

**MINUTES**  
**KSU Faculty Senate Meeting**  
**Tuesday, April 13, 2021, 3:30 pm**

**Zoom ID: 149 712 846; <https://ksu.zoom.us/j/149712846>**

**Present:** R. Adams, Ahlers, Almes, K. Bach, Barnett, Beebe, Behnke, Bennett, Bitsie-Baldwin, Blankley, Bormann, Buffington, Charland, Chavez, Chengappa, Craig, Crawford, Daniels, Denison, DePaola, Dodd, Dogan, Dowd, Draper, Dunn, Durtschi, Easton, Erickson, Falcone, Ferguson, González, Hackett, Haub, Hay McCammant, Hauck, Hettiarachchi, Hicks, Higginbotham, Hosni, Hubbell, Hudgins, Hughey, Ireton, L. Kanost, M. Kanost, Kempton, Kiss, Korten, Krysko, Launius, Lehman, Linville, Little, Littrell, Luly, Markham, Meekins, McGlynn, Moorberg, Nelson, Oetken, Passarelli, Phillips, Presley, Raine, Renberg, Reznikoff, Rosenkranz, Santos, Saucier, Savage, Schermerhorn, Seay, Sevin, E. Shappee, L. Shappee, Sherbert, Spooner, Stoney, Thomason, Vardiman, Von Bergen, Warren, Wilken, Wilson, Yelland, Yu-Oppenheim, Zajac, and Zhang

**Absent:** J. Bach, Doan, Gabbard, Grice, Jones, Kulesza, Larson, Maseberg-Tomlinson, Oborny, Rivera, Shear, and Skelton

**Proxies:** P. Adams, Clark, Santos (after 4 pm)

**Guests/Visitors:** Kelley Brundage, Shari Crittendon, Chad Currier, Pam Evans, Bronwyn Fees, Scott Finkeldei, Ryan Leimkuehler, Stephanie Lott, Hanna Manning, Kari Morgan, Gary Pratt, and Jay Stephens

**Parliamentarian:** Mickey Ransom

1. President Mindy Markham called the meeting to order and played a land acknowledgement video by the Native American Student Body. Note that we have enabled zoom closed caption in this meeting.
2. The March 9<sup>th</sup> minutes were approved as submitted.
3. Guest: Stephanie Lott, OIE Director/Title IX Coordinator  
Greetings! Director Lott has been at KSU a week and one day. They know we have a lot of work to do. In the near future, OIE hopes to get feedback from the community. Director Lott will continue to attend the Faculty Senate meetings. Questions: *What are your near-term priorities?* Revamp title IX process, to provide clearer wording and make more accessible in understanding. Past President González: The Faculty Senate Ad Hoc committee for social justice is here and interested in collaboration with your office.
4. Approval of Consent Agenda (pages 6-7) – Laurel Littrell  
President Elect Littrell inquired if there were any items that needed moved to the discussion agenda. Seeing none, the consent agenda was approved.
5. Report from Standing Committees, Graduate Student Council, and Senates
  - A. Technology – **Brett DePaola**/Michael
    - 2020 Data Access Report – **Attachment 1**  
As outlined in the PPM, an annual data access report from the CIO is submitted to Faculty Senate. We are a little below the average on these items. Senator DePaola moved to receive the data access report. Questions/comment? Gary Pratt, CIO, and Chad Currier, CISO, Jay Stephens, VP of Human Capital Services, and Shari Crittendon, General Counsel, are also here to answer questions. *What is time theft?* Claiming hours worked that you did not actually work.

Motion carried to receive the Data Access Report.

Gary Pratt wanted to clarify for all that the Zoom live captioning function, which is turned on here and now scrolling at the bottom of the screen, does not legally meet the ADA compliance standards.

In the April 2<sup>nd</sup> K-State [Today](#), PPM 3091 was officially rolled out. In that article, there is a link to the [policy](#) that has to do with using your own personal electronics to work on University documents. This is based on NIST best practices. This did not go through FSCOT for approval, it is highlighted for your information. There are guests here to answer questions about this policy.

Discussion/Questions/Comments:

It was inquired who defines what constitutes a record under that policy? Data custodians exist for all the pools of data across campus. For example, in the student arena the vice provost for student life makes that determination.

Is a recording of a course a record? Yes, there is a repository of recordings, and it is retained up to four years. Canvas, Mediasite, and the Zoom cloud are records repositories for the policy in question.

It was noted that PPM 040 states if an employee is required to make use of mobile equipment, the employee is provided with an appropriate device which is configured to comply with the University's policies. This seems in direct contradiction to Duo authentication where if you don't want to use your personal cell phone to authenticate you can "purchase" a fob – you are not provided one. However, there is no data downloaded to your equipment when using Duo, so it is not opening your personal device to open records. It was conveyed that the questions asked and answered here today could be a great start for an FAQ.

It was again commented that definitions on what constitutes a record are important. If I download a paper to grade on a personal device, what does that mean? If there is no grade affiliated with that record, is that under the policy? PPM 3090 section .40, anything that you create in doing your job is a record.

Several resources were mentioned. There are records management 101 trainings, with remaining sessions April 15, 21, 26. There is the Records Management Website for KSU: <https://www.k-state.edu/arm/records/index.html>. Finally, there is the University Retention Schedules page: <https://www.k-state.edu/arm/records/schedules.html>

Lengthy discussion occurred and President Markham noted that this topic is of interest to our Faculty. She thanked all the guests for being here to answer questions. If senators have additional questions, please feel free to follow up with our guests, and as mentioned, there are training sessions available to attend specifically on records management.

**B. Academic Affairs – Phil Vardiman/Don Von Bergen**

Course and curriculum proposals are still being processed this year, though today was a lighter load. Topics in discussion are the optional syllabus statement relating to the excused absence policy approved last year and review of policies for undergraduate certificates, post-bacc minors, and interdisciplinary programs.

**C. Faculty Affairs – Kim Charland/Don Saucier**

- COVID-19 Impact Statement – Guidance for faculty – **Attachment 2**

We received feedback and questions on how to use the COVID-19 impact statement. The guidelines as presented in the attachment today are in response to those questions. Senator Saucier moved to approve the guidelines. Motion carried. Thank you to Faculty Affairs for your work on this!

D. Graduate Student Council – Hannah Shear

Hannah is unable to make it today. Pingping Chen is the new Graduate Student Council President starting next week.

E. Professional Staff Affairs – Maria Beebe/Mishelle Hay McCammant

A remote work policy is being piloted by Global campus now and Professional Staff Affairs will be reviewing the policy before it goes to campus.

F. Student Senate – Blake Phillips

Blake Phillips, sophomore, is the new speaker for student senate; new student body president Michael Dowd is also present. Student Senate is transitioning, committee chairs are doing interviews this week. The non-instructional wellbeing day is Friday, April 16. Please encourage all faculty and staff to make sure this is reserved for wellbeing. Welcome to Blake!

Michael Dowd is a Junior in Animal Science and has been sworn in as the new Student Body President. SGA is selecting 18 cabinet positions on Sunday. You might see our SGA representatives in your faculty senate committee meetings, please make them feel welcome.

G. University Planning – Brad Behnke/**Dan Ireton**

In our last meeting proposed revisions to University handbook, Section B95 were voted on. This is related to the composition of CCOPS. The belief is deans should not be on CCOPS. We are also looking to expand representation of term representatives on CCOPS. This language is now with the University Handbook and Policy committee for review and will come to senate in the future for action.

H. University Support Staff Senate – Mary Oborny

Mary was unable to attend and President Markham reported on her behalf. Their monthly meeting is tomorrow where they will vote to change the senate membership to all at-large positions with one dedicated senator to come from the Polytechnic campus. They cannot fill senate positions by college with the numbers they currently have. They have been receiving nominations for the meritorious service awards and several have been awarded. All were reminded that these can be submitted year-round.

6. New Business

A. Proposed revisions to Faculty Senate constitution – **Attachment 3**

President Markham provided the background on where this proposal originated. There have been requests over the years and most recently this year to add term representation to the senate structure. This concept was vetted through both Professional Staff Affairs and Faculty Affairs and a proposal was crafted and approved by both of those bodies. Input was received from caucuses and the constitution committee came together to work these into the constitution. A few other changes were incorporated in at this time as well.

President Markham requested a motion from the floor on this item. A motion was made by Senator Zajac and seconded by Senator Dodd to approve these revisions as presented.

Discussion: *How many are represented in the Term group? How many would be in the caucus?* 1700 Term employees, they would represent 10% of Faculty Senate with 7 or 8 positions in the caucus.

*Would this be more appropriate for a first/second reading?* It may be appropriate to change this to a first reading so that we can understand the changes. How does this work timewise with rotating senators off of faculty senate? The May meeting will be with our current senators, this would be our first reading and the second reading and vote would be at the May meeting.

It was noted that this is voted on within faculty senate and then needs to be approved by the general faculty and unclassified professionals on regular appointment before it will be implemented.

A motion was made by Don Von Bergen to amend the original motion to have this be a first reading. The motion was seconded by Senator Zajac. Discussion? How will this affect the timing for a general faculty/unclassified professionals meeting during the spring? We will need 14 days to share the proposal before the meeting. Therefore, a vote by faculty senate on May 11 would mean May 25<sup>th</sup> would be the first date we could call a general faculty/unclassified professionals meeting. If we delayed, would the caucus be formed in the fall semester? We could vote on a caucus in the fall and seat the caucus in the spring.

Motion carried as amended to have this be a first reading and vote in May. Is there any other discussion as a first reading? Please talk with your caucus and we will act on this in May.

- B. Resolution addressing repeated violence against underrepresented communities – **Attachment 4**  
President Markham deferred to past president González to speak about this resolution. USS staff leadership and graduate senate leadership were asked to address the language that was put on the boards in the Multicultural Student Center. KSU student government shared their resolution. Faculty senate was asked to sign on to that resolution, but it was believed a separate resolution approved by faculty senate was a better approach. The task was sent to the Ad Hoc committee on social justice and the resolution presented here in support of the work that is ongoing.

Past president González moved to approve this resolution. Senator Stoney seconded. Discussion began and various suggestions made. Senator Easton suggested a change in the language from “more training” to “mandatory training.” This is a call for every faculty member to be trained. He made a motion to amend the wording to use this phrase. Motion was seconded. It was agreed that our faculty need to be trained to have these discussions with a “how to.” We are lacking these very modeled platforms. We need to start committing ourselves. Past President González reported that we do have training in development by Human Capital Services.

A discussion on who it would be mandatory for and a consideration for how mandatory training can turn people against the process ensued. The discussion went to recommending an amendment on an amendment, which cannot happen. Thus, Senator Easton withdrew the original amendment and Senator DePaola withdrew his second. Past President González made a new motion to amend the wording to “2. Mandatory training for faculty and staff on how to engage in difficult dialogues;”  
Second by Senator Easton.

Seeing no more questions or comments, this amended was voted on. Motion to amend carried.

Discussion continued on the amended resolution. Other questions were raised such as: *Does training have to take place at K-State? Many have gone through diversity training. Is this annual or once in your career?* Past President González responded that we would need to work with HSC on these and other

aspects. We do not have information about what stage HCS is at or what they will propose for this training. This provides us a start at shared governance in this process. Another suggestion was made to use the phrasing historically oppressed and or historically excluded.

After further discussion, a motion was made by Senator Falcone, to use the language “historically excluded and/or oppressed or underrepresented” in the title. In particular, “Resolution Addressing Repeated Violence Against Underrepresented and Historically Marginalized Communities.” Motion to amend the title was seconded by Senator Korten. Motion carried. A motion was made to call the question and cease discussion on the question. Motion was seconded. Carried.

Motion to approve the resolution, as amended, carried.

## 7. Announcements

- A. Senator replacement: DeAnn Presley for Ignacio Ciampitti (April 2021-May 2022)
- B. Faculty Senate 2021 Elections results – **Attachment 5**
- C. [KBOR meeting report](#)

The chair of the council of FS presidents asked for a working group to review the KBOR policy to terminate employees, due to Covid-19. This working group is bringing forward a proposal that would require that any University CEO who utilizes the policy to communicate to the campus and the board the rationale for why the framework must be implemented instead of using existing policy. They also recommend that input, comments, and recommendations on the draft framework be provided through shared governance processes before the framework is taken to the Board. This proposal will be reviewed by the KBOR Governance Committee.

- D. Upcoming Town Hall meeting: Apr. 1 (9-10 am) and May 10 (8-9 am)
- E. 2021 virtual retirement [ceremony](#) for faculty and professional staff: April 29, 4:00 pm

## 8. Open discussion period for senators | New Initiatives | For the Good of the University

All: Congratulations to Mickey Ransom on his retirement.

Senator Korten related that a colleague received death threats over the teaching of evolution. The framing was that the student was having mental problems. This is shared within the context of a loosening of gun laws and the resolution we just passed, we do not have protection.

Past President González encouraged completion of the survey for feedback on K-State's Threat Management Policy <https://www.k-state.edu/today/announcement/?id=74419> if that was not already done. All students, faculty, and staff are invited to complete an anonymous survey requesting feedback on the university's Threat Management Policy, or PPM 3015.

Senator Bitsie-Baldwin: Monday, April 12-Wednesday, May 12 is Ramadan. Be aware of our colleagues, faculty and staff, as well as our students who are participating.

## 9. The meeting was adjourned at 5:35 pm.

Respectfully submitted by:  
LaVerne Bitsie-Baldwin  
Faculty Senate Secretary

Next meeting: Tuesday, May 11, 2021, 3:30 pm

- *Recognition of outgoing senators and leadership: 3:15 pm*
- *First 2021-2022 Faculty Senate meeting: immediately following the 2020-2021 adjournment*

**ACADEMIC AFFAIRS  
CONSENT AGENDA**

Approve the following course and curriculum changes and degree requests:

**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:1300/form>

Arts and Sciences	CHM - 611 - Inorganic Chemistry I CHM - 612 - Inorganic Chemistry II CHM - 652 - Organic Chemistry III: Reactions and Mechanisms CHM - 711 - Inorganic Chemistry I (discontinue) CHM - 712 - Inorganic Chemistry II (discontinue) CHM - 752 - Advanced Organic Chemistry (discontinue) CHM - 811 - Advanced Inorganic Chemistry I CHM - 812 - Advanced Inorganic Chemistry II CHM - 852 - Advanced Organic Chemistry CHM - 857 - Advanced Inorganic Techniques
Business Administration	FINAN - 798 - Special Topics in Finance
Health and Human Sciences	ECED - 311 - Infant Toddler Development and Programs ECED - 451 - Administering Early Childhood Programs ECED - 588 - Directed Lab Experiences in Early Care and Education Programs GERON - 315 - Introduction to Gerontology GERON - 400 - Biogerontology GERON - 510 - Aging in America: Policy and Advocacy

**CURRICULUM:** <https://kstate.curriculog.com/agenda:1301/form>

Arts and Sciences	Chemistry BA/BS
Business Administration	Concurrent B.S. in Accounting and Master of Accountancy

Health and Human Sciences	Gerontology Minor Gerontology Secondary Major Human Development and Family Science (B.S.)
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**B.** Posthumous degree requests:

Ashley Gasiorowski, Veterinary Medicine, DVM  
Rodney Morgan, Veterinary Medicine, DVM