

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

Tuesday, August 31, 2021, 3:30 pm

**Zoom ID: 733 588 376**

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

**Present:** Katy Bach, LaVerne Bitsie-Baldwin, Jenny Bormann, Memory Buffington, Marcellus Caldas, Veronica Denison, Brett DePaola, Teresa Douthit, Jared Durtschi, Renee Gates, Mishelle Hay-McCammant, Pat Hudgins, Judy Hughey, Pamela Kempton, Elizabeth Kiss, Mark Linville, Laurel Littrell, Mindy Markham, Michael McGlynn Michael Oetken, Blake Phillips, Michael Raine, Don Saucier, Martin Seay, Andy Thompson, and Don Von Bergen

**Absent:** Tom Schermerhorn

**Proxies:** Bitsie-Baldwin for Hosni, Kiss for Seay (after 4 pm)

**Guests/Visitors:** Tara Coleman, Mustaque Hossain, Stephanie Lott, David Marcus, Anne Phillips, Amanda Ruthstrom, Charlotte Self

1. President Littrell called the meeting to order at 3:30 pm and played the land acknowledgement video.
2. Dispute Resolution and Honor and Integrity System Reports
  - A. Ombudsperson report (Tara Coleman, Andrew Smith, Anne Phillips) – **Attachment 1**  
Tara Coleman provided highlights of the report. She shared a concern regarding how communication is received. People find out information at different times and from different levels of authority. This often impacts how information is shared and could be deemed miscommunication.
  - B. General Grievances report (Mustaque Hossain) – **Attachment 2**  
There were no grievance hearings this past year. Mustaque thanked Senate for the opportunity to serve in this role and as inquiries are made, he will do his best to assist.
  - C. Employee Relations and Engagement report (Charlotte Self) – **Attachment 3**  
COVID related conflicts are on the rise. Her team continues to empower employees and supervisors. There was a total of 834 new concerns addressed by the team. The ADA coordinator reported 137 new requests for accommodations. Of those 137 new FY21 requests for accommodations, 23 requests were COVID-19 related.
  - D. Honor & Integrity System report (Camilla Roberts) – **Attachment 4**  
They also had a drastic increase this past year. Right before COVID began there were 162 cases. Then after the beginning of COVID there were 349, but there were 427 total Honor Pledge Violations as of Aug. 1, 2021. This does not reflect informal consultations. The most reported violations are coming from Junior and Seniors. As is part of their process, they are updating the constitution and that will be coming through Faculty Senate in the coming months.
  - E. Office of Institutional Equity report (Stephanie Lott) – **Attachment 5**  
Lott joined the team in April and there will be entirely new staff in place by January 2022. They have been making various changes in the past months. The office has migrated all cases from a shared drive to Maxient (secure online/web-based program). This will allow in future reports additional data to be shared. Several examples of what can be tracked now were mentioned.

President Littrell thanked all the visitors for their reports. DePaola moved and Von Bergen seconded to accept these reports and place them on the September Faculty Senate agenda. Motion carried. These will be on the September Faculty Senate agenda.

3. The May 25, 2021 Executive Committee minutes were approved electronically and have been posted online.

4. Report from Standing Committees, Graduate Student Council, and Senates

- A. Academic Affairs – Jenny Bormann/Don Von Bergen

- Proposed consent agenda items (page 2)
- Proposed discussion agenda items (page 3)

Bormann reported that Curriculog had a facelift over the summer. Work is being done this year to incorporate more of its functionality this coming year. Training may be forthcoming. It seems more user friendly. There are several items on the docket for their committee to work on this year including finalizing revisions to the approval process for interdisciplinary programs, reviewing the policy for awarding posthumous degrees and the undergraduate academic credit certificate policy and post bacc minor policies.

- B. Faculty Affairs – Marcellus Caldas/Veronica Denison

Denison introduced Marcellus Caldas as the new co-chair. Sara Rosenkranz took a different position in the college and was no longer able to serve in this capacity. They've had one meeting and they're working on their agenda for the year. Working on a memo to President Littrell and the provost to remind ones about the COVID-19 Impact statement and guidelines for evaluators. Also, they will be working on recommendations to the provost office about how to best assess and include engagement and diversity in University level tenure and promotion documents.

- C. Graduate Student Council – David Marcus for Pingping Chen

Marcus reported they assisted the graduate school in the associate dean search, they're working on upcoming events, and they are also trying to participate as well in the presidential search.

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

They have not yet met, but will be looking over the priority list. They will continue to work with FSCOUP on the CCOPs and having staff representation on those. There are a number of issues that have been brought to their attention and they will work on those this year.

- E. Student Senate – Blake Phillips

- Student Senate Resolution – Commendation of Alternative Textbook Initiative – **Attachment 6**

- F. Technology – Brett DePaola/Michael Raine

Brett DePaola shared about policy changes regarding ransomware, and more that will be forthcoming.

- G. University Planning – Martin Seay

No report. They will meet later this week.

- H. University Support Staff Senate – Mary Oborny

No report.

## 5. Announcements

### A. KBOR meeting report

Some of the KBOR committees met today. One discussion item was the dependent/spouse tuition proposal, which will be voted on by the board on September 15<sup>th</sup>. The Regents staff has recommended that this be passed, so we're hopeful. If approved, this will be a benefit to ones on term appointments. Many have worked to keep this on the docket for several years so we're grateful.

Other issues that the board is discussing are usual budget appropriations, performance reports, also various requests for facilities updates. K-State is requesting some athletic facilities updates, which are paid for with donations and athletics funds. Deferred maintenance also continues to be discussed.

### B. The following faculty senator replacements have been made for the following caucuses:

Arts and Sciences, Christer Aakeroy for Don Saucier (June 2021-May 2022)

Arts and Sciences, Lorena Passarelli for Sarah Reznikoff (Sept. 2021-May 2022)

Engineering, Kimberly Kramer for Todd Easton (Sept. 2021-May 2023)

Extension, Dorivar Ruiz Diaz for Jason Hackett (Sept. 2021-May 2023)

Health and Human Sciences, Melody LeHew for Sara Rosenkranz (Sept. 2021-May 2024)

President Littrell directed members to the list of replacements from over the summer. We welcome these new senators to Faculty Senate.

### C. Proposed Revisions to University Handbook, Appendix E: Faculty Senate Constitution - Update

Just earlier this afternoon the general meeting of the faculty and unclassified professionals was held. President Littrell reminded all this is to include a new term appointment caucus, along with a few other changes. The Qualtrics survey to vote on the constitution revisions is now open and will remain open until noon tomorrow.

### D. State of the University Address - Friday, September 17, 3:30-5:00 pm, Student Union Forum Hall

The event will be in person, but will have live streaming as well for those who prefer to attend virtually. Additionally, President Littrell noted there will be a Student Town Hall meeting on September 9<sup>th</sup>.

### E. Topics for Provost visit to September Faculty Senate meeting

One recommendation was to discuss the COVID response and how things is going. President Littrell announced here that there is a student Town Hall on Sept. 9<sup>th</sup>. There is some concern about how that will go related to student concerns with mask wearing. Within this conversation there were concerns raised from Executive committee members about mask violations on campus from both students and faculty not wearing their masks. Perhaps some best practices can be addressed and also providing guidance about how to have conversations related to this. An [FAQ](#) has been developed and should likely be reviewed to see if anything is missing that needs added. There was much conversation about this. For example, when should you call backup for apparent mask violations, enforcement already exists. There is also a perception that nothing will happen to students reported in violation. Let's also keep in mind that all reminders are not confrontations. Faculty members appear to be more in violation. Senator Thompson, from Student Life, shared that students get a letter for the first violation. The second time, there's a letter and it includes a hearing. The third violation is removal from campus and it goes on your transcript, so it follows you on your transcript for a time. Also discussed were the types of masks, process on contact tracing, and quarantine rules.

Presidential search update as available.

Budget - CRM timetable, clarification of shadow/bridge year, and 3 years with regard to compensation to colleges regarding 2 more years. When is the third year? There are plans to invite new Vice President for Research to an upcoming faculty senate meeting.

President Littrell asked if there was any objection to having a guest briefly come to discuss the new dining dollars program. There were no objections and this will be added to announcements.

F. Professor and Staff of the Week selections

President Littrell reminded caucus chairs that the professor of the week selections are due to Ms. LaBerge by the end of today. If you will be delayed, please contact her. A new feature that started last year was the inclusion of professional staff members of the week. Detailed information was sent to caucus chairs via email over the summer. If you have questions, please reach out to Candace.

G. Faculty Senate 21-22 Agenda

President Littrell is working with Leadership Council to finalize the docket for this year and will share this draft with Executive Committee and Faculty Senate when it is ready.

6. Open discussion period for senators as needed  
No discussion.

7. The meeting was adjourned at approximately 4:55 pm.

Respectfully submitted by:

Pat Hudgins

Faculty Senate Secretary

Next meeting: Tuesday, September 28, 2021; 3:30 pm

**ACADEMIC AFFAIRS  
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes and graduation list addition 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>

**CURRICULUM:** <https://kstate.curriculog.com/agenda:1361/form>

Arts and Sciences	<a href="#">Global Health, Medicine, and Society Certificate</a> <a href="#">Intercultural Competency Certificate</a>
Health and Human Sciences	Personal Financial Planning Minor

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

List addition: Deral Danis, Master of Science, Graduate School, Spring 2009

Posthumous degree: Jared Gaynor, Bachelor of Science, Engineering, Spring 2021

Posthumous degree: Jace Ryan Ward, Bachelor of Science, Business Administration, Summer 2021

Posthumous degree: Tyler Waddingham, Bachelor of Science, Agriculture, Fall 2021

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

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

New certificate:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1361/form>

Arts and Sciences	Undergraduate Certificate in Quantitative Techniques of Data Science
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