

MINUTES
Faculty Senate Executive Committee

Tuesday, August 25, 2020, 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, McDiffett, McGlynn, Raine, Saucier, Vardiman, and Zajac

Proxies: Behnke for Durtschi, Meekins for Schermerhorn, Vardiman for Von Bergen

Guests: Tara Coleman, Mustaque Hossain, Scott Jones, Anne Phillips, Camilla Roberts, and Charlotte Self

1. President Mindy Markham called the meeting to order at 3:30 pm and gave a KSU land acknowledgement statement.
2. Dispute Resolution and Honor and Integrity System Reports
 - A. Ombudsperson report (Tara Coleman, Andrew Smith, Anne Phillips) – **Attachment 1**

Tara Coleman and Anne Phillips were present to review the annual report with senators and answer any questions. Tara noted they have had some university support staff and students reach out to them as well and they are happy to be able to assist. However, as their role is responsible for faculty and unclassified professionals, those are the numbers included in the report.
 - B. General Grievances report (Mustaque Hossain) – **Attachment 2**

Mustaque Hossain briefly reviewed the report with senators. One grievance hearing was held last year. The grievance hearing result was that the administration's decision was upheld. The hearing was related to promotion and tenure. Hossain acknowledged the hearing process is time consuming, but the service faculty render is valuable and much appreciated. There were overall comments and questions related to promotion and tenure documents, such as who is the final approver, when are they considered final, where are they officially housed, and so on. These were discussed and the take away for colleagues is to keep documents up to date.
 - C. Employee Relations and Engagement report (Charlotte Self) – **Attachment 3**

Charlotte Self and her staff of two, Paul Volino and LaVerne Williamson, handle the case load. She reviewed the case load and addressed the type of concerns raised by employees and supervisors. There was a 100% increase in requests over last year. It was noted that changes this year have been overwhelming for our employees.
 - D. Honor & Integrity System report (Camilla Roberts) – **Attachment 4**

Camilla Roberts went over the highlights of the report. The deadline for contesting was August 24. There is an increase from last year. Of note is that there were more senior student violations. Therefore, a need for more upper level classes to have discussion of violations is prudent. These violations largely have to do with plagiarism and unauthorized collaboration. Most reports came from online classes. Chegg usage has been addressed in student announcements. There was conversation about how to adjust syllabi statements, so that even viewing Chegg can trigger an honor violation. They are working with the International Student Center and there will be a survey on academic integrity campus climate.

Various questions and comments were addressed. The report does the breakdown by course, not by a student's major or college. It was suggested that perhaps in future the report can be broken down as

well by department or college so they know if their students need further instruction on policies. It was also noted there was an increase in summer violations; however, it is unknown if this was simply due to more courses being taken over the summer.

E. Office of Institutional Equity report (Scott Jones) – **Attachment 5**

Scott Jones reported that on August 31st at 11 am there will be an open forum on updates to Title IX. All are invited to attend. The first of five articles to be published on the policy was shared today. He then provided an overview of the annual report. He and his team completed 47 presentations to 1800 people. The types of cases are included in the report with the raw number and percentages. A number of cases fall outside of the jurisdiction of the university's non-discrimination policy. Overall, people are aware of what others are doing and they file reports, which is good. However, there is dissatisfaction when there is no recourse. It was discussed what advice can be provided as we grapple with those allegations that are beyond the scope of the office. There is no clear answer. We understand these are still hurtful and problematic, so as a university we continue to advocate for fair treatment and civility.

3. Approval of May 26 and June 5, 2020 Executive Committee minutes

The June 5th minutes were not available yet. It was inquired if there were any changes or corrections to the May 26 minutes. Seeing none, and with no objections, those will stand as approved. The June 5 minutes will be sent when ready.

4. Report from Standing Committees and Student Senate

A. Academic Affairs – Phil Vardiman/Don Von Bergen

No report. They will meet next week.

B. Faculty Affairs – Kim Charland/Don Saucier

No report. They will meet next week. They will continue to monitor the effects of COVID on teaching, research, and community engagement.

C. Professional Staff Affairs – Maria Beebe/Mishelle Hay McCammant

They meet next week and will select the eight professional staff to be recognized as part of the Professor and Staff of the Week recognitions this year. This is the inaugural year for professional staff. They hope to revive the request for dependent tuition benefit for term employees. Staff who are in a regular contract get the benefits, while term appointments do not. There is a movement to increase the number of term appointments, which will create a greater disparity in benefits. This is a faculty and staff concern.

D. Student Senate – Nathan Bothwell

SGA begins meeting this Thursday. Bothwell extended thanks to President Markham and Past President González. The DEI committee is recommending adopting a Land Acknowledgement.

E. Technology – Brett DePaola/Michael Raine

FSCOT met twice with special sessions this summer. As all are aware, technology was key this summer. They met with campus IT and ones responsible for classroom technology. They rose to the occasion and provided support for Covid-19 challenges, putting technology in five times more classrooms than expected.

It was noted that when uploading to MediaSite, the upload times are long, and occasionally it crashes thereby requiring a faculty member to start again. Is there a solution? The bottleneck seems to be the

machines handling the upload. They are looking to have MediaSite on more platforms. In the meantime, it was recommended to choose off peak times to upload, or upload to YouTube and then use that link in your canvas page. YouTube has built-in close captioning which you can download to make edits to the close captioning.

Raine made a request to please report these issues to the IT Help Desk so that they can have a true reflection of how often this occurs and be able to make decisions about resources, and track down what can be happening.

It was commented that copyright should be when using YouTube. If we use the MediaSite, we are not breaking copyright issues on the images that we use in our course videos. You must use the direct link for the material that has copyright and avoid any of these issues.

It was also asked if the YouTube closed captioning meet the requirements for accommodations. It was asked that FSCOT to follow up with legal counsel on this.

- F. University Planning – Brad Behnke/Dan Ireton
They will meet next week and will work to appoint a member to the City’s committee on City/University Funds committee.

5. New Business

- A. A motion was made by Raine and seconded by González to approve the following faculty senator replacement for the following caucuses: Business Administration, Rebecca Adams for Saurav Pathak (September 2020-May 2021)

Motion carried.

- B. Proposed Revisions to University Handbook, Appendix E: Faculty Senate Constitution – **Attachment 6**

President Markham reported that for the past two years, Faculty Senate has been discussing the constitution and various changes to it, including edits to bring language in line with current practice. For this particular change, no changes are being made to the elections process and composition from the colleges/units. It was clarified, however, that one additional number is being added to senate, and that is adding a seat for the University Support Staff president. Otherwise, the number remains the same. The number of students is remaining the same, however, there will be two representatives from SGA and one from the Graduate Student Council. In the coming year, there will be more detailed discussion by FAC and PSA about term positions and representation in the senate. After those committees work and submit their recommendations, the constitution committee will take them under consideration and they hope to put forward further revisions to the constitution at that time.

There will a general faculty meeting held this semester to have thoughts and suggestions shared about administrative furloughs. It is hoped these constitution changes can be voted on at that same time. Therefore, it is the request to place these proposed revisions on the September 8th Faculty Senate meeting agenda for a vote.

A motion made by González and seconded by Zajac to place this on the September 8th Faculty Senate agenda.

Discussion: There was clarification on SGA representation and the full number of senators. The senate should not be so large to make it difficult to meet and accomplish the business of the senate, yet we need to have balance in representation. It was noted that when the changes to the full composition occur, detailed information will be provided. However, those changes are not part of the current revisions.

Motion carried. This item will be on the September FS agenda.

6. Announcements

- A. FS actions taken over the summer (Solidarity Statement, Furlough consultation, etc.)
An ad hoc Social Justice committee was created; Faculty Senate engaged in the Furlough consultation in conjunction with USS; and it was decided all Faculty Senate meetings will be virtual this coming year.
- B. Academic Continuity update
A Dashboard that will have our university number of Covid-19 cases is to come out this week. Communication has also recently come out regarding student absences. If you have any student absences due to Covid-19, please refer the student to contact the Office of Student Life.
- C. State of the University Address - Friday, September 25, 3:30-5:00 pm
This event will be virtual, and the time is extended from years past to be able to provide enough time for questions. Please work with your caucus, as in the past, to come up with one or two key questions you may wish to raise. If you, or another member of your caucus cannot be present to raise these, please let President Markham know the question.
- D. Topic for Provost visit to September Faculty Senate meeting
The marketing campaign was asked about. The items settled on were a COVID update, information on enrollment trends, and the strategic visions for the University.
- E. Professor and Staff of the Week selections
Professor of the week selections are due today. Also, this is the inaugural year for the professional staff of the week nominations, there are eight spots. Those nominations are also due today and the PSA committee will be reviewing those next week and making the final decision.
- F. Faculty Senate 20-21 Agenda
President Markham shared a yearlong agenda for Faculty Senate. This will be considered a living document, so please let her know of your suggestions. This was shared with President Myers and Provost Taber as well.

7. Open discussion period for senators as needed

There will be a spot on the FS agenda for senators to share out new initiatives that are coming out of your college, perhaps new programs or minors, etc. This will help encourage collaboration.

8. The meeting was adjourned at 5:05 pm.

Respectfully submitted by:
LaVerne Bitsie Baldwin
Faculty Senate Secretary

Next meeting: Tuesday, September 29, 2020; 3:30 pm