

**MINUTES**  
**KSU Faculty Senate Meeting**  
**Tuesday, April 11, 2017, 3:30 pm**  
**K-State Student Union, Big 12 room**

**Present:** Ackerman, Ayres, Baalman, Barden, Barkley, Barnett, Bennett, Bolton, Bormann, Charney, Chavez, Chumachenko, Corwin, Crawford, Crow, Eiselein, D. Fallin, J. Fallin, Ferguson, Finkeldei, Goodson, Guzek, Haar, Hachiya, Hageman, Harding, Hartman, Hauck, Heinrich, Higginbotham, Hsu, Hutchinson, Kanost, Keen, Kennelly, Lehman, Lehning, Lindshield, Littrell, Markham, Maseberg-Tomlinson, McCrea, Meekins, Raine, Reinert, Reznikoff, Rice, Roush, Saucier, Schultz, Shappee, Simser, Spears, Spooner, Stevenson, Sump, Titgemeyer, Vardiman, Wilson, Wood, Yu, Zajac, and Zolkiewska

**Absent:** Aakeroy, Andrews, Aramouni, Betz, Doll, Elsasser, Gabbard, Glymour, Hedrick, Hettiarachchi, Hoeve, Hosni, Hughey, Narayanan, N. Nelson, Roozeboom, Schaake, and Schlup

**Proxies:** Bergtold, Devore, Duncan, Falcone, Gonzalez, Hamilton, Hoag, Lavis, Leitnaker, Martini, K. Nelson, Renberg, Van Ranken, and Warner

**Guests/Visitors:** Sarah Barrett, Kari Morgan

**Parliamentarian:** Alfred Cochran for Jerry Frieman

1. President Andy Bennett called the meeting to order at 3:32 p.m.
2. Informational item: New Policies and Procedure Manual (PPM) chapter - Clery Act policy regarding Campus Security Authority (CSA) reporting and university timely warnings - Sarah Barrett - **Attachment 1** (3:30-3:50)
  - Sarah Barrett, the Clery Act Compliance Coordinator, spoke about a new chapter in the PPM (PPM 3110) on the Clery Act regarding Campus Security Authority (CSA).
  - The Clery Act is a consumer protection law that requires the following of universities that receive federal financial aid:
    - Identified Campus Security Authorities (CSAs) that are expected to report significant crimes within 24 hours of receiving this information. Crimes that require reporting include murder and non-negligent manslaughter, negligent manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, domestic violence, dating violence, stalking, and arrests and referrals for disciplinary action.
    - Maintain a daily public crime log; any crime that occurs on campus must be published online within 24 hours.
    - An annual campus security report that reports information including crime reports and security measures for the previous three years.
    - The university must also ensure the rights of students who are victims of crimes.
    - Any violation found in the audit process would result in a \$35,000 fine.
  - A policy is needed in order to increase our compliance efforts with the Clery Act. In addition to this policy, an online training module is now required for Campus Security Authorities and there is also a university wide report form. After notification of Campus Security Authority status, CSAs have 30 days to complete the Clery Act training.
  - We are required to report out on crimes that occur on campus, including any building or property that is owned or controlled by a student organization that is officially recognized by the institution or used in the institutions educational purposes.

- Additional research is being done to review the stipulations for situations in which faculty and students are traveling within the state.
3. The March 14, 2017 minutes were approved as submitted.
  4. Approval of consent agenda (pages 5-7) – Brian Lindshield – **Attachment 2**  
A motion was made to approve the consent agenda. Motion approved.
  5. Report from Standing Committees and Student Senate (3:57-4:29)
    - A. Academic Affairs – Jenny Bormann / Teresa Hartman
      - Discussion agenda (page 8) – **Attachment 3**  
A motion was made to approve the discussion agenda. Motion approved.
    - B. Faculty Affairs – David Lehman / Charlie Barden
      - Faculty Affairs has been reviewing student evaluation of teaching. It has been discussed that they would like to receive the information on the algorithm used on the TEVALs. Brian Niehoff is looking into this. They also discussed whether TEVALs should be sent to the department head or direct supervisor at the same time TEVALs are sent to faculty. They consulted legal counsel and there are no legal issues with having TEVALs sent to both the faculty member and the department head. However, this change would require language revisions be approved to Section C of the University Handbook. There is also discussion of creating a fun and informational video to inform students of the importance of completing TEVALs and how to provide helpful information to instructors.
      - A question was raised regarding departmental policies regarding TEVALs in departmental documents. A change in policy would result in a change in operations for some departments.
      - Senator Jana Fallin indicated that it would be easy for the Center for Teaching and Learning to provide copies of the electronic TEVALs to department heads at the same time as faculty, but it would be more difficult for paper TEVALs. It was requested that there be close communication with the Center for Teaching and Learning if the discussion regarding a policy change to send TEVALs to department heads continues.
    - C. Professional Staff Affairs – Loleta Sump / Mary Anne Andrews
      - Total Rewards letters went out to professional and university support staff on April 3<sup>rd</sup>.
      - PSA and the General University Caucus have collected data from a survey that was sent out to professional staff, which included open-ended questions regarding general concerns and the type of evaluation system professional staff would like to have. The next action step is to analyze the data collected through this survey.
    - D. Student Senate – Jack Ayres
      - Student Body President Elect Ayres introduced Olivia Baalman, Study Body Vice President Elect.
      - The last senate meeting of the 2016-2017 term was last Thursday. The new senators will begin meeting beginning on April 13<sup>th</sup>.
      - The Speaker and Speaker Pro Tempore will be selected on April 20<sup>th</sup> and cabinet and legislative positions that following weekend.
      - The Tuition Fees and Strategies Committee is meeting this evening to begin the voting process on the fee proposals. Once the discussion about fee proposals has concluded, the committee wants to discuss tuition and make a recommendation on the tuition rate. Discussion has begun regarding a conditional recommendation depending on the state budget.
      - President Bennett presented the 2016-2017 student representatives with certificates for their service to faculty senate.

E. Technology – Lisa Shappee / Michael Raine

- 2016 Annual Data Access Report – **Attachment 4**

A motion was made for the faculty senate to receive the report. Motion approved.

- FSCOT heard from the following individuals:

- Diana Blake from the Information Systems Office: An update will be made to KSIS that should be complete by July in order to utilize it beginning in the Fall semester. KSIS will be much more mobile and user friendly.
- Rebecca Gould and Kevin Shippy from ITAC: They sent out a survey on technology in classrooms across campus, and the report indicated that most people were pleased with the technology in the classrooms. The number of technology classrooms across campus has increased over time: last year there were 108 classrooms, this year 124, next year there will be 139.

F. University Planning – Spencer Wood

- Emergency Furlough Implementation Policy Guidelines

This year FSCOUP has had numerous discussions relating to the Emergency Furlough Policy guidelines including: cancellation of courses, tiered system for who should bear the brunt of the furlough, and information regarding the language on research faculty. They hope to complete their review by the end of this year.

- City University Funds

The proposals moved forward this year by faculty, staff, and students were approved at the committee level by the city. There was an additional proposal added by the administration relating to Colbert Hills, but this was not approved by the city. Senator Wood does not know the specifics of what was included in this portion of the proposal.

FSCOUP is currently identifying ideas for next year's City University Funds, including:

- Creation of an app for individuals to track buses through GPS, in hopes of increasing ridership
- Natatorium renovations

6. Announcements

A. Faculty Senate annual elections are complete - **Attachment 5**

B. Annual Faculty and Professional Staff Retiree Ceremony: Tuesday, April 18, 4:00 pm, Alumni Center

C. Report on March 15 Kansas Board of Regents meeting

- The proposal for Market Contractual Based Education was approved by the Board of Regents. There is so far no proposal for offering 1/2 credit classes.
- The weapons policy has been approved by the board of regents, but the final details regarding restricted access has not yet been determined. This is continuing to be discussed in executive session.
- The process for getting system wide AP credit scores should go before the regents at their next meeting. With this mandate, we will no longer be able to assign grades for AP credit. This could have implications for units that indicate that students must have a C or better in particular courses. If this mandate is approved, these units will need to revise their curriculum requirements to indicate that students must have a C or better or have passed the AP exam.
- The American Council on Education has recommended that students getting sufficiently high scores on sections of the GED should receive college credit. In the case of College Algebra, the GED does not cover common content required for College Algebra. President Bennett sent concerns regarding this and providing college credit to GED students to KBOR.
- KU Med proposed making changes to the current system in order to allow for multi-year, rolling contracts in order to aid them in being awarded extramural funds. This may relate to the non-

tenure track faculty at K-State as there is currently an option to make those appointments regularized that are reappointed every year or multi-year contract term employees. There are departments that would like to have multi-year contracts for regular employees. This has been discussed, but is not possible with the current setup. KU Med is leading the way to see if this is something that could be changed in order to allow for this different kind of setup.

D. President Myers is being inaugurated at Friday, April 28<sup>th</sup> at 10:00 a.m. Faculty are invited to attend the inauguration. If you would like to join the faculty processional, you'll need to RSVP by April 17<sup>th</sup>. An invitation was sent out by email and announced in K-State Today. They will not ask faculty to wear regalia, but faculty are asked to wear professional attire. Fred Guzek will be the master of ceremonies and Brian Lindshield will carry the mace for the ceremony.

7. Open discussion period for senators as needed

A question was asked regarding the status of the climate survey. The climate survey was conducted in 2014 and they want to complete this survey every 4 years, so the new survey will be completed in 2018.

8. Adjournment at 4:40 p.m.

Respectfully submitted by:  
Mindy Markham,  
Faculty Senate Secretary

Next meeting: Tuesday, May 9, 2017; 3:30 pm, Big 12 room

- New Faculty Senator Orientation: 2:00 pm
- Recognition and Reception for outgoing senators: 3:00 pm
- 2016-2017 Faculty Senate meeting: 3:30 pm
- 2017-2018 Faculty Senate meeting: immediately following the 2016-2017 adjournment

**CONSENT AGENDA  
ACADEMIC AFFAIRS**

**1. Undergraduate and graduate course and curriculum changes (see attachment 2 for supplemental information):**

**UNDERGRADUATE**

**College of Business Administration** (approved by college on February 14, 2017)

**COURSE CHANGE**

*Department of Marketing*

MKTG 450 – Consumer Behavior

**CURRICULUM CHANGE**

*Department of Marketing*

Changes to the Bachelor of Science, Marketing. See supplemental files for further detail.

**College of Technology & Aviation, K-State Polytechnic** (approved by college on February 17, 2017)

**COURSE CHANGES**

*School of Integrated Studies*

~~CMST 137. DIGME 137~~ Fundamentals of Visual Literacy; K-State 8: Aesthetic Interpretation, ~~Empirical and Quantitative Reasoning~~

~~CMST 256. Digital Media II. DIGME 256. Digital Literacy~~

~~CMST 406. DIGME 406 Social Media Technology~~

~~CMST 456. DIGME 456 Digital Media Senior Capstone Project~~

**COURSE ADDITIONS**

*School of Integrated Studies*

DIGME 366. Visual Communication Studio

DIGME 376. Digital Rhetoric

DIGME 386. Digital Media Production Studio

UAS 474. Introduction to Processing Remotely Sensed Data

UAS 475. Data Acquisition and Post-processing

UAS 476. Low Altitude Remote Sensing Project Development

**CURRICULUM CHANGE**

*School of Integrated Studies*

Changes to the Bachelor of Science in Engineering Technology – Digital Media Technology Option (BETB-DM).

See supplemental files for further detail.

**College of Education** (approved by college on February 28, 2017)

**COURSE ADDITION**

*Special Education, Counseling and Student Affairs*

EDCEP 109. Supplemental Instruction

## College of Human Ecology (approved by college on March 2, 2017)

### COURSE CHANGES

#### *School of Family Studies and Human Services*

Change:

~~FSHS HDFS 102~~ Orientation to Family Studies & Human Services

~~FSHS HDFS 110~~ Introduction to Human Development

~~FSHS HDFS 301~~ Helping Relationships

~~FSHS HDFS 302~~ Introduction to Human Sexuality

~~FSHS HDFS 303~~ Developing Intimate Relationships

~~FSHS HDFS 305~~ Family Violence

~~FSHS HDFS 307~~ Introduction to Marriage and Family Therapy

~~FSHS HDFS 322~~ Transition to Parenthood

~~FSHS HDFS 350~~ Family Relationships & Gender Roles

~~FSHS HDFS 375~~ Introduction to Research Methods in ~~Family Studies and Human Services~~ Human Development and Family Science

~~FSHS HDFS 475~~ Introduction to Child Life

~~FSHS HDFS 506~~ Middle Childhood and Adolescence

~~FSHS HDFS 510~~ Human Development and Aging

~~FSHS HDFS 550~~ ~~The Family Theory & Science~~

~~FSHS HDFS 552~~ Families and Diversity

~~FSHS HDFS 579~~ Orientation to Human Development and Family Science ~~FSHS Internship~~

~~FSHS HDFS 580~~ ~~FSHS Human Development Family Science~~ Internship

~~FSHS HDFS 585~~ Professional Seminar in ~~FSHS Human Development and Family Science~~

~~FSHS HDFS 590~~ Capstone Experience in ~~Family Studies and Human Services~~ Human Development and Family Science

Add:

HDFS 411 HDFS Practicum

#### *Department of Food, Nutrition, Dietetics and Health*

Add: FNDH 115 Introduction to Health and Nutrition Professions; K-State 8 Tag: Ethical Reasoning and Responsibility

FNDH 340 Food and Health: Safety, Allergies and Intolerances; K-State 8 Tag: Ethical Reasoning and Responsibility

FNDH 575 Research Methods and Scientific Communication in Health Sciences

#### *Department of Hospitality Management*

Changes:

~~HM 011 Orientation to Freshman Seminar in~~ Hospitality Management

~~HM 275 Structured Field Experience in HM~~ Hospitality Work Experience I

~~HM 340 Contemporary Issues in Controlled Beverages~~ Beverage Management

~~HM 361 Principles of Lodging~~ Introduction to Hotel Operations

~~HM 363 Principles of Convention, Meeting and Event Management~~ Introduction to Business Events

~~HM 370~~ The Business of Wedding Consulting

~~HM 375 Foodservice~~ Hospitality Work Experience II

~~HM 421~~ Hospitality Service Systems

~~HM 422~~ Cost Controls in Hospitality Operations

~~HM 423 Facility, Risk, and Security~~ Management

HM 424 Hospitality ~~Marketing and Sales and Promotion~~  
HM 427 Travel and Dining Auction Event Management  
HM 464 ~~Lodging Revenue Management Systems~~

Add:

HM 205 Food Safety and Protection in Hospitality Operations; K-State 8 Tag: Natural and Physical Sciences  
HM 301 Junior Seminar in Hospitality Management  
HM 426 Fundraising and Nonprofit Events  
HM 463 Business Event Coordination

### **CURRICULUM CHANGES**

*Department of Food, Nutrition, Dietetics, and Health*

Changes to the Dietetics (B.S.)

Changes to the Human Nutrition (B.S.)-Nutrition and Health

Changes to the Dual Degree: B.S. in Human Nutrition and B.S. in Kinesiology

Changes to the Human Nutrition (B.S.)-Nutritional Sciences

*School of Family Studies and Human Services*

Changes to the ~~Family Studies and Human Services (B.S.)~~ Human Development and Family Science (B.S.)

*Department of Hospitality Management*

Changes to the Hospitality Management (B.S.)

### **GRADUATE** (approved by Graduate Council on March 7, 2017)

#### **COURSE ADDITIONS**

Veterinary Medicine, AP 785 Introduction to Veterinary Medicine and Biomedical Research: Concepts and Values

Arts & Sciences, GEOG 707 Remote Sensing of Water

#### **POSTHUMOUS DEGREE REQUEST:**

May 2017, Nicole Jean Hunter Mostafa, PhD, Graduate School

**DISCUSSION AGENDA  
ACADEMIC AFFAIRS**

Approve the following curriculum addition (see attachment 3 for supplemental information):

1. **College of Human Ecology** (approved by college on March 2, 2017)

*School of Family Studies and Human Services*

New: Human Development & Family Science Minor