves
A ten-week program on money management, developed jointly by Faculty Senate and Classified Senate, will be made available to classified staff members beginning January 10. Dr. Ester Maddux, Family Studies and Human Services, is providing the design and instruction for the program.

Performance Agreement/International Programs
Both these issues have been referred to FSCOUP. The first focuses on the development of a process by which faculty can be involved in developing the performance agreements negotiated with the Board of Regents. The second will examine international programs at peer institutions, exploring the administrative charges connected with Study Abroad. FSCOUP will also examine whether fund-raising for scholarships may compete with department efforts during Telefund.

Student Behavior
Several incidents have raised concerns with the extent to which faculty and graduate teaching assistants are aware of rules governing appropriate student behavior in the classroom as well as strategies for dealing with students whose behavior is not appropriate. It was recommended that a Faculty Affairs and Academic Affairs appoint a joint committee to explore the issue.

Pick-A-Prof
An examination of this web-site shows that grade distributions are available. About five years ago, this organization requested grade distributions by professor as part of the Freedom of Information Act. This report, which until that point had been produced each semester, was released. The decision was then made to stop producing the report. Since that time, no information has been released. The use of Pick-A-Prof is being discussed by Academic Affairs.

Compensation Taskforce
The Taskforce has forwarded two recommendations to Faculty Affairs. The first is to increase the size of salary increments tied to promotion from Assistant to Associate Professor (from 5% to 8%) and from Associate Professor to Professor (from 7.5% to 11%). The second is to explore creating a faculty rank above Professor.

Performance Audit Report
This report was released on December 13, 2004 and discussed in some detail at the December Board of Regents meeting. Through a comparison of data from Spring 1985 and Fall 2003 gathered from the Departments of English, Mathematics, and Political Science and College of Business and College of Education, the report drew a number of conclusions that have been picked up by the press. The first is that over this time period, faculty salaries increases have exceeded the inflation rate, ranging from 8% to 41% above the inflation rate, depending on the academic unit. A review of teaching loads led to the conclusion that teaching loads haven't changed much since 1985, but the number of hours faculty spend teaching and the number of students they taught were lower. Other analyses examined the use of graduate students to teach classes, graduate student salaries, and the policy on spoken English competency. A response pointing out the inappropriate comparisons made by the audit was forwarded to the BOR.

ATTACHMENT 3

SCOCAO/COCAO

Concurrent Enrollment: The policy that was endorsed is intended to apply only to college-level courses taught by high school teachers to high school students in a high school environment. Elements of the policy include: (1) instructors must have a masters degree including 18 credit hours in the discipline or use the final exam scored with the same rubric used for an on-campus course, (2) students must have an acceptable score on a standardized test chosen by the credit-granting institution, and (3) only 24 semester credit hours of concurrent enrollment courses can be accepted by the postsecondary institution. A final draft of the policy will be reviewed at the January SCOCOA meeting and then forwarded to the SCOP in February. Students' use of concurrent enrollment will be tracked through the Regents' Postsecondary Database. Faculty credentials will be added to this database in 2006.

COCOA approved new degree programs for the University of Kansas (B.S. degrees in Information Systems, Management, and Marketing) KUMC (Ph.D in Health Policy and Management), Wichita State University (B.A. in Athletic Training). and Pittsburg State University (B.A. in Music). COCOA also approved changes to the wording of the policy on Spoken English Language Competency. The change requires that the interview panel convened to assess spoken English competency of non-native speakers among new graduate students and faculty members must include at least one student.

BOR: Items Passed Under Consent Agenda

Approved degree granting for Laura and Alvin Siegal College of Judaic Studies. Approved M.S. in Clinical Psychology at Emporia State University and First Professional Degree in Physical Therapy at Wichita State University.

BOR: Items Considered Under Discussion Agenda

The ACCESS US proposal was approved, specifying additional marketing efforts, the development of learning modules on basic computer and internet skills, and allowing ITV and Telenet courses to be considered eligible and comparable to face-to-face courses for blended offerings. In addition, $100,000 will be set aside for scholarships (70%) and marketing (30%).

Housing fee adjustments submitted by the State Universities were approved. Increases ranged from 3.5 % at Wichita State University to 7.0% at Emporia State University. KSU requested an increase of 5.0%. BOR also approved the allocation of funds for rehabilitation and repair projects. KSU received a total of $5.67 M covering 18 specific projects.

OTHER:

Prior to the BOR meeting, the BOR met with the System Council of Presidents to discuss use of the NORED report. President Robinson recommended that the document be used as the basis for the development of a long-range plan for higher education. The COP recommended that the first three recommendations (all related to establishing financial goals that include a negotiated state allocation) be endorsed and then the remaining recommendations be considered within the framework of four categories: (1) coordination roles, (2) facilities funding, (3) financial aid, and (4) comparison data.

At the end of the BOR meeting there was considerable discussion surrounding the Legislative Post Audit Report entitled "Faculty Teaching Loads at Kansas Universities: A K-GOAL Audit of the Board of Regents." The report is available at www.kslegislature.org/postaudit/. The BOR has decided to submit a response to the audit, elements of which misrepresented faculty loads.

December 16, 2004

ATTACHMENT 4

Kansas State University Honor System

Constitution Change

In the Constitution, in Article I. #2, it should read: *To initiate the adjudication process and protect the due process rights of those involved*, all members of the academic community, both students and faculty, ~~are urged to~~ report violations of the Honor Pledge *to the Honor System Director.*

ARTICLE I. RESPONSIBILITIES

1. To administrate the Kansas State University Honor System.

ARTICLE II. REPORTING HONOR PLEDGE VIOLATIONS

1. Faculty and students report violations of the Honor Pledge to the Honor System Director by filling out the Honor System Violation Report form available at http://www.ksu.edu/honor.

2. If the Reporter is a faculty member, a meeting with the Alleged Violator could result in the issue being satisfactorily resolved prior to proceeding through the adjudication process.

~~2.~~ 3. The Director notifies the Alleged Violator(s) of the allegation and of the right to review the Violation Report and of the right to contest the allegation. *If appropriate or warranted, the Director or Associate Director arranges a meeting between the faculty member Reporter and the Alleged Violator to resolve the issue prior to proceeding through the adjudication process.* The Associate Director appoints a member of the *Honor Council or the* Honesty & Integrity Peer Educators (HIPE) to serve as an Advisor to the Alleged Violator during the adjudication process.

~~3.~~ 4. The Director moves the adjudication process to the Investigation stage when requested by the Violation Report or when the allegation is contested.

ARTICLE III. INVESTIGATING HONOR PLEDGE VIOLATIONS

1. When an Honor Pledge violation has proceeded to the investigation stage, the Director appoints two members of the Honor Council (one faculty and one student) to serve as Case Investigators. If the Alleged Violator is a graduate student, the student Case Investigator is a graduate student and the faculty Case Investigator is on graduate faculty.

2. The Director arranges a meeting between the Reporter and the Case Investigators to review the Violation Report and other relevant information to determine if it appears an Honor Pledge violation has occurred.

3. The Director arranges a meeting between the Case Investigators and any witness(es) (if relevant) in continuing the investigation.

4. The Director arranges a meeting between the Case Investigators and the Alleged Violator to determine whether the allegation appears to have merit.

5. The Case Investigators write a report to the Director which concludes whether there IS or IS NOT sufficient information to proceed to a hearing.
6. If the Case Investigators conclude that there IS NOT sufficient information to proceed to a hearing, the Director notifies the Alleged Violator and the Reporter.

7. The *student* Reporter may withdraw ~~the allegation~~ *from adjudication participation* at any time during the investigation process. *If that occurs, the Director decides whether the case should proceed to a hearing. The faculty member Reporter may withdraw the allegation at any time during the investigation process which would usually result in the case being terminated.*

~~7.~~ *8.* If the Case Investigators conclude that there IS sufficient information to proceed to a hearing, the Director informs the Alleged Violator and the Reporter and appoints an Honor Council Hearing Panel.

ARTICLE IV. HEARING PANELS

1. Membership

     a. The Honor System Director appoints the hearing panel and chair from the membership of the Honor Council.

b. Each panel has six members: five voting members and one non-voting chair.
c. The Director appoints the chair, alternating between a faculty member and a student member of the Honor Council.
d. Voting membership of hearing panels consists of three students and two faculty.
e. If the Alleged Violator is a graduate student, student members of the Hearing Panel are graduate students and faculty members are on graduate faculty.

2. Procedures for Hearing Panels

   a. Formal rules of evidence are not applied in hearing panels.
   b. The Hearing Panel Chair accepts for consideration all information that reasonable persons would accept as having probative value during hearing panel proceedings.

3. Conducting Hearing Panels

   a. Hearing Panels are normally convened within ten class days of the conclusion of the investigation.
   b. Those notified of the date, time, and place of the hearing are the Alleged Violator and the HIPE Advisor, the Reporter, the Case Investigators and any Witnesses.
   c. Students accused of a breach of the Honor Pledge defend themselves.
   d. Right of counsel is limited to an advisory capacity.
   e. Failure by the Alleged Violator to appear before the Hearing Panel neither halts nor interrupts the proceedings.
   f. Character witnesses and personal references are not permitted.
   g. The Hearing Panel Chair conducts the hearing according to established procedure.
   h. Majority vote determines whether the Hearing Panel finds that a breach of the Honor Pledge occurred.
   i. Honor Pledge violation cases requiring a hearing panel during the summer and inter-sessions may be tabled by the Director until the beginning of the subsequent fall or spring semester.

ARTICLE V. SANCTIONS

1. If an Honor Council hearing panel determines that a violation of the Honor Pledge occurred, it imposes or upholds the appropriate sanction and informs the Director. The Director then notifies in writing the Alleged Violator, the Reporter, the department Head or Chair, and (in the event the sanction is an XF) the respective dean(s) of the Hearing Panel decision. *If the Reporter is other than a faculty member, that person is only informed that the issue has been resolved.* If the Honor Council hearing panel determines that no violation of the Honor Pledge occurred, the Chair reports that outcome to the Director who notifies the previously named parties.

2. The standard sanction for an Honor Pledge violation shall be the assignment of an XF on the student's transcript. The XF grade denotes failure in the course due to academic dishonesty-- an Honor Pledge violation. The XF grade is changed to an F on the student's transcript upon completion of the Academic Integrity course, described at the Honor System web site http://www.ksu.edu/honor.

3. The Hearing Panel may deviate from the XF grade sanction and consider any of the following sanctions for violations of the Honor Pledge:

   a. A failing grade for the test or other academic work.
   b. A requirement to complete the Academic Integrity course prior to receiving a final grade in the class where the Honor Pledge occurred.
   c. Suspension from the University.
   d. Expulsion from the University.
   e. Other appropriate educational sanction such as community service.

ARTICLE VI. APPEALS

1. Appeals are to be based on substantial new information or procedural irregularities.
2. Appeals based on substantial new information must be presented to the Director within one year from the date of an Honor Council hearing panel decision.

3. Appeals based on procedural irregularities must be presented to the Director within 15 days of an Honor Council hearing panel decision.

4. The Director determines whether an appeal based on substantial new information or procedural irregularities has merit. If the appeal has merit, the Director appoints new Case Investigators and the adjudication process is repeated with a new Honor Council hearing panel.

ARTICLE VII. ANNUAL REVIEW

1. The Director and Associate Director annually review the Honor System Constitution and By-Laws adjudication procedures and when appropriate, present amendments to the Honor Council for consideration and approval.

2. The Honor System Director and Associate Director prepare an annual report of the previous year's Honor System activities at the beginning of fall semester and present it to the Provost, Faculty Senate, Student Senate, Graduate Student Council and Graduate Council.

3. The Honor Council Chair annually initiates and organizes the Honor Council's evaluation of the job performance of the Director and Associate Director and forwards that evaluation and recommendation to the Provost at the conclusion of spring semester.

ARTICLE VIII. REMOVAL FROM HONOR COUNCIL

1. The Honor Council may remove any member on grounds of malfeasance, misfeasance or nonfeasance in office by two-thirds vote of the membership.

2. The Honor Council may recommend that the Provost remove the Director or Associate Director on the grounds of malfeasance, misfeasance or nonfeasance in office by two-thirds vote of the membership.

ARTICLE IX. CONFLICT OF INTEREST

1. Members of the Honor Council involved in the adjudication procedures of a case, will immediately notify the Director of any conflicts of interest.