

MINUTES
KSU Faculty Senate Meeting
Tuesday, May 10, 2011
K-State Union, Big 12 Room

Present: J Anderson, Arthaud-Day, Auten, Baillargeon, Bannister, Bennett, Blair, Blakeslee, Bonella, J Bormann, K Bormann, Burenheide, Cates, Cauble, Clark, Cochran, Condia, Cox, Davis, Devore, Dille, Dodd, Donnelly, Easton, Featherstone, Fees, Flaming Jackson, Frieman, Fullmer, Garcia, Gehrt, Goins, Grinter, Haub, Hedrick, Holcombe, Hornsby, Hosni, Hossain, Hsu, Hughey, Johannes, Keen, Kellett, Kerby, King, Kingery-Page, Knackendoffel, Knopp, LeHew, Lynn-Sherow, Maatta, Martinez-Ortiz, Martini, Michie, Molidor, Moser, Pahwa, Perez, Potts, Raine, Ransom, Rauth, Reed, Reynolds, Rintoul, Roberts, Sachs, Schmidt, Sellers, Smith, Soldan, Spears, Stadlander, Stewart, Sump, Van Horn, Vontz, Watts, Willbrant, Young, and Zajac

Proxies: Bloodgood, Boyer, DeRouchey, Diaz de Sabates, Fox, Fritch, Gould, Graham, Hoag, Kirkham, Mosier, Patell, Sabates, and Urton

Absent: D Anderson, Ehie, Fallin, Finkeldei, Ganta, Glymour, Hamilton, Honey, Hubler, Oliver, Reese, Rogers, Schermerhorn, Spriggs, Staggenborg, Unruh, and Weaver

Visitors: Kris Boone, Priscilla Roddy

Parliamentarian: W. Frank Spikes (not in attendance)

1. Call to Order at 3:30 p.m.
2. Approval of April 12, 2011 minutes
Senator Dodd moved to approve the minutes as submitted. Motion carried.
3. Approval of Consent Agenda (pages 2-6) – Supplemental information in **Attachment 1**
Senator Vontz moved to approve the consent agenda. A motion was made to move the Engineering items from the Consent Agenda to the Discussion Agenda. Motion carried. Senator Vontz moved to approve the remaining items on the Consent Agenda for Human Ecology, Agriculture, Arts and Sciences and Graduate Course Additions. Motion carried.
4. Report from Standing Committees and Student Senate
 - A. Faculty Senate Committee on Technology – Dave Rintoul
Senator Rintoul summarized the work FSCOT completed for the year, noting that the committee does not often have items that require Faculty Senate action. FSCOT met with the new CIO, Ken Stafford, within a week of his arrival on campus. Mr. Stafford attends every meeting which has been beneficial. Information technology policies were passed for inclusion in the KSU Policy and Procedures Manual. A pilot was completed and data is being analyzed pertaining to a system that allows faculty to look at their grant information. The iSIS upgrade was completed with more user friendly grade entry. They lobbied IT for text only security training. FSCOT drafted language that can be included on an instructor's syllabus regarding class materials being disseminated on websites like MyRibit.com. This is a response to concerns from faculty members that their course materials are being used inappropriately when they are disseminated on websites like MyRibit.com. The language can also be modified by individual instructors to include or exclude specific items, as needed. It covers both electronic and other (more traditional) means of

dissemination, so it should be flexible enough to work in the future as well. After meeting with the Office of the General Counsel, it became clear that this should not be policy. The Honor Council suggested noting on the syllabus that inappropriate use of class materials may be a potential violation of the honor code. Using this language will be completely voluntary. Senator Rintoul reiterated that this is not a legal discussion but an ethical one. Candace distributed the proposed language via email. Senator Rintoul asked senators to review and offer input. The language will be forwarded to Academic Affairs and from there will go to the Faculty Senate Executive Committee. The goal is to get in place before fall syllabi are written. Discussion included an inquiry about whether any conversation was held with the Office of General Counsel regarding the materials students generate while taking a class, the enforceability of an honor code guideline and the lengths to which the two students who created MyRibit.com have gone “to do it right.”

B. Faculty Senate Committee on University Planning – Bob Condia

Senator Condia presented a video created by his students, depicting what they think a top 50 university looks like. He noted how important it is for FSCOUP to remain stable due to the planning involved. They looked at 2025 logic models and discovered that “community” was a top word in the Wordle as was “create culture”. The 2025 logic models are not the strategic plan and so we need to stay involved. Past year successes of FSCOUP include surviving the economic crisis. Condia recognized the critical role that Senator Vontz played in this. FSCOUP worked with Jeff Morris, Vice President for Communications and Marketing, bringing him abreast of university issues. May 31st is the deadline for the comment period of the 2025 logic models.

C. Student Senate – Kyle Reynolds

Senator Reynolds reported that they were working on the human rights ordinance with the city. They continue to try to be a voice for the students, especially in the area of rental inspections. K-State has been actively voicing their concerns since the 1980s. Statistically, an average of four violations per inspection is found; most are serious issues. Student Senate presented the tuition proposal to administration. The proposal will be presented to the Board of Regents next week. The proposed increase is 3.96% which is the lowest among the state schools. Proposed changes to the \$10 credit hour fee were offered and they will continue to work with the Deans to arrive at a plan that is acceptable for everyone. Student Senate wants to make sure the fee is going where it was intended to. Student Senate will work to make sure student representatives are involved as needed in Faculty Senate standing committees. Campus entertainment options with McCain and UPC are being discussed as well as participating in discussions pertaining to technology updates in general use classrooms. Other areas of interest are Lafene Health Center and Student Publications. Dr. Kerby will continue to serve as the faculty representative on Student Senate next year. Reynolds introduced Natalie Rauth, the new speaker of Student Senate and Kate Borman, the new Student Senate vice president. Nate Spriggs, new Student Senate President was not able to attend today. Senator Reynolds expressed appreciation for working with Faculty Senate this year and learning what the concerns of faculty are. This year has made him even more proud to be at K-State. Senator Potts encouraged people to sign the petition that is going around regarding the city’s non-discrimination ordinance.

D. Academic Affairs Committee – Daniel Moser

- Discussion agenda (Page 7) (Supplemental information in **Attachment 2**)

Senator Moser moved to accept the College of Engineering curriculum changes pulled from the Consent Agenda to the Discussion Agenda. Senator Zajac noted that on pages 38, 42, 45 and 51, this statement is found “Humanities and Social Science electives are to be selected from the College of Engineering Humanities and Social Science Elective Course List approved by the College of Engineering.” He moved to eliminate one of the references to

“College of Engineering”. Senator Eastman seconded. Discussion followed. Senator LeHew refined the statement to read "Humanities and Social Science electives are to be selected from the course list approved by the College of Engineering." Motion carried. Senator Moser moved to approve the College of Engineering curriculum changes with the approved amended statement. Motion carried.

Senator Moser moved to approve the College of Human Ecology curriculum changes in the discussion agenda. Motion carried.

- K-State 8 update
Senator Moser provided an update on K-State 8 which begins Fall 2011. Faculty Senate Leadership has had discussion with Provost Mason and her staff regarding the review of tag selection and assessment over the summer. Senator Moser expressed his appreciation for the opportunity to serve as Academic Affairs chair this past year. Andrew Bennett will serve as the Chair during the upcoming year.

E. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp

Senator Knopp reported that Faculty Affairs has a number of issues on the table, which is generally the case. Revisions, drafts, policies begin a journey that usually takes a long time. After each term, their committee creates a chart to show the status of each document. Appendix G has been with the Provost for about one year. Her office has raised a number of questions about the revisions; discussion continues. Senator Hughey acknowledged the huge job the University Policy & Handbook Committee completed this year. All revised draft sections have been sent to the Provost Office for review over the summer. University Handbook language for Clinical Faculty essentially broadens the application of clinical faculty as it is currently defined. The Board of Regents will need to approve; however, their language has been used. The language will allow any department to use clinical faculty if they meet the criteria. The Faculty Salaries and Fringe Benefits Committee brought forward a recommendation regarding the tuition credit allowed to K-State employees, increasing the number to seven credits. Faculty Affairs passed this at their last meeting and it was sent to the Provost Office for review. This item will also be on the Faculty Senate Executive Committee agenda for its next meeting. Conversation and concerns regarding contingent faculty continues. Senator Potts chaired a work group and brought forward language regarding employment practices that can be implemented for faculty that have to be re-hired every year. She thanked Senator Reynolds for his representation this year and welcomed Kate for next year.

5. Announcements

President Cauble reported that the Calendar year 2013 problem is being studied with the worst case scenario being that grades will be due Monday that year.

Faculty and unclassified representatives are needed for various Faculty Senate, presidential, and other university committees. Questionnaires are being received by volunteers and appointments and recommendations will be made by the Executive Committee on May 23.

6. For the Good of the University

President Cauble extended congratulations to University Distinguished Professors.

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- **Unclassified Professionals Task Force (UPTF) Report – Priscilla Roddy (Attachment 3)**
Priscilla Roddy presented the UPTF report which was distributed to senators via email. In January 2011 the task force was convened and given its charge. They met every two weeks during the semester and learned a lot from each other. University Handbook, Human Resource and departmental and other university policies were reviewed. Research was conducted to identify other universities that have good mechanisms for managing the unclassified professional sector. The UPTF Identified four areas needing to be clearly defined, 1) position management, i.e. establishing position descriptions for every position that exists, a central repository is needed as well as standardization of job categories and job titles; 2) performance management best practices; 3) recruitment and retention, pay adjustments to retain good employees, diversity, recognition of high performance and guidelines to work with chronic low achievers and 4) professional development and career growth. A classified structure is not desired but rather standardization with flexibility is. UTPF members are committed and passionate about clarifying the position of unclassified professionals within the university structure. Implementation is very time consuming and requires an expertise that most task force members do not have. UTPF recommended that administration identify an office to assume these responsibilities with the task force as an advisory group. A question was raised regarding extension faculty; they are instructors and have faculty rank. Senator Clark commended the group for work that is long overdue. President Cauble reported that unclassified professionals represent one-third of the university work force. Ms. Roddy extended gratitude to President Schulz, Provost Mason, President Cauble and Faculty Senate for the opportunity to do this project.

Senator Hosni expressed appreciation to President Schulz and Athletic Director Currie for bringing the Prince issue to a close.

Senator Blair stated that anyone signing the resolution regarding Manhattan’s non-discrimination ordinance should not use their K-State address. Discussion ensued regarding if this resolution could be considered business related.

7. Adjournment of the 2010-2011 Faculty Senate

Motion to adjourn carried. The meeting adjourned at 4:50 p.m.

1. Call to Order the 2011-2012 Faculty Senate at 4:55 p.m.

President Vontz gave a few comments regarding his background. He also shared this statement with senators, “The salvation of the State is in the watchfulness of its citizens.” The strength of the University is in this body.

2. Election of the Faculty Senate Secretary

Candidate: Loleta Sump – **Attachment 4**

Senator Young nominated Loleta Sump for secretary. Moser moved to close nominations and cast a unanimous ballot for Loleta Sump. Seconded. Motion carried.

3. Election of the Faculty Senate President Elect

Candidates: James Bloodgood – **Attachment 5**

Senator Spears nominated James Bloodgood. Senator Ranson moved to close nominations and cast a unanimous ballot for James Bloodgood. Seconded. Motion carried.

Motion to adjourn carried. The meeting adjourned.

Next meeting: Tuesday, June 14, 2011; 3:30 pm, Union Big 12 room
Submitted by Loleta Sump, Faculty Senate Secretary

**CONSENT AGENDA
ACADEMIC AFFAIRS**

1. Undergraduate and graduate course and curriculum changes:
See **Attachment 1** for further details.

College of Human Ecology (approved 3-23-11)

COURSE CHANGES:

General Human Ecology

Add:

DHE 300 Conducting Honors Research

Gerontology

Add:

GERON 501 Culture Change in Long-Term Care

GERON 502 Measuring Change in Long-Term Care

GERON 503 Creating Home in Long-Term Care

GERON 504 Strengthening Staff in Long-Term Care

GERON 505 Dining in Long-Term Care

GERON 506 Activities in Long-Term Care

CURRICULUM CHANGES:

College of Human Ecology

Changes to Human Ecology Degree requirements. See pages 8-9 of approvals sheets for further details.

Gerontology

Changes to Secondary Major: Name change and update to curriculum to be in step with long-term care industry changes. See pages 9-11 of approval sheets for further details.

FROM: ~~Gerontology~~: Secondary Major/Long-Term Care Administration ~~Emphasis~~

TO: Secondary Major in Long-Term Care Administration

Hospitality Management and Dietetics

Changes to the B.S. in Dietetics – See pages 11-13 of approval sheets for further details.

Human Nutrition

Changes to Admission process for the Athletic Training Program. See pages 14-16 of approval sheets for further details.

College of Agriculture (approved 3-28-11)

COURSE CHANGES:

Agricultural Economics

Drop:

AGEC 415 The Global Agricultural Economy, Hunger, and Poverty

Horticulture, Forestry and Recreation Resources

Changes:

HORT 515 Basic Turfgrass Culture

HORT 516 Intensive Culture of Golf and Sports Turf

CURRICULUM CHANGE:

Plant Pathology

Change to Applied Genomics and Biotechnology Minor. Change to general requirements and addition of more courses to electives list. See pages 18-20 of the approval sheets for further details.

College of Arts and Sciences (approved 4-7-11)

COURSE CHANGES:

Dean of Arts and Sciences

Add:

DAS 050 National Student Exchange

Communication Studies, Theatre and Dance

Add:

COMM 432 Communication Research Methods

Geography

Change:

GEOG 508 Geographical Information Systems I

History

Add:

History 538 Women in Sport

Modern Languages

Add:

HINDI 201 Hindi III

HINDI 202 Hindi IV

Statistics

Add:

STAT 499 Honors Project

CURRICULUM CHANGES:

Art

Add:

Add a statement to general requirements regarding credit hour requirement to graduate with a BA. (See page 8 of approval sheets for further details)

Change:

Changes in the Digital Arts major. (see pages 8-9 of approval sheets for further details).

Rationale: Remove the repeatable credit option and add Art 290 and Art 310 to the list of required classes for the Digital Arts major. This brings the tracks for Graphic Design and Digital Arts majors closer in line, will better use our combined resources, it will ensure full sections of upper-level classes. ART 616 "Animation" is dropped as a requirement.

Biochemistry

Add:

Add a statement to general requirements regarding credit hour requirements to graduate with a BA or BS. Also add a statement about grade requirements. (see page 9 of approval sheets for further details)

Chemistry

Change:

Change to statement in general requirements regarding credit hours required. Moving from 124 to 120. The four credit hours will be removed from electives, not from college or departmental requirements.

College of Arts and Sciences

Change:

Change to Degree Requirements statement indicating at least 120 credit hours are required for graduation, instead of 124. (See pages 10-12 of approval sheets for further detail).

Clinical Laboratory Science (Medical Technology)

Changes to the clinical laboratory science curriculum. (See pages 12-13 of approval sheets for further details).

Pre-Occupational Therapy

Changes to the pre-occupational therapy curriculum. Removing of restricted electives. (See pages 14-16 of approval sheets for further details).

~~*Journalism and Mass Communication*~~ (pulled per the request of the department)

~~Changes to admission language for the major. (See pages 16-17 of approval sheets for further details).~~

International Studies

Add:

Add a statement to general requirements for the secondary major indicating 124 credit hours are required for graduation with a B.S. degree. (See page 18 of the approval sheets for details).

Latin American Studies

Add:

Add a statement to general requirements for the secondary major indicating 124 credit hours are required for graduation with a B.S. degree. (See page 19 of the approval sheets for details).

Kinesiology

Add:

Add a statement to general requirements indicating 124 credit hours are required for graduation with a B.S. or B.A. degree. (See pages 19-20 of the approval sheets for details).

Music

Change to credit hour requirements from 124 to 120 for graduation with a B.A. degree. The four credit hours will be removed from electives and not college or departmental requirements. (See page 20 of approval sheets for further details).

Sociology, Anthropology and Social Work

Change to credit hour requirements from 124 to 120 for graduation with a B.A. or B.S. degree. The four credit hours will be removed from electives and not college or departmental requirements. (See page 20 of approval sheets for further details).

College of Engineering (approved 4-7-11)

NEW COURSES:

Computing and Information Sciences

Add:

CIS 115 Introduction to Computing Science

CIS 526 Web Interface Design

CIS 536 Introduction to Computer Graphics

CIS 585 Game Engine Design

CURRICULUM CHANGES:

Architecture and Construction Science & Management

Changes to the notation at the bottom of the curriculum in the Architectural Engineering in the Humanities and Social Science electives. (See pages 7-12 of approval sheets for further details).

Changes to the notation at the bottom of the curriculum in the Construction Science and Management in the Humanities and Social Science electives. (See pages 13-17 of approval sheets for further details).

Chemical Engineering

Change to general requirements language to update it with K-State 8 criteria. (See pages 18-24 of approval sheets for further details).

Civil Engineering

Change to general requirements language to update it with K-State 8 criteria. (See pages 25-28 of approval sheets for further details).

Add: Transportation/Materials Engineering Option within the BS in Civil Engineering. (See pages 34-35 of approval sheets for further details).

Industrial and Manufacturing Systems Engineering

Changes to the general requirements language to update it with K-State 8 criteria and other current practices. (See pages 29-33 of approval sheets for further details).

Computing and Information Sciences

Changes to Computing and Information Sciences minor. Add CIS 308 change total hours for the minor from 19 to 20. (See page 35 of approvals sheets for further details).

Changes to the BS in Information Systems. Changes to the general requirements language to update it with K-State 8 criteria as well as course requirement changes. (See pages 36-37 of approval sheets for further details).

Changes to the BS in Computer Science (both CS and SE options as well). Changes to the general requirements language to update it with K-State 8 criteria as well as course requirement changes. (See pages 37-39 and 40-45 of approval sheets for further details).

Changes to the CS Option only of the BS in Computer Science. Drop CIS 570. (See pages 39 and 42-43 of approval sheets for further details).

Mechanical and Nuclear Engineering

Changes to the BS in Mechanical Engineering. Replace CHE 352 with CHE 354 and 355. (See pages 46-48 in the approval sheets for further details).

Graduate Course Additions:

Approved by the Graduate Council on March 1 and April 5, 2011:

NEW COURSES

CS 828 Veterinary Management of Sheep & Goats

CS 829 Veterinary Management of Small Ruminants

DMP 855 Disease, Detection, Surveillance & Risk Assessment

FSHS 727 Clinical Approaches to Family Health & Illness

2. Graduation List additions:

December 2010

Drew Scanlon, Bachelor of Science, College of Arts and Sciences (transfer work)

May 2010

Laura Sellers, Bachelor of Arts, College of Arts and Sciences (application error-technical)

December 2008

Daniel Joseph Debes, Master of Science in Kinesiology, Graduate School (clerical error)

May 1973

Duane Ray Swanwick, Bachelor of Science, College of Arts & Sciences (reporting error)

**DISCUSSION AGENDA
ACADEMIC AFFAIRS**

See **Attachment 2** for further details.

- College of Human Ecology: Approved February 16, 2011

Department of Hospitality Management and Dietetics
Concurrent B.S. & M.S. in Hospitality Management