

**MINUTES**  
**Faculty Senate Executive Committee**  
**Tuesday, April 26<sup>th</sup> 2022, 3:30 pm**  
**Zoom ID: 733 588 376**  
<https://ksu.zoom.us/j/733588376>

**Present:** Jenny Bormann, Mary Bowen, Memory Buffington, Marcellus Caldas, Brett DePaola, Teresa Douthit, Jared Durtschi, Renee Gates, Tucker Graff, Mishelle Hay McCammant, Mo Hosni, Pat Hudgins, Judy Hughey, Mark Linville, Laurel Littrell, Jennifer Miller, Michael Oetken, Evan Porter, Michael Raine, Don Saucier, Martin Seay, Andy Thompson, and Don Von Bergen

**Absent:** Katy Bach, Veronica Denison, Elizabeth Kiss, Michael McGlynn, and Tom Schermerhorn

**Proxies:** Andy Bennett for Sara Luly, Jared Durtschi for Mindy Markham

1. President Littrell called the meeting to order and played the Land Acknowledgment.
2. The March 29<sup>th</sup> Executive Committee minutes were approved as presented.
3. Report from Standing Committees, Graduate Student Council, and Senates

A. Academic Affairs – Jenny Bormann/Don Von Bergen

- Proposed consent agenda items (pages 5-6)
- Proposed discussion agenda item (page 7)
- Proposed changes to University Handbook, Section F160 – **Attachment 1**

Senator Bormann made a motion to place the consent agenda items on the upcoming Faculty Senate agenda. The motion passed.

Senator Bormann made a motion to place the discussion agenda item on the upcoming Faculty Senate agenda. The motion passed.

Senator Bormann made a motion to place the proposed addition to the University Handbook, Section F160, related to Undergraduate Academic Minors, on the upcoming Faculty Senate agenda. Academic Affairs worked with CAPP and others on updating this policy language. Post bacc minors are unique to K-State and language in the policy needed updating to help provide clarification. There was discussion regarding post-bacc minors and whether they are still valuable here at K-State. These are unique to us and students cannot at this time get financial aid. Discussion ensued. It was shared that even though there is further discussion warranted for these, at this time it still makes sense to have a policy that is accurate and once data is reviewed regarding post-bacc minors overall and input can be received from those using them, they will remain in place. The motion passed.

Senator Bormann reported that the definitions for cross-listed courses, and a few additional definitions, are under final review with AAC. These may be coming to Faculty Senate yet this year. Additionally, the committee continues its work on changes to the interdisciplinary program approval review and the posthumous degree policy.

B. Faculty Affairs – Marcellus Caldas/Veronica Denison

- Proposed revision to syllabus statement regarding Students with Disabilities – **Attachment 2**

Senator Caldas moved to place this item on the upcoming Faculty Senate agenda. It was clarified these syllabus statements are in the provost's purview and that these changes were recommended from administration and further edits were made by FAC. The motion passed.

- Proposed mandatory syllabus statement Regarding Discrimination, Harassment, and Sexual Harassment – **Attachment 3**

Senator Caldas moved to place this on the upcoming Faculty Senate agenda. The motion passed.

The discussion regarding the definition of Community Engagement continues and more details will come forward soon.

C. Graduate Student Council – Pingping Chen or Tucker Graff

Senator Graff reported that new officers are transitioning into their positions. The students had a great turnout for the picnic with President Linton and the semester is winding down.

D. Professional Staff Affairs – Renee Gates/Mishelle Hay McCammant

Senator Hay McCammant mentioned the staff proposal of an Employee Spotlight, with funding attached to recognize USS and University professional staff members, to help increase morale and recognition opportunities. This proposal is with administration for their review. Senator Gates put forth a joint staff leadership resolution to support issues and office concerns focused on supporting central office staffing. The goal is to have the correct people involved as decision are made. This is out for review with various governance bodies. They may also begin review of Section C159 of the University Handbook as some questions were received recently.

E. Student Senate – Evan Porter

Student Senate unanimously passed their resolution of support for the Okanagan Charter and that information has been passed on to the Vice President for Student Well-Being, Kathleen Hatch. Student Senators serving alongside Faculty Senate received orientation information from Candace LaBerge to review. Now they are trying to wind down the semester. A question was posed to share clarification on how Student Senate feels the charter will impact policy making in the future. They feel like the charter lines up well with the university's current land-grant mission focusing on student health and well-being.

F. Technology – Brett DePaola/Michael Raine

Senator Raine reported that Follett systems would integrate with Canvas and would facilitate book orders in a more concise way from faculty to students. The technology parts are more significant to campus IT and they will vet it before moving forward, however, FSCOT will turn other aspects of the discussion over to academic affairs to pursue. They will meet with Chad Courier next week to talk about continued Cyber Security efforts on campus to make and keep us secure.

G. University Planning – Martin Seay

- Proposed changes to University Handbook, Appendix B – **Attachment 4**

Senator Seay moved to place the proposed revisions on the upcoming Faculty Senate agenda. There was a question raised on clarification about financial exigency matters. Seay will work to provide a few brief comments as he presents this to senate. These particular changes are not editing any substance to Appendix B, but are rather bring language into harmony about composition of CCOPs and FSCOUP that were passed by Faculty Senate recently. The motion passed to place this on the Faculty Senate agenda.

- H. University Support Staff Senate – Mary Oborny or Monica Macfarlane  
There is no report today.

4. Announcements

A. Senator Replacements

- Aaron Stroot for Duane Dunn (General University caucus) - June 2022-May 2024
- Bill Genereux for Katherine Jones (Tech & Aviation caucus) – June 2022-May 2024

President Littrell shared that Duane Dunn is retiring and Katherine Jones will be leaving her position with K-State. Therefore, the caucuses worked to fill their vacancies for the remainder of their term as outlined in the constitution.

B. [KBOR meeting report](#)

The rpk Group continues to be monitored for compatibility with our current process.

C. Final Spring 2022 open forum: Salina: April 27, 11 am-noon

The Open Forum in Manhattan was held yesterday, April 25<sup>th</sup>, and a recording is available. The Olathe Forum was just this morning.

D. Faculty and Professional Staff Retiree Ceremony – April 27, 4 pm, Alumni Center main floor

There is a large number of retirees and approximately 60 are planning to attend. We encourage you to come and support this in-person celebration with refreshments.

E. On May 3<sup>rd</sup> there will be a general faculty and professional staff meeting at 2:30 pm, to make constitutional changes, mainly to add a new standing committee to Faculty Senate, the JEDAI Committee (Justice, Equity, Diversity, Accessibility, Identity and Inclusion). This will be a virtual event. Please attend if at all possible and then look for the Qualtrics survey to go out after that meeting to place your votes.

F. Guest(s) for May 10<sup>th</sup> Faculty Senate Meeting: President Richard Linton and Provost Taber – Topics for discussion: President Littrell would like to propose addressing questions that were not able to be posed at the Manhattan Open Forum regarding the merit pool, and Cost of Living Allowance increase. This was agreeable to the committee.

G. SEM Town Hall – May 11, 1 pm, K-State Student Union Bluemont Room

Along with the in-person event, there will be a livestream component to this meeting and questions will be filtered through the chat. This has been an area of continued interest to Faculty Senate and this committee.

H. Faculty Senate Officer positions – update.

President Littrell was pleased to share that we have a candidate for the president elect position. We are still in need of someone for the role of secretary. We thank Don Saucier and Pat Hudgins for their service as president elect and secretary this year. Senator Don Von Bergen has agreed to run for president elect for the coming year.

I. [New Student Loan Management/Forgiveness Tool](#)

President Littrell shared this new process with committee members that will likely prove very beneficial.

5. Open discussion period for senators as needed  
No new items for discussion.
6. The meeting adjourned at 4:21 pm.

Respectfully submitted by:  
Pat Hudgins,  
Faculty Senate Secretary

Next meeting: Tuesday, May 31, 2022; 3:30 pm

**ACADEMIC AFFAIRS  
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes 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:1639/form>

Arts and Sciences	ENGL - 170 - Writing Laboratory
Engineering	CC - 110 - Introduction to Computing CC - 111 - Elements of Computer Programming CC - 120 - Web Page Development CC - 210 - Fundamental Computer Programming Concepts CC - 310 - Data Structures and Algorithms I CC - 315 - Data Structures and Algorithms II CC - 410 - Advanced Programming CC - 520 - Database Essentials CC - 535 - Applied Data Science CHE - 354 - Basic Concepts in Materials Science and Engineering CHE - 355 - Fundamentals of Mechanical Properties CHE - 356 - Fundamentals of Electrical Properties CHE - 417 - Computational Techniques in Chemical Engineering II CHE - 535 - Transport Phenomena Laboratory CHE - 542 - Unit Operations Laboratory CIS - 101 - Introduction to Computing Systems CIS - 103 - Introduction to Database Applications CIS - 104 - Introduction to Word Processing Applications IMSE – 250 – Introduction to Manufacturing Processes and Systems ME - 573 - Heat Transfer
Health and Human Sciences	GERON - 425 - Introduction to Physical Health & Well-Being of Older Adults GERON - 430 - Introduction to Mental Health & Aging GERON - 525 - Introductory Topics in Gerontology

	GERON - 574 - Introduction to Environments & Aging GERON - 575 - Introduction to Diversity in the Aging Experience GERON - 576 - Introduction to Program Design, Implementation, & Evaluation in Gerontology GERON - 577 - Introduction to Policy & Advocacy in Gerontology GERON - 578 - Introduction to Aging Family Dynamics & Caregiving
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**CURRICULUM:** <https://kstate.curriculog.com/agenda:1640/form>

Engineering	Mechanical Engineering (ME) (B.S.)
Health and Human Sciences	Gerontology Minor Gerontology Secondary Major

**B. Graduation list(s), addition(s) and/or posthumous degree requests: None**

**ACADEMIC AFFAIRS**  
**PROPOSED ITEMS FOR DISCUSSION AGENDA**

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

New:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1641/form>

Health and Human Sciences	Concurrent B.S./M.S. Personal Financial Planning
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