

MINUTES
KSU Faculty Senate Meeting
Tuesday, June 9, 2015, 3:30 pm
K-State Student Union, Big 12 Room

Present: Andrews, Aramouni, Barden, Bennett, Blair, Bolton, Carrico, Cauble, Chakrabarti, Corwin, Craft, Crawford, Crow, Culbertson, Dille, Doll, Dover, Duncan, Eiselein, Elsasser, D. Fallin, J. Fallin, Featherstone, Ferguson, Gabbard, Geuther, Glymour, Gonzalez, Goodson, Guzek, Haar, Hartman, Higginbotham, Hoag, Hoeve, Hsu, Hurtig, Hutchinson, Jackson, Kanost, Knackendoffel, Lear, Lehman, Leitnaker, Littrell, Maghirang, Maner, Maseberg-Tomlinson, Narayanan, Nelson, Pacey, Reed, Rintoul, Roush, Schlup, Schultz, Sherow, Simser, Smith, Spears, Spooner, Sump, Swilley, Titgemeyer, Weiss, Wilson, Wood, and Yu

Proxies: Armbrust, Burenheide, Clark, Heinrich, Hettiarachchi, Lavis, Markham, Mosier, Ransom, Stevenson, Tinker, and Warner

Absent: Aakeroy, Charney, Cochran, Devore, Finkeldei, Hamilton, Hedrick, Jones, Keane, Lara, Lindshield, Lockwood, McCrea, Schaake, Steffensmeier, and Willbrant

Guests/Visitors: April Mason

Parliamentarian: Jerry Frieman

1. President Fred Guzek called the meeting to order at 3:32 p.m.
2. Visit from Provost Mason. Topic for Discussion: Budget and/or Furloughs
Provost Mason apologized for the furlough exercise we all went through last week, which was highly disruptive. President Schulz's plan was to identify all K-State faculty and staff as essential; however, KBOR instructions were that we were to go through the process. She voiced appreciation for Human Capital Services for the yeoman effort put forth to address the situation as it progressed. In tomorrow's K-State Today, a budget update article will be posted. In essence, K-State has sufficient funds to meet the payroll for several months. Employees on a regular appointment will get paid. Those on term appointments who work in June and July will get paid. Only targeted salary increases for faculty promotions and awards will be given; no merit increases will occur. Many are asking about contacting the legislature which you may do, on your own time and on your own personal computer. Many people have worked very hard to avoid the furloughs. Tuition proposals were to be read by the KBOR in May then, due to no budget information, the readings were delayed to June 1, then again to June 8. Now the plan is to have a first reading on the first day of the KBOR June meeting and a second reading on the second day. A lot was learned during last week's furlough exercise with an awareness of things that will be done differently if this ever happens again. The Provost then took questions which stimulated discussion about the tuition cap of 2% above CPI, what the position of the KBOR will be in the event this tuition cap plan is approved, a possible 6.2% budget reduction, and the issuing of July 2nd payroll checks. Previous to the Legislature's 2% above CPI tuition cap proposal, all budget scenarios assumed a 5% tuition increase. Those scenarios have since had to be modified.
3. The May 12, 2015 minutes were approved as submitted.
4. Approval of Consent Agenda – Andy Bennett (pages 5-6) – **Attachment 1**
President Elect Bennett inquired if there was anything to be removed from the consent agenda. Seeing none, he moved approval of the consent agenda. Motion carried.

5. Report from Standing Committees and Student Senate (3:50-4:30)

A. Academic Affairs –Teresa Hartman

- 1) Revisions to Approval, Routing, and Notification Procedures for Course and Curriculum Changes - for endorsement – **Attachment 2**

Senator Hartman brought forward the revisions to the Approval, Routing, and Notification Procedures for Course and Curriculum Changes, which do not require the approval of Faculty Senate; however, Academic Affairs is asking for its endorsement of the revisions. The revisions include the requirement that a proposal for a new program should indicate how /where the resources needed for the program will come from. If Academic Affairs is not satisfied with the explanation, the new program proposal will be routed to the Provost for review. Also, someone from the program will need to be present at meetings where new programs are on the agenda in order to address questions. Hartman moved to endorse the revisions to the Approval, Routing, and Notification Procedures for Course and Curriculum Changes. Discussion followed. Motion carried.

- 2) Revisions to Transfer Credit Policy & University Handbook, Section F76 – for approval – **Attachment 3**

Senator Hartman moved to approve the modified Transfer Credit and Credit for Prior Learning Policy and revisions Section F76 of the University Handbook pertaining to the Transfer Credit Policy. These changes are generally housekeeping in nature. However, grades for any credit for prior learning will not be included in the student's K-State GPA, beginning for those students enrolling after Spring 2017. Motion carried.

As an informational item, when the University Honors Program began, approval from each college had to be obtained. Changes to the curricular structure of the program are now being considered. After discussion in committee, it was the determination of Academic Affairs that only the College of Arts and Sciences will need to approve the changes because it has the most students who would be impacted by them. Through this process, other colleges will be given opportunity to comment as well.

B. Faculty Affairs – Betsy Cauble

Senator Cauble reported that the additional handout provided to senators regarding Professional Titles (Section C10-12 of the University Handbook) is now a finalized document. Departments may move forward with incorporating the changes into their departmental documents. With the changes in Academic Personnel, the processing time of departmental documents through the Provost's Office is uncertain. A question was raised about whether the Provost has signed off on the document. This will need to be determined.

C. Professional Staff Affairs – Mary Anne Andrews

- 1) Memo regarding Climate Survey – for information – **Attachment 4**

Senator Andrews reported that Faculty Senate Leadership Council, on behalf of Professional Staff, asked that professional staff be distinguished from university support staff in the climate survey analysis. A re-analysis will be done on 41 of the survey questions and will be included as an addendum to the climate survey report. Professional Staff Affairs voiced appreciation to FSLC for their support in this.

D. Technology – Don Crawford

Senator Crawford reminded senators that Canvas training will be offered frequently during the summer. Discussion followed about the functions that do not seem to be a part of Canvas. Options to address these issues are being investigated. Use of Canvas is not required for Fall 2015 but will be

required Spring 2016. If you have any concerns regarding Canvas, please reach out to Scott Finkeldei, assistant director in the Office of Mediated Education.

E. University Planning – Spencer Wood

Senator Wood reported that they held their optional June meeting on June 8, 2015. Jeff Morris, vice president for communications and marketing, Cheryl Johnson, vice president for human capital services and Cindy Bontrager, vice president for administration and finance, were in attendance to discuss the furlough process and the budget. Topics discussed pertained to individuals on grants and the concern that KU was communicating about furloughs days before K-State. Vice President Morris explained that initially they were focused on accuracy, then urgency required more communication which led to some inaccuracies. The very real concern about people not being paid in a timely manner was conveyed to the three vice presidents with a request that some sort of communication be issued to reassure employees about paychecks. About 65% of our employees were deemed non-essential; a lot were graduate students. About 12,000 paychecks are issued every two weeks.

F. Student Senate – Kurt Lockwood

Student Senate President Andy Hurtig introduced himself. Kurt Lockwood is on an internship during the summer. Hurtig reported that they have interesting work ahead as they advocate for students and begin preliminary work on their platforms. He expressed appreciation for all that faculty and staff do, stating that students consider everyone essential.

6. Announcements

A. Ombuds appointment (2015-2018)

Christy Craft was appointed as an ombudsperson for the term 2015 – 2018.

B. Mediation Coordinator appointment (2015-2018)

Terrie McCants was appointed as the mediation coordinator for the term 2015 – 2018.

C. General Grievance Chair appointment (2015-2018)

Mustaque Hussain was appointed as the general grievance chair for the 2015 – 2018 term.

D. Committee appointments for FS committees

Appointments have been made. Presidential and other university committee appointments still need to be made for next year.

7. Open discussion period for senators as needed

Senator Reed reminded senators that Orientation and Enrollment for transfer and new incoming students starts June 10, 2015. She recalled the Orientation and Enrollment after the 2008 tornado. Literally overnight, the event was moved to Bramlage. This is the type of positive effort we need to put forth now, even as we face so much with construction, budget uncertainties, etc. Senator Blair asked if an emergency Faculty Senate meeting is able to be called this summer. An emergency meeting can be called if something makes it necessary. Another question was raised about fiscal exigency, which is not related to a furlough experienced because the legislature has not approved a budget. Senator Schlup expressed that many staff may be wondering how to put food on the table if paychecks are delayed; concrete answers are needed. Senator Dover stated that an unintended consequence of all of this is that staff are looking to exit as soon as possible because of the ambiguity of the current situation. We may very well face damage that we are not yet aware of. Discussion ensued about how to assist those who cannot meet their bills because of late or no pay. Other discussion comments included: communication is essential; play by a worst-case scenario so everyone can be prepared; send notes to our representatives expressing “hang in there” and make other legislators aware of the angst being created. Faculty Senate Leadership Council tried months ago to

encourage administration to begin looking at scenarios for this type of event. Much more discussion followed pertaining to budget, furloughs, and communication about worst-case scenarios.

8. The meeting was adjourned at 4:56 p.m.

Respectfully submitted by:
Loleta Sump,
Faculty Senate Secretary

Next meeting: Tuesday, September 8, 2015; 3:30 p.m., Union Big 12 room

ACADEMIC AFFAIRS

Proposed items for consent agenda:

Approve to place the following course and curriculum changes and graduation list addition/correction on the June Faculty Senate consent agenda (see attachment 1 for supplemental information):

UNDERGRADUATE

College of Human Ecology (approved by college on April 12, 2015)

COURSE CHANGES:

School of Family Studies and Human Services

Add:

ECED 300 Problems in Early Childhood Education
PFP 300 Problems in Personal Financial Planning
PFP 456 Financial Counseling and Communication
PFP 460 Retirement Planning Concepts
PFP 462 Personal Investment Concepts I
PFP 464 Estate Planning Concepts
PFP 466 Personal Risk Management and Insurance Planning
PFP 472 Personal Income Tax Concepts
PFP 482 Personal Investment Concepts II

College of Education (approved by college on April 28, 2015)

COURSE ADDITIONS

Department of Curriculum and Instruction

Add:

EDEL 270 Arts for Elementary Schools; K-State 8: Aesthetic Interpretation
EDEL 450 Art Methods for Elementary Schools; K-State 8: Aesthetic Interpretation
EDEL 451 Art Practicum for Elementary Schools

CURRICULUM CHANGES

Department of Curriculum and Instruction

Changes to the Art (EDART) Teacher Licensure Program
Changes to the BS in Elementary Education

GRADUATE (approved by Grad Council on May 5, 2015)

COURSE CHANGE

Human Ecology FSHS 762 Investing for the Family's Future

COURSE ADDITIONS

Education EDCI 788 Teaching the Constitutional Principles of America's Founders
Education EDCI 789 Methods and Materials in Civic Education
Education EDCI 790 Engaged Citizens: Public Policy Issues and Processes
Arts and Sciences ENGL 745 Cultural Studies
Human Ecology ECED 894 Readings in Early Childhood Education
Human Ecology ECED 899 MS Research in Early Childhood Education
Human Ecology LSHD 700 Problems in Life Span Human Development

Human Ecology LSHD 894 Readings in Life Span Human Development
Human Ecology LSHD 899 MS Research in Life Span Human Development
Human Ecology PFP 782 Investing for the Family's Future II
Arts and Science ECON 695 Undergraduate Research Methods in Economics
Business ACCTG 831 Fraud and Forensics
Business ACCTG 846 International and Multijurisdictional Taxation
Business ACCTG 847 Merger and Acquisition Taxation
Business ACCTG 852 Accounting Research and Communication
Business ACCTG 855 Financial Statement Analysis and Business Valuation
Business ACCTG 856 Accounting Analytics
Business ACCTG 895 Accounting Internship
Business ACCTG 896 Accounting International Experience

CURRICULUM CHANGES

Food Science Master of Science in Food Science- Non-Thesis option
Business Master of Business Administration (M.B.A)

CURRICULUM ADDITIONS

Education G10- Civic Education

GRADUATION LIST CORRECTION/ADDITION

Add David DiCarlo to Fall 2014 graduation list – Master of Science – Graduate School