

MINUTES
Faculty Senate Executive Committee
Tuesday, February 8, 2011 3:30 pm
Union Big 12 Room

Present: Anderson, Blair, Bloodgood, Cauble, Condia, Devore, Dodd, Haub, King, LeHew, Moser, Ransom, Reynolds, Rintoul, Urton, and Vontz

Absent: Hughey, Knopp, Sump

Proxies: Hoag, Van Horn

Visitors: Mo Hosni, Emily Brueseke, Anand Desai

1. Betsy Cauble, Chair, called the meeting to order at 3:35 pm
2. A motion was made and seconded to approve the November 29, 2010 minutes. Motion carried.
3. Report from Standing Committees and Student Senate (3:35 – 4:35)

A. Academic Affairs Committee – Daniel Moser

- Items for Faculty Senate consent agenda (Pages 2-4) (Supplemental information in **Attachment 1**)
Moser highlighted information from the proposals for the consent agenda. Moser made a motion to approve placing the consent agenda items on the February Faculty Senate consent agenda. There was concern noted over a few areas in the Agriculture proposals where not all departments had responded regarding the changes. Moser will contact Christine Wilson in the Ag dean's office to confirm they received responses. Also, Rintoul commented he did not recall ever being contacted, but he has tried to contact them and received no response. He noted he has no objection to the changes. That update will be reflected in the attachment.

Ransom asked what should be done if you don't receive a response via email to a request for comment on a course or curriculum change. Giving them a phone call was suggested. Ransom felt the overall process should be reviewed and possibly changed instead of going to the Department Head perhaps it needs to go to the instructor or someone else. Ms. LaBerge reminded committee members that when the approval process changed a couple years ago, it was the request of senate that it go to someone in a position of oversight, such as the department head or chair and that is why it comes to them now, although the process is not set in stone and can be edited. Perhaps it could go to the academic coordinator. It was requested this be reviewed. Academic Affairs will work towards this.

Motion carried with the understanding that Ag will be contacted about the items where department heads have not responded. If they cannot confirm this, the items in question will be moved to the discussion agenda.

- Items for Faculty Senate discussion agenda (Page 5) (Supplemental information in **Attachment 2**)
Moser outlined the proposed items from the College of Engineering and College of Business Administration. A motion was made by Moser to place the new minor on the discussion agenda. Motion carried.

Discussion on new minor:

On page 6 and 7, regarding the SLOs, Dodd conveyed concern over the terminology of life-long learning. Hosni was able to address the concerns.

Discussion on Business Administrations changes to curriculum:

Dodd relayed a concern of one of her colleagues about some of the changes having to do with the K-State 8. Discussion ensued regarding the institution of the K-State 8 and changes to distribution

requirements that could take place. LeHew commented that there are no university-wide distribution requirements, therefore, a college can make changes within their curriculum as they deem appropriate for their students. It seems if there is a problem with the requirements university-wide, we need to address *those*. Business Administration visitors gave insight and background on the changes proposed.

Motion carried.

B. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp

Both Hughey and Knopp were unable to attend. They had no action items to present.

- Policy making flow update – Cauble informed the committee that the policy making flow which had been in recent discussions will not be brought forward. In discussion with Provost Mason it was concluded that at this time, the current process of handling policies will be followed.
- Faculty Affairs requested to have Marty from the Library give a six minute report at the Faculty Senate meeting next week regarding Open Access. Ms. LaBerge will verify this request and add it to the FS agenda if needed. Members were in agreement with this.

C. Faculty Senate Committee on Technology – Dave Rintoul

No action items at this time, however, informational items will be brought forward about security training. During this spring semester all employees of Kansas State University will be required to take an on-line training course regarding security. Harv Townsend was at their January 18 meeting to update FSCOT on current security issues that are facing KSU. Also, there has been discussion about the eid password change time and perhaps altering it to a different time other than the beginning of the each semester, especially the fall semester. They are just now in the process of getting feedback, but so far what they've heard has been positive. There is no policy as of yet, but it is the hope there will be in the future. Blair commented that starting with this semester students will also be strongly encouraged to update their emergency information when they update their password.

D. Faculty Senate Committee on University Planning – Tom Vontz/Bob Condia

Vontz introduced Bob Condia as the new chair of FSCOUP.

Condia reported that FSCOUP had worked vigorously to be involved with K-State 2025 and now FSCOUP has one or two members on each of the theme committees. VP Jeffery Morris also comes to each meeting; however, he did not have anything to report at the last meeting. Additionally, FSCOUP will receive continued budget reports from Bruce Shubert. Condia also mentioned the plight colleges are facing when trying to receive bids from Facilities for construction and other projects. This will be a topic FSCOUP will discuss.

E. Student Senate – Kyle Reynolds

Higher Ed day is today so some students are in Topeka for that. The Recreation Center Expansion committee met last Friday. They are on schedule in most areas. It appears they may do a more expansive outside landscape project.

4. Announcements (4:35-4:45)

A. President/FSLC

B. Caucus Chair reports

Blair commented that a survey will be sent out to all unclassified professionals at K-State. It will be sent out to those who are eligible for Faculty Senate and even those who are not to let them know they have a voice. Cauble added that the Unclassified Staff Task Force met last week for the first time and were given their charge by her and the Provost. She was pleased with the meeting and reported it was very motivational. Even though there is some overlap in members to the 2025 theme committee regarding faculty and staff and this committee, the work done on each will be distinctive. Priscilla Roddy will be chairing the task force.

5. New Business (4:45 – 4:50)

- A. A motion was made and seconded to approve Brad Burenheide as a faculty senator to serve the remainder of Tom Vontz's term (2011-2013). Motion carried
- B. Cauble reported that Vicki Clegg will visit the senate meeting next week regarding K-State 8, distribution requirements, and assessment.
- C. Cauble noted that Provost Mason will make a visit to the FS meeting in April.
- D. Approve appointment to Union Governing Board. Cauble discussed the email request she received from Bernard Pitts to appoint a replacement to the UGB due to one of their members not being able to continue in her term. A motion was made, seconded and was approved.

6. For the Good of the University (4:50 – 4:55)

Cauble reported that she will be unable to attend the Cats in the Capital on February 16 due to being out of town. Also, since the date was changed to the 16th, the rest of Faculty Senate Leadership Council cannot attend either. Is there anyone who can attend? It is on Wednesday, February 16. If you can attend or know another senator who can, please let her know as soon as possible.

Dodd mentioned a fellow senator's deep concern about certain legislation regarding the arts that will cause harm. Even though Faculty Senate does not usually get involved with political issues, perhaps senator Hedrick could draft a resolution that Faculty Senate could agree with since this has a direct impact on academics.

Cauble reminded members of the issue that arose when the latest academic calendar was approved regarding the 2013 calendar that would cause grades to be due on Christmas Eve. The calendar committee will begin working on solutions very soon. Monty Neilsen, chair of that committee, contacted Cauble to ask who, if anyone, should have involvement in helping resolve the issue. Academic Affairs was suggested, also assistant deans in colleges who are involved with grade submission. Betsy will pass this information on.

President Schulz is holding an open forum this Thursday, February 10, 2011 at 3:30 pm in the Union Ballroom. It will also be web streamed for those who cannot attend in person. If you have any questions and will not be present, please email these to Candace or Betsy.

Faculty Senate elections have begun. All caucus chairs will receive the list of names for eligibility from Ms. LaBerge today. Primary ballots are to go out no later than February 22.

Devore brought up an issue with K-State 8 regarding it and the current UGE system. It has been published that a student can transfer over to the new process if they wish when it starts in Fall 2011. Advisors need to be aware of the fact Enrollment starts on March 28th. The word needs to get out about K-State 8 to students and advisors. Cauble will convey this to the appropriate individuals.

Cauble informed committee members that the leadership council had quite a lengthy discussion with Provost Mason yesterday regarding search committee proceedings. Even though there were several misunderstandings from the workshops, Provost Mason conveyed that her desire and intent was to educate faculty about best practices while so many searches are going on. Members commented that today there was new information given to some search committee chairs and there seems to be inconsistent information being provided and for those involved in the middle of searches is very daunting. Cauble will contact Provost Mason regarding these issues.

7. The meeting was adjourned at 5:17 p.m.

Next meeting: Monday, February 28, 2011; 3:30 p.m., Union room 213

ACADEMIC AFFAIRS
Proposed items for consent agenda:

1. Approve to place the following undergraduate and graduate course and curriculum changes and additions on the February Faculty Senate consent agenda (see attachment 1 for details):

College of Arts and Sciences (approved 11-4-10)

COURSE ADDITION:

Department of English

◆ENGL260 British Literature (3) I, II. Selected writers from various periods of British literary history. Designed for students not majoring/minoring in English. Pr.: ENGL 100 and 200.

College of Agriculture (approved 11-8-10)

COURSE CHANGES AND ADDITIONS:

Department of Agricultural Economics

Changes:

AGEC 121 Honors Agricultural Economics and Agribusiness

AGEC 505 Agricultural Market Structures

Add:

AGEC 315 Contemporary Issues in Global Food and Agricultural Systems – K-State 8 tag: Global Issues and Perspectives

Department of Agronomy

DROP:

AGRON 455 Computer Applications in Agronomy

CURRICULUM CHANGES AND DROPS:

Department of Agronomy

Changes to Options in the Bachelor of Science – remove AGRON 455, all options will now require CIS 102. Other option specific changes have been made as well (please see approval sheets for detailed information):

- Business and Industry Option
- Consulting and Production Option
- Plant Science and Biotechnology Option
- Range Management Option
- Soil and Environmental Science Option

Department of Animal Sciences and Industry

Changes to Options in the Bachelor of Science (see approval sheets for detailed information):

- Animal Products Option
- Bioscience/Biotechnology Option
- Business Option
- Communications Option
- Production/Management Option
- Science/Pre-Vet Option

Department of Horticulture, Forestry, and Recreation Resources

DROP:

Horticulture Therapy Option

Public Horticulture Option

College of Human Ecology (approved 12-8-10)

COURSE ADDITION:

Department of Apparel, Textiles, and Interior Design

Add:

ID 015 First year ID Student Assembly

CURRICULUM CHANGE:

Department of Apparel, Textiles, and Interior Design

Changes to the BS in Interior Design (see pages 4-5 of approval sheets)

College of Business Administration (approved 12-8-10)

COURSE ADDITIONS:

General Business

Add:

GENBA 110 Business Foundations

GENBA 166 Business Information Technology Skills Proficiency

Department of Management

Add:

MANGT 466 Digital Business

MANGT 476 Storage Management Systems

MANGT 486 ERP Configuration Management

Graduate Course Additions and Curriculum Changes:

Approved by the Graduate Council on December 7, 2010 (see pages 41-47 of the 12-7-10 Graduate Council agenda for further details, expedited courses are not included; six 600 level BAE/CHE courses were tabled for further information and are not shown below)

COURSE ADDITIONS:

ARE 712 Energy Modeling Lab (41)

BAE 842 Advanced Biomass Thermochemical Conversion (43)

CHE 842 Advanced Biomass Thermochemical Conversion (44)

CE 874 Sustainable Transportation Asset Management (45)

MATH 830 Algebraic Number Theory (45)

MATH 831 Analytic Number Theory (45)

HMD 662 Foodservice Systems Management (45)

HMD 663 Convention, Meeting, and Event Management Systems (45)

CURRICULUM CHANGES:

College of Engineering (November 4, 2010 approval sheets)

Architectural Engineering Concurrent B.S. and M.S. Program (46)

College of Human Ecology (November 3, 2010 approval sheets)

Human Nutrition, Concurrent B.S. and M.S. in Human Nutrition (46)

2. Approve to place the following graduation lists on the February Faculty Senate consent agenda as submitted by the Registrar's office:

May 2010 and August 2010

ACADEMIC AFFAIRS

Proposed items for discussion agenda (see Attachment 2 for further details):

1. Approve to place the following undergraduate curriculum addition on the February Faculty Senate discussion agenda:

- **College of Engineering: Approved November 4, 2010**

Department of Mechanical and Nuclear Engineering
Add: New minor in Nuclear Engineering

- **College of Business Administration: Approved December 8, 2010**

Changes to core curriculum and distance education program
(See approval sheets for detailed information, including changes to catalog language and outlined Thematic Sequences)

A) Changes to core curriculum for the Bachelor of Science in Business Administration (BSBA) degree for students majoring in Accounting, Entrepreneurship, Finance, Management, Management Information Systems, and Marketing. It does not affect the requirements for the BSBA degree with a major in General Business offered via distance.

Changes to the curriculum are proposed after careful evaluation of the current curriculum and the College's objective of better preparing its graduates to enter a rapidly changing business world. We collected benchmarking data from our peer and aspirant schools, performed research on best practices and curricular innovations by other business schools, and gathered data through interviews, focus groups, surveys, and written comments from current students, alumni, employers, faculty, staff, administrators and academic advisors.

The following are the major highlights of the proposed changes:

- Replace 6 credit hours of communications electives with Written Communication for the Workplace (ENGL 417, 3 credits).
- Replace social science, humanities and natural science requirements (22 credits) with K-State 8 requirements (16 credits outside business).
- Add 9 credit hours of related coursework outside of business as a thematic sequence. Pre-packaged thematic sequences are listed in the attached Appendix.
- Replace Business Orientation (GENBA 101, 0 credits) with Business Foundations (GENBA 110, 3 credits)
- Require all business majors to demonstrate Information Technology skills necessary for business professionals by successfully completing GENBA 166 (0 credits). This replaces the current requirement of CIS 101, CIS 102 and CIS 103 (3 credits).
- Students must earn a minimum grade point average of 2.50 in Business Core courses (30 credit hours) in order to graduate.
- All BAPP students (i.e., those who have not declared a major/degree plan) must have a 2.5 cumulative GPA in order to remain in good standing in the College of Business Administration. (Changed from 2.3 GPA.)
- Transfer students must have a 2.5 cumulative GPA on all transfer hours in order to be admitted to the CBA. (Changed from 2.3 GPA.)
- Only transfer courses with grade of 'C' or higher will be reviewed for transfer equivalency. Transfer coursework carrying the grade of 'D' will not be used to complete requirements toward a business degree.

B) Changes to the General Business Administration (B.S.) Via Distance Education (See approval sheets for detailed outline to language changes)

Rationale: Requirements for our Business Administration Pre-Professions Program (BAPP) curriculum are changing in response to feedback from faculty, staff, students, alumni and employers. However, the changes being made to the BAPP are not changes that could easily be made to our General Business Administration degree online. Neither our college nor others on campus offer the variety of online courses necessary for our new curriculum. Therefore, we have decided to keep the requirements of the General Business Administration (B.S.) degree as they stand currently but change some of the terminology and titles in order to decrease confusion between this degree and our other on-campus degree programs.

Impact: The modifications below have no impact on other campus units.