MINUTES
KSU Faculty Senate Meeting
Tuesday, May 8, 2007 3:30 pm
K-State Union, Big 12 Room


Proxies: Condia, Eiselein, Hoag, Lehew, Maes, Michie (after 4:00), Smith, Weninger (after 3:30)

Visitors: Al Cochran, and several international students also were in attendance

2:30 p.m. New Faculty Senator Orientation – all senators welcome
President Adams opened the meeting and welcomed all newly elected senators in attendance. He introduced incoming Faculty Senate President W. Franklin Spikes. Spikes shared his perspective of shared governance and the unique opportunities that are afforded to us at K-State. He encouraged senators to become familiar with the University Handbook as they undertake their work on the Senate. Spikes gave an overview of what senators can expect for the next year and highlighted resources that are available to senators.

Senator Fairchild, outgoing Chair of Faculty Senate Academic Affairs, reviewed the function of Academic Affairs. Course and curriculum issues are addressed in this committee.

Senator Cauble, Chair of Faculty Senate Faculty Affairs, welcomed senators. She reviewed the charge of Faculty Affairs and the practical results on the tasks and functions of Faculty Affairs. Two subcommittees serve within the structure of Faculty Affairs—Salaries and Fringe Benefits Committee and the University Handbook and Policy Committee.

Senator Herald explained the function of the Faculty Senate Committee on University Planning.

Senator North reviewed the challenges and opportunities dealt with on the Faculty Senate Committee on Technology.

3:00 p.m. Reception for Faculty Senators & presentation of certificates to retiring senators

3:30 p.m. Faculty Senate Meeting

1. President Adams called the meeting to order at 3:30. Certificates of appreciation were presented to outgoing Faculty Senators.

2. The April 10, 2007 minutes were approved as submitted.

3. Harv Townsend/Beth Unger – Data Classification Policy update — Item was removed from the agenda as Beth Unger was ill and unable to attend.

   Dr. Kiefer presented a brief update, in the form of a first reading, on the structure and progress of the creation of the University Honors Program. Under the current proposal, university honors classes would fulfill 7 of 15 credit hours. The remaining 8 hours will be designated by the College in which the student is enrolled.
5. Reports from Standing Committees

A. Academic Affairs Committee – Fred Fairchild
Fairchild requested approval of a change to the effective date for two courses that were previously approved by Faculty Senate. Two courses scheduled to be dropped (FSHS 524 and FSHS 546) had Fall 2007 listed as the effective date when it should have been Fall 2009. There was no objection to the change.

1. Course and Curriculum Changes
   a. Undergraduate Education
      1. Fairchild moved to approve the following course and curriculum changes approved by the College of Agriculture on March 6, 2007:

      **COURSE CHANGES**
      *Agricultural Economics*
      Add:
      AGEC 121 Honors Agricultural Economics and Agribusiness

      *Agricultural Technology Management*
      Change:
      ATM 545 Processing and Storage of Grains
      ATM 460 Internship in Agricultural Technology Management (For credit/no-credit only)

      Add:
      ATM 101 Introduction to Biological and Agricultural Engineering and Technology
      ATM 250 Chemical Application Systems
      ATM 251 Chemical Application Systems Laboratory
      ATM 455 Engines and Power Transfer

      Drop:
      ATM 500 Chemical Application Systems
      ATM 571 Mechanisms for Power and Materials Handling

      **General Agriculture**
      Change:
      GENAG 000 Honors Program Agriculture Scholars Program
      GENAG 295 Introduction to the Honors Program Scholarship and Discovery
      GENAG 395 Honors Project Research Topic Development
      GENAG 396 Honors Project Research Proposal and Research Methods
      GENAG 495 Agriculture Honors Seminar
      GENAG 515 Honors Presentation /Scholars Project

      Add:
      GENAG 260 Agricultural Construction
      GENAG 262 Agricultural Structures
      GENAG 264 Agricultural Power

      **CURRICULUM CHANGES**
      *Horticulture, Forestry, and Recreation Resources*

      Change:
      Horticulture Major Requirements - Options in Horticulture science, Fruit/vegetable, Greenhouse management, Landscape design, Landscape and turf management, and Nursey management.

      FROM: BIOL 210, General Botany
      TO: BIOL 198, Principles of Biology
Horticulture Major Requirements - Options in Golf course management and Horticultural therapy.

FROM: BIOL 210, General Botany or BIOL 198, Principles of Biology
TO: BIOL 198, Principles of Biology

RATIONALE: The Division of Biology will no longer be offering BIOL 210, General Botany, as of Fall 2007. As a result, on all curriculum options in the Horticulture major where BIOL 210 is listed as a requirement it must be replaced with BIOL 198. On all curriculum options where BIOL 210 is listed as an option to BIOL 198, BIOL 210 will be removed as a choice.

IMPACT: The Division of Biology has recommended this change.
EFFECTIVE DATE: Fall 2007

Animal Sciences & Industry
Change: Equine Science Certificate

FROM: Equine Science Certificate. This program enhances equine knowledge and job opportunities for K-State students. The certificate requires completion of 20 credit hours of select equine courses. For more information go to: www.asi.k-state.edu/equine

TO: Equine Science Certificate. This program enhances equine knowledge and job opportunities for K-State students. The certificate requires completion of ASI 521, Horse Science, and 17 credit hours of select equine courses. For more information go to www.asi.k-state.edu/equine.

RATIONALE: This change was made to ensure every student completing the certificate will have completed the capstone course to the program. This change will also allow the department to better assess the students within the program.

IMPACT: No impact on other departments.
EFFECTIVE DATE: Fall 2007

Biological and Agricultural Engineering
Change: Changes to the Agricultural Technology Management curriculum (see supplemental white sheets)

RATIONALE: To update curriculum to reflect ATM course name and number changes and more specifically define major course requirements.

IMPACT: No impact on other departments
EFFECTIVE DATE: Fall 2007

Motion carried.

2. Fairchild moved to approve the following course and curriculum changes approved by the College of Engineering on March 9, 2007:

COURSE CHANGES:
Biological & Agricultural Engineering
Add:
BAE 101 Introduction to Biological and Agricultural Engineering and Technology
BAE 131 Introductory Design for Biological and Agricultural Engineers
Drop:
BAE 200 Introduction to Biological and Agricultural Engineering and Technology

Computing and Information Sciences
Add:
CIS 530 Introduction to Artificial Intelligence
CIS 590 Special Topics in Computer Science

Industrial and Manufacturing Systems Engineering
Change:
IMSE 541 Statistical Quality Control

CURRICULUM CHANGES:
Computing and Information Sciences
Changes to the Bachelor of Science in Information Systems. Delete STAT 320 and add STAT 325.

Industrial and Manufacturing Systems Engineering
Changes to the Industrial Engineering Program:
● Drop Literature Elective Requirement (3 hours)
● Change Professional Electives from 6 to 9 hours. No change in total hours for the BSIE degree.
● Move STAT 510 and 511 from the Junior to Sophomore year. With this change, several other classes also changed semesters.

See white sheets for further detail.

A question was raised by Senator Donnelly about the Literature Elective requirement being dropped from the IMSE curriculum. Members of the English Department do not recall anyone being contacted about this change. There apparently is no paper or email trail found at this time to document that the appropriate notification was made to the English Department.

The original 5.A.1.a.2 motion on the floor from Senator Fairchild failed. Senator Schultz moved and Senator Aistrup seconded a reconsideration of the motion. It was moved for approval of the course and curriculum changes excluding the Industrial and Manufacturing Systems Engineering curriculum changes. The College of Engineering will be contacted to provide proof of contact with the Department of English. Action on the curriculum changes will be tabled for later action. Motion carried to approve the course and curriculum changes listed in 5.A.1.a.2 excluding the curriculum changes for the Department of Industrial and Manufacturing Systems Engineering.

3. Fairchild moved to approve the following course and curriculum changes approved by the College of Human Ecology on April 2, 2007:

COURSE CHANGES
Department of Apparel, Textiles, and Interior Design
Change:
ID 310 Construction Methods and Materials for Interior Design (change to prerequisites)
ID 345 Space and Activity Planning Interior Design Studio 4
ID 415 Computer-Aided Visual Communication in Interior Design (change to prerequisites)
ID 425 Space and Activity Planning II Interior Design Studio 5
ID 435 Building Systems for Interior Design (semester change and prerequisite change)
ID 445 Interior Design Contract Documents Studio Interior Design Studio 6
ID 499 Problems in Interior Design and Housing
ID 545 Senior Interior Design Studio 1 Interior Design Studio 7
Add:
ID 225 Interior Design Studio 1
ID 245 Interior Design Studio 2
ID 325 Interior Design Studio 3

Drop:
DSFN 201 Environmental Design Studio I
DSFN 202 Environmental Design Studio II
DSFN 203 Environmental Design Studio III
ID 315 Advanced Interior Design Graphics

Clarification by Senator DeLuccie: DSFN 201, 202, and 203 and ID 315 are being deleted from the College of Human Ecology’s program, but are being retained by the College of Architecture for use by their students.

CURRICULUM CHANGES

Department of Apparel, Textiles, and Interior Design
Page 217, Undergraduate Catalog
Changes to the Bachelor of Science in Interior Design:
- Professional Studies from 75 to 77 hours.
- Professional courses from 57 to 56 hours. Delete DSFN 201, DSFN 202, DSFN 203, ID 315. Add ID 225, ID 245, ID 325.
- Professional electives from 18 to 21 hours. (Professional Applications from 6 to 9 hours.)
- Studio Arts: Delete Art 205. Add Art 301.
- Unrestricted electives from 7-8 to 5-6 hours.

Motion carried.

4. Fairchild moved to approve the following course and curriculum changes approved by the College of Arts & Sciences on April 5, 2007:

COURSE CHANGES:
Dean of Arts & Sciences
Add:
DAS 198 Modern Combatives
DAS 590 Applied Nonviolence

Department of Art
Change:
ART 240 350 Drawing III

Department of Chemistry
Change:
CHM 200 Undergraduate Seminar in Chemistry Frontiers in Chemistry

Department of Modern Languages
Changes:
From: GRMN 521 Introduction to German Literature & GRMN 522 Introduction to German Literature II
To: GRMN 521-522 Introductory Topics in German Literature and Culture – Periods. (3)

Topics courses constitute a sequence of introductory period studies covering the chronological range of German literature from about 1750 to the present. Within these historical periods, the specific course contents will vary by semester and instructor.

GRMN 521. Introductory Topics in German Literature and Culture of the 18th and 19th century.
GRMN 522. Introductory Topics in German Literature and Culture of the 20th and 21st century.
GRMN 523 German Composition (change to course description)
GRMN 526 Business German (change to course description)
GRMN 527 Advanced German Conversation (change to course description)
GRMN 530 German Civilization  German Cultural Studies and History (change to course description)

Department of Music
Change:
MUSIC 232 236 Clarinet & Saxophone  Woodwind Techniques and Materials
MUSIC 233 238 High Brass Techniques and Materials
MUSIC 235 Percussion Techniques and Materials (credit hour change)
MUSIC 428 237 Advanced Double Reed and Flute  Woodwind Techniques and Materials
MUSIC 429 239 Advanced Brass Low Brass Techniques and Materials

Add:
MUSIC 112 University Chorus

Department of Women’s Studies
Change:
WOMST 590 Field Experience in Women’s Studies Practice and Theory

CURRICULUM CHANGES:
Dean of Arts & Sciences
Changes to the East Asian Studies Minor:
● Delete HIST 504, 507, 508, and 509 from the elective courses list.
● Add GEOG 331, 332, HIST 331, 332 and JAPAN 391 to the elective courses list.
● Add: The following topics courses may also be used as electives, depending on the specific topic and subject to the approval of the academic director of the East Asian Studies minor:
  ARCH 715: Theory of Design
  ART 695: Topics in Art History/Art of Japan
  EDCEP 786: Topics in Education
  ENGL 580: Selected World Literature
  HIST 598: Topics in Non-Western History
  POLSC 791: Topics in Political Science
Other courses may be used as electives, as authorized at the discretion of the director.

Rationale: This expanded list of elective courses brings the East Asian Studies minor up to date by including East Asian courses that have been created and approved since the original East Asian Studies curriculum was drawn up. It also makes it possible for us to count topics that sometimes address East Asian topics as electives whenever this is appropriate.

Department of Art
Page 101, undergraduate catalog
Changes to the Concentration Admission Procedure Review
● Delete: 2.75 GPA in foundation courses is required.
● Add to the foundation core the following: or, while proceeding with concentration admission requirements, enrollment in one second semester area of concentration course is allowed with permission of instructor.

Rationale: “Concentration Admission Review” was the originally approved title and should have been the reference to the pre-concentration requirement in the text as published. In the request for approval of the art department’s Concentration Admission Review (CAR), the work procedure should have not been utilized because the process is a review or assessment of a student’s progress and likelihood of success within an area of concentration. The word “review” directly addresses the intent of the requirement more effectively than “procedure” does. The display and review of student foundation art work is the only purpose of the CAR process and as such the reference to a 2.75 GPA is irrelevant.
See page 14 of white sheets for further detail.

Department of Chemistry
Pages 107-108, undergraduate catalog
Changes to the Chemistry and Chemical Science programs:
Three minor changes are proposed for both the Chemistry and Chemical Science programs. 1) Each program will now require that students enroll in CHM 200, a newly-instituted freshman seminar, designed to expose students to the variety of research being conducted within the Department. 2) We will change the entrance requirements (but not the content) of CHM 220 and rename it Honors Chemistry I. 3) We will change the name of CHM 250 to Honors Chemistry II. CHM 220 and CHM 250 are substantial additions to the University Honors Program in the College of Arts and Sciences.

See pages 15-16 of white sheets for details.

Department of Music
Changes to the Music Education curriculum to reflect the requirements from Secondary Education of the College of Education. (See attachment 1)

Motion carried.

b. Graduate Education: Fairchild moved to approve the following course and curriculum changes approved by the Graduate Council on March 6 & April 3, 2007:

COURSE CHANGES:
Changes: (College of A&S February 1, 2007 white sheets, College of Agriculture, March 6, 2007 white sheets; College of Architecture, Planning, & Design, February 22, 2007 white sheets; College of Engineering, March 9, 2007 white sheets; College of Education, February 27, 2007 white sheets)

Changes:
GEOG 830 Seminar in Rural Geography
POLSC 612 The Judicial Process
POLSC 619 Comparative Agricultural Politics and Policy
POLSC 623 South Asian Politics
POLSC 625 East Asian Politics
POLSC 629 Development Policy and Administration
POLSC 663 Political Thought: Since the Sixteenth Century
POLSC 671 Modern Political Thought
POLSC 672 Ideologies: Their Origins and Impact
POLSC 731 Comparative Civil-Military Relations
POLSC 742 International Conflict
AGRON 610 Biotechnology
PLPTH 610 Biotechnology
ARCH 700 Topics in History of the Designed Environment
ARCH 770 History of American Architecture and Allied Design I
ARCH 771 History of American Architecture and Allied Design II
ARCH 780 Development Analysis
ARCH 704 Topics in Environment and Behavior
ARCH 711 Topics in Architectural Design Methods
ARCH 716 Topics in Environmental Systems in Architecture
ARCH 735 Topics in Building Construction Systems in Architecture
ARCH 752 Topics in Structural Systems in Architecture
ARCH 820 Environment and Behavior
ARCH 805 Project Programming
ARCH 806 Architectural Design Studio VII
CURRICULUM CHANGES:

Add:

Graduate Certificate in Food Safety and Defense (College of Agriculture)

Change to the Master of Architecture admission requirement:
Students are normally admitted to Master of Architecture program as undergraduate students in the College of Architecture Planning and Design (CAPD); they then apply for admission to the graduate school in their fifth semester. Applicants to the graduate school for the M. ARCH degree must have completed ENG 200 for regular admission. Those who have not completed ENG 200 will be admitted provisionally and cannot take courses for graduate credit until they make up the deficiency. Information for prospective CAPD students is available in the Undergraduate Catalog and the college website.

RATIONALE: Although listed in the second semester of the second year, many students currently postpone taking ENG 200 until they have finished all other degree requirements. Graduate Students need to be proficient at writing.

Motion carried.


Motion carried.

2. Graduation additions – Fairchild moved to approve the following graduation additions:

December 2006
Rachel Elizabeth Mullet - Bachelor of Science, College of Arts & Sciences
Scott William Miller – Bachelor of Science, College of Arts & Sciences
Justin Hawley – Bachelor of Science, College of Arts & Sciences
Catherine Sue Roy – Bachelor of Science, College of Arts & Sciences

Motion carried.

3. CAPP Final Exam Proposal, second reading and vote – Attachment 2

This CAPP proposal creates a final examination period for classes that meet once a week prior to 5:00 p.m. Michie objected to any scheduled finals starting at 8:30 p.m. Hughey also expressed concerns on
behalf of the College of Education about the late time. Hosni expressed concern for students and faculty with small children. Fairchild called on Karen Pence to explain the rationale behind the changes. Pence explained how CAPP thoroughly examined the other options that have been suggested. For very specific reasons, many of those options simply wouldn’t work due to schedule conflicts. It was difficult for CAPP to weigh what was the least problematic solution. CAPP examined enrollment in the once a week classes and excluded classes like labs and seminars that would be unlikely to have conflicting finals. She presented overhead charts of courses and the numbers of students involved. CAPP opted to forward the schedule that would not have schedule conflicts. Senators pointed out that we have a policy for dealing with specific problems that could arise from schedule conflicts. Ransom moved that the Faculty Senate refer the issue back to Academic Affairs and thus on to CAPP. The main reason was due to the late time frame proposed. Motion carried. Pence will take this information back to CAPP members.

4. Honor & Integrity System Constitution changes- first reading – Attachment 3

Senator Fairchild explained that these changes are updates to the Honor and Integrity System Constitution to align it with the changes to the Bylaws that were approved last year. This was the first reading.

B. Faculty Affairs Committee – Betsy Cauble

1. Grievance Procedures Summary of Recommendations – Attachment 4

The document (Attachment 4) provides a summary of needed major changes to the grievance procedures. Some of these changes will require expenditure of funds and must be approved by university administration. Cauble explained the rationale and summary of procedural recommendations in Attachment 4.

C. Faculty Senate Committee on University Planning – Tom Herald

Herald explained that FSCOUP has been working on Appendix B (financial exigency.) Work continues on this appendix. Herald announced that the new chair of FSCOUP will be Roger Adams.

D. Faculty Senate Committee on Technology – Michael North

FSCOT met last week and spent 2 hours with Dr. Unger reviewing the Data Classification Policy. Implementation specifics were examined in detail. Assurances were provided that IT would be there to support unit implementation; the policy would not be “dropped on a desk.” Social Security numbers and other personal identity issues have the highest priority for protection. North is concerned about voting for the new policy at IRMC prior to Faculty Senate having the opportunity to receive full explanation. Outsourcing for student email is probably going to be moving to g-mail within the next year or so. Any transition in faculty email will not be determined as soon as the transition of student email. An editorial change to the language of EID policy clarified that all email information will be destroyed 180 days after an individual leaves the university and the EID becomes inactive.

6. Announcements

A. Presidential announcements--none
B. Faculty Senate Leadership Council—will meet tomorrow for a working lunch with College Deans and Provost Nellis to talk about institutional transformation.
C. Kansas Board of Regents Meeting – Attachment 5

Ransom asked for a brief description of the changes to the Regents retirement program. Spikes responded that there were a few main items.
1. A continuing examination of the consultants would be retained.
2. There are 52 places (plans) for voluntary contributions to retirement. There are plans with very few enrollees and a decision was made to maintain the plans, but no new enrollments will be allowed.
3. There was also a technical discussion of fund issues.
Spikes would be happy to talk with any individuals who would like to find out further details concerning this issue the retirement fund issue.

D. Report from Student Senate
Matt Wagner represented Student Senate. 1. The students are moving forward with the online textbook system. It will go online around July 1. 2. The Student Senate President of Virginia Tech called Wagner and discussed security issues that were not publicized in the aftermath of the tragedy. Wagner can forward an email to the faculty listserv further explaining this discussion.

7. New Business

A. Resolution regarding the Office of International Programs
A resolution was brought to the Executive Committee last Monday. Procedurally, any faculty member who signed the resolution last Monday can move that it be withdrawn. McCulloh moved to withdraw the resolution presented to the Executive Committee. A substitute resolution has been brought forth by some of the faculty members who signed the original resolution. The resolution was distributed (See Attachment 8). Donna Potts addressed the Senate with concerns about issues and perceived problems surrounding the Office of International Programs. The resolution requests more active involvement of the Faculty Senate in the evaluation of Dr. Ken Holland, head of the Office of International Programs. Adams clarified that Holland’s upcoming evaluation is the normal five year evaluation. Leitnaker asked what the normal input mechanism for these kinds of evaluation is. Adams responded that all persons supervised by that person have the opportunity to provide input. Those outside of the unit can respond to a broad-based opportunity to provide input. Adams noted that he and Spikes met with Provost Nellis last week as part of the normal schedule of meetings between the Faculty Senate President and the Provost. The sole topic of conversation was to communicate to the Provost that faculty were strongly expressing a desire to provide input on the upcoming evaluation. Provost Nellis assured Faculty Senate that the opportunity will be provided for multiple measures of evaluation for this office that serves a constituency dispersed among the entire university. Spooner encouraged Spikes to keep this as an issue that retains priority for faculty input. Carroll provided perspective as an individual who has served on an evaluation committee such as the one that will be constituted for the upcoming evaluation. She commented that the composition and wishes of the committee can be influential in including faculty input. Spikes assured senators that involvement of the Senate will be a priority. Faculty Senate engagement has already begun and will continue.

Spooner deferred to Amelia Asperin, a graduate student in the College of Human Ecology. International students are greatly concerned about Donna Davis and her status with the Office of International Programs. As they explored the issue, they were receiving a lot of feedback from around the campus with widespread concern about the way that the OIP was being administered. The international students are a small part of the overall mission of the OIP, but they feel faculty support of Dr. Potts resolution is very important.

A statement from Michie supported an investigation of the OIP.

A motion was made to support the resolution. Motion carried.

8. For the Good of the University—none.

9. President Adams adjourned the 2006-2007 Faculty Senate at 5:40 p.m.

10. President Spikes called to order the 2007-2008 Faculty Senate at 5:45 p.m.

11. Election of Faculty Senate President Elect
A. Vitae for Fred Fairchild – Attachment 6
Senator Hosni nominated Senator Fairchild for Faculty Senate President Elect. Adams moved to close nominations. Motion carried. Senator Fairchild was elected Faculty Senate President Elect.

12. Election of Faculty Senate Secretary
B. Vitae for Jennifer Gehrt – Attachment 7
Senator Hosni nominated Senator Gehrt for Faculty Senate Secretary. Ransom moved to close nominations and cast a unanimous ballot. Motion carried. Senator Gehrt was elected Faculty Senate Secretary.
13. Adjournment of the May 2007-2008 Faculty Senate meeting was at 5:57 p.m.

Respectfully submitted,

Alice Trussell,
Secretary

The next meeting of the Faculty Senate will be June 12, 2007. Starting time for the meetings for 2007-2008 will be 3:45 p.m.
<table>
<thead>
<tr>
<th>FROM</th>
<th>TO:</th>
</tr>
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<tbody>
<tr>
<td>136-139 credit hours required for graduation, depending on emphasis.</td>
<td>141-143 credit hours required for graduation, depending on emphasis.</td>
</tr>
<tr>
<td><strong>Basic requirements</strong></td>
<td><strong>Basic requirements</strong></td>
</tr>
<tr>
<td>ENGL 100 – Expository Writing I and ENGL 200 – Expository Writing II</td>
<td>ENGL 100 – Expository Writing I (or ENGL 110) 3</td>
</tr>
<tr>
<td>or ENGL 110 – English Honors Composition I and ENGL 125 – English Honors Composition II</td>
<td>ENGL 200 – Expository Writing II (or ENGL 125) 3</td>
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<tr>
<td>SPCH 106 – Public Speaking I</td>
<td>SPCH 106 – Public Speaking I 3</td>
</tr>
<tr>
<td>Any Department of English literature course (except ENGL 355 or 545) or Department of Modern Languages literature course</td>
<td>Any Department of English literature course (except ENGL 355 or 545) or Department of Modern Languages literature course 3</td>
</tr>
<tr>
<td>Any course offered in the Department of Philosophy (except PHILO 110 or PHILO 220) or SPCH 320 or SPCH 330 or SPCH 424 or any two courses in a modern language</td>
<td>Any course offered in the Department of Philosophy (except PHILO 110 or PHILO 320) or SPCH 300 or higher or any two courses in a modern language 3-10</td>
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<tr>
<td>Fine arts elective (fulfilled by courses in the major)</td>
<td>Fine arts elective (fulfilled by courses in the major) 3</td>
</tr>
<tr>
<td>PSYCH 110 General Psychology</td>
<td>Any course from the Department of History 3</td>
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<tr>
<td>Any course from the Department of History</td>
<td>International overlay recommended: ANTH 204; additional courses are available in ANTH, ECON, GEOG, HIST, POLSC, and SOCIO. See your advisor for approved courses. 3</td>
</tr>
<tr>
<td>Any additional social science course that addresses cultures outside the Western tradition (excludes those dealing primarily with the Greek, Roman, Western European, or North American experience)</td>
<td>Two courses from the natural sciences (one course must include a lab) 7</td>
</tr>
<tr>
<td>Two courses from the natural sciences (one course must include a lab)</td>
<td>MATH 100 College Algebra or higher level math course, or grade of C or better on Algebra CLEP test 3</td>
</tr>
<tr>
<td>MATH 100 College Algebra or higher level math course, or grade of C or better on Algebra CLEP test</td>
<td>STAT 325 Elements of Statistics or higher level Statistics course 3</td>
</tr>
<tr>
<td>STAT 320 Elements of Statistics or higher level Statistics course</td>
<td>FSHS 110 Introduction to Human Development 3</td>
</tr>
<tr>
<td>FSHS 110 Introduction to Human Development</td>
<td>Students must complete at least 18 hours of approved UGE courses (marked by ♦ in the catalog), one third (6 hours) of which must be at the 300-level or above. Courses may overlap with the Basic Requirements for the College of Arts and Sciences, as listed above. The 18 hours may not include music courses, or courses taken in the area of concentration. For specific music requirements, see the Music section of this catalog.</td>
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</table>

**RATIONALE:** The revised curriculum reflects the requirements from Secondary Education of the College of Education.
Proposal to Modify the Semester Final Examination Schedule and University Handbook Section F71
Approved by CAPP on December 13, 2006
Approved by Academic Affairs on March 6, 2007 with a minor modification and change to effective date

Change: Time period for Group Exams and Evening Course Exams
Change from: 7:00 p.m. – 8:50 p.m. on MTWU
Change to: 6:20 p.m. – 8:10 p.m. on MTWU

Add: Time period for courses that begin before 5:00 p.m. and meet only once a week
Add: 8:30 p.m. – 10:20 p.m. on MTWUF
(Courses meeting on Monday will be examined on Monday evening, courses meeting on Tuesday will be examined on Tuesday evening, etc.)

Rationale: Proposed changes will allow final examinations for courses that begin before 5:00 p.m. and meet only once a week to be scheduled during final examination week. Currently final examinations for these courses are scheduled on the last class meeting day prior to final examination week. Faculty have expressed concern that the current schedule eliminates a week of instructional time and contradicts the University Handbook (Section F70).

Effective Date: Fall 2008

Proposal to Modify the University Handbook, “Examinations – F71”


F71 Faculty members may not give the last examination at a time other than that published in the class schedule. The final examination may be given to an individual student under special circumstances at another time during final examinations. In particular, students who have more than two examinations scheduled in a 24-clock hour period (a 24-hour period starting at any time) or who have conflicting examination times may petition the instructor(s) of the highest numbered course(s) and schedule an alternate time for taking the final examination(s) at some other time during final examinations. If a student is unable to arrange the necessary rescheduling through the instructors involved, then the academic dean will resolve the overload problem, if all the scheduled examinations are within the same college. If the examinations in question are within the jurisdiction of different colleges, decisions regarding rescheduling shall be made by the university provost.

Rationale: The proposed changes in the Final Examination Schedule may cause exam schedule conflicts for day courses that meet once weekly. This change indicates how to resolve those conflicts.

Effective Date: Fall 2008
March 5, 2007

I am submitting, for approval by Faculty and Student Senate the following changes to the Constitution of the Kansas State University Honor System.

1. During the past year efforts have been made to address the confusion between the Honor System and the University Honors Program. In order to alleviate some of the confusion I am recommending that the name of the Honor System be changed to the Honor & Integrity System. The proposed name change has been inserted into the constitution found below and upon approval will be changed in the Investigation and Adjudication Procedures posted on the Honor System Website.

2. As a result of the recent revisions to the Investigation and Adjudication Procedures, two articles were left out of the new procedures formerly known as the Bylaws. These changes were not related to the investigation process and were not included in the new document. However, due to the significance of the articles they need to remain as a part of the constitution. Therefore I submit for your approval Articles X and XI listed below. Please note that these were previously approved by both Faculty and Student Senate as a part of the By-Laws.

3. As per the request of Faculty Senate, I have established Article XII governing the review process for the Constitution and Investigation and Adjudication process.

Each of these changes has been approved by the Honor Council by at least a ¾ majority vote.

Thank you,

David S. Allen
Director, KSU Honor System
We, the undergraduate and graduate students and faculty of Kansas State University, in order to conduct our academic endeavors under high standards of individual responsibility, thereby promoting personal honor and integrity, set forth this constitution of the Honor & Integrity System.

ARTICLE I. ROLE/PURPOSE

1. The Honor & Integrity System is intended to contribute to an environment at Kansas State University that fosters academic honesty and integrity.

2. All members of the academic community, both students and faculty, are urged to report violations of the honor pledge.

3. The honor pledge statement: On all assignments, examinations, or other course work undertaken by students, the following pledge is implied, whether or not it is stated: "On my honor, as a student, I have neither given nor received unauthorized aid on this academic work."

4. The K-State Honor & Integrity System specifies how alleged violations of the honor pledge are adjudicated by the Honor Council.

5. The Honor Council employs the Faculty Senate definitions for academic dishonesty in interpreting and applying this Honor & Integrity System.

6. Grading disputes and non-academic, behavior-related issues are handled elsewhere by existing K-State systems.

7. Breaches of faculty honesty and integrity are covered by existing university policies that are published in the Faculty Handbook.

ARTICLE II. SELECTION OF HONOR COUNCIL MEMBERS

1. The Honor Council includes faculty and undergraduate students from each of the following colleges: Agriculture, Architecture Planning and Design, Arts and Sciences, Business Administration, Education, Engineering, Human Ecology, Technology and Aviation. Each college is represented by two student and two faculty members, with the exception of the College of Arts and Sciences, which is represented by three students and three faculty members, and the College of Technology and Aviation, which is represented by four students and four faculty members. In addition, the dean of student life will appoint three staff members and the associate Provost for diversity will appoint three students at large to serve on the Honor Council. Ten graduate students will be appointed at large by the graduate student council president upon the recommendation of the Graduate Student Council.

2. Undergraduate student members:
   A. Undergraduate students are nominated to the Honor Council by the student body president.
   B. Student nominees must have completed two semesters at Kansas State University, be in good academic standing and be enrolled in a minimum of 6 credit hours.
   C. Diversity may be a consideration in appointing members.
   D. The student body president nominates student members from each of the previously mentioned colleges.
   E. All nominations are subject to approval by Student Senate.
   F. The student body president forwards the names of nominees to the Provost, who ensures eligibility.

3. Graduate student members:
   A. Graduate student nominees must be currently enrolled and in good academic standing.
   B. Diversity may be a consideration in appointing members.
C. Graduate student nominees are forwarded to the Provost who ensures eligibility

4. Faculty Members:
   A. Faculty apply for membership to their respective dean.
   B. Deans' nominations are forwarded to the Provost and the president of the Faculty Senate who jointly approve members from each college.
   C. Diversity may be a consideration in appointing members.
   D. All appointments are subject to approval by Faculty Senate.

ARTICLE III. DUTIES OF HONOR COUNCIL MEMBERS

1. Attend scheduled meetings of the Honor Council.
2. Communicate and promote the Honor & Integrity System to the Kansas State University community.
3. Advise students and faculty who report violations of the honor pledge.
4. Serve as neutral investigators of alleged honor pledge violations.
5. Serve as panel members during hearings of alleged honor pledge violations.
6. If elected, serve as Chair or vice-Chair of the Honor Council.

ARTICLE IV. HONOR COUNCIL TERM OF OFFICE

1. Members' terms are two years, except for initial appointments, which are divided equally between one-year and two-year terms.
2. Members' terms begin at the end of the spring semester and end at the conclusion of the spring semester of the final year of their appointment.
3. No member of the Honor Council may serve two consecutive full terms.
4. Members participate in a training process developed by the Director of the Honor & Integrity System.
5. If members resign or are removed from office, replacement appointments are made by the respective entity for the remaining portions of their terms.

ARTICLE V. REMOVAL FROM HONOR COUNCIL

Members are subject to removal from office pursuant to the procedures and grounds for removal in the bylaws.

The Honor Council may remove any member on grounds of malfeasance, misfeasance or nonfeasance in office by two-thirds vote of the membership. Positions on the Honor Council that are unfilled at the time of a vote are not considered part of the membership.

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 VI. OFFICERS OF THE HONOR COUNCIL

1. Chair
   A. The Chair is chosen annually from the membership of the Honor Council by majority vote.
   B. The Chair presides at meetings of the Honor Council and serves in a parliamentary role.
   C. The Chair, with the assistance of the Honor Council, annually evaluates the performance of the Honor & Integrity System Director and forwards the evaluation and a recommendation to the Provost.
   D. If the Honor & Integrity System Director has a conflict of interest in an alleged violation, the Honor Council Chair serves in the role of Honor & Integrity System Director for that case.

2. Vice Chair
   A. The vice Chair is chosen annually from the membership of the Honor Council by majority vote.
   B. The vice Chair performs the duties of the Chair when the Chair is unable to do so.

3. Director
   A. The Director of the Honor & Integrity System is appointed by the Provost to oversee the Honor Council.
   B. Director's responsibilities:
      1. Communicate and promote the Honor & Integrity System to the Kansas State University community.
      2. Receive alleged violations of the Honor & Integrity System.
      3. Determine whether alleged violations should proceed to a hearing panel.
      4. Select investigators, panels for hearings and appeals, and panel Chairs.
      5. Provide the equipment and technical assistance for recording hearings.
      6. Record findings of the hearing and appeal panels.
7. Maintain the records of all Honor Council proceedings.
8. Review Honor & Integrity System policies and report annually to the Provost, Faculty Senate and Student Senate.
10. Develop and conduct a training program for members of the Honor Council.

ARTICLE VII. EX-OFFICIO MEMBERS OF THE HONOR COUNCIL

1. The Provost and the dean of student life, or their representatives, may serve an advisory role at Honor Council meetings.
2. The Director of the Honor & Integrity System and staff members of the Honor Council have speaking rights during Honor Council meetings.

ARTICLE VIII. STUDENT RIGHTS

Students’ rights are enumerated under Article XII of the K-State Student Governing Association constitution.

ARTICLE IX. CONSTITUTIONAL AMENDMENTS

1. Amendments to this constitution may be proposed by any member of the faculty, undergraduate or graduate student at Kansas State University.
2. All amendments must be approved by 3/4 vote of the Honor Council selected and qualified.
3. All amendments are subject to approval by Faculty Senate and Student Senate.

ARTICLE X. BYLAW REVISIONS

Art. X. Bylaw revisions must be approved by a 2/3 vote of the total Honor Council selected and qualified.

ARTICLE X: ANNUAL REVIEW

The Director and Associate Director annually review the Honor & Integrity System Constitution and Investigation and Adjudication Procedures and when appropriate, present amendments to the Honor Council for consideration and approval. Amendments to the Honor & Integrity System Constitution must then be approved by Faculty Senate, Graduate Council, and Student Senate. Changes in the Investigation and Adjudication Procedures must be reviewed at five-year intervals by Student Senate and Faculty Senate as specified in Article XI of the Constitution.

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

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

ARTICLE XI: INVESTIGATION AND ADJUDICATION PROCEDURES

Upon adoption by the Faculty Senate and Student Senate, the Investigation and Adjudication Procedures shall be subject to periodic review by Faculty Senate, Graduate Council, Graduate Student Council, and Student Senate, at 5 year intervals beginning in 2005. Interim revisions to the Investigation and Adjudication Procedures may be made upon approval by, a 2/3 vote of the Honor Council, and the Provost. The Investigation and Adjudication Procedures must be posted at the Honor & Integrity System website (http://www.ksu.edu/honor) and updated regularly.

• Excludes the School of Veterinary Medicine
University Handbook, Appendix G
- Reorganized to reflect chronological order of the process. Begins with Administrative Appeals
- Definitions included
- Include Open Meetings Act Language

General Grievance Board (GGB)
- Eliminate GGB
- Retain General Grievance Chair
  - Reviews and determines appropriateness of complaints for grievance hearings
  - Select Hearing Panels in similar manner to Appendix M
  - Clarify University’s expectations for service on Appendix G hearing panels…much like Appendix M language
- Security Issues
  - Security present at hearing as in Appendix M
  - Informs Campus Police that a grievance hearing is taking place
- President of Faculty Senate or his/her Appointee from Faculty Senate Leadership Manages Witnesses

Language Changes
- General Grievance Board Policy becomes General Grievance Policy
- General Grievance Board Chair becomes General Grievance Chair
- Hearing Panel is consistently used for panel that hears grievance.
- Hearing Panel Chair becomes Presiding Officer
- Faculty Advocate becomes Representative (Note: This language is used for both faculty and unclassified staff grievances.)
- All Time Designations are Work Day

Grievant Representatives
- Grievants may use whomever they wish for support and consultation during this process. However, they must designate one individual as the official representative who may speak during the Grievance Hearing. At a closed hearing, grievants may have one additional support individual (may be an attorney) who may not speak. At an open hearing, anyone may attend

Administrative Appeals
- A complainant may designate one individual to serve as a representative for the purposes of preparation of an appeal. This person may be someone other than the ombudsperson.
- The representative may accompany the complainant to meetings with administration.

Appointment of a Local Attorney
- Advises General Grievance Chair
- Assists with Just-in-Time Training for Hearing Panels and all other grievance participants
- Advises Hearing Panel
  - Is present for hearing
- Suggest that Attorney be Hired on Retainer
• “Just in Time” Training for Hearing Panel Members
  o University Attorneys determine information and procedure for the training. The committee suggests that an online program would be the most efficient.
  o Occurs immediately before grievance hearing is held
  o May include an University Attorney or staff member and past members and chair of previous hearing panels
  o All parties involved in grievance receive same training

• A Written Transcript of the Hearing
  o Administration with the Grievance Chair assures that a written transcript of the hearing be created
  o Suggest using a Court Reporter or Professional Transcriptionist

• Management and Staffing of Grievance Hearings
  o Work with administration to include the set of procedures for the management of grievance hearings on the web page
  o Some suggested changes in University Handbook also reflect these changes
  o Administration and Faculty Affairs work together to assure web page time lines and directions for Administrative Appeals and Grievance Hearings are in compliance with University Handbook Appendix G.
The Council of Faculty Senate Presidents met on April 18th and continued to work on draft language to present to the Board of Regents concerning a board policy statement about the evaluation of teaching. The Board of Regents met on April 18th to consider issues generally related to community colleges and technical colleges in Kansas. On Thursday the Board approved a Bachelor of Integrated Studies at Pittsburg State University and the academic calendar for Emporia State. It also approved several matters related to the Regents’ retirement program and approved an agreement between the University of Kansas and KAPE as representative of graduate teaching assistants at KU. Campus reports were given by the President of Wichita State University and the President of Pittsburgh State University. The most recent group of national scholarship winners from K-State and KU were introduced to the Board.
Professor Fairchild was graduated from Arkansas City (Kansas) High School (1958), and Arkansas City Junior College (1960). He earned a B.S. in Architectural Engineering (1963), and a M. S. in Milling Technology (1964), both from Kansas State University.

A licensed Professional Engineer, Professor Fairchild spent 30 years in the grain and food processing industries in engineering, production and administrative positions. Prior to coming to Kansas State, he was Vice President of Engineering for Todd & Sargent, Ames, Iowa, a major builder of grain processing facilities.

He joined the Department of Grain Science and Industry in 1994 as an Associate Professor and was promoted to full Professor with tenure in 2000. He teaches 4 different classes, advises students, and is the Teaching Coordinator for the department’s 3 undergraduate degree programs. Additionally, he is the project manager for the construction of a new $65 million 5-building complex for the Grain Science Department.

A university Faculty Senator for 6 years, he is currently in his second term as Chair of the Academic Affairs Committee. He serves on numerous university, college, department, and outside committees and organizations. A listing of these is at the end of this document.

Active in the American Feed Industry Association, he represents Kansas State University. He is a respected speaker, author and consultant to the grain processing industry and has traveled extensively both domestically and internationally. He has authored numerous book chapters in grain processing and related subjects, and has regular columns in trade journals.

Fairchild was elected a NACTA Teacher Fellow in 1999. He is past president of ETA Chapter of Gamma Sigma Delta, the Honor Society of Agriculture, and currently President of the KSU chapter of Phi Kappa Phi National Honor Society.
CURRENT COMMITTEES/ORGANIZATIONS/ASSIGNMENTS

University:
Faculty Senator (FS)
FS Academic Affairs Committee, Chair 2004-2005 and 2006-2007
Committee on Academic Policies and Procedures (CAPP)
Provost’s Department of Continuing Education (DCE) Advisory Committee
Entrepreneurial Curriculum Task Force
Undergraduate Electronic Catalog Committee
2006 Target of Excellence Proposals Review Committee
Phi Kappa Phi National Honorary, KSU Chapter, President 2006-2007

College of Agriculture:
Course and Curriculum Committee
Teaching Coordinators
Gamma Sigma Delta Executive Committee, Secretary 2001-2003, President 2003-2004
Gamma Sigma Delta, Department Representative
Placement Contact, Feed Science
Faculty Senators Caucus
College Committee on Planning (CCOP)

Department:
Undergraduate Teaching Coordinator
Undergraduate Curriculum Committee, Chair
Undergraduate Recruiting Committee, Chair
Student Advisor, Feed Science and Management
Summer Internship Coordinator
Scholarship Committee
New Complex Project Manager
DCE testing mentor

Industry:
KSU Feed Science Advisory Board, Secretary
KSU Representative, American Feed Industry Association (AFIA)
AFIA Manufacturing Committee
AFIA Feed Manufacturing Hall of Fame Committee

Other:
North American Teachers and Colleges of Agriculture (NACTA)
Teaching Awards Committee
USDA Small Business Innovation Research Program, Proposal Reviewer
Jennifer Gehrt  
Faculty Senate Secretary Candidate, 2007-2008  

Professional Experience  
Director, LASER Project (Financial & Student Information System Implementation), Office of Vice President for Administration & Finance, June 2004--present  
Associate Director, Division of Human Resources, KSU, July 1996—May 2004  
Interim Associate Director of Budget, KSU, June 2002—June 2003  
Assistant Director, HR Payroll and Operations, KSU, February 1993—June 1996  
Manager, Benefits Counseling & Communications, KSU, July 1991—February 1993  
Acting Assistant Director of Personnel Services, KSU, January 1989—June 1989  
Manager, Employee Benefits & Records, KSU, October 1986—June 1991  
Manager, Employee Benefits, KSU, April 1982—September 1986  

Professional Memberships and Activities  
Oracle Customer Advisory Board, Student System  
CUPA-HR, College and University Professional Association for Human Resources  
National Conference presentation, 2003; Benefits Track Coordinator, Midwest Regional Conference, 1994; Midwest Regional Conference presentation, 1993  
National Association of College and University Business Officers  

University Service  
Faculty Senate, General University Senator, 2000-2006; Secretary, Faculty Senate 2001-2006  
Salary Committee, 2006-present; subcommittee on Unclassified Salaries, 2006-present  
Compensation Task Force, Subcommittee on Salaries & Benefits, 2003-2006  
Changing Lives Campaign Committee member, 2006  
Council of Data Resource Stewards, 2003-present  
Chair, Classified Performance Review Work Group, 2003-2004  
Project Manager, Research & Extension Planning, Information, & Documentation System, 2002-2004  
LASER Project, Financials & Accounting Functional Team, 2003-2004  
Search Process Working Group, Sept. 2001-2004  
Document Imaging System Project Team, 2001-2002  
Service Request System Team, 2001  
Faculty Salaries and Fringe Benefits Committee, 1998-2001  
Regents Advisory Committee on Retirement and Benefits, 1990-2004  
Unclassified Non-Faculty Women’s Equity Issues Subcommittee, 2000-2001  
Task Force on the Constitution and By-Laws of Faculty Senate, 2001-2002  
Education and Policy Promotion Subcommittee of IRMC, 1997-2001  
Team Leader for HRIS/PeopleSoft Implementation and Upgrades, 1994-present  
Provost’s University Infrastructure-Salaries Taskforce Team, 1993-1994  
KSU United Way Coordinating Committee, 1992-1994  

Education  
BS, Business Administration, Major: Accounting, Kansas State University, 1984  
Certified Employee Benefits Specialist, Wharton School, University of Pennsylvania, 1999  

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RESOLUTION 05/08/07
IN SUPPORT OF INCREASING FACULTY SENATE’S ROLE
IN EVALUATING DR KENNETH HOLLAND
By Donna Potts

WHEREAS, the services of the Office of International Programs are critical to KSU’s faculty, staff, and students;

WHEREAS, there have been a number of concerns expressed by faculty, staff, and students about the operations of the Office of International Programs;

BE IT RESOLVED THAT:

Faculty Senate be given a greater role in the upcoming evaluation of Dr Ken Holland, allowing for more substantive contributions from faculty, staff and students who have expressed their concerns with OIP. Upon passage, a copy of this resolution shall be sent to K-State President Jon Wefald, Provost Duane Nellis, Associate Provost of International Programs Kenneth Holland, Administrative Director of Office of International Programs Kristine Young.

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