

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
April 4, 2023, 3:30 pm
Zoom <https://ksu.zoom.us/j/837797836>

- Brad Cunningham (co-chair) called the meeting to order.
- Those in attendance included Brad Cunningham (co-chair), Joel DeRouchey, LaBarbara Wigfall, Melody LeHew, Aaron Stroot, Charlotte Self, Cliff Hight, Eve McCulloch, Grace Liang, Jessica Oshnock, Kimberly Kramer, Ryan Leimkuehler, Tareque Nasser (co-chair), Justin Kastner (secretary), and Tanya Gonzalez.
- **Guest Corey Williamson – Executive Director, K-State Student Union** – Mr. Williamson requested input from the Faculty Affairs Committee on implementing a pilot program designed to reduce the cost of course materials while allowing students to have their materials on the first day of class. Mr. Williamson gave a presentation that gave an overview of the mission of the K-State Union, including its service to students. His talk included a description of the K-State-Follett Partnership, which has been operational since 2013. Follett has partnered with K-State to fund over \$1.5 million in infrastructure improvements. Follett provides \$11,000 each year in student scholarships. They provide a 20% discount to university departments for supplies. Follett also lease-supports 15% of the Union’s operating budget. Mr. Williamson noted some of the K-State Campus Store Challenges, including declines in sales coming out of the pandemic (sales have declined by over 60% since 2019), at rates worse than our peer institutions. Follett’s market share of total course materials sales at K-State is 7.85%.

Mr. Williamson then highlighted the “Inclusive Access” program, which has been launched at 350 campuses and featuring digital textbook rentals. It would complement K-State Open/Alternative Textbook Initiative, would give students an “opt-out” choice, and would likely benefit General Education courses the most.

The pilot program would give faculty the option to consider a course material option that would reduce the cost of digital books. Students could pre-register for course materials when registering for classes. Course materials would be made available via Canvas. If approved, this pilot program would begin in Spring 2024 and run through Fall 2025.

Mr. Williamson highlighted the experience of the University of Houston with this program. The initiative saved students approximately \$1M in terms of “savings off new retail price.”

Faculty can use the “Follett Adopt” simplified process, and students would be prepared with the correct text prior to the first day of class.

Ryan L. asked about potential student-data-information collection/privacy issues.

Tareque N. and Melody L. asked about the use of different publisher platforms (e.g., McGraw-Hill’s connect program) and how the Follett initiative would work alongside that. Brad C. asked for assurance that students wouldn’t be surprised by charges in this initiative.

Mr. Williamson assured the group that a process for students to “opt out” would be clearly communicated to students. Brad C. also asked a question regarding students who enroll via Navigate. Jessica O. asked about students who drop courses after a few weeks; Mr. Williamson said that a refund process would align with “add/drop” deadlines and dates. Melody L. also asked a question about opting out, wondering if the faculty members would be alerted to those who have “opted out” and therefore may not have the necessary course text.

- **Approve the March 7th, 2023, Minutes**
- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Justin Kastner – Nothing to report
 - **University Handbook and Policy Committee:** Cliff Hight, Colby Moorberg
- **New and Continuing Business for 2022-2023**
 - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit. – **FIRST READING** - Defining “community engagement” for possible inclusion in the university handbook. Subcommittee: Tanya, La Barbara, Melody, Tim Steffensmeier
 - Did not have a mechanism to record or highlight work being done
 - Changes on C1-C6 HB change clarifies the language, identifies the different types of engagement, provides clear guidance on faculty involvement. Just adding keywords to faculty responsibilities.
 - Conversation about final sentence in C1 – “and worth that fosters diversity...”, is that redundant related to statements above.
 - Continuum document provides places where faculty can grow. Makes visible the engaged-scholarship component. Helps identify examples that can be shared. Provides a definition.
 - Subcommittee will take this back and tweak the language just a little bit and then we will discuss again, or send to HB Committee.
 - Appendix R: Intellectual Property Policy and Institutional Procedure – **Work continues**
 - Anticipate fall timeline for submitting revision
 - University Handbook, Sections A3, B35, D30, F1, F2, F6, F20, F122, J1, K73. **Work continues**
There are 2 issues:
 - 1) Handbook J1 – request to remove Fiedler Engineering Library, K73 - Natatorium references, or clarification as to why keep them in the list;
 - 2) Handbook F121 – in residence requirement – what does “regularly scheduled courses” and “regular university faculty” mean?
 - C159 Administrative Assignments and Five-Year Comprehensive Reviews – **Work continues**
Presented to Co-Chairs of FA Committee 02/07/2023 to be sent to Handbook committee for review.
 - Section E121 Contributing Programs at Kansas State University – **Work continues** - Handbook committee reviewing for provider updates and language clean-up.
 - SGA Resolution related to “potential content disclosures” in course syllabi. – **No feedback received so far** - The Provost would like to get faculty affairs’ perspective on this. – Teaching and Learning is dealing with this. **Will remove this agenda item moving forward.**
 - COLA Raise Proposal – The final draft of my response was submitted to FS President (thanks to those that sent me some recommended edits). In absence of overwhelming supportive feedback, I was unable to recommend supporting the proposal. The response will be

provided to President Linton, along with a response from PSA. From there it will be up to President Linton how/if he wants to move forward with a more systematic polling of faculty/staff.

- **Pres-Elect Von Bergen may take this up in his tenure, but for now we will remove this agenda item going forward.**

- **Future Business**

- Open Course Descriptions – This has been rolled back by FS President. He fully believed students wanted to know the material covered in classes. SGA recently passed a resolution specifically asking for exam information, grading schemes, grade weight information, paper writing/assignment details, etc. This confirmed feedback from senators that this may lead to an attempt to cherry pick easier course formats, not critically evaluate course materials in an attempt to best align course selection to future careers/goals.
 - The FS President and others expressed a feeling of disappointment in the resolution. There was a belief that students were looking to make themselves better, not take the easy road through classes.

- **From Committee Members**

- **Announcement(s)**

- Changes proposed by Constitution Committee in Exec –
 - The Constitution Committee determined that one seat should be reserved within the General University Caucus for a senator from Olathe. The elections procedures have been updated to include this.
 - The Constitution Committee determined that deans, associate deans, and assistant deans should be represented in their own college's caucuses rather than in the General University caucus. Similarly, the Constitution Committee determined that the Director of Extension should be represented in the Extension caucus rather than in the General University caucus.
 - **To comply with the Kansas Open Meetings Act, the by-law regarding secret ballots must be removed.**
- In case you missed it – K-State Develops Hiring Incentive Policy –
 - <https://www.k-state.edu/today/announcement/?id=88740>
 - <https://www.k-state.edu/hcs/policies/incentive-bonus/>
 - Intended for hard to fill or niche positions, not funded centrally, is based on local department funding. Should likely come out of funding that exists because the role isn't currently filled but the money exists. In the same spirit as relocation expenses.

- **Adjourn**

- **Next meeting: April 4, 2023, 3:30 pm**

- Zoom <https://ksu.zoom.us/j/837797836>

- **Upcoming meetings**

April 18, May 2, and May 16