

**MINUTES**  
**Faculty Senate Executive Committee**

Tuesday, January 26, 2021, 3:30 pm

**Zoom ID: 733 588 376**

<https://ksu.zoom.us/j/733588376>

**Present:** Bach, Barnett, Beebe, Behnke, Bitsie-Baldwin, Bothwell, Buffington, Charland, DePaola, Ferguson, González, Hay-McCammant, Hosni, Hughey, Ireton, Kiss, Lehman, Littrell, Markham, McGlynn, Raine, Saucier, Schermerhorn, Von Bergen, and Zajac

**Absent:** Vardiman

**Guests:** Pamela Kempton and Nathan Nelson

1. President Mindy Markham called the meeting to order and played a land acknowledgement video.
2. The December 1 Executive Committee minutes stood approved as submitted.
3. Report from Standing Committees and Student Senate
  - A. Academic Affairs – Phil Vardiman/Don Von Bergen
    - Proposed items for consent agenda (pages 5-6)  
Von Bergen moved approval of the consent agenda items to be placed on the upcoming Faculty Senate agenda. Motion carried.
    - Proposed item for discussion agenda (page 7)  
Von Bergen moved approval of the discussion agenda items to be placed on the upcoming Faculty Senate agenda. Motion carried.  
Discussion: none. Vote taken and motions approved.
  - B. Faculty Affairs – Kim Charland/Don Saucier  
After receiving FS approval, the committee submitted the dependent/spouse tuition proposal to the provost in December. He is looking into financial viability. Representation of term employees in Faculty Senate has been on their docket this year. They and Professional Staff Affairs jointly approved a proposal, which has now moved to the constitution committee for consideration. Once it has been reviewed and changes made to the constitution, those constitutional changes will come before Faculty Senate Executive Committee next. The Covid 19 impact statement to address all areas –teaching, research, service, extension, is being finalized by the committee. **Update:** the approved statement was shared with exec and approved electronically for placement on the Feb. 9<sup>th</sup> FS meeting agenda.
  - C. Professional Staff Affairs – Maria Beebe/Mishelle Hay McCammant  
We met with the Faculty Affairs Committee on the Term employee representation proposal in Faculty Senate and it has moved on to the constitution committee.
  - D. Student Senate – Nathan Bothwell  
No report as their first meeting of the semester is next week.
  - E. Technology – Brett DePaola/Michael Raine  
They had a lengthy discussion on how tech/IT policy is made. Now in a high level of shared governance discussion on IT policy and want to be sure they utilize their place well. The committee invited the KSU General Counsel as well as IT administration.

One policy proposal under discussion involves the use of University email to store official university correspondence or documents, which is not the correct process. We should be off loading those to the

proper system files. This is the same for TEAMS, we should not be storing documents out there. It was noted that the TEAMS chats are not archived, there is a 30-day time limit on that availability. These discussions are helping us understand how tech policy is made, we are learning a lot. Our university legal team conveyed they are happy to be part of these discussions.

As it became evident that many use this practice of storing documents in email or Teams, exec committee members inquired what is to be done to replace these practices? Be reminded that there is a retention policy schedule on what should be retained and for how long. Tools that are available can be shared to make it easier on us to follow up. The point that IT admins were making is there is policy on how long administrative documents stay in the system. Another issue is that if we are storing documents in our email, where they are only accessible by one person and thus out of circulation and usage by the offices, this is not useful. One last topic discussed was that “OneDrive” should be a storage system where usage is prioritized.

F. University Planning – Brad Behnke/Dan Ireton

They meet next week and their agenda is getting larger, so there may be more meetings this semester. Two guests from the city of Manhattan will provide an update about the two-way protective bike lane traffic signal upgrade on North Manhattan Avenue. They continue to discuss the issue of CCOPS not being utilized in multiple colleges and CCOPS representation for staff needs to be addressed. Karen Goos will attend a future meeting, tuition and fees task force as topic, as well as planning and decision drivers for potential students to come to KSU. The committee will also invite Beth Montelone in to discuss research, resources and planning.

G. Graduate student Council – Hannah Shear

We have a welcome back event, everything will be in zoom this semester as per the University suggestion.

4. Announcements

A. Faculty Senate 2021 Elections

The 2021 elections process is beginning. Candace has sent a memo to caucus chairs with pertinent information. As a reminder, a reapportionment was done in October and some units had a change in the number of senators that will be reflected in this year’s election.

B. [KBOR meeting report](#)

There was a presentation by Dr. Mark Becker, President of Georgia State University, regarding student success initiatives to eliminate achievement gaps based on race, ethnicity, and income. Other major items discussed are the 5.5% proposed decrease in budget for KBOR institutions in the Governor’s Budget proposal and the new policy regarding suspensions, terminations, and dismissals.

Faculty Senate presidents are drafting a joint statement to ask the KBOR to revoke the policy. The hope is to pass this through our various senates to demonstrate faculty alignment across all the Kansas institutions against this particular policy. President Markham is happy to share the statement and suggested edits are welcome.

She opened the floor for discussion, noting that not all voices from faculty members are opposed to this kind of policy being utilized. Lengthy discussion occurred on this topic. There was discussion about the process that brought the policy to the KBOR agenda and that KBOR rules state they must submit the agenda in a week in advance, but in certain circumstances, the KBOR president can bring in

matters to the board by 12 pm the day before a meeting. This is the process that was used so it did not show up on the agenda until the day before the meeting.

There was a shared view that matters affecting multiple intuitions need those bodies to be involved in the discussion. Of note is KU, who has not taken this off the table as a possibility for use. Their faculty have created websites to share their voice on this issue.

There was conversation regarding transparency on the part of KBOR and overall shared governance, which builds relationships within an institution, and strong shared governance matters in building trust in times of stress. It is commented that our colleagues not serving on Faculty Senate need to know that our administrators are working with faculty. The suggestion was made to focus on process versus tenure. Also, there needs to be a discussion on what is understood when we say shared governance. We also need to educate KBOR on what process is in place to remove faculty.

There was conversation about how things appear to be handled, timewise, when something affects faculty versus staff and to be mindful of this. We also want to consider the positions of the president and provost, who must answer to KBOR. What are they going to do about funding if not utilize this policy? We need to support our administration, as they look at the larger situation with respect to enrollment and budget inputs from the state.

If the sense of the faculty is that there is no one raising issues with KBOR, we need to get information out to the faculty about what is in process. Being able to get information out on what Exec committee is discussing can be done through Caucus chairs, as well as through CCOPs. This policy also affects staff, so staff need to be informed. CCOP provides representation to faculty but there is not an equivalent with representation for staff within the colleges.

President Markham thanked members for their insightful feedback and will keep all apprised. **Update:** the statement discussed within this report above was finalized and shared with exec and approved electronically for placement on the Feb. 9<sup>th</sup> FS meeting agenda.

- C. Town Hall meetings: Jan. 29 (10-11 am), Apr. 1 (9-10 am), and May 10 (8-9 am)  
Three Town Hall meetings with the President are scheduled, the first is this Friday at 10am. All are encouraged to attend.
- D. Spring 2021 virtual open form: February 25, 2-3 pm  
Initially there had been three open fora scheduled; however, with the continuation of administration holding Town Hall meetings providing many opportunities for input and conversation, there will now be only one open forum. President Markham requested that caucus chairs identify questions they would like to bring forward for that open forum. Please send those in advance of the forum to [facsen@ksu.edu](mailto:facsen@ksu.edu).
- E. Topics for Provost's visit to February Faculty Senate meeting  
Several thoughtful topics were discussed and the following were prioritized for the meeting: overall budget and Vice President for Research updates.

All would like as much transparency as is possible about handling these times of stress in relation to the budget model. We need information on where the colleges sit and because furloughs must be authorized by the Provost, are they approved for the next year? Reminder that in this part of the year we are in a fluid situation and can watch the Tuition/State/Legislative updates on each Friday.

- F. Additional guest for February: Greg Willems, KSU Foundation will share annual report and take questions.
  - G. MLK week, with virtual events next week. Please share with your caucuses. [MLK Observance Week | Office of Diversity | Kansas State University \(k-state.edu\)](#)
5. Open discussion period for senators as needed
- A. AAUP Chapter: Is there interest among senators here in leadership to start a chapter? Let President Markham if you or others are interested.
  - B. Nominations are open for [professional staff and USS awards](#).  
The President's Award of Excellence for unclassified professionals and USS employees is open for nominees. Please consider recognizing ones in this way.
  - C. It was shared there are discussions of unionizing among faculty, they are using personal emails. This is not an outgrowth of the KBOR policy, but that did add fuel.
6. President Markham thanked all for their excellent work and the meeting was adjourned at 4:56pm.

Respectfully submitted by:  
LaVerne Bitsie-Baldwin,  
Faculty Senate Secretary

Next meeting: Tuesday, February 23, 2021; 3:30 pm

**ACADEMIC AFFAIRS  
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes and graduation list and posthumous degree requests on the upcoming Faculty Senate consent agenda:

**A. COURSE AND CURRICULUM PROPOSALS:**

To view the proposals in Curriculog,

**First** - Login to Curriculog using your K-State eID and password

<https://kstate.curriculog.com>

**Second** - Go to the course or curriculum agenda at links listed below.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon

In User Tracking, change "Show current" to "Show current with markup"

View the proposal

Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:

<http://www.k-state.edu/curriculog/training/view/index.html>

**COURSES:** <https://kstate.curriculog.com/agenda:1204/form>

Agriculture	AGED - 215 - Agricultural Electrical Systems ATM - 558 - Hydrology and Soil Erosion Management GRSC - 301 - Baking Fundamentals: The Art and Science of Baking
Arts and Sciences	ENSCI - 101 - Introduction Environmental Sciences ENSCI - 410 - Environmental Sciences Internship MATH - 250 - Mathematical Scholars Calculus 1 MATH - 251 - Mathematical Scholars Calculus 2 MATH - 350 - Mathematical Scholars Calculus 3 MATH - 351 - Mathematical Scholars Calculus 4 SOCIO - 863 - Sociology of Victimology
Business Administration	GENBA - 166 - Business Information Technology Skills Proficiency
Education	EDCEP - 315 - Educational Psychology EDCI - 110 - Foundations of Education EDCI - 405 - Middle-Level Education EDCI - 703 - MAT Secondary Math Methods EDCI - 706 - MAT Secondary English/Language Arts EDEL - 250 - Health and Movement Education in Elementary Classrooms EDSEC - 405 - Middle-Level Education EDSP - 323 - Exceptional Students in the Secondary School EDSP - 324 - Exceptional Child in the Regular Classroom
Engineering	CE - 541 - Civil Engineering Materials I CE - 654 - Design of Groundwater Flow Systems CE - 680 - Economics of Design and Construction IMSE - 441 - Introduction to Analytics

Health and Human Sciences	CSD - 347 - Introduction to Phonetics CSD - 442 - Developmental Psycholinguistics CSD - 580 - Neurological Basis of Communication and Swallowing Disorders FASH - 680 - Sustainable Fashion and Color FASH - 740 - Merchandising Analytics HDFS - 525 - Community Mental and Relationship Health HM - 303 - Operational Research in the Hospitality Industry HM - 361 - Hotel Operations HM - 363 - Event Management HM - 464 - Revenue Management HM - 475 - Internship in Hospitality Management HM - 504 - Fair and Festival Management
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**CURRICULUM:** <https://kstate.curriculog.com/agenda:1205/form>

Agriculture	Food Science and Industry (B.S.) - Business and Operations Management Option Food Science and Industry (B.S.) - Science Option Food Science and Industry (B.S.) - Technology Option Wildlife and Outdoor Enterprise Management (B.S.) Park Management and Conservation (B.S.)
Architecture, Planning, and Design	Interior Architecture (Non-Baccalaureate MIARC) Master of Industrial Design (M.I.N.D.D.) (postbaccalaureate track) Master of Interior Architecture (M.I.A.R.C.) (postbaccalaureate track)
Arts and Sciences	Dance Performance Certificate
Business Administration	Business Administration (B.S.) Business Core Finance (B.S.) Management Minor Marketing (B.S.)
Education	Leadership Studies Minor
Engineering	Master of Software Engineering (M.S.E.)
Health and Human Sciences	Fashion Studies (M.S.) Sustainable Fashion Business (Ph.D.)

**B.** Graduation list addition and posthumous degree request:

Cassandra Rae Hampel, BS in Business Administration, May 2017  
Joshua Kendall Yarrow, BS in Agriculture, May 2021 (posthumous degree)  
Jordan Brunk, BS in Construction Science, Engineering, May 2021 (posthumous degree)

**ACADEMIC AFFAIRS  
PROPOSED ITEMS FOR DISCUSSION AGENDA**

Approve to place the following new curriculum proposal on the upcoming Faculty Senate discussion agenda:

New degree:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1206/form>

Interdisciplinary	Environmental Science (B.S.)
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