

MINUTES
KSU Faculty Senate Meeting
Tuesday, October 10, 2023, 3:30 pm
K-State Student Union, Big 12 room
Zoom ID: 149 712 846; <https://ksu.zoom.us/j/149712846>

Present: Adams (Paige), Alford, Bahadori, Baird, Bennett, Berney, Berumen, Bilgili, Bishop, Blair, Blake, Blevins, Cassel, Craghead, Crawford, Crowell, Cunningham, DeRouche, Disberger, Douthit, Durtschi, Erickson, Falcone, Ferraro, Gates, Genereux, Glymour, Gott, Hay McCammant, Higgins, Hiller, Jackson, Johnson, Jones (Cassie), Jones (Chris), Kastner, Keen, Kempton, Kiss, Kliewer, Kohl, Korten, Kouba, Kramer, Launius, Leimkuehler, Luly, Lyon, Martinez (Yelland), Maseberg-Tomlinson, Mason, McCulloch, Moody, Moorberg, Nasser, Noll, Nutsch, Oetken, Olds, Olson, Prakash, Rundus, Saucier, Scott-Hall, Sexton-Bowser, Shappee, Smith, Stroot, Sullivan (Bowen), Thomas, Thompson, Van Nest, Vardiman, Vipham, Von Bergen, Wanklyn, Wefald, Wilken, Young, and Zecha

Absent: Aakeroy, Baker, Brusk, Caldas, Clews, Curnutt, Finkeldei, Gabbard, Higginbotham, Krysko, Paulk, Raine, Rys, Schermerhorn, Scott, Smith Caldas, Stout, Wigfall,

Proxies: Adams (Rebecca), Adams (Roger), Anderson, Craghead (after 4:10 pm), Cunningham (after 4 pm), Hohenbary, Kohn, Liang, Perez, Rubin, Tatonetti, Warren,

Guests/Visitors: Kelley Brundage, Alfred Cochran, Tara Coleman, Maggi Denton, Gayle Doll, Bronwyn Fees, Justin Frederick, Tanya González, Jared Meitler, Camilla Roberts, Charlotte Self, Chuck Taber, Kristin Waller, and Justin Wild

Parliamentarian: Daniel Ireton

1. President Von Bergen called the meeting to order at 3:30 pm and played the Land Acknowledgment video.
2. Provost Taber
Conversation Topics: Continuity Plans for transition to new provost; RCM in connection with interdisciplinary work; budget model review; tenured/tenure-track workload policy draft

President Von Bergen welcomed the provost to his second to last meeting with Faculty Senate.

Transition plans to the interim provost, Dr. Debbie Mercer, will begin on January 7th. She has begun to meet with the Provost and will continue to overlap for six weeks prior to his departure.

There will be a Budget Model Refresh, the focus will be to create support for interdisciplinary work within RCM models. Part of that will be a clear tuition split between departments and they will be clearer about the use of strategic investment funds. They will also provide tools to support interdisciplinary work. They hope to have a tool that models out and simulates interdisciplinary revenue and program development. Clear templates will be adopted and on the research side they plan on having research as part of the model. Part of that is rewarding interdisciplinary research efforts.

The budget model review process would be better discussed by Ethan Erickson and there have been discussions about working with an RFP.

The most recent draft of the proposed Workload Policy is in response to a lot of good feedback from faculty. As an R1 university the work of faculty looks different in different parts of the university. The

Workload Policy needs to address different types of work. A baseline policy will be set up at a university level with the understanding that it will apply for some but not to others.

Discussion:

There was a request for further clarification of what constitutes a “mission critical” program. The provost shared that in his opinion our programs exist because of their importance to the university mission. He, and other provosts, provided to the board their university missions and how each program relates to that mission, versus just a list of “mission critical” programs that was originally requested by KBOR. They also presented categories of mission criticality, connected to workforce needs and economic development and provided information on how programs provide support and education opportunities for the state.

The provost was also asked to address the equity of the language in the workload policy and if it provided the opportunity for each college to describe how their workload might differ from that of other departments. The provost shared with the senate that once the baseline is established there would be opportunity for each college/department to address their unique circumstances. There was also a request for clarification about the policy with regard to the difference between twelve- or nine-month appointments. The provost mentioned that for colleges with a wide range of appointments it is possible for them to accommodate the language in order to better describe the workload of their faculty.

What will the level be of approval by the provost office of approvals at the college level. The Provost assured the senate that a meaningful evaluation would take place in order to give weight to the local experience and understanding that colleges and departments have in those areas.

He also wanted to highlight that one of the benefits that we will reap from having a workload policy in place, once this is fully developed and finished, is that it will help us to deal with equity issues and can help us understand areas where we can improve with regard to having equitable work for our faculty.

3. Dispute Resolution and Honor and Integrity System Reports

A. Office of Institutional Equity report (Justin Frederick) – **Attachment 1**

The OIE will continue to increase outreach and reporting options. It was highlighted that discrimination based on sex and disability were the highest case types during the red zone, which is in September and then again in February, and early March, when students return. Areas of discrimination based on sex and disability, with sexual harassment, are the highest reported. Stalking and sexual assault continue to be the highest areas related to violence against women. Overall, all numbers were up this year, they are doubling their reports due to their outreach efforts. Many anonymous reports make it difficult to reach out.

Discussion: There was some conversation about data included in the report and what could perhaps be included in future reports. Such as breaking down the increase of reports and outcomes. It was shared that sometimes people just want to keep that report on file and not necessarily move forward.

B. Employee Relations and Engagement report (Justin Wild/Maggi Denton) – **Attachment 2**

ERE provides anonymous guidance, coaching, intervention, mediation, and consultation of policy to all K-State employees. All activities and conversations are privileged information, and the scope of their work includes concern reports, accommodation requests, training and team engagement which includes one on one meetings with each team member with the goal of strengthening team members for team building activities.

C. Ombudsperson report (Tara Coleman/Jared Meitler) – **Attachment 3**

Meitler shared that the ombudspersons are impartial to faculty and staff; they provide a listening ear and provide university resources, as well at times facilitate communication. Teaching load equity was a topic that was brought up regularly. Lack of leadership skills was also a big concern at the department head level. Additional training was suggested in areas of empathetic listening, conducting objective evaluations, and conflict management. They would like to continue informing faculty/staff about what an ombuds is and does along with the possibility of establishing a centralized ombudsperson in the future. He thanked outgoing ombudsperson, Anne Phillips, for her service in this role and welcomed Alfred Cochran, who began his term as an ombudsperson with the start of this academic year.

Discussion: It was asked if the inequities reported were primarily within a department or as a college. Tara Coleman clarified that it was mostly nine-month and tenured faculty, both at the department and college level. This general information is shared with the provost, but not details so as to protect anonymity of those speaking with the ombudspersons. People are certainly encouraged to share within their department head because there is not a metric on how workloads are counted, and they have no specific recommendations to make because, as touched on earlier, each college is so different.

A senator wanted clarification on the reporting process. Tara clarified the ombuds either provides a sounding board or guidance based on policy and can gather information anonymously but does not investigate the issues that are shared with them. Ultimately, the ombudsperson does a lot of anonymous work across campuses about the concerns that are shared with them. They recommend ones visit with their department head, and on up the chain as needed. If people feel like they are not being heard, then they suggest they discuss with the provost.

D. Honor & Integrity System report (Camilla Roberts) – **Attachment 4**

Roberts highlighted overall numbers, which are tracking more now like pre-covid numbers, with 138 honor pledge violations representing 185 students (174 unique individuals). The honor council heard a total of 30 hearings, 24 from case review, and six additional sanctioning hearings. Of the 36 students who contested, 16 were found responsible, 10 were found not responsible, and 10 cases were dropped by the professor. The cases range from freshman all the way to senior and more graduate cases this year. Demographic information was provided from the Reporters College. Dr. Roberts encouraged each college to review the information and request a more in-depth report if interested.

The top two violations were unauthorized collaboration and plagiarism. They did see a couple of ChatGPT cases from last year, however, they believe the majority of the cases reported so far this year involve AI. There is no valuable tool for detecting AI replication. The suggestion is that professors check students' proficiency in the ability to do the work rather than assigning busy work. Due to restructuring the Honor and Integrity System is now under the Office of Student Support and Accountability.

E. General Grievance report – **Attachment 5**

President Von Bergen shared this brief report on behalf of Mustaque Hossain, who is on sabbatical. Dr. Hossain did not receive any grievance report during the 2023-2024 school year.

President Von Bergen thanked our visitors for being present and also for the work they do for the university. They play a vital role in assisting our faculty, students, and staff.

4. Approval of September 12th minutes

President Von Bergen inquired if there were any edits or corrections to the minutes.

Senator Johnson requested that, in the unfinished business section, the term Extension be corrected to *Eastern and Western Kansas Research and Extension*.... The word “*Research*” was also added to the places in the notes that only mentioned “*Extension*”.

After correcting the suggested changes and after hearing no more objections, the minutes were approved.

5. New Business

A. University Calendar Committee: proposed change to Fall 2024 – **Attachment 6**

President Von Bergen directed senators’ attention to the attached proposal. This proposal is coming before us from the University Calendar Committee and the proposal has already been shared with the FS Academic Affairs committee, who provided their endorsement.

President Von Bergen shared that a question was raised in the Executive Committee meeting regarding the fact that dead week will fall directly after fall break. This was followed up on with the chair of the University Calendar Committee, Kelley Brundage, Registrar, and it was determined this is not the first time this has occurred, and the calendar committee did discuss it during their work on this proposal.

A motion and second are needed for this proposal. The Faculty Senate’s role is to provide a recommendation to the University Provost. Therefore, endorsement is the action to be taken. A motion was made by Senator Bennett and seconded by Senator Glymour to endorse this proposal.

Discussion:

One senator commented that for those on nine-month appointments, the current calendar flows in such a way that would mean they would be off contract when grades would be due, so that doesn’t seem appropriate. Additionally, ones were reminded of the need to avoid NCAA violations by providing everyone enough time to submit and review the grades.

It was inquired how the change affects alignment to the USD 383 calendar for winter break. In short, there are about 12 school districts affected, not just USD 383, and it would be not reasonable for our registrar’s office to try to align K-State’s calendar with every district affected, in addition to the fact those districts will often not share their calendar that far out, or don’t know it at the same time we are changing ours. The same issue arose while trying to align university spring break with the local calendars; KBOR has picked the dates from now on. It was noted by some that many align with K-State’s calendar once it’s set.

The suggestion of a well-being day was made for fall since there will be sixteen weeks of uninterrupted instruction. The registrar noted she absolutely understands the sentiment, yet there is no wiggle room currently in the fall calendar given KBOR standards in place. She welcomed anyone to the calendar committee meetings in order to identify a day in the fall calendar that meets KBOR standards while considering student well-being days. Given this, it was encouraged that faculty be cognizant of assignments and work and the mental health of their students, noting this will be a really long semester without any reprieve.

Motion carried.

6. Report from Standing Committees, Graduate Student Council, and Senates

A. Academic Affairs – Andy Bennett/Brandon Kliewer

It was realized there was no agenda item above to approve the consent agenda. Therefore, Senator Bennett moved for approval of the consent agenda. There were no objections and the consent agenda stood approved.

Senator Bennett shared there have been a number of course numbering changes submitted through the expedited process in place. Faculty are encouraged not to have higher level courses be prerequisites for lower-level courses. Although this practice is not against the rules, it is not recommended by KBOR.

B. Faculty Affairs – Brad Cunningham/Tareque Nasser

Senator Nasser reminded ones there was a proposed change to the handbook policy development process last month that was tabled. A flowchart was provided, and a process outlined. There had been some questions about how priority is given, etc. The University Handbook and Policy (UH&P) committee looks at the requests holistically and then send the approvals/requests to Faculty Affairs and up through Faculty Senate. Senator Nasser shared that after speaking with the Handbook committee chair it was decided that the old flow chart would be utilized in order to do their work to ensure that everything is consistent throughout the handbook.

Discussion: There was still clarification requested about who sets priorities for the handbook language and changes so that things are moving in the order they need to move. After sitting in two meetings with the Handbook Committee, Senator Nasser stated he does not believe there is a current process of prioritization, however, their committee tries to differentiate between higher and lower level priorities depending on where the request comes from and the urgency of it.

Another senator reminded ones that the recommendation, or amendment made in the last meeting, for the proposed change was that Faculty Affairs receive the initial request so they can set the priority guidance. Ms. LaBerge shared that based on a previous meeting she attended with the co-chairs of Faculty Affairs and the chair of the Handbook committee; it was concluded that Faculty Affairs could provide more support in helping prioritize, as needed, as they are the parent committee for the Handbook Committee. The request can come to Faculty Affairs first, or at the same time, and be shared to the Handbook Committee. There was further clarification shared about where the requests can come from or if the committee should be authoring them, etc. If a change to the current [policy development process](#) is needed, Faculty Affairs will bring it back to senators in the future. For now, though, they will work with the current policy development process.

C. Graduate Student Council – Kortnee Van Nest

No Report.

D. JEDAll – Graciela Berumen/ Pamela Erickson

No Report.

E. Professional Staff Affairs – Monica Curnutt/Renee Gates

No Report.

F. Student Senate – Kate Thomas

Two pieces of legislation, the first requested that professors excuse students from classes on Oct. 20th for KSUnite between 8:00 am – 2:00 pm. The second is a request that professors give a week's notice when changing already outlined deadlines in order to ensure equity, transparency, and fairness. This comes as a result of concern by students that faculty and staff provide ever shifting deadlines, which creates a difficult environment for students.

Discussion: There was lengthy discussion on the floor about these two pieces of legislation.

Senators shared that going forward this might result in professors not putting due dates, or deadlines, on the syllabus. Senator Thomas noted that feedback and indicated that the language could still be adjusted to ensure that the targeted issue is focused on taking away time from students versus giving extensions.

A question was asked about pop quizzes, which this legislation would essentially do away with.

It was inquired whether this was a widespread issue and also whether this really would be the best resolution for this issue. Have other ways of resolving this issue been tried first.

In relation to the first piece of legislation, a senator wanted to understand the expectation of the KSUnite resolution and also requested in the future that more time be given to department heads. Senator Thomas shared SGA understands they cannot mandate the action but that they wanted to request it. This year there was a morning time vs an afternoon time that has complicated things and impacted more class time than in the past. As a follow up, President VonBergen asked the senate to encourage professors to encourage students to attend these activities.

Would students be open to having an out of hours class in order to make up for the lost class time by attending KSUnite. Senator Thomas reminded the senate that SGA was not involved with the scheduling of the KSUnite dates and times. Another suggestion in that legislation suggested students be given an excused absence vs just canceling class as long as they could provide proof of attendance to KSUnite. A senator conveyed the feeling that the short notice of this event would add hours of additional teaching to the faculty for the students that plan to attend. Another senator echoed that more advanced notice would have been appreciated, given that there are already tests scheduled for that day.

G. Technology – Michael Raine/Phil Vardiman

Senator Vardiman shared they are reviewing feasibility of cyber awareness training and again investigating the use of k-state.edu vs. ksu.edu. Some of those issues are contractual and they are trying to gain information in order to report that.

H. University Planning – Cassie Jones/Marianne Korten

No Report.

I. University Support Staff Senate – Regina Crowell

No Report.

7. Announcements

A. [KBOR meeting](#) report

President Von Bergen shared a brief report on the latest KBOR meeting.

Universities will be notified what programs will be under the university program review process before the end of the month. KBOR is looking at Math Pathways and if there are other math courses more suitable than College Algebra.

The Town Hall attendance was 500 online and 80+ in person with the assumption that others might have also watched the recording after the event occurred. He thanked all for their support.

8. Open discussion period for senators | New Initiatives | For the Good of the University

Senator Berney shared that the library is reviewing their Elsevier Products. Currently they are reviewing the journals and have requested feedback from faculty over journal subscriptions. The number of journals will be reduced considerably. A senator requested that perhaps a reminder email be sent out to department heads in order to follow up with their faculty. It was also asked if, due to the reduction of journal subscriptions, there is a plan in place to increase the availability of interlibrary loans. Senator Berney shared that that budget will not be cut, and that the library will continue to provide that service.

Senator Jackson shared information about an AI workshop Oct. 16 and an ongoing focus on this important topic.

9. The meeting adjourned at 5:05 p.m.

Respectfully submitted by:
Graciela Berumen,
Faculty Senate Secretary

Next meeting: Tuesday, November 14, 2023; 3:30 pm

**ACADEMIC AFFAIRS
CONSENT AGENDA**

Approve the following course and curriculum changes and graduation list and addition:

A. COURSE AND CURRICULUM PROPOSALS:

To view the proposals in Curriculog,

First - Login to Curriculog using your K-State eID and password
<https://kstate.curriculog.com>

Second - Go to the course or curriculum agenda at links listed below.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon
In User Tracking, change "Show current" to "Show current with markup"
View the proposal
Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:
<http://www.k-state.edu/curriculog/training/view/index.html>

COURSES: *<https://kstate.curriculog.com/agenda:2083/form> (*copy and paste the link into your browser if clicking on it gives you an error message)

Agriculture	AGRON - 850 - Agricultural Climatology ASI - 879 - Applications in Swine Nutrition ENTOM - 895 - Advanced Insect Taxonomy
Business Administration	MANGT - 815 - Advanced Managerial Consulting
Education	EDCEP - 953 - Multicultural and Social Justice Issues in Counselor Education EDCEP - 957 - Teaching and Learning in Counselor Education EDCEP - 962 - Leadership and Advocacy in Counselor Education and Supervision EDCI - 765 - Contemporary Pedagogies for Teaching Computer Science EDCI - 768 - Teaching Computer Science in Elementary Schools EDCI - 769 - Teaching Computer Science in Secondary Schools
Leadership Studies	LEAD - 720 - Leadership Coaching
Technology & Aviation (Salina)	CYBR - 680 - Cyber Systems and Risk Analysis CYBR - 682 - Open Source Cyber Surveillance CYBR - 684 - Advanced Topics in Cyber Data Fusion CYBR - 686 - Risk Management for Cyber Operations CYBR - 688 - Sense and Avoid Technologies in Aerospace Systems CYBR - 790 – Spatial Computing for Virtual Environments CYBR - 793 - Computer Geometry for Modeling CYBR - 795 - Machine Learning for Simulations
Veterinary Medicine	MPH - 840 - Public Health Practice

CURRICULUM: *<https://kstate.curriculog.com/agenda:2083/form> (*copy and paste the link into your browser if clicking on it gives you an error message)

Agriculture	Agricultural Education and Communication (M.S.)
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B. Graduation list(s), addition(s) and/or posthumous degree requests:

- Spring 2023 graduation list – as submitted by the Registrar’s office.
- List addition: August 2021, Mallory Gray, BS, Health and Human Sciences