

MINUTES
Faculty Senate Executive Committee
Tuesday, August 30, 2016 3:30 pm
Union room 227

Present: Ayres, Barden, Bennett, Crawford-Craft, Crow, Guzek, Hartman, Hoeve, Hsu, Lindshield, Markham, Schultz, Spears, Sump, Titgemeyer, Warner, Wood, Zajac

Absent: Andrews, Heinrich, Lehman, Maatta, Raine

Proxies: Hoag

Guests: Christy Craft, Cleo Magwaro, and Aaron Sauerwein

1. President Andrew Bennett called the meeting to order at 3:45 p.m. He apologized for being late after an earlier meeting with Interim President Myers ran long.
2. The May 23, 2016 Executive Committee minutes were approved as submitted.
3. Dispute Resolution and Honor and Integrity System Reports
 - A. Ombudsperson report, Christy Craft – **Attachment 1 (not included)**
 - Although the final report is not currently ready, compared to last year’s data, on average, the number of consultees ombuds met with and the hours spent on each consultation is down from last year’s numbers. A majority of the complaints were in relation to supervisor/employee relations.
 - B. General Grievances report, Mustaque Hossain – **No cases to report on**
 - C. Mediation Services report, (Terrie McCants) – **Attachment 2**
 - Based on the report submitted, there were five inquiries/requests for mediation services: one resulted in a mediated agreement, two had employees terminated before mediation occurred, one was referred back to Ombudspersons, and one was referred back to the Office of Institutional Equity. Ms. McCants will not be able to be at the Faculty Senate meeting so if there are questions about the report, please email or call her.
 - D. Office of Institutional Equity report, Aaron Sauerwein – **Attachment 3**
 - The Office of Institutional Equity (OIE) provided 46 presentations to 1,983 students, staff, and faculty in the 2015-2016 academic year. This is an increase from 21 presentations reaching 1,400 people in the previous year. There were a total of 219 complaints made to OIE by 170 individuals (some individuals claimed multiple violations in a single case). Of the 219 complaints, 91 were Title IX related issues. OIE is now fully staffed. They had numerous achievements including the establishment of the Big XII Title IX Coordinator Association.
 - E. Honor & Integrity System report – (Steve Starrett) – **Attachment 4**
 - Based on the submitted report, reporters (faculty, instructors, GTAs, etc.) submitted 297 Honor Code Violation Reports to the Kansas State University Honor & Integrity System. There were 343 students that were reported. Forty-seven Honor Council hearing panels were convened to determine if a violation had occurred and, if appropriate, what the sanctions should be. Plagiarism (39%) and unauthorized collaboration (25%) remained to be the most frequent violations. An XF was a sanction for 11% of the violators. Fifty-one educational presentations were made to over 3,250 students and about 150 faculty or staff. One-hundred five students completed the

Development and Integrity course. Dr. James Teagarden, Associate Professor of Special Education, Counseling and Student Affairs, has become the Chair of the Honor Council.

- It was voted for these reports to be placed on the Faculty Senate agenda.

4. New Business

A. A motion was made and seconded to approve the following senator replacements:

Business Administration: Valerie Barnett for Satoris Culbertson (2016-2018)

Veterinary Medicine: Kent Nelson for Laura Armbrust (2016-2018)

No discussion. Motion carried.

B. Draft Weapons Policy – Fred Guzek

- There is a forum scheduled for September 15th and the Weapons Advisory Group is asking for additional feedback that constructively improves the policy as drafted, within the realm of the law. The closing date on feedback is September 16th. The draft weapons policy is available on the VP of Administration and Finance website (<http://www.k-state.edu/vpaf/weaponspolicy/>). The current draft has gone through the President's cabinet and has been approved for distribution to the campus community. The policy is applicable to the Manhattan, Olathe, and Salina campuses as well as Extension offices. There are not currently plans to secure one or more buildings on campus and restrict weapons within those buildings other than the nuclear reactor.
- The upcoming weapons policy forum will be placed on the agenda under announcements for the Faculty Senate meeting.

5. Report from Standing Committees and Student Senate

A. Academic Affairs –Teresa Hartman

- Academic Affairs meets for the first time next Tuesday. Updates: The Curriculog Implementation team met over the summer and continues to work on updates. All of the forms and user roles are entered into Curriculog. They are currently testing the workflow system to make sure it goes to the appropriate personnel for approval. Once this testing is completed, four pilot colleges will pilot Curriculog and it is anticipated this will take place in Spring 2017.
- There are still references to UGE in the catalog, which was 5 years ago. This will be brought up to Academic Affairs to propose that this be removed from the forms/catalog.
- Currently, if someone wants to propose an undergraduate research course, there is a specific form and it goes through the expedited approval process. However, with the implementation of curriculog and the desire not to create too many forms, it will be proposed that this process be a non-expedited process, as with any other new course proposal. This will likely change in the spring, therefore, if you have a research course in mind, you may wish to put it through this fall via the expedited process.
- The committee is also being asked to review the interdisciplinary program approval process for possible improvements and will do so this year.

B. Faculty Affairs – David Lehman / Charlie Barden

- The first meeting of Faculty Affairs will be next Tuesday. Two committees, the Faculty Salaries and Fringe Benefits committee (FSFB) and the University Handbook and Policy committee (UHP),

report to Faculty Affairs and they will assist in getting Faculty Affairs committee representatives appointed to those committees as well as assisting with the first meeting of UHP and election of their chair.

- The Provost's Office has asked Faculty Affairs to discuss revisions to our TEVAL system.

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

- Professional Staff Affairs meets next Tuesday. They will be involved in the Total Rewards program and have been asked to look at Section C of the University Handbook to see if changes need to be made in relation to the Total Rewards program.

D. Student Senate – Jack Ayres

- Student Senate will meet for the first time this Thursday. The committees are working on a number of things, including outreach and how to connect with students on large policies. Chairs were found for a new committee on senate membership to make senate more inclusive of all members of the campus.

E. Technology – Lisa Crawford Craft / Michael Raine

- Technology will meet for the first time next Tuesday. ITAC and ITS will discuss the numerous phishing scams. The largest group targeted is students, faculty, and staff who are new to K-State. Canvas updates and changes will also be discussed. They will continue to discuss web content accessibility.

F. University Planning – Spencer Wood

- Their first meeting is this Thursday. University Planning will have an update from Gary Leitnaker regarding the furlough policy guidelines. They will also be discussing the City University Funds. Beginning last year this process is now more collaborative with the three senate bodies with FSCOUP taking the faculty side forward to the joint leadership meetings. They will also discuss Respectful Workplace and the language regarding how sexual assault investigations will be handled on campus.

6. Announcements

A. Professor of the Week selections were made over the summer.

B. State of the University Address –

- Friday, September 23, 3:30-4:30 pm, Alumni Center main floor – Manhattan
- Thursday, October 6, 9:30-10:30 am, College Center Conf. room – Salina

7. Open discussion period for senators as needed

- President Bennett shared that Interim President Myers indicated that we are **not** close to having to undergo furloughs.

8. The meeting was adjourned at 4:29 p.m.

Respectfully submitted by:

Mindy Markham,
Faculty Senate Secretary

Next meeting: Tuesday, September 27, 2016; 3:30 pm, Union Cottonwood room