

MINUTES

Faculty Senate Executive Committee

Tuesday, January 31, 2023, 3:30 pm

Zoom ID: 733 588 376 | <https://ksu.zoom.us/j/733588376>

Present: Rebecca Adams, Katy Bach, Andy Bennett, Graciela Berumen, Memory Buffington, Marcellus Caldas, Regina Crowell, Brad Cunningham, Elizabeth Dodd, Renee Gates, Sara Gragg, Mark Haub, Mishelle Hay McCammant, Julia Keen, Elizabeth Kiss, Brandon Kliewer, Laurel Littrell, Jennifer Miller, Michael Oetken, Michael Raine, Don Saucier, Brandon Savage, Andy Thompson, Don Von Bergen, and Andy Wefald
Absent: Tucker Graff, Michael McGlynn, Tom Schermerhorn, Martin Seay, Phil Vardiman
Proxies: Mark Haub for Jared Durtschi, Laurel Littrell for Evan Porter, Brad Cunningham for Julie Yu-Oppenheim

1. President Don Saucier called the meeting to order and a Land Acknowledgment was played.
2. President Saucier inquired if there were any changes or corrections to the minutes of the January 10th Executive Committee meeting. Seeing none and with no objection, these were considered approved as submitted.

President Saucier wanted to again thank the academic affairs co-chairs, Senators Bennett and Kliewer, as well as their other counterparts on that committee for working so hard on the K-State Core general education proposal and moving it through the process. He applauded the JEDAll co-chair, Senator Yu, for her thoughtfulness, and creating buckets of gratitude for our co-chairs, to thank them for their contributions. Additionally, he thanked this committee for contributing to a very productive meeting. There were people on both sides of the issue, but there was respect shown and senators afforded their colleagues an opportunity to share their perspectives. He is proud to have worked with all on this important issue. He also thanked President Elect Von Bergen for the idea to send out a message of thanks to senators after that important meeting.

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

- A. Academic Affairs – Andy Bennett/Brandon Kliewer
 - Proposed consent agenda items (pages 8-9)
 - Proposed discussion agenda items (page 10)
 - Proposed change to University Handbook, Section F121 – **Attachment 1**

Senator Kliewer moved to place the consent agenda items onto the upcoming Faculty Senate agenda. No second is needed on this or the other items up for a vote today as these are coming from committee. Motion carried.

There was a question raised about a couple curriculum proposals on the agenda that may need edits after the K-State Core was approved last week. Senators Kliewer and Bennett shared that according to the provost office we can move them forward as they stand, and it will then be seen whether the exceptions are approved later. They are unsure what KBOR will decide to approve. They reminded senators they can move any item from the consent to the discussion agenda if requested during the senate meeting, or if the unit decides they wish to withdraw it from the FS agenda, they can do that too. Just be sure to keep the co-chairs informed. Further questions surrounded the timeline and whether courses would be available for Fall 2023.

No further discussion. Motion carried.

Senator Kliewer moved to place the discussion agenda items onto the upcoming Faculty Senate agenda. Motion carried.

Senator Kliewer moved to place the proposed handbook change in attachment 1 onto the upcoming Faculty Senate agenda. This proposed change came to them from the Committee on Academic Policies and Procedures and was discussed and approved by FS AAC in December.

A question was raised on page 2 of attachment 1, under Minimum Grade Requirements, where it states Credit/No Credit courses are counted as *graded*. Senator Bennett suspects that this was originally put in place because many students come in and do well, they can get credit by exam. For engineering students, it becomes important for that to count as credit hours. That wording wasn't changed from the original version, but it was questioned. Another senator reminded all that to meet degree requirements they must count credit hours as graded hours.

Under the Upper Division Credit Requirement section, the definition of "regularly scheduled courses" and "regular university faculty" was inquired about. Sometimes there can be confusion when making application of a policy. Like the last section in question, even though this wording hasn't changed from the original language, it might need clarified for accuracy. Senator Bennett pointed out that at the top of page five there is a link of course component types, wherein courses do not have to be 16 weeks. Courses do not necessarily all meet for a full semester.

It was asked if we anticipate a motion on the floor of the senate meeting to clarify the terminology. Not necessarily, but it is a valid question and is a common issue for groups that work in records or have to apply policy. If things, moving forward, can be cleaned up that would be helpful to all. Senator Bennett mentioned that trying to fix this issue by fixing one document may not be needed right now, but the handbook sections undergo regular review so this overarching issue should perhaps be brought up to the handbook committee as they go through future changes.

Motion carried. This will be on the FS agenda for February.

Senator Bennett was pleased to inform the Executive Committee that no changes were made by BAASC at their meeting, and we have clearance to move forward with Bucket 7 as it was approved by Faculty Senate last week.

B. Faculty Affairs – Marcellus Caldas/Brad Cunningham

- Proposed change to University Handbook, Sections A3, B35, D30, F1, F2, F6, F20, F122, J1, K73 – **Attachment 2**

Senator Cunningham moved to place the proposed handbook changes in attachment 2 onto the upcoming Faculty Senate agenda. The handbook committee found information that was out of date was found and updated in the sections of the handbook. This motion does not need a second.

Discussion: Senator Gates recommended that on J1 the Fielder Engineering Library be removed because it has not been in use since 2015. Senator Bennett also pointed out that the handbook had a reference to the barbershop in the student union for over 25 years after it has been closed.

Senator Cunningham shared too that when they brought up the natatorium there was a reason for leaving it in the handbook. He will get clarification from the committee on these sections.

The motion has been withdrawn and this proposal will be brought back when further clarification is gained.

- C. Graduate Student Council – Tucker Graff
Not present.
- D. JEDAll – Graciela Berumen/Julie Yu Oppenheim
Senator Berumen reported the committee will be voting this coming month on a resolution they have crafted related to the Okanagan Charter. They hope to bring that forward to senators in March.
- E. Professional Staff Affairs – Renee Gates/Mishelle Hay McCammant
They are finishing up proposed language for University Handbook, Section C 159 for the handbook committee to review. They also are discussing the rehire eligibility policy from HCS.
- F. Student Senate – Evan Porter
Not present.
- G. Technology – Michael Raine/Phil Vardiman
They have not yet met this semester, but Senator Raine wanted to include information about the cyber security training that will come to our inboxes on Feb. 1.

As a side point, Senator Bennett shared that having multiple trainings come out during the same week makes it difficult for people to complete the trainings all at once.

- H. University Planning – Rebecca Adams/Martin Seay
Senator Adams reported they have not met but are going to meet with Emergent Method and discuss priorities for the semester. Ethan Erickson will also attend to provide a yearly update.
- I. University Support Staff Senate – Regina Crowell
USS recently voted on the proposed formation of a caucus withing Faculty Senate to determine whether there was support for this; the votes were 60/40. A low number of people voted and most of them were non-union. Results of the Docking survey were presented to the council of president's and regents at the KBOR meeting.

President Saucier expects there will be further information about what that vote means going forward regarding University Support Staff Senate and its potential connection to Faculty Senate.

4. New Business

- A. March Faculty Senate meeting date
President Saucier reported that it was found the March Faculty Senate meeting falls during spring break (March 14th). It has been suggested to move that meeting to the following Tuesday, March 21st. One consequence of this would be that the permanent committees who meet twice monthly would only meet once during March. However, they would be welcome to set an additional meeting if needed. If members believe this is an appropriate change to the schedule, he'll entertain a motion and second to change the schedule as just described. So moved by Senator Bennett and it was seconded by Senator Dodd.

No further discussion as this seemed to be an appropriate change. Motion carried.

5. Announcements

A. [KBOR meeting report](#)

As Senator Bennett shared earlier, BAASC, the Board Academic Affairs Standing Committee, met this morning and discussed General Education requirements. President Saucier shared that it was reinforced that Bucket 7 is to be used for institution requirements, not program requirements. This could include such things as freshman orientation, student success, health and wellness, and diversity credits. It was also reiterated that transfer students who have completed the systemwide general education at one institution will not be required to take courses in Bucket 7 at the institution to which they are transferring. This suggests that leaving Bucket 7 as electives follows the policy.

B. Faculty Senate 2023 elections to begin in February

President Saucier shared that the Faculty Senate elections process is beginning. Candace is taking an initial look through unit information that has been provided and she will be sending a memo along with those election files to caucus chairs in the next few days.

C. Topic for Provost Taber for February Faculty Senate meeting?

It was suggested to visit about the issues in central staffing and continued increasing workload. We would also like to hear about any movement on career ladders for academic advisors, specifically. HCS said they would work on it in years past, but nothing has been done. Would like to discuss potential for merit raises and COLA, etc. It was noted that these two things are separate as COLA is not a raise.

President Saucier added that in the past when the career ladder question has been brought it the answer has been that it will be addressed when the overall salary and compensation review occurs.

The new Strategic Plan was mentioned as a possible topic. Also, how does the provost see enrollment playing out over the next 5 years?

There was extensive and passionate conversation about staffing issues, salary, compensation, and the need for priorities and making hard decisions. It was noted our intention is not to pick a fight, but rather to challenge our leadership to continue considering these very important issues. It is unrealistic to expect things to be resolved in a short time, but there needs to be forward movement.

Also raised was the issue of 9 months' salary provided over 12 months. This has been a topic raised over the years and for a time it was implemented, but it was a completely manual process, and most did not take advantage of it.

After further conversation, it was suggested that maybe someone from human capital services can come to the senate in April. President Saucier will follow up on this.

Having a climate survey and when the next one is scheduled was raised. It was noted that the Docking institute survey came out in 2019 at the same time as the last climate survey. However, it is important the terminology be accurate. Climate survey can mean something else, so what really is desired is a job satisfaction or campus climate survey. We want to be careful about the wording we use.

President Saucier will follow up with these topic suggestions and share those with the provost in advance of the February meeting.

D. Guest for March FS meeting: VP Rana Johnson

As a reminder, VP Johnson will be a guest at our March meeting. It has been verified that she can attend the March 21st meeting as rescheduled. President Saucier suggested that a Morale and Satisfaction Survey would be a good topic to discuss with Dr. Johnson as well.

E. Spring open forum events

- Manhattan, Feb. 17, 9-10 am, Alumni Center, main floor.
- Olathe, Mar. 2, 2-3 pm, Olathe Forum Hall.
- Salina, Mar. 30, 2-3 pm, College Center Conference room.

President Saucier reminded members of the upcoming forums. He requested that caucus chairs work with their constituents to come up with a few questions for these events. If possible, please shared these with he and Candace before February 13th. This may help, both in managing any duplication and also, with no objections, these could be shared in advance with President Linton so that perhaps a thoughtful response could be shared for the forum. Please let us know whether you, as the caucus chair, or another member of your caucus will be present to ask the question. *If* you, or another caucus member, are not able to attend, either President Saucier or another member of leadership can work to ask the question as time permits. The events will also be live streamed, and questions can be submitted by chat as needed. These will also be addressed as time permits.

6. Open discussion period for senators as needed

It was mentioned faculty are complaining that they are teaching double and still expected to do their research, based on KBOR requirements. Having a point of reference for faculty about workload seems logical, but this doesn't seem to exist. It was also noted by another senator that a trend occurring is that many universities are terminating tenure and promotion. It was recommended Faculty Senate keep an eye on what is happening in our institution. President Saucier did note the trend has been to replace tenure track positions with people who are not on tenure track.

It was noted that K-State has had policy in place for over a decade that some universities are just doing, such as the chronic low achievement policy, which was created for this purpose as well.

7. The meeting was adjourned at 4:50 pm.

Submitted by:
Graciela Berumen
Faculty Senate Secretary

Next meeting: Tuesday, February 28, 2023; 3:30 pm

**ACADEMIC AFFAIRS
PROPOSED ITEMS FOR CONSENT AGENDA**

Approve to place the following course and curriculum changes and graduation list additions 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:1873/form> (*copy and paste the link into your browser if clicking on it gives you an error message)

Agriculture	AGCOM - 222 - Agricultural Business Communications ASI - 100 - Special Topics in Animal Science ASI - 218 - Fundamentals of Nutrition ASI - 220 - Principles of Feeding ASI - 261 - Animal Sciences and Industry Problems ENTOM - 589 - Turfgrass Insects and Their Management GENAG - 399 - Agricultural Cooperative Education Experience
Arts and Sciences	ADC - 630 - Co-Occurring Disorders and Addictions Treatment ADC - 650 - Methods of Individual Counseling POLSC - 734 - State and Local Government Management
Business Administration	ACCTG - 641 - Intermediate Accounting and Analytics III FINAN - 620 - Fixed Income Securities and Markets MANGT - 230 - Business Law I MANGT - 725 - Organizational Management and Data Analytics MIS - 797 - Topics: Information Technology and Data Analytics
Engineering	BAE - 643 - Life Cycle Assessment
Leadership Studies	LEAD - 700 - Nonprofit Leadership Concepts
Health and Human Sciences	CSD - 443 - Language Assessment and Intervention I CSD - 446 - Speech Sound Disorders CSD - 567 - Hearing Assessment and Intervention FNDH - 115 - Introduction to Health and Nutrition Professions FNDH - 540 – Nutrition Education and Program Planning FNDH - 575 - Research in Health Sciences ID - 300 - Global Experiences in Interior Design

	<p>PAS - 700 - Applied Anatomy & Physiology I</p> <p>PAS - 711 - Applied Anatomy and Physiology II</p> <p>PAS - 780 - Clinical Medicine I</p> <p>PAS - 781 - Clinical Medicine II</p> <p>PAS - 782 - Clinical Medicine III</p>
Olathe	AAI - 861 - Research Strategies to Drive Development of Animal Health Products
Technology & Aviation: Salina	<p>AAM - 601 - Introduction to Advanced Air Mobility Systems</p> <p>AAM - 605 - System Architectures in Advanced Air Mobility Systems</p> <p>AAM - 732 - Aerospace Communication Systems</p> <p>AAM - 762 - Guidance and Navigation Systems</p> <p>AAM - 801 - Electromagnetic Threats and Mitigation Design for Advanced Air Mobility Systems</p> <p>AVM - 111 - Basic Aircraft Electricity</p> <p>AVM - 203 - Aircraft Environmental and Fire Protection Systems</p> <p>AVM - 205 - Aircraft Landing Gear and Fluid Power Systems</p> <p>AVM - 207 - Aircraft Electrical Systems</p> <p>AVM - 216 - Aircraft Propulsion Drive Systems</p> <p>AVM - 301 - Advanced Reciprocating Powerplant Technology</p> <p>AVM - 304 - Aircraft Fuel Management and Metering Systems</p> <p>AVM - 305 - Aircraft Avionics and Instrument Systems</p> <p>AVM - 306 - Rotary and Fixed Wing Aircraft Design and Assembly</p> <p>AVM - 322 - Powerplant Operation and Troubleshooting</p> <p>AVM - 402 - Gas Turbine Powerplant Technology</p> <p>AVMR - 220 - Aviation Maintenance Review/General</p> <p>AVMR - 230 - Aviation Maintenance Review/Airframe</p> <p>AVMR - 250 - Aviation Maintenance Review/Powerplant</p> <p>COT - 301 - Six Sigma Analysis and Problem Solving I</p> <p>COT - 302 - Six Sigma Analysis and Problem Solving II</p> <p>CYBR - 780 - Design and Operations for Cyber Human Systems</p> <p>CYBR - 782 - Social Computing Dynamics and Cyber Human Systems</p> <p>CYBR - 783 - Interaction Design for Extended Reality Environments</p> <p>CYBR - 801 - Prototyping for Advanced Immersive Systems</p> <p>PPIL - 310 - Fundamentals of Instruction/Advanced Ground Instructor Ground School</p> <p>PPIL - 311 - Certificated Flight Instructor-Airplane Ground School</p> <p>RA - 342 - Industrial Robotics Lab 2</p> <p>RA - 343 - Industrial Robotics Lab 3</p> <p>RA - 444 - Integrated Robotics Studio</p> <p>SSO - 739 - Space Systems Design and Dynamics</p> <p>SSO - 740 - Space Systems Modeling, Simulation, and Control</p> <p>SSO - 742 - Manufacturing and Materials in Space and on Earth</p> <p>SSO - 801 - Space Operations and Environment</p>
Veterinary Medicine	<p>VCS - 843 - Introduction to Veterinary Surgery</p> <p>VCS - 864 - Applied Clinical Skills & Surgical Laboratories</p> <p>VCS - 866 - 3rd Year Clinical Skills I</p>

CURRICULUM: *<https://kstate.curriculog.com/agenda:1874/form> (*copy and paste the link into your browser if clicking on it gives you an error message)

Agriculture	Agronomy Minor Entomology B.S. Feed and Pet Food Science (B.S.) - Production and Management Option Feed and Pet Food Science (B.S.) - Science Option Plant Pathology Minor
Health and Human Sciences	Athletic Training and Rehabilitation Sciences (B.S.) Communication Sciences and Disorders (B.S.) Human Nutrition (B.S.)-Nutrition and Health Human Nutrition (B.S.)-Nutritional Sciences Interior Design (B.S.) Physician Assistant (MSPAS) Sports Nutrition (B.S.) Well-being Minor
Technology & Aviation: Salina	Aeronautical Technology BS - Aviation Management Option Aeronautical Technology BS-Aviation Maintenance Management Option Aeronautical Technology BS-Professional Aviation Aeronautical Technology BS–Professional Pilot Option Aeronautical Technology BS–Uncrewed Aircraft Systems Option Aviation Electronics Technology Certificate Aviation Maintenance (AAS) (AAVMN) Engineering Technology-Mechanical Engineering Technology Option (AETA-MT) Engineering Technology-Robotics and Automation Option (BETB-RA) Introduction to UAS Technology Certificate Uncrewed Aircraft Systems Minor (RUAS)

B. Graduation list(s), addition(s) and/or posthumous degree request(s):

- Fall 2021, Leah Lusker, Bachelor of Science, College of Health and Human Sciences
- Summer 2022, Jonah Domann, Bachelor of Science, College of Health and Human Sciences

**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:1875/form>
(*copy and paste the link into your browser if clicking on it gives you an error message)

Leadership Studies	Nonprofit Leadership (Graduate Certificate)
Technology & Aviation: Salina	Airframe and Powerplant Review Certificate (AVMR) Graduate Certificate in Advanced Air Mobility Systems (AAMS) Graduate Certificate in Cyber Human Systems (CHS) Graduate Certificate in Space Systems and Operations (SSO) UAS Data Analytics Certificate