

MINUTES
Faculty Senate Executive Committee
Tuesday, March 28, 2017, 3:30 pm
401 Hale Library

Present: Andrews, Ayres, Barden, Bennett, Bormann, Crow, Ferguson, Guzek, Hartman, Hoag, Hoeve, Hsu, Lehman, Lindshield, Markham, Raine, Shappee, Spears, Sump, Titgemeyer, and Zajac

Absent: Schultz, Warner, and Wood

Proxies: Heinrich

Guest: Sarah Barrett

1. President Andrew Bennett called the meeting to order at 3:30 pm.
2. Informational item: New Policies and Procedure Manual (PPM) chapter - Clery Act policy regarding Campus Security Authority (CSA) reporting and university timely warnings - Sarah Barrett - **Attachment 1**
 - Sarah Barrett spoke about a new chapter in the PPM (PPM 3110) on the Clery Act regarding Campus Security Authority (CSA). The Clery Act requires the university to report information in order to maintain a daily public crime log; any crime that occurs on campus must be published online within 24 hours. The university must ensure the rights of students who are victims of crimes. The university also must publish an annual security report that includes crime reports and security measures for the previous three years. Any violation found in the audit process would result in a \$35,000 fine.
 - A policy is needed in order to increase our compliance efforts with the Clery Act. In addition to this policy, an online training module is now required for Campus Security Authorities and there is a university wide report form.
 - CSAs are expected to report any significant crimes within 24 hours of receiving this information. Crimes that require reporting include murder and non-negligent manslaughter, negligent manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, domestic violence, dating violence, stalking, and arrests and referrals for disciplinary action.
 - Under the Clery Act, we do report out on crimes that occur at fraternities and sororities as these are controlled by a student organization that is officially recognized by the institution.
 - On the <http://www.k-state.edu/report/> website, daily and annual security reports can be found and this is also where crimes should be reported.
 - A motion was made to place this on the Faculty Senate agenda. Motion approved.
3. The February 28, 2017 Executive Committee minutes were approved as submitted.
4. Report from Standing Committees and Student Senate
 - A. Academic Affairs – Jenny Bormann/Teresa Hartman
 - Proposed items for Faculty Senate consent agenda (pages 4-5) – **Attachment 2**
 - i. A motion was made to place the consent agenda on the Faculty Senate agenda. Motion approved.
 - Proposed items for Faculty Senate discussion agenda (page 6) – **Attachment 3**
 - i. A motion was made to place the discussion agenda on the Faculty Senate agenda. Motion approved.
 - B. Faculty Affairs – David Lehman / Charlie Barden
 - Faculty Affairs has been reviewing the TEVAL system. There are a number of action items that the committee is still working on, including (a) educating faculty about TEVAL system best practices,

(b) educating students on how to effectively provide comments in the TEVAL system, (c) educating faculty on how to use the IDEA evaluation system, and (d) potentially adding a question regarding the instructor's effectiveness in creating an inclusive classroom environment.

C. Professional Staff Affairs – Loleta Sump / Mary Anne Andrews

- Total Rewards letters are supposed to go out to USS and Professional Staff this Friday. At the previous PSA meeting they discussed whether or not comments submitted to HCS regarding job titles were acted upon and implemented into the revised job titles. There were mixed responses as some thought their concerns were addressed and some did not think their comments were reflected in the revisions. Deans and Vice Presidents were provided information regarding job titles and information a few weeks ago and they were to distribute to the supervisors under their purview. Some supervisors have not yet received this information.
- University General Caucus and PSA developed a survey that was sent out to professional staff, which included open-ended questions regarding general concerns and the type of evaluation system professional staff would like to have. This survey was sent to over 1600 individuals and they have received over 400 responses. The next action step is to analyze the data collected through this survey.

D. Student Senate – Jack Ayres

- There are two more senate meetings in this term. The new senators will begin meeting beginning on April 13th.
- The Speaker and Speaker Pro Tempore will be selected on April 20th and cabinet and legislative positions that following weekend.
- The Tuition and Fees Strategies Committee is hearing the last fee increase proposal tonight. The committee will then discuss all the proposals for fees and tuition increases at an April meeting.

E. Technology – Lisa Shappee / Michael Raine

- Annual Data Access Report – **Attachment 4**
 - i. A motion was made to place the annual data access report on the Faculty Senate agenda. Motion approved.

F. University Planning – Spencer Wood

- No report

5. Announcements

A. Faculty Senate annual elections are complete; a handout was provided of the new and re-elected members.

B. Annual Faculty and Professional Staff Retiree Ceremony: Tuesday, April 18, 4:00 pm, Alumni Center

C. Topic for discussion with Provost Mason at April 11 FS meeting

- A few ideas were suggested for Provost Mason to discuss, but it was determined that we will have a great deal of discussion regarding the Clery Act. We will inform Provost Mason that Sarah Barrett will be in attendance to discuss the Clery Act and CSAs, and the Provost is welcome to attend as well if she would like.

D. Report on March 15 Kansas Board of Regents meeting

- The proposal for “contractual market-based education” was approved by the Board of Regents. There is so far no proposal for offering 1/2 credit classes.

- KU Med proposed making changes to the current system in order to allow for multi-year, rolling contracts in order to aide them in being awarded extramural funds. This may relate to the non-tenure track faculty at K-State as there is currently an option to make those appointments regularized that are reappointed every year or multi-year contract term employees. There are departments that would like to have multi-year contracts for regular employees. This has been discussed, but is not possible in the current system. KU Med is leading the way to see if this is something that could be changed in order to allow for this different kind of setup.
- The process for getting system wide AP credit scores has finished successfully.
- The American Council on Education has recommended that students getting sufficiently high scores on sections of the GED should receive college credit. In the case of College Algebra, the GED does not cover common content required for College Algebra. President Bennett sent concerns regarding this and providing college credit to GED students to KBOR.
- The KBOR testified against a bill presented in a legislature committee, which would strip the Board of Regents and colleges and universities of their authority regarding weapons on campuses. President Bennett believes this bill is now dead.
- Brian Lindshield will be chairing the Council of Faculty Senate Presidents in the next academic year.
- The students now have affiliate members on a number of KBOR committees that are not open to the public: fiscal, academic affairs, and government. There has been some discussion among the Council of Faculty Senate Presidents if this is something they want to pursue as well.

6. Open discussion period for senators as needed

- No discussion

7. The meeting adjourned at 4:39 pm.

Respectfully submitted by:
Mindy Markham,
Faculty Senate Secretary

Next meeting: Tuesday, April 25, 2017; 3:30 pm, 401 Hale Library

ACADEMIC AFFAIRS

Proposed items for consent agenda:

Approve to place the following course and curriculum changes and a posthumous degree request on the April Faculty Senate consent agenda (see attachment 2 for supplemental information):

UNDERGRADUATE

College of Business Administration (approved by college on February 14, 2017)

COURSE CHANGE

Department of Marketing

MKTG 450 – Consumer Behavior

CURRICULUM CHANGE

Department of Marketing

Changes to the Bachelor of Science, Marketing. See supplemental files for further detail.

College of Technology & Aviation, K-State Polytechnic (approved by college on February 17, 2017)

COURSE CHANGES

School of Integrated Studies

~~CMST 137. DIGME 137 Fundamentals of Visual Literacy; K-State 8: Aesthetic Interpretation, Empirical and Quantitative Reasoning~~

~~CMST 256. Digital Media II. DIGME 256. Digital Literacy~~

~~CMST 406. DIGME 406 Social Media Technology~~

~~CMST 456. DIGME 456 Digital Media Senior Capstone Project~~

COURSE ADDITIONS

School of Integrated Studies

DIGME 366. Visual Communication Studio

DIGME 376. Digital Rhetoric

DIGME 386. Digital Media Production Studio

UAS 474. Introduction to Processing Remotely Sensed Data

UAS 475. Data Acquisition and Post-processing

UAS 476. Low Altitude Remote Sensing Project Development

CURRICULUM CHANGE

School of Integrated Studies

Changes to the Bachelor of Science in Engineering Technology – Digital Media Technology Option (BETB-DM).

See supplemental files for further detail.

College of Education (approved by college on February 28, 2017)

COURSE ADDITION

Special Education, Counseling and Student Affairs

EDCEP 109. Supplemental Instruction

College of Human Ecology (approved by college on March 2, 2017)

COURSE CHANGES

School of Family Studies and Human Services

Change:

~~FSHS HDFS 102 Orientation to Family Studies & Human Services~~

~~FSHS HDFS 110 Introduction to Human Development~~

~~FSHS HDFS 301 Helping Relationships~~

~~FSHS HDFS 302 Introduction to Human Sexuality~~

~~FSHS HDFS 303 Developing Intimate Relationships~~

~~FSHS HDFS 305 Family Violence~~

~~FSHS HDFS 307 Introduction to Marriage and Family Therapy~~

~~FSHS HDFS 322 Transition to Parenthood~~

~~FSHS HDFS 350 Family Relationships & Gender Roles~~

~~FSHS HDFS 375 Introduction to Research Methods in Family Studies and Human Services Human Development and Family Science~~

~~FSHS HDFS 475 Introduction to Child Life~~

~~FSHS HDFS 506 Middle Childhood and Adolescence~~

~~FSHS HDFS 510 Human Development and Aging~~

~~FSHS HDFS 550 The Family Theory & Science~~

~~FSHS HDFS 552 Families and Diversity~~

~~FSHS HDFS 579 Orientation to Human Development and Family Science FSHS Internship~~

~~FSHS HDFS 580 FSHS Human Development Family Science Internship~~

~~FSHS HDFS 585 Professional Seminar in FSHS Human Development and Family Science~~

~~FSHS HDFS 590 Capstone Experience in Family Studies and Human Services Human Development and Family Science~~

Add:

HDFS 411 HDFS Practicum

Department of Food, Nutrition, Dietetics and Health

Add: FNDH 115 Introduction to Health and Nutrition Professions; K-State 8 Tag: Ethical Reasoning and Responsibility

FNDH 340 Food and Health: Safety, Allergies and Intolerances; K-State 8 Tag: Ethical Reasoning and Responsibility

FNDH 575 Research Methods and Scientific Communication in Health Sciences

Department of Hospitality Management

Changes:

~~HM 011 Orientation to Freshman Seminar in Hospitality Management~~

~~HM 275 Structured Field Experience in HM Hospitality Work Experience I~~

~~HM 340 Contemporary Issues in Controlled Beverages Beverage Management~~

~~HM 361 Principles of Lodging Introduction to Hotel Operations~~

~~HM 363 Principles of Convention, Meeting and Event Management Introduction to Business Events~~

~~HM 370 The Business of Wedding Consulting~~

~~HM 375 Foodservice Hospitality Work Experience II~~

~~HM 421 Hospitality Service Systems~~

~~HM 422 Cost Controls in Hospitality Operations~~

~~HM 423 Facility, Risk, and Security Management~~

~~HM 424 Hospitality Marketing and Sales and Promotion~~

HM 427 Travel and Dining Auction Event Management
HM 464 ~~Lodging~~ Revenue Management Systems

Add:

HM 205 Food Safety and Protection in Hospitality Operations; K-State 8 Tag: Natural and Physical Sciences
HM 301 Junior Seminar in Hospitality Management
HM 426 Fundraising and Nonprofit Events
HM 463 Business Event Coordination

CURRICULUM CHANGES

Department of Food, Nutrition, Dietetics, and Health

Changes to the Dietetics (B.S.)

Changes to the Human Nutrition (B.S.)-Nutrition and Health

Changes to the Dual Degree: B.S. in Human Nutrition and B.S. in Kinesiology

Changes to the Human Nutrition (B.S.)-Nutritional Sciences

School of Family Studies and Human Services

Changes to the ~~Family Studies and Human Services~~ (B.S.) Human Development and Family Science (B.S.)

Department of Hospitality Management

Changes to the Hospitality Management (B.S.)

GRADUATE (approved by Graduate Council on March 7, 2017)

COURSE ADDITIONS

Veterinary Medicine, AP 785 Introduction to Veterinary Medicine and Biomedical Research: Concepts and Values

Arts & Sciences, GEOG 707 Remote Sensing of Water

POSTHUMOUS DEGREE REQUEST:

Posthumous degree request:

May 2017, Nicole Jean Hunter Mostafa, PhD, Graduate School

ACADEMIC AFFAIRS

Proposed items for discussion agenda:

Approve to place the following curriculum addition on the April Faculty Senate discussion agenda (see attachment 3 for supplemental information):

1. **College of Human Ecology** (approved by college on March 2, 2017)

CURRICULUM ADDITION:

School of Family Studies and Human Services

Human Development & Family Science Minor