

**MINUTES**  
**Faculty Senate Executive Committee**  
**Monday, August 25, 2014 3:30 pm**  
**Union room 226**

Present: Anderson, Bennett, Brown, Carrico, Cauble, Crawford, Dodd, Devore, Garcia, Guzek, Keen, Knackendoffel, Pankl, Rintoul, Schultz, Sump, Titgemeyer, and Willbrant

Absent: Linville, Van Horn, and Works

Proxies: Hoag

Visitors: Christy Craft, Mustaque Hossain, Roberta Maldonado-Franzen, Terrie McCants, and Steve Starrett

1. President Dave Rintoul called the meeting to order at 3:34 p.m.
2. The June 2, 2014 Executive Committee minutes were approved as submitted. Senator Anderson will send a list of all the entities involved in the North Campus Master Plan which will be included with the minutes of this meeting.
3. Dispute Resolution reports
  - A. Affirmative Action report, Roberta Maldonado-Franzen – **Attachment 1**

Ms. Maldonado-Franzen reported that the Office of Institutional Equity has relocated to Edwards Hall and is now part of the Division of Human Capital organization. An open house will be held in the near future. After a brief overview of the report the floor was opened for questions. Title IX applies not only to athletes but also to all students having the opportunity for equal access to all programs. Their office worked with 139 individuals last year with 17 cases pending; six came to the office within the last two weeks. The Women’s Center has recently undergone a name change and is now the Center for Advocacy, Response, and Education. The CARE Center is where students can talk to someone and be assured that confidentiality will be maintained if desired. At KSU-Salina students should go to Counseling Services. Currently faculty and staff are taking the online anti-discrimination training. It was commented that the nuances of actually dealing with a situation, i.e. recommended language, etc. indicates additional training would be of benefit. KSU has been added to the list of schools being investigated and Institutional Equity is working closely with the Office of General Counsel on preparing a response. Roberta welcomes questions, comments and other input about the online training, or any other aspect of the activities of the Office of Institutional Equity.
  - B. General Grievance report, Mustaque Hossain – **Attachment 2**

Professor Hossain reported that one grievance carried over into this reporting year; however, the individual did not pursue a hearing. No other employees sought his assistance with regard to a grievance.
  - C. Mediation Services report, Terrie McCants – **Attachment 3**

Ms. McCants reported that three cases went to mediation. In response to her inquiry about logging hours for her report in the future, President Rintoul stated this is not an expectation but

certainly OK to do. The dispute resolution team will meet in September and discuss how to better communicate to campus about their presence and what they can offer. Senator Cauble asked about whether reasons should be given when an employee on a term appointment is terminated. The current legal guidance is for supervisors not to give a reason for termination.

D. Ombudsperson report, Christy Craft – **Attachment 4**

Professor Craft reported that 67 individuals used the services of an ombudsperson during the last year; most were women, unclassified employees, and racial minorities. Issues included working conditions, climate, and termination. There is a concern about retaliation for those who seek out their services. More training is needed for all supervisors on campus on conducting performance reviews. Retaliation is usually from a direct supervisor as there is a perception they are treated differently after it is known they have been to see an ombudsperson.

4. Honor & Integrity System report – Steve Starrett – **Attachment 5** (3:54-3:59)

Professor Starrett reported their office has moved to Wildcat Landing. An open house will be held the afternoon of September 25<sup>th</sup>. One case this year involved 48 students in one class and included a mix of domestic and international students. They submitted virtually the same product for an independent study assignment. Fifteen students plagiarized information from the same online source. One case involved a senior who had concealed notes. It was determined the student did violate the honor pledge, resulting in a recommendation for expulsion, which was the action taken by the Provost. Senator Cauble shared that such offenses as these will be found in a background check. Many students do not realize the future implications of their actions.

Senator Dodd moved to add these reports to the October FS meeting agenda. Senator Anderson seconded and the motion carried.

5. Report from Standing Committees and Student Senate (4:00-4:29)

A. Academic Affairs –Andy Bennett

Senator Bennett reported their first meeting will be September 2. Agenda items will include changes to the Honor Constitution. The other Honors Program on campus would like to have a curriculum code, which would facilitate tracking of students in honors courses, but also is a first step to offering courses independently (outside of the purview of the existing colleges). Discussion needs to occur about where this is leading. No college course and curriculum proposals are on the agenda at this point. It was asked whether the academic freedom statement, which was created over the summer by a workgroup and included with the optional syllabus language the provost sent out to campus, will be coming to Academic Affairs. The statement has been added to the website and publicized but is not mandatory. The suggestion was offered that perhaps placing a resolution to endorse the statement on the FS agenda would be appropriate. Bennett proposed that perhaps Academic Affairs and Faculty Affairs might jointly create a resolution.

B. Faculty Affairs –Betsy Cauble

Senator Cauble reported their first meeting is also September 2. The new vice president of Human Capital Services, Cheryl Johnson, will attend their September 16 meeting. She arrived on campus in mid-July and now 9-month faculty have the opportunity to be paid over 12 months, which was announced in K-State Today this month. FAC has several items on their docket for this year. The KBOR has to approve the professional titles proposed. Those involved with open access will also be visiting FAC. They have received a request to look at the Handbook-mandated process

for dean reviews. Revised handbook language for Appendix M is being worked on. Senator Cauble commended the Institutional Equity and Student Life staff for the work they have done to create the CARE Center.

C. Professional Staff Affairs –Danielle Brown

Over the summer a working group went through University Handbook, Section C, which will be discussed at their first meeting. They met with the new vice president of Human Capital Services in August, reminding her that we would like to see movement on the professional staff issues even though the University Support Staff is of high importance. Senator Cauble suggested that it might be helpful to have a representative from Human Capital Services on these committees as liaisons.

The vice president for Human Capital is following the Aon Hewitt report recommendations. Some reorganization has occurred and eight director positions will be filled. Only internal candidates will be interviewed with one to six applicants per position. Interviews will be starting soon. The first to be filled will be the director for compensation, then director for talent acquisition.

D. Student Senate – Abby Works

No report.

E. Technology – Don Crawford

Senator Crawford reported they will meet on September 2. CANVAS, to include the ability to grade tests administered with Scantron cards, will be the hot topic. MediaSite and lecture capture will be implemented in congruence with CANVAS. Office 365 phase two will be implemented in late fall. A centralized backup solution known as Crash Plan is being considered. If you have any feedback with regard to CANVAS please forward it to him.

F. University Planning – Barbara Anderson

FSCOUP will meet on September 4. They are trying to find ways to allow earlier input from Faculty Senate into the City University Fund discussions. Cost estimates for proposed projects funded by the City University Fund are also needed, so they will be providing them. Student Senate has presented a proposal for medical amnesty, which would allow students to get urgent medical help in situations where there might be legal ramifications (underage drinking) without incurring penalties from the university (e.g., getting kicked out of their dorm). Legal penalties would still apply, but the intent is to encourage students to seek medical help for themselves or their friends in urgent situations.

The stakeholders for the north campus master plan have developed a short list of companies who will be invited to interview on campus with open forum presentations. The goal is that the plan will be completed by the end of summer 2015.

6. Announcements (4:30-4:35)

A. KBOR Social Media update –

A discussion about next steps with regard to the KBOR Social Media policy occurred. President Rintoul and Past President Keen suggested establishing a small ad hoc committee with a member from perhaps FAC, PSA, General Counsel, Provost's office, and an officer of Faculty Senate or past president to develop procedural language on how to handle situations that are not in compliance

with the KBOR social media policy. The group would report to Faculty Affairs and Professional Staff Affairs. The decision was made to move forward with this plan.

B. State of the University Address –

- Friday, September 25, 3:30-4:30 pm, Alumni Center main floor – Manhattan
- Wednesday, October 15, 10:45-Noon – Forum Hall, Olathe campus address
- Wednesday, October 29, 3:00-4:00 pm – College Center Conf. room, Salina

7. Old Business (4:35- 4:40)

- A. Provost's visit to September FS meeting – topic for discussion? / VP Human Capital Introduction  
President Rintoul informed members that Provost Mason will introduce the VP of Human Capital Services, Cheryl Johnson, at the September FS meeting.

8. New Business (4:40-4:50)

- A. Professors of the week nominations – Eight names needed (handout sent via email)  
Currently six names have been forwarded with nominees from College of Education and College of Engineering still needed. These professors will be recognized at men's non-conference basketball games this year. Senator Cauble asked if it would be possible to institutionalize this. Currently there is no formal process except to attempt to do a rotation so that all colleges are represented. With basketball being the venue, all 10 colleges could be represented; however, there are only eight men's non-conference home games. Discussion ensued as to how to do this and it was decided more details will be provided next year on how to follow through with these nominations.

- B. Approve the following senator replacement:  
Jan Elsasser for Kristine Young (2014-2017) General University

Senator Dodd moved to approve the replacement for Kristine Young. Motion was seconded by Senator Crawford. Motion carried.

9. Open discussion period for senators as needed (4:50-5:00 pm)

Students should be encouraged to look at the K-State First book which is good. An announcement in the August 25<sup>th</sup> K-State Today has a link to the book: <http://www.k-state.edu/first/faculty/index.html>

Past President Keen acknowledged Senator Dodd's work in authoring the academic freedom statement for course syllabi.

10. The meeting was adjourned at 4:56 p.m.

Respectfully submitted by:  
Loleta Sump,  
Faculty Senate Secretary

Next meeting: Monday, September 29, 2014; 3:30 p.m., Union room 226