

MINUTES
KSU Faculty Senate Meeting
Tuesday, February 14, 2012, 3:30 pm
K-State Union, Big 12 Room

Present: J Anderson, Bannister, Bennett, Blakeslee, Bloodgood, Bonella, J Bormann, K Bormann, Burenheide, Cates, Cauble, Clark, Cochran, Condia, Cox, Davis, Díaz de Sabatés, Dille, Donnelly, Easton, Ehie, Fallin, Fox, Fullmer, Gehrt, Goins, González, Graham, Grinter, Hedrick, Honey, Hornsby, Hosni, Hossain, Hsu, Hubler, Hughey, Johannes, Keen, Kellett, Kerby, Kingery-Page, Kirkham, Knackendoffel, Knopp, Lynn-Sherow, Maatta, Molidor, Mosier, Pahwa, Patell, Perez, Raine, Ransom, Rauth, Reed, Reese, Rintoul, Roberts, Rogers, Sachs, Schmidt, Sellers, Smith, Soldan, Stadlander, Stewart, Sump, Vontz, Watts, Willbrant, and Young

Proxies: D Anderson, Arthaud-Day, Boyer, DePaoli, DeRouchey, Fees, Finkeldei, Frieman, Fritch, Holcombe, King, Moser, Spears, Van Horn, and Zajac

Absent: Auten, Featherstone, Fullagar, Ganta, Hamilton, Pankl, Schermerhorn, and Spriggs

Parliamentarian: W. Frank Spikes

Guests/visitors: Provost April Mason, David Thompson, K-State Proud Campaign students

1. Call to Order (President Tom Vontz)
President Vontz called the meeting to order at 3:31 p.m.
2. Report from the Provost
Provost Mason stated that she was pleased with the collaboration that is occurring between Faculty Senate (FS) and the Provost's Office. Currently there are two jointly appointed work groups, 1) Professional Titles and 2) Interdisciplinary Programs. Another three groups have been formed with joint chairs from the administration and FS, 1) internationalization, 2) Olathe campus, and 3) undergraduate research. Progress is being made on the three Dean searches. Dr. John Floros has been hired as the new Dean of the College of Agriculture and Agricultural Experiment Station. Soon campus interviews will be scheduled for the Dean of Education finalists. The search for the Dean of the College of Technology and Aviation at K-State Salina is progressing. Last week the Provost charged the search committee for the new Vice Provost for Undergraduate Studies with Dean Lori Goetsch as the chair. This position addresses theme two of the strategic plan for educational experience.
3. Approval of December 13, 2011 minutes
Senator Hughey moved and Senator Ransom seconded to approve the minutes. No discussion. Minutes approved.
4. Approval of Consent Agenda – Jim Bloodgood (Supplemental information in **Attachment 1**)
 - A. Consent Agenda – Pages 6-9
Senator Bloodgood asked if there were any requests to remove any items from the consent agenda. None were received. He moved to approve the consent agenda. Motion carried.
5. Report from Standing Committees and Student Senate
 - A. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp
 - University Handbook proposal: Revisions to Appendix G: Grievance Policy – **Attachment 2**
 - University Handbook- current Appendix G – **Attachment 2a**
 - Outline of changes to Appendix G – **Attachment 2b**

Senator Hughey and Senator Knopp brought before FS the University Handbook proposed revisions to Appendix G: Grievance Policy for approval. Senator Hughey stated the changes were predominantly in the ordering and making the policy more user-friendly for a person considering filing a grievance. They strived for consistency in an understandable language and format. She went through the policy page by page, identifying the major changes, reiterating that no changes to content were made. Senator Cox asked for clarification of “work day” and how this pertains to the summer. Senator Hughey stated that discussion can occur during the summer; however, the clock stops. A grievance hearing is not heard during the summer as many faculty members are not available. Senator Hosni moved to accept the changes to Appendix G. Senator Cauble seconded. No discussion. Motion carried. Senator Hughey extended a loud note of appreciation to the work group. President Vontz and FS applauded the monumental effort put forward to bring this to culmination.

Faculty Affairs is currently reviewing sections A, B, and C of the handbook and making great progress.

Senator Knopp stated that the University Handbook and Policy committee is a sub-committee of Faculty Affairs as is the Faculty Salaries and Fringe Benefits committee. Several readings at a variety of levels occur prior to bringing any recommendations to FS. If you have any comments, suggestions, etc., please present them to your Faculty Affairs committee members.

Senator Knopp reported that the clinical faculty language has been approved by the Board of Regents (BoR) and will be on the March FS agenda for approval. She also reported that the work group that is looking into contingent and non-tenured faculty includes representatives from the Provost’s Office, instructors, full professors, department heads, associate deans, Human Resources and unclassified professionals.

Crafting a bullying policy has been stymied due to First Amendment freedom of speech issues. Senator Rintoul submitted an inquiry through an AAUP blog with little response. President Vontz reported that efforts have been made to locate a model of language used by another university with no results. Senator Cox stated that the University of Louisville has a policy for faculty and staff.

B. Academic Affairs Committee – Andrew Bennett

- Discussion agenda item (Page 10) (Supplemental information in **Attachment 3**)

Senator Bennett moved to approve the graduate certificate in Adult Learning from the College of Education. Senator Hosni stated that a lot of discussion has occurred regarding running programs through the Graduate School. He thanked the department for taking the recommendations into consideration and noted that this is a very good document. Motion carried. President Vontz thanked David Thompson for being available to answer questions.

- Credit Hour definition – **Attachment 4**

Senator Bennett moved to approve the addition to the University Handbook, Section F: Instruction – Academic Procedures, F115: Credit Hour. He provided background for the credit hour definition. A definition is needed to respond to federal financial aid guidelines. The first paragraph of the proposed language would be located in the University Handbook, Section F: Instruction – Academic Procedures-F115, with a link to the department head manual, which will contain the rest of the language, including various scenarios. Senator Easton raised a concern regarding the terminology “one hour” for a 50 minute period, suggesting that the term “one contact period” be used instead. Senator Hornsby moved to amend the document to read “Common practice is for one academic (50 minutes) hour of credit...each week for 15 weeks.” It was suggested by another senator to have the “(50 minutes)” inserted more toward the end: “. Common practice is for one academic hour of credit to be composed of a lecture or class to meet for one hour (50 minutes) per week”. Motion was seconded and carried. Senator Easton moved to add this same statement in the section for laboratory/studio classes. Motion seconded. Senator Bennett spoke against doing major wordsmithing to avoid legal problems. Motion failed with one abstention. Senator Keen stated that the amount of time designated as outside class effort differs between undergraduate and graduate studies. The expectation is that graduate courses require more outside effort than undergraduate. A

question was asked about why outside effort is part of the definition. Outside effort is included in the definition to comply with federal criteria. Senator Bennett reported that he did submit possible language that would clarify the increased level of outside effort that is expected of graduate students to the Office of General Counsel (OGC). He has not heard back from them. Senator Keen moved to amend the definition to read “Additional time outside of class may be required for graduate coursework.” Motion was seconded and carried. There was no additional discussion regarding the original motion with the two amendments. The original motion was approved.

C. Faculty Senate Committee on Technology (FSCOT) – Dave Rintoul

Senator Rintoul reported that FSCOT has been discussing three items. Discussions regarding textbook reporting continue. They are drafting suggested language regarding this issue. The e-mail problems that K-State has been experiencing are being studied and other options investigated. The current contract expires in June 2012. A task force will be looking into ways to identify whether students who receive financial aid and get an “F” actually earned the grade or simply did not attend class. They are trying to develop a way to provide this information while posting grades. The scenarios of students who withdraw and those who have incompletes need to be discussed.

D. Faculty Senate Committee on University Planning (FSCOUP)– Bob Condia

Senator Condia gave an update on the campus master plan. Master plan focus group and forum meetings were conducted between January 30, 2012 and February 2, 2012 with about 300 total people attending. ASG (Ayer’s Saint Gross) will return next week to meet with deans and department heads. They will then present their preliminary ideas shortly after that. The links to master plan websites where you can leave comments and play with imagery will be distributed. Some of the common themes that came out of the focus groups and forums included open space for students to hang out in, parking, public transportation, stimulating environments, etc. One idea was to develop an Intellectual Commons to encourage academic moments. Ben Champion will attend the next FSCOUP meeting to discuss sustainability on campus and to discuss whether a policy for sustainability is needed. The K-State 2025 plan introduces the idea of having a “faculty club.” Research of peer institutions identified a 50/50 split between those with faculty clubs and those without. Senator Condia stated that perhaps calling the area Faculty Commons or Intellectual Commons instead of Faculty Club would be better. The feeling is that such a space could help with recruiting/retention of faculty. President Vontz thanked FSCOUP for helping to populate the various groups for the Master Plan.

E. Student Senate – Natalie Rauth

Senator Rauth yielded her time to Carolyn Gatewood and Heath Rath to discuss the K-State Proud Campaign. This is the sixth year of the campaign. The campaign represents students helping students who are in dire financial need. During the week of February 26 through March 2, 2012, they will be raising money. Last year K-State Proud kept 42 students at K-State. They ran a pilot program last year in the College of Education where they talked to faculty and staff one-on-one. This worked well with the College of Education raising over \$3,000 last year. The message they want to get out is “Educate, Nominate, and Donate.” Getting this message out to faculty could help grow the campaign. Faculty nominated 70% of the students who received the awards last year. Donations are accepted from anyone. An explanation on how to donate can be found on their website: <http://www.k-stateproud.org/>. Contact either Ms. Gatewood or Mr. Rath for more information on K-State Proud. President Vontz thanked them for coming and for the service they do for their fellow students.

6. Announcements

- Cats in the Capital: Thursday, February 16, 2012
- Facilities Benchmarking presentation: Wed., February 22, 2012, 10 am, Hale Library-Hemisphere room
- Faculty Senate hosted Spring Open Forums:
 - Salina – Monday, March 26, 2012; ~~9:30-10:30 am~~ 3:00-4:00 pm; College Center Conference room
 - Manhattan - Thursday, April 12, 2012; 3:30-4:30 pm; 105 Umberger Hall

7. New Business

- Mediation Services report, informational item – **Attachment 5**
President Vontz mentioned that the Mediation Services annual report is available for your review.
- Proposed change to PPM 4060 – **Attachment 6**

President Vontz reported that the BoR asked all the University presidents to assist them in proactively responding to proposed HB 2533, a bill being proposed in response to the Penn State situation. The BoR wants to be able to show the Legislature that all six Regents institutions have policies in place to address this issue. Inserting one sentence into PPM 4060, the Workplace Violence Policy, should address this need. The proposed sentence reads, “Employees are required to report to the campus police or other appropriate law enforcement agencies any incidents of child sexual abuse, meaning those crimes defined in K.S.A. 21-5501, et seq. that relate to minors as victims, which they witness on the University’s campus or at a University-sponsored event.” President Vontz told President Schulz that FS would act on this issue quickly. The proposed change has been vetted by Faculty Senate Leadership Council (FSLC) and Faculty Senate Executive Committee (FSEC) with unanimous support. Faculty Affairs was also afforded an opportunity to review the proposed change and no negative comments were received regarding the change. Senator Cauble moved to accept the proposed one sentence change to PPM 4060 as presented. Senator Ransom asked if we approved the original PPM 4060. President Vontz stated that even if FS did not approve the original chapter, FSLC and FSEC took it as a positive that FS was asked to approve the change with the understanding that we will review the entire chapter later if it is felt to be necessary. Senator Cauble stated that FS does care about people and certainly wants to support policy that protects them, especially children. Motion was seconded and carried.

- Honorary Degree candidate
President Vontz reported that the original plan was to vote on an Honorary Degree candidate; however, some issues were identified with the process that should be resolved first. Offering honorary degrees has been an interest of President Schulz’s since he assumed his position. FS did not have a policy/procedure addressing honorary degrees. One was developed and passed in December 2010. The BoR requires two months to approve a candidate that is nominated so time is of the essence. The current nominee came from a faculty member in administration. Two policies were provided to senators, the K-State Honorary Degree policy and the BoR policy on honorary degrees. In K-State’s policy, bullets #2 and #3 under “Eligibility” seem to contradict each other. The recommendation is to remove bullet #2. The second change brings the K-State policy into compliance with the BoR policy. The recommendation is to insert “Kansas” in bullet #4 under “Eligibility.” Changing this will impact the nominee that will be considered next month. The third recommendation is to change bullet #2, under “Policies for Nomination Process,” by inserting the word “administration.”

Discussion: Senator Lynn-Sherow stated she had an issue that a nomination can come from the administration; they should be able to convince a faculty member to make the nomination. President Vontz noted that this is addressed under “Criteria for Selection of a Candidate.” Senator Hosni moved to accept the three changes as proposed. Senator Stewart seconded.

Senator Cochran voiced concerns about inserting “Kansas.” He would not want to see a quid pro quo situation come about. Senator Hendricks suggested using the wording “a proposal for a nomination may originate from...” Senator Clark moved to amend the original proposal by changing the 2nd bullet under the Nomination Process section to read, “A nomination may be made by ...” He subsequently withdrew his motion to amend.

Senator Cox moved to amend the initial proposal document by deleting bullet #2 under “Eligibility.” Motion was seconded and carried. After much discussion it was determined this item could be reviewed in detail by Academic Affairs at a future meeting. Senator Easton, who was on the Academic Affairs committee at the time these procedures were reviewed and passed, related briefly why this bullet was not in contradiction with bullet #3 and why the bullet was retained. Item was removed consideration.

Senator Fox moved to delete bullet #2 under “Policies for Nomination Process.” Motion seconded and carried.

Senator Cochran’s concern about adding “Kansas” was discussed further. Senator Kerby called the previous question. Calling the question passed with four oppositions. Senator Hosni moved to amend the amendment that was passed earlier by retaining bullet # 2 under “Policies for Nomination Process.” Motion was seconded and carried.

The final item for consideration was the insertion of “Kansas.” Senator Sachs called the question. Motion seconded and carried. The question was called. Senator Hosni moved to modify bullet # 4 under “Eligibility,” by inserting “Kansas.” Motion seconded and carried with 39 For, 11 Opposed, and six Abstentions. In summary: The final outcome was to amend the 4th bullet point under Eligibility to include the word Kansas. Therefore, the bullet point reads: “Holders of Kansas elective or appointive public offices are not eligible for consideration until five years or more after they have vacated office.”

8. For the Good of the University
None mentioned.

9. Adjournment at 5:35 p.m.

Next meeting: Tuesday, March 13, 2012; 3:30 p.m., Union Big 12 room

**CONSENT AGENDA
ACADEMIC AFFAIRS**

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

UNDERGRADUATE

College of Arts and Sciences (approved 11-3-11)

COURSE CHANGES

Political Science

Changes:

From: ~~POLSC 325~~ – U.S. Politics

To: POLSC 115 - U.S. Politics

From: ~~POLSC 344~~ – Introduction to Comparative Politics

To: POLSC 135 - Introduction to Comparative Politics

College of Agriculture (approved 11-17-11)

COURSE CHANGES:

Department of Agricultural Economics

Add:

AGEC 115 Decision Tools for Agricultural Economics and Agribusiness

K-State 8: Empirical and Quantitative Reasoning

AGEC 501 Data Analysis and Optimization

K-State 8: Empirical and Quantitative Reasoning

Drop:

AGEC 490 Computer Applications in Agricultural Economics and Agribusiness

Change:

AGEC 500 Production Economics

AGEC 505 Agricultural Market Structures

AGEC 513 Agriculture Finance

Department of Animal Sciences and Industry

Change:

ASI 533 Anatomy and Physiology

Department of Food Science and Industry

Add:

FDSCI 101 Food Science & Industry Orientation

CURRICULUM CHANGES:

Department of Agricultural Economics

Changes to the B.S. in Agribusiness (see supplemental information for detail):

Agribusiness Option

Food Industry Option

International Option

Changes to the B.S. in Agriculture, Agricultural Economics major (see supplemental information for detail):

Farm Management Option

Natural Resources Option
Specialty option
Specialty option: Pre-Law
Specialty option: Quantitative

Department of Animal Sciences and Industry

Changes to the B.S. in Agriculture, Animal Science & Industry major (see supplemental information for detail):

Animal Products Option
Bioscience/Biotechnology Option
Business Option
Communications Option
Science/Pre-Vet Option
Production/Management Option

Department of Food Science & Industry

Changes to the B.S. in Food Science & Industry (see supplemental information for detail):

Business & Operations Management Option
Science Option

Department of Grain Science & Industry

(Grain Science and Industry minors)

Changes to the Bakery Science Minor in order to allow it to be offered to non-K-State graduates

Changes to the Feed Science Minor in order to allow it to be offered to non-K-State graduates

Add:

Grain Handling Operations Minor – to be available also for non-K-State graduates

Department of Horticulture, Forestry, and Recreational Resources

Changes to the B.S. in Wildlife and Outdoor Enterprise Management

College of Architecture, Planning and Design (approved 11-18-11)

COURSE CHANGES:

Department of Architecture

Add:

ARCH 274 Digital Architecture I

ARCH 373 Digital Architecture II

ARCH 374 Digital Architecture III; K-State 8 tag: Aesthetic Experience and Interpretive Understanding; Empirical and Quantitative Reasoning

Dean of Architecture, Planning and Design (Environmental Design Studies)

Add:

ENVD 020 University Honors Program

ENVD 189 Introduction to University Honors Program

Department of Landscape Architecture/Regional and Community Planning

Add:

PLAN 010 Planning Field Trip

PLAN 316 Planning Principles Seminar

PLAN 415 World Cities K-State 8: Global Issues & Perspectives, Social Sciences

PLAN 444 Internship Planning Seminar

PLAN 510 Tech Module

CURRICULUM CHANGE:

College of Technology & Aviation (K-State Salina) (approved 11-28-11)

COURSE CHANGES:

Changes:

~~AVM~~ AVT 485 Helicopter Maintenance (7) (3) K-State 8: Ethical Reasoning and Responsibility

Add:

AVT 389 Problems in Aviation

PPIL 219 Single Engine Seaplane Transition

PPIL 315 Certified Flight Instructor Glider

PPIL 316 Certified Flight Instructor Glider Flight Lab

AVT 470 Unmanned Aerial Systems Operations

CURRICULUM CHANGES:

Department of Aviation

Changes to the Bachelor of Science, Unmanned Aerial Systems Option. (see supplemental information for more detail)

Rationale: The purpose of these changes is to reflect the AVT course numbering changes, readjust the courses to the correct semesters, and add in a Senior UAS Operations Course. AVM 151 was removed to add AVT 317.

College of Business Administration (approved 12-7-11)

COURSE ADDITIONS:

Department of Marketing

Add:

MKTG 560 Sales Management, K-State 8: Social Sciences

MKTG 570 Advanced Selling, K-State 8: Social Sciences

CURRICULUM CHANGE:

Drop:

The Agribusiness option within the Marketing major.

College of Human Ecology (approved 12-8-11)

CURRICULUM CHANGE

Department of Human Nutrition

Changes to the B.S. in Human Nutrition to reduce total credit hours from 124 to 120.

Graduate (Approved by the Graduate Council on November 1 & December 6, 2011)

COURSE CHANGES:

Change:

MC ~~685~~ 585Media Management K-State 8: Global Issues and Perspectives; Social Science

Add:

ENGL 756 Business Communication (11-1)

ENGL 758 Scientific Writing (11-1)

FSHS 724 The Army Family: from Challenge to Resilience

EDACE 765 Adult Learners and Integrating Technology into Curriculum

EDACE 785 Designing Classroom Instruction and Curriculum for Adult Learners

EDCI 781 Teaching the Theoretical Foundations of Constitutional Government
EDCI 782 Teaching the Historical Origins of Constitutional Government
EDCI 783 Teaching the Development of Constitutional Principles
EDCI 784 Teaching the Institutions of Government
EDCI 785 Teaching the Bill of Rights
EDCI 787 Teaching Citizenship
EDCI 794 Advanced Methods of Teaching
MC 760 Communication and Risk
MC 785 – Issues in Media Management
MATH 705 – Computational Math
SPAN 600 – Introduction to Linguistics
PHYS 741 – The Physics of Lasers
PHYS 775 – Biological Physics
PHYS 870 – Nonlinear and Quantum Optics
SOCIO 645 – Post-Communist Societies

2. Graduation list additions:

August 2010

Ashley Walker, Bachelor of Science in Education, College of Education (grade change paperwork finalized)

December 2009

Curtis McClain, Bachelor of Science, College of Arts & Sciences (application error-technical)

**DISCUSSION AGENDA
ACADEMIC AFFAIRS**

1. New graduate certificate program (see attachment 2 for details):

NEW:

College of Education

Graduate Certificate in Adult Learning