

MINUTES
KSU Faculty Senate Meeting
Tuesday, May 12, 2020, 3:30 pm
Via Zoom

3:15 p.m. Recognition of outgoing senators and Faculty Senate Leadership

Present: Ahlers, Almes, Andrews, Auten, Bach, Bannister, Barnett, Beebe, Behnke, Bennett, Bitsie-Baldwin, Blankley, Bormann, Briggs, Buffington, Chandler, Charland, Chavez, Chengappa, Ciampitti, Clark, Craig, Crawford, Daniels, Denison, DePaola, Doan, Dodd, Dogan, Douthit, Draper, Dunn, Durtschi, Easton, Eiselein, Erickson, Falcone, Ferguson, Finkeldei, Gabbard, González, Grice, Hackett, Hauck, Hay McCammant, Hettiarachchi, Hicks, Higginbotham, Hosni, Hubbell, Hudgins, Hughey, Ireton, Jackson, Jones, L. Kanost, M. Kanost, Kempton, Kiss, Korten, Krysko, Larson, Launius, Lehman, Linville, Little, Littrell, Lundeen, Luly, Markham, Maseberg-Tomlinson, McCornack, McGlynn, Meekins, Nelson, Nguyen, Oetken, Patell, Pettay, Raine, Renberg, Reznikoff, Rosenkranz, Santos, Saucier, Savage, Schermerhorn, Seay, Sevin, E. Shappee, L. Shappee, Sherbert, Skelton, Spooner, Stevenson, Stoney, Syme, Tanona, Taylor, Thomason, Vardiman, Von Bergen, Warren, Weaver, J. Wilson, Wood, Yu-Oppenheim, Zajac, and Zhang

Absent: Crow, Kulesza, McDiffett, Mirafzal, Moorberg, Reed, Rivera, and Wilken

Proxies: Bothwell, Passarelli, Pathak, and Wittmer

Guests/Visitors: Gina Besenyi, Bronwyn Fees, Cheryl Grice, Craig Harms, Brian Lindshield, Emily Mailey, Mary McElroy, Kari Morgan, Ellyn Mulcahy, Ric Rosenkranz, Peggy Schmidt, Charles Taber, Glade Topham, Kristin Waller

Parliamentarian: Mickey Ransom

1. President Tanya González called the meeting to order at 3:36 pm. President González gave a land acknowledgment. She provided a few reminders regarding use of features in Zoom for voting as well as when new senators should begin participation in this afternoon's meeting.
2. The April 14, 2020 minutes were approved as submitted.
3. Guest: Provost Charles Taber
Topics for Discussion:
 - Covid-19 update-financial impact on university / future planning related to budget model
 - Rebranding of Kansas State University

Provost Taber thanked President González for being a wonderful advocate for faculty and staff and a collegial partner in this work.

Discussion began with sharing an update into July on the COVID-19 budgetary impact. Increased expenditures for KSU total \$2.4M. There is a total combined lost revenue of \$41.3M (KSU \$35M; Athletics \$9M). Four scenarios for the budget have been worked on and were shared with senators.

- Scenario 1 is the baseline Pre-Covid 19; this is no longer a viable scenario.
- Scenario 2 adds a 5% state funding cut and maintains that through scenarios 3 and 4; \$16M.
- Scenarios 3 and 4 describe increased loss in enrollment impacts with \$24M, and \$38M respectively.

All units will provide their proposed budgets back to administration by the deadline of May 15 and we will then create a central budget that could then have an impact on unit plans.

Discussion:

Keeping in mind this is a public health issues, has there been thought of asking for a nationwide higher education bailout to cover lost revenue for the fall to allow us to not reopen? Yes, we have been doing a great deal of advocacy through APLU and we think there is a strong case to increase funding for higher education. So far, of the \$12M from the CARES Act, \$6M has started to be disbursed to students. The remaining amount is available to the university to cover COVID-19 expenses.

It was also clarified that the information just shared by the provost relates to the Activated part of the RCM budget. This refers to the General Use funds that flow through the RCM, tuition and state funding. These do not include revenue from fees, research, and philanthropy. RU and SRO are not represented, but it is evident RU has taken a hit as well. RU has been raised or earmarked for specific expenses and as such will not help overcome the losses.

It was inquired if furlough decisions will be at the department/unit level or will they be at the university level? We have already seen unit level furloughs in the Student Life area. If there are university wide furloughs, these would be administered by a tiered income approach. However, budget plans due on Friday will give us a much better picture on what the budget is across the university.

Will the funds from the CARES Act cover the \$2.4 million additional expenditures or is that in excess? The CARES Act funding will be at least partially offset by those expenditures; some of it will go to the Housing and Dining unit. We have to preserve those functions and there are debt service payments for buildings and such. Planning for use of the rest of the funds has begun as well.

Would the university wide furloughs be administrative or emergency? They would be administrative, with discussion and a planning process along with shared governance. It was inquired where emergency furloughs are being considered. Because we want to remain sensitive to the fact that our people must be contacted first, that information cannot be shared here today. If there are university wide furloughs, is there a possibility that there would be university wide furloughs *and* college level furloughs on top of that? Or can centrally made furloughs at least protect us from additional college and dept furloughs? There is a possibility that there could be both. However, there will be significant discussion prior to any decisions. It was noted that guidance and rules for the furloughs regarding Student Life were quite explicit that employees CANNOT work while furloughed - how would such rules work for teaching faculty or researchers? As an exempt employee, there could be some flexibility as to when these could be taken since you would not choose to be off on a day you teach, for example. It is noted that on a furlough day no work is to be done, including checking email. Discussions related to furloughs and guidance surrounding them is ongoing.

It was asked why we don't just call it a pay decrease instead of a furlough? Administrative leadership took a 10% pay cut, but a pay decrease must be voluntary, since we are all under contracts. This is not available to us so the furlough approach is best, and you can match a percentage of salary that is a certain number of days for the year. Does it have to be five consecutive days or could it perhaps be one day for five pay periods? There can be some flexibility.

President González thanked Provost Taber for his leadership, time, and continuing to help move things forward. She also thanked senators for their thoughtful questions.

Rebranding will be discussed in June with guests from Division of Communications and Marketing.

4. Approval of consent agenda (pages 9-11) – Mindy Markham
President elect Markham inquired if any items needed to be moved to the discussion agenda. Seeing none, the consent agenda stood approved as submitted.
5. Report from Standing Committees and Student Senate
 - A. Academic Affairs – Todd Easton/Don Von Bergen
 - Discussion agenda (page 12)
Easton moved approval for the new certificates and minors as listed on page 11. Motion carried.

Easton moved approval for the two courses from Diagnostic Medicine/Pathobiology: DMP 313 - Introduction to Epidemiology and DMP 314 - Environmental and Public Health.

Discussion:

It was noted that vet med currently does not teach 300 level courses. There is no policy that they cannot, but this does represent a change in practice. It was responded that it may be a change for K-State, but this is not a precedent as there are multiple veterinary schools across the country that teach 300 level courses. They already do teach undergrads, this is just an expansion. A comment was made that in the spirit of the RCM we need to be thoughtful. Another comment was that graduate faculty can teach undergrads. The motion carried.

Easton moved approval of the BS of Public Health. He provided some background, noting that since this degree was denied by FS in November, it has been redone and more collaboration has occurred. FS Academic Affairs was pleased with the proposal and believed it to be much improved.

Discussion:

An overview of how they became more collaborative was requested. They have added more required classes in other departments, expanded a few of the elective lists to include other classes, and they added additional personnel from other colleges to get feedback. A senator noted, as part of a larger point, that we have the ability at our university to utilize ancillary appointments. So, if there is a more appropriate academic home for a class, an instructor can be asked to teach the class in the most appropriate academic home.

It was commented that the Department of Kinesiology held collaborative meetings to address the previous concerns on the collaborative nature of the degree. Many coordination meetings were held, that included the task force and representatives from three other related colleges, in order to create this revised and inclusive BS program in Public Health. A number of new courses were added as recommended in our previous Senate meetings on this proposal. President González recapped the work that went into the initial submission and the revision and additions for the degree. There was a comment that it appeared they neglected adding some public health-like course content from Ag that covers insects, food safety, etc. It was responded that those courses are unrestricted electives. President González noted that the degree offers flexibility to create tracks. Another senator noted there was not a robust discussion of social inequality; however, there is support for the program. It cannot do everything for everyone at this point.

The motion carried (75 to 3).

Easton announced that the new Approval, Routing, and Notification policy document should be up for vote in academic affairs near the end of May and will be presented to senate in June. He's had fun these last two years as FS Academic co-chair and looks forward to continuing on as a senator for a new term. He mentioned a few initiatives touched on. It was inquired what the status is on a university wide concurrent policy and if academic affairs will continue to take that on. Easton had worked on a draft policy; however, there was no forward movement on it at this time. Grad School stated that the university is not ready for this as there are problems with what it will do to scholarships and financial aid. So, at this point, if a unit wants to start a concurrent MS/BS program a separate curriculum proposal has to move through the approval process. It's possible the proposal could come back in the future, but issues on the enrollment and records side need to be worked out.

President González thanked Senator Easton for his leadership and noted there are many words of thanks in the chat as well.

B. Faculty Affairs – Don Saucier/Annelise Nguyen

- Note from Provost relating to Teaching Evaluations for receipt – **Attachment 1**

Saucier also thanked Easton and looks forward to hearing his voice in senate in his coming term. He directed attention to Attachment 1 to convey how teaching evaluations will be used this year. The Provost took the recommendations from the Faculty Affairs committee, along with the Executive committee, and shared the statement with the university community. Student feedback will always be collected and will make the learning experience as good as it can be.

Saucier moved that Faculty Senate formally receive this letter from the Provost.

There was a question about the penultimate paragraph that sites productivity where the language focuses on the TEVALS. Teaching and productivity are mentioned in the statement but most of the language is about TEVALS. It seems likely that productivity is an extension of this, as that has been impeded this semester, however, he cannot be sure of the intended meaning of the Provost. Another senator noted that at least one department head is interpreting the letter as saying we should consider COVID-19 in productivity as well as TEVALS. This seems reasonable. An additional comment was made of some disappointment that we need to have this letter included. Many have done a fantastic job. It was suggested to give commendation for that kind of performance and note it was done in light of the COVID-19 situation.

Motion carried to receive the letter from the Provost.

- Proposed revisions to University Handbook, Section F62 (University Excused Absence Policy) – **Attachment 2 (tracked version) and Attachment 3 (clean version)**

Saucier moved to approve the proposed University Excused Absence Policy. Though it is an imperfect policy, since we cannot anticipate every need, it does provide direct guidance. He shared there was an amendment suggested to him that should be finalized during this meeting.

Discussion:

In order to clarify that the instructor has the ability to either excuse the work or provide make-up work, Dodd moved, and Zajac seconded, to amend the last paragraph on the first page to read: "When a student provides reasonable advance written documentation of the need for a University Excused Absence, in accordance with the provisions below, instructors shall provide the opportunity to either make up or excuse, at the instructor's discretion, any missed assignments, activities, and/or

attendance-specific points that contribute to the course grade. The following sections describe common University Excused Absences and corresponding processes.”

It was inquired how this policy impacts students who are trainers or managers with athletic programs? After a few responses, it was noted this question will be addressed, along with comments on the policy as a whole, after discussion and a vote on the amendment occur.

There was support offered for the addition of this policy to the handbook, along with the clarifying amendment. This is needed to grant reasonable accommodations to active students while still maintaining academic rigor and faculty control over their course.

Motion to amend carried. Discussion on the main motion and policy continued. It was noted the Athletic department is good at sending out letters for those traveling with sports teams. However, it was responded that this past semester a student manager was not on the letter. It seems some internal training on this needs to occur and this suggestion should be passed along to the athletics department.

It was commented that the policy is well thought out and the work done is appreciated. Still, there are some that have hesitations. A point of clarification is that Department Sponsored Organizations (DSOs) are those that are excused by the statement.

After further discussion, a vote was taken. The motion to approve, as amended, carried.

Saucier thanked all for their discussion and for protecting our students. It was inquired how we will let faculty know that this is in place since it will impact every class in the university. President González responded there will be conversation about this and President Elect Markham, in her new role as President Markham will follow up on this. We will have the Provost distribute it, but beyond the Provost’s note, we can create more awareness. It was recommended to perhaps create a syllabus statement.

C. Professional Staff Affairs – Maria Beebe/Kelly Briggs

• Resolution in Support of Professional Staff and University Support Staff – **Attachment 4**

Briggs thanked faculty for all the work they have done to move to online classes. As professional staff, we want to recognize the work that our Professional and University Support Staff have done in the process. She moved approval of the resolution.

Discussion:

It was noted that at the end of the resolution it states that the “Kansas State University leadership acknowledges,” but we should be specific as to what leadership is giving this recognition. After discussion it was agreed that it should read “Kansas State University Senate leadership,” and the Senate body presidents should sign it, if possible.

It was asked whether we should add the student senate signature also. This would need input from our Student Senators. Senator Lundeen noted there is a May 28th special meeting where they could discuss this resolution. On that note, Bennett made a friendly amendment to clarify that the acknowledgement is coming from Senate leadership and to have student senate sign off on it if they are able to. Dodd seconded; approved.

Motion carried on the resolution, as amended. President González conveyed deep appreciation for the work that our professional staff do. They provide solutions to many of the problems and issues we face daily. That collaboration is appreciated.

Briggs commented it has been a pleasure working with senators these last two years. She is going off as co-chair of the Professional Staff Affairs committee this year. President González thanked Briggs for all of her excellent work and leadership this year and noted the many thanks in the chat as well.

D. Student Senate – Lane Lundeen

Student Senate has finished their normal senate meetings. However, there is a special session on May 28th. They will consider the above resolution at that meeting as well. Work has continued on the privilege fee agreement and the impact statement, which is the main reason for their special session. President González welcomed Senator Lundeen to Faculty Senate.

E. Technology – Brian McCornack/Michael Raine

McCornack reminded all to update their Zoom version before May 30th to keep things secure. Please visit <https://support.zoom.us/hc/en-us> to update to the newest version. Most are set to auto update but check at the top of your zoom. Also, the new password process for K-State is in effect. If you've selected a strong enough password and your account remains uncompromised, you will not need to change your password again.

McCornack wished all an excellent year and has very much enjoyed his time with this group. Keep your sense of humor.

President González thanked Brian for all of his fantastic work this year and also commented that his video background for the meeting today was awesome.

F. University Planning – Brad Behnke/Laurel Littrell

We met last Thursday and had a discussion on the budget scenarios. The Provost has asked the deans to work with their CCOPs to work on the budgets. The question left unanswered is how this affects the research faculty on soft money. If there are funds available, can faculty use the funds to buy out time and continue to work? There are updates of membership needed in several colleges. Also, FSCOUP needs a co-chair for the upcoming year. This will be voted on in the near future.

6. Announcements

A. Academic Continuity update

The Town Hall with the President and Provost has answered many questions related to decisions on TEVALS, A/Pass/Fail, etc.

The provost is ending the work of the Academic Continuity group and is instead putting together a faculty centered committee that will work on instructional adjustments as we move forward. President Elect Markham is collecting names and suggestions for faculty to work on that committee. On the RSCAD and instructional side, and remote work, it is challenging to make plans when there are no solid decisions yet. Please know there are people meeting everyday to discuss what happens in different eventualities to plan and prepare. This Thursday morning all the Chief Academic Officers are meeting in the KBOR system to talk about what they are planning now for the Fall (PPE, classroom usage, schedules, etc.).

B. Input requested on [K-State 2025 strategic initiatives update, Innovation in Education white papers](#)

President González reported that the last she heard there were 35 responses for these white papers. It was reiterated it is important and is thinking about the future. Share what you are excited about and what your vision would be for the future. A few senators, who were part of those 35 responders, shared what they believed to be pertinent to our body. One of the recommendations was related to approval processes for course and curriculum that is quite different. We need to pay attention to that and weigh in. The Provost assured President González that the shared governance will be kept intact. However, we need to stay vigilant. Another comment was on micro-credentialing as a recommendation; this is mainly done in big cities. We opened one up in Olathe and did not have great success. Another comment made was that anything we can do to have KSU not hire another consultant and instead give the money to our teaching and learning center, would be better for our faculty. Several senators echoed this sentiment. Finally, instructional design over content is being recommended. There is no way we can replace a university education by the way we present the content. President González thanked all for their feedback and thoughtfulness on this matter.

C. [KBOR meeting report](#)

Program Review was discussed. The KBOR office staff that support the BOR put together an issues paper asking that the scrutiny of the program review be put together by the Universities rather than being created in the office of KBOR. This was approved and universities were also hoping to postpone this review cycle until after the Post-CoVID crisis; however, that will not occur. There are discussions that will happen in Dec/Jan on the low performing programming. This is an after effect of the program reviews last semester.

We also shared what the Chief Academic Officers are going to do, including the tenure and promotion pause on the tenure clock put forward by KSU; this was adopted institution-wide.

7. Open discussion period for senators as needed

A. Land Grant Statement on Climate Change for receipt – **Attachment 5**

Senators were reminded the KSU Faculty Senate was asked this spring to contribute to an Op Ed statement being put together. Senators Dodd, McGlynn, and Gabbard, had volunteered to assist. However, they have asked the signature for KSU to be from Chuck Rice, who is part of the IPCC Nobel award winning panel. Utah State could in the future approach KSU to have a long list of faculty who would be willing to sign on to the letter in a variety of future publications.

Senator Dodd moved to have Faculty Senate receive the statement. The motion was seconded by Senator McGlynn. Motion carried.

B. New Initiatives / For the Good of the University

President González thanked all for an amazing year!

8. The 2019-2020 Faculty Senate was adjourned at 5:19 pm.

1. After a brief recess, President Mindy Markham called the 2020-2021 Faculty Senate to order at 5:19pm.

2. Election of the Faculty Senate President Elect

Candidate: Laurel Littrell – **Attachment 6**

The floor is open for nominations: Senator Laurel Littrell was nominated by Senator Von Bergen. The nomination has been accepted. No further nominations were received, and nominations were closed. Senator Littrell was unanimously elected as President elect.

3. Election of the Faculty Senate Secretary

Candidate: LaVerne Bitsie-Baldwin – **Attachment 7**

The floor is open for nominations. Senator LaVerne Bitsie-Baldwin was nominated by Senator Von Bergen. The nomination has been accepted. No further nominations were received, and nominations were closed. Senator Bitsie-Baldwin was unanimously elected as Secretary.

4. The meeting was adjourned at 5:23 pm.

Respectfully submitted by:

LaVerne Bitsie-Baldwin,
Faculty Senate Secretary

Next meeting: Tuesday, June 9, 2020; 3:30 pm

**ACADEMIC AFFAIRS
CONSENT AGENDA**

Approve the following course and curriculum proposals:

A. COURSE AND CURRICULUM PROPOSALS:

To view the proposals in Curriculog,

First - Login to Curriculog using your K-State eID and password
<https://kstate.curriculog.com>

Second - Go to the course or curriculum agenda at links listed below.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon
In User Tracking, change "Show current" to "Show current with markup"
View the proposal
Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:
<http://www.k-state.edu/curriculog/training/view/index.html>

COURSES: <https://kstate.curriculog.com/agenda:1039/form>

Agriculture	AGED - 533 - Educating the Public about Agriculture ENTOM - 350 - Crops, Insects, and Agroecosystems
Arts and Sciences	BIOL - 330 - Public Health Biology BIOL - 443 - Applied Anatomy of Cadavers BIOL - 864 - Plant Responses to the Environment BIOL - 895 - Graduate Seminar in Biology ENGL - 392 - Literature and the Body MLANG - 106 - Legal Terminology: Latin and French for Law Professions
Education	EDCI - 812 - History of Education EDCI - 813 - Comparative Philosophies of Education
Engineering	BAE - 350 - Off Road Machinery Systems BAE - 536 - Biological Systems Engineering Senior Design BAE - 545 - Biological Process Engineering CC - 210 - Fundamental Computer Programming Concepts CIS - 102 - Introduction to Spreadsheet Applications CIS - 103 - Introduction to Database Applications CIS - 118 - International Professional Development Experience CIS - 209 - C Programming for Engineers CIS - 300 - Data and Program Structures CIS - 301 - Logical Foundations of Programming CIS - 308 - C Language Laboratory CIS - 351 - Cyber Defense Basics CIS - 450 - Computer Architecture and Operations CIS - 490 - Special Topics in Computer Science CIS - 499 - Honors Research/Thesis CIS - 501 - Software Architecture and Design

	<p>CIS - 505 - Introduction to Programming Languages CIS - 520 - Operating Systems I CIS - 525 - Introduction to Network Programming CIS - 527 - Enterprise Systems Administration CIS - 530 - Introduction to Artificial Intelligence CIS - 544 - Advanced Software Design and Development CIS - 551 - Fundamentals of Computer and Information Security CIS - 553 - Fundamentals of Cryptography CIS - 560 - Database System Concepts CIS - 570 - Introduction to Formal Language Theory CIS - 575 - Introduction to Algorithm Analysis CIS - 580 - Fundamentals of Game Programming CIS - 590 - Special Topics in Computer Science CIS - 598 - Computer Science Project ENVE - 363 - Environmental Engineering Fundamentals</p>
Health and Human Sciences	<p>KIN - 312 - Methods and Analysis of Public Health KIN - 318 - Rural Community Health KIN - 361 - Anatomy and Physiology I KIN - 362 - Anatomy and Physiology II KIN - 381 - Exercise and Chronic Disease KIN - 382 - Strength and Conditioning for Performance KIN - 383 - Exercise and Older Adults KIN - 384 - Certifications in Health and Fitness KIN - 418 - Social Determinants and Diversity in Public Health KIN - 419 - Health Policy and Administration KIN - 601 - Cardiorespiratory Physiology KIN - 603 - Cardiovascular Physiology PFP - 320 - Applied Behavioral Finance</p>
Technology and Aviation	<p>ECET - 101 - Circuits I ECET - 201 - Circuits II ECET - 250 - Digital Logic ECET - 304 - Electric Power and Devices ECET - 320 - Electronic Communication Systems ECET - 340 - Electronic Manufacturing ECET - 354 - Microcontroller Applications ECET - 420 - Communication Circuits Design ECET - 430 - Signals and Systems ETB - 102 - Electronics Seminar ETB - 420 - Unmanned Communication Circuits ETB - 481 - UAS Senior Design II MET - 240 - Industrial Robotics Laboratory UAS - 115 - Multi-rotor Flight Lab UAS - 270 - Introduction to Unmanned Aircraft Systems UAS - 367 - Advanced Unmanned Aircraft Fixed-wing Flight Lab UAS - 370 - Small Unmanned Aircraft Systems Design and Construction UAS - 471 - Advanced Fixed Wing Operations I UAS - 472 - Advanced Fixed Wing Operations II UAS - 480 - UAS Senior Design Project I UAS - 481 - UAS Senior Design Project II</p>

Veterinary Medicine	AP - 601 - Cardiorespiratory Physiology AP - 603 - Cardiovascular Physiology
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CURRICULUM: <https://kstate.curriculog.com/agenda:1040/form>

Arts and Sciences	Applied Music (B.M.) Sociology B.A./B.S.
Engineering	Civil Engineering
Health and Human Sciences	Health Coach Certificate Personal Financial Planning (B.S.)
Technology and Aviation	Aeronautical Technology BS–Unmanned Aircraft Systems Option Engineering Technology-Electronic and Computer Engineering Technology Option (BETB-EC) Engineering Technology-Robotics and Automation Option (BETB-RA)

**ACADEMIC AFFAIRS
DISCUSSION AGENDA**

Approve the following new course and curriculum proposals:

New courses:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1041/form>

Veterinary Medicine	DMP - 313 - Introduction to Epidemiology DMP - 314 - Environmental and Public Health
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New certificates and minors:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1042/form>

Agriculture	Communications and Education for Agriculture Minor
Arts and Sciences	Art History Minor Socially Responsible Information Science: Ethics in the Data Sciences (Undergraduate Certificate)
Technology and Aviation	Introduction to UAS Technology Certificate

New degree program:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1043/form>

Health and Human Sciences	B.S. in Public Health
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