

**MINUTES**  
**Faculty Senate Executive Committee**  
**Monday, August 30, 2010 3:30 pm**  
**Union Room 213**

**Present:** Anderson, Blair, Bloodgood, Cauble, Devore, Dodd, Haub, Hoag, Hughey, King, Knopp, LeHew, Moser, Ransom, Reynolds, Rintoul, Sump, Urton, Van Horn, and Vontz

**Absent:** Reeck

**Guests:** David Allen, Michael Dikeman, Clyde Howard, Becky O'Donnell, and Franklin Spikes

1. President Cauble called the meeting to order at 3:30 p.m.
2. Urton moved to accept the May 24, 2010 Executive Committee minutes as submitted. Ransom seconded. Motion carried.
3. Dispute Resolution reports
  - A. Affirmative Action report – Clyde Howard – **Attachment 1**

Clyde Howard provided an overview of the Affirmative Action report. The goal of Affirmative Action is to prevent informal complaints moving to formal complaint status. In response to questions, Mr. Howard reported that the areas measured are fairly constant unless a unique area presents itself. Violence in the workplace is not a frequent complaint. All complaints coming through Affirmative Action relate to employees. Student problems are referred to Andrea Blair with Disability Support Services.
  - B. Grievance Chair report – Todd Goodson – **Attachment 2**

President Cauble reviewed the Grievance Report in Todd Goodson's absence. One Appendix G hearing was heard by the University's General Grievance Board. Two additional grievances were submitted. One case was postponed due to the possibility of mediation. The other was postponed until the first day of Fall semester classes.
  - C. Mediation Services report – Becky O'Donnell – **Attachment 3**

Becky O'Donnell reported that only one of seven inquiries for the year resulted in mediation. While there are fewer cases, those that are presented are messy and time consuming. Previously, the president had a committee of three faculty members that met every three years to review mediations. Ms. O'Donnell has requested that President Schulz disband this committee and establish a new one with actual dispute resolution and mediation experts which would meet annually. President Cauble suggested that someone from Faculty Affairs be considered to also serve on this committee.
  - D. Ombudsperson report – Michael Dikeman – **Attachment 4**

Michael Dikeman reported that people have expressed a sincere appreciation to have an Ombudsperson to turn to when necessary. This is an important and valuable service to K-State. He summarized the activities of the K-State Ombudspersons from June 1, 2009 through June 30, 2010. Of the 40 complaints, 1/3 were from men and 2/3 from women. Three complaints were from minorities. The most prevalent complaint issue was workplace environment; however, only one went to grievance. Ten complaints or 25% are still pending. The Ombudspersons offered seven recommendations for process improvements and changes to the University Handbook. Dodd asked what was meant by indirect communications which was explained as "something passed around to those not directly involved in the process." Knopp reported that Faculty Affairs has a subcommittee working on these issues and Hughey stated the handbook committee has examined

the language. While these recommendations may not necessarily call for a change to the Handbook, the issues exist and might benefit from education and training.

**Hughey moved that the Dispute Resolution Reports be placed on the Faculty Senate agenda for the September 14, 2010 meeting. Hoag seconded the motion. Motion carried.**

4. Honor & Integrity System report – David Allen – **Attachment 5**

David Allen reported an increase in violation reports which, in his opinion, is not an increase in actual offenses but more a sign of the amount of trust and understanding faculty has gained for the system. In the past, faculty had a concern of what would happen w/these students if violations were reported. Nationally, in self reporting surveys, a high percentage of students report they have cheated. In the 2009-2010 school year, 134 honor pledge violations were reported, affecting 181 students. Some instances involved multiple students. There has been an increase in the number of reports from the assistant professor level, fewer on the instructor level. Juniors and Seniors have the highest numbers of violations. Five mediations were conducted this year, two of which were successful. Plagiarism continues to be the most frequent offense. Allen stated that he hears fewer comments from students that they were taught how to cite one way but are now told to do it differently. He feels this is the result of more intentional education of what is considered plagiarism and the appropriate format for citing. Two options are available for determining sanctions, 1) the instructor can determine the sanction or 2) the Honor and Integrity Council can determine the sanction. Efforts are made to accommodate off campus students during an investigative process.

**Moser moved to place the report on the September 12, 2010 Faculty Senate agenda. Blair seconded. Motion carried.**

5. Report from Standing Committees and Student Senate

A. Academic Affairs Committee – Daniel Moser

Academic Affairs has not resumed meeting yet this Fall. When they start meeting, the assessment portion of the K-State 8 General Education Program will be a priority issue.

B. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp

While the full committee has not yet met this Fall, several sub-committees have been working on their assignments. The Appendix G sub-committee created needed revisions with the major change being the ordering of items to make it more user friendly. Hughey has given the changes to Todd Goodson and two other faculty for critical review about whether the changes are effective. Hughey expressed gratitude to the sub-committee for the time and effort that they put into these revisions. The University Handbook has the most current procedures, which were passed by Faculty Senate last year. The Electronic Portfolio Task Force is still at work. The re-writing of the University Handbook is ongoing. They are also looking at open access and scholarly communication. They will be working toward making the Handbook consistent with BoR policy. Concerns have been received from faculty regarding teaching students with special learning challenges. Faculty Affairs has been asked to clarify the wording on course evaluations. Nothing will be brought to the Faculty Senate floor. President Cauble reported that some changes will be made regarding jurisdiction criteria, i.e. when is it appropriate to go to grievance.

C. Faculty Senate Committee on Technology – Dave Rintoul

FSCOT had its first meeting on August 17, 2010. Ken Stafford, the new Chief Information Officer, was part of the meeting. He shared his vision and strategic plan. He will attend FSCOT meetings once a month. Issues they will be concentrating on this year include Distance Education and I-Tunes U. iSIS will be upgraded to version 9 during Fall Break week. We should be aware that versions 10 and 11 are already out. The decision to upgrade to version 9 was basically resource driven and the other two versions have not been as tested as version 9. Navigational Tools is being beta tested by 45 volunteers. A grade submission improvement will let you know that grades have actually been posted. FSCOT will meet next on September 7, 2010.

- D. Faculty Senate Committee on University Planning – Tom Vontz  
FSCOUP will meet on September 2, 2010. Cindy Bontrager will give a budget update. Jeff Morris will be presenting his strategic plan for the Division of Communications and Marketing. The committee determine what role Faculty Senate will have in K-State 2025.
- E. Student Senate – Kyle Reynolds  
The Executive Board had a retreat last week. Student Senate starts this week. SafeRide was overhauled over the summer. Mass transit, how to enhance the classroom experience and the \$10 per credit hour fee and where it is going will be issues tackled this year. President Cauble stated that the students were extraordinary at the BoR and that without them we would not have the fee.

6. Announcements

A. President/Faculty Senate Leadership Council

- Professor of the Week update – Six names were sent forward for home games
- 2025 Focus groups update – Met in July
- Unclassified Ombudsperson appointment – Rebecca Gould appointed for a three year term
- Faculty Senate meeting efficiencies – Parliamentary committee, caucus meetings, consent agenda
  - Frank Spikes has agreed to be Faculty Senate parliamentarian. He, Mickey Ransom and Jerry Freeman put together a cheat sheet which Spikes reviewed during the meeting. He encourages everyone to read the Constitution and By-laws at least once. Check out the internet to become familiar with the Roberts Rules of Order.

B. Caucus Chair reports

President Cauble wants to visit each caucus during the year. She encouraged the caucuses to consider how they can be better prepared for the Faculty Senate meetings.

7. New Business

A. Approve the following senator replacements on Faculty Senate:

Don Hedrick for Wayne Nafziger (2010-2012)  
Jennifer Molidor for Alysia Starkey (2010-2012)  
Melia Erin Fritch for Antoinette Satterfield (2010-2013)

**Anderson moved to accept senator replacements to include Don Hedrick for Wayne Nafziger (2010 – 2012), Jennifer Molidor for Alysia Starkey (2010-2012) and Melia Erin Fritch for Antoinette Satterfield (2010 – 2013). Ransom seconded. Motion carried.**

- B. Accept request to have Ruth Dyer as a guest at the September 14 Faculty Senate meeting  
C. Accept request to have Dan Richardson at the November Faculty Senate meeting  
D. President Schulz will attend the October Faculty Senate meeting

Discussion was held regarding what needs to be done to ensure a quorum after 5:00 p.m. at Faculty Senate meetings. We need to communicate to senators that the meeting time is 3:30 – 5:30 p.m.

8. For the Good of the University

State of the University Address – Friday, September 24, 3:30 p.m., Alumni Center main floor

9. Dodd moved the meeting be adjourned. Ransom seconded. The meeting adjourned at 5:23 p.m.

Next meeting: Monday, September 27, 2010; 3:30 p.m., Union room 213