

**MINUTES**  
**KSU Faculty Senate Meeting**  
**Tuesday, October 13, 2020, 3:30 pm**

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

**Present:** P. Adams, R. Adams, Ahlers, Almes, J. Bach, K. Bach, Barnett, Behnke, Bennett, Bitsie-Baldwin, Blankley, Bormann, Bothwell, Buffington, Charland, Chavez, Chengappa, Ciampitti, Clark, Craig, Crawford, Daniels, Denison, DePaola, Doan, Dodd, Dogan, Draper, Dunn, Easton, Erickson, Falcone, Ferguson, González, Grice, Hauck, Hay McCammant, Hicks, Hosni, Hubbell, Hudgins, Hughey, Ireton, Jones, L. Kanost, Kempton, Kiss, Korten, Krysko, Kulesza, Larson, Launius, Lehman, Linville, Little, Littrell, Luly, Markham, Maseberg-Tomlinson, McGlynn, Meekins, Moorberg, Oetken, Oborny, Passarelli, Raine, Reznikoff, Rosenkranz, Santos, Savage, Schermerhorn, Seay, Sevin, E. Shappee, L. Shappee, Shear, Sherbert, Skelton, Spooner, Stoney, Syme, Thomason, Vardiman, Von Bergen, Warren, Wilken, Wilson, Wittmer, Yelland, Yu-Oppenheim, Zajac, and Zhang

**Absent:** Beebe, Gabbard, Hettiarachchi, Higginbotham, Nelson, Renberg, and Rivera

**Proxies:** Durtschi, Hackett, M. Kanost, Saucier, and Yu-Oppenheim (after 3:45)

**Guests/Visitors:** Anthony Ferraro, Scott Finkeldei, Kaylee Hansen, Sharon Hartwich, Kari Morgan, Ashley Noll, Julia Pechar, Nicole Schwartz, Jay Stephens, Charles Taber, Glad Topham, Kristin Waller, Rebecca Zecha

**Parliamentarian:** Mickey Ransom

1. President Mindy Markham called the meeting to order at 3:30 pm and gave a land acknowledgement. President Markham encouraged all who did not have a chance to engage in the native celebrations and KSU events that occurred yesterday and today to view the recordings of those events.

Additionally, President Markham recognized and welcomed the many visitors and guests here today and outlined the appropriate means to participate.

Lastly, she thanked all for their recent participation in the general faculty meeting held on October 1<sup>st</sup>. She reported that the Faculty Senate constitution revisions were approved and that starting with today's meeting we will now have the Graduate Student Council President and University Support Staff President as part of our voting membership.

2. The September 8<sup>th</sup> minutes were not yet ready and will be sent out when they are ready for review.

3. Guest: Provost Chuck Taber

Topics for Discussion:

- COVID-19 adjustments in the long term. What is the University's long-term plan so that we will have a strong message for employees?
- Budget issues. How has current enrollment affected our budget projections? How do we create a sound budget moving forward to avoid additional furloughs and layoffs?
- Spring break and moving furloughs around. What information can be shared to help modify our scheduled furloughs before the next semester?
- What is your vision or definition for shared governance, particularly in a decentralized model? The decentralization of the budget pushes weighty decisions to the deans' level. With this, how can you encourage transparency and shared governance at all levels?

Provost Taber discussed long term Covid planning. From the beginning they have tried to think in terms of possible scenarios and they continue to do so. Additionally, they wish to remain as flexible as possible so they can respond to changing events and the unpredictability of the virus. Part of being flexible has been balancing not making decisions too early, but also making them in time for them to be actionable. The decision to remove spring break was an example of this process. It was noted that even with vaccine distribution, once it begins, we may be dealing with some form of this pandemic for several years. Therefore, it is expected we may still have disruptions that impact teaching and instruction. As we know, there are other types of disruption to higher education that we continue to review and plan for, such as decisions individuals make whether or not to go to college based on the nature of the market. There has been much speculation that the changes already underway to higher education include greater flexibility of multi-mode delivery. Those changes may possibly be accelerated due to the Covid crisis. Therefore, in our scenario planning we will continue to think about academic innovation moving forward.

Related to budget, we've had a downturn in enrollment. It's not as much of a downturn this year as was predicted to possibly happen in our scenario planning, however, it is still a downturn. There are educated guesses about what spring 21 may look like. The focus continues on how we can have sound budgeting in this environment. We want to budget in a reasonable way so that we minimize major disruptions. To be considered as well is state support and whether there will be future reductions. They are doing the best they can to be flexible, plan for multiple scenarios, and communicate about this to make sure everyone is aware of the possible options.

In regard to spring break and furloughs, Provost Taber assured all he is very aware that it's disruptive to change plans mid-year. He referred to the need to alter commencement and that there was no doubt this disrupted plans for many, yet they continue working to make the best decisions for the majority of people. Thinking about handling furloughs that were going to be taken during spring break, a recommended option is to now take those during the extended break before the beginning of the spring semester since it starts one week later. It was acknowledged this entails making changes to plans and that can be difficult. The other option would be to look for other opportunities during the spring to take furlough days.

As to shared governance, Provost Taber reaffirmed the view he's had through his entire administrative academic career. He believes this is the bedrock of good decision making. Faculty, staff, students, administration, and governing bodies (for example KBOR is part of shared governance) should have a process and a structure through which we're able to make shared decisions and have participation in these decisions allowing us to set policies addressing the important factors that face the university. He believes this to be so centrally important because universities, by nature, are distributed entities whose authority reaches across the university. K-State is very distributed, which presents both opportunities and challenges. An example of this is budget. Colleges have a great deal of independence in this process, so it is vital there is shared governance at the college-levels. He continues to speak with deans about the further development of shared governance procedures within the colleges. These can include but are not limited to the CCOPs and DCOPs. He's been made aware that staff are not involved in some of these, so there may be a need for other forms of shared governance. The critical factors for shared governance to remain healthy are transparency, mutual respect, and partnership. Having transparency about how decisions are made has always been, in his view, a foundation of shared governance. He is delighted to be invited to these meetings so that he can speak with Faculty Senators and receive their input and feedback and re-emphasized how important shared governance is to him. He's happy to hear of ways we can improve shared governance and feels we have a very healthy shared governance model here. Though, it is true that in an environment where dealing with a crisis that has arisen, it's possible we don't do as well as we thought we might and so extra attention needs paid to this area.

Questions and discussion:

There was disappointment raised about the hacking that went on today in our virtual KSUnite and native celebration events and that K-State was not better prepared to handle these. Provost Taber also voiced his disappointment, not only that it was able to happen, but in the behavior of those who chose to do this. Administration is looking into it.

Provost Taber was asked about other things that weigh on his mind and concern him. He is concerned about positioning our university, more broadly than just enrollment, in the coming years. When considering the budgetary shrinkage, even prior to Covid, it means difficult decisions need to be made. When thinking about that, and how to continue successfully, he highlighted these will be discussions where shared governance will be important.

There was a follow up question about the change to the spring semester. With spring break being removed, there was conversation about having two spring wellness days added in during the semester and it was inquired where we are in that process. Provost Taber responded that they've provided recommendations to the University Calendar Committee, compatible with Student Governing Association's suggestions. They've selected two Mondays; however, since it's not wise to remove two Mondays of instruction in a semester these will be implemented by having one of those Mondays actually be a Tuesday of instruction. Next steps will be that the University Calendar committee will act on this and send it forward to Faculty Senate. It is hoped this proposal will be approved by this body at which point he will submit it to the Board, either the full board or just the president of the Board, for final approval.

Online versus hybrid modality for spring was discussed and what faculty are choosing. There will probably be more faculty choosing online for the spring, but he has not yet seen the data. An inquiry was made whether we still have a contract with Huron consultants. No, that concluded some time ago. We are, however, finishing a much smaller contract with Whiteboard, a partner of Huron.

Provost Taber was thanked for his openness and communication with Faculty senate and addressing weighty matters, as were discussed today.

4. Approval of Consent Agenda (pages 7-8) – Laurel Littrell

President elect Littrell inquired if there were any items on the consent agenda that were desired to be moved to the discussion agenda. Seeing none, and with no objections, the consent agenda was approved.

5. Reports from Standing Committees and Senates

A. Academic Affairs – Phil Vardiman/Don Von Bergen

- Discussion agenda (page 9)

Senator Vardiman made a motion to approve the two certificates from the College of Aviation. Motion carried. There were no other items to discuss today.

B. Faculty Affairs – Kim Charland/Don Saucier

- Proposed revision to University Handbook, Section B120 and PPM 4410/4650 – **Attachment 1**

Senator Charland made a motion to approve the revisions to Section B120 and PPM 4410/4650. This is related to language changes to acting and interim appointments. Vice President for HCS, Jay Stephens, was present to address questions any questions as needed.

A question was raised on page 2, in the change to the PPM 4410 acting assignments, the language stated that the minimum requirements for an acting assignment must be met, but it isn't specific whether those are the same as an interim appointment, so it seems that just needs clarified or

wording inserted to parallel this in the other section. It was agreed this could be clarified by stating a person should meet the minimum qualifications “for the position” in the relevant sentences. This was agreeable. A motion was made by Dodd and seconded by Korten to change the wording to “for the position” in the relevant sentences. Motion carried. The main motion, as amended, was approved.

C. Graduate Student Council – Hannah Shear

There have been several successful events so far this year, the most recent being “graduate school: what I wish someone would have told me.” That event had much input from faculty across campus and there was a panel of graduate students who facilitated it. With its success, they were asked to host another similar one for undergraduate stem students. Additionally, they are operating their professional development series. They had two successful panels series on jobs outside of academia. Almost all their panelists were KSU alumni. They have over 36 graduate student leaders from 12 different graduate programs. This is the most diverse leadership groups they’ve had in some time. Because they are a part of SGA, they receive some funding, though they, along with other entities, have had cuts recently. They have some upcoming events on building and contributing to inclusive and equitable work environments and there will also be a workshop on leadership in times of uncertainty.

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

Senator Hay McCammant reported on their last meeting with Dr. Samuel as their guest. He updated them on the Climate Survey and next steps. They discussed ways to encourage participation in K-State events involving diversity and inclusion and also asked him to provide more information about Black Lives Matter. The group discussed social media opportunities to provide awareness on social justice issues. His visit was appreciated. The committee has organized a subgroup to dive into issues surrounding term employees. They hope to bring forward actionable items this year to provide support and assistance for term employees, such as term representation in senate and possible changes to employee benefits. They are also looking into the transition of USS and unclassified regular appointments to unclassified term.

E. Student Senate – Nathan Bothwell

The fallout from the privilege fee deficit has been a main area of focus right now. Last Thursday a bill was passed that effectively amended all of the contracts they have with privilege fee entities. There was about \$2.1M cut out of their \$16M budget. This resulted in some fairly high cuts across the board, including some entities that received 100% callback. President Markham thanked Senator Bothwell and others on Student Senate for their work and acknowledged budget cuts are especially challenging. Julia Pechar and Kaylee Hansen discussed Early Edition, which is used as K-State Proud’s first initiative and happens every fall. Over the past decade, K-State Proud has raised \$1.3M for students in great financial distress. When you donate that \$20 and receive a shirt, your donation goes to their student opportunity award fund. Those funds help students who are in great financial distress and it helps them stay here on campus. Due to Covid, there have been multiple needs for these funds so it’s even more important to contribute this year. It was highlighted that faculty and staff can not only support this initiative by donating, but also by wearing the shirt.

F. Technology – Brett DePaola/Michael Raine

Their committee has been extremely busy this year. Senator DePaola discussed a recommendation from IT that will be coming forward for action in the near future about Zoom cloud retention. There would no longer be permanent retention, but rather a 180-day retention policy, after which files would be in a delete directory for 30-days and then deleted. They’re going to post directions on how to retain recordings on a case-by-case basis. Rapid use of cloud storage and associated costs has motivated this proposal. If enacted, this would likely go into effect starting in January. Other items of

note are that in the near future when you get an email that is not from on campus, it will include a header telling you it is an “external” email. This is to provide additional help with identifying phishing or scam emails. They’re having a special panel discussion meeting about academic software technology tools. The panel will include ones from IT, Global Campus, teaching and learning, provost staff, and FSCOT. The hope is to work at identifying best practices and especially valuable academic software tools for the university, since logistically not all software can be maintained and supported by central IT. Their student representative brought to them a student wellness project. They are interested in K-State maintaining a web page dedicated to helping students deal with mental health issues. Currently many issues are related to dealing with Covid-related depression, but the site would cover a range of mental health issues. FSCOT was supportive of this and will discuss site maintenance with the appropriate office. Lastly, cybersecurity awareness training is coming up and needs completed. It will take about an hour to complete.

G. University Planning – Brad Behnke/Dan Ireton

Their last meeting was following the general faculty meeting on October 1<sup>st</sup> and there was much discussion on the utilization of college committees on planning. As has been noted, the membership of some of these is terribly outdated. It seems many are inactive, rather than being used as a key function of shared governance with colleges or administration. Members were asked to reach out to their college or unit to get updated information as available and determine if there are ways that they can be supported. Also discussed was whether these planning committees could be expanded to function in a revised fashion.

H. University Support Staff Senate – Mary Oborny

USS looks forward to working together towards our common goal. The Council of Senates met on Oct. 1 and the main discussion was University Support Staff (USS) numbers at other institutions and what representation looks like. USS numbers are declining at all schools with a move to higher unclassified professional staff, except for Pitt State. K-State, however, seems to be the only school where we are replacing USS with unclassified professional staff (UPS) on term positions. In other business, a committee is being formed to create the next Docking Institute survey. Peggie Post has been submitted as our representative with Denny Ryan as our alternate. They are also working with the subgroup looking at term employees and have been involved in the listening sessions work as well. A final survey will go out near the end of October to USS and UPS to make certain they’ve captured the key thoughts from the listening sessions. USS has been approached about holding another coat drive this year. Whether they can arrange it will depend on logistics. They would need assistance to do so. If you’re interested, please reach out.

6. Announcements

A. Overview - General Faculty and Unclassified Professionals meeting (9/30)

- Faculty Senate Constitution Revisions approved

As an overview, President Markham reminded all that the constitution revisions were approved on October 1<sup>st</sup>. With that approval, we have the Graduate Student Council president and University Support Staff Senate president now with us.

Other issues of relevance that came up from that general faculty meeting were reported on earlier during our meeting from Faculty and Professional Staff Affairs and FSCOUP and those committees will be addressing these topics.

B. Welcome new senators: Paige Adams and Erin Yelland

President Markham welcomed new senators to the body. These were replacements made by the caucuses due to vacancies within their units.

C. COVID-19 updates

There is now more voluntary asymptomatic testing available for all enrolled students, regardless whether they live on or off campus. They can participate in this once every two weeks.

D. KBOR meeting report

President Markham reported there was a joint meeting of KBOR and the State Board of Education. There's discussion about setting a standard spring break week for all K-12 and higher education institutions in the state. We'll hear more about this, but nothing would take effect until Spring 22 if implemented. There is also interest in putting forward legislation to fund the first few hours of college education for students while still enrolled in high school. Finally, there is interest from the regents in having a freed of speech statement across all regents' institutions. A governance committee is working on this and the Faculty senate Council of Presidents are working on this as well. We would like to be proactive in this, so if you have any thoughts please let us know.

7. Open discussion period for senators as needed

New Initiatives / For the Good of the University

Senator Dodd wished to comment on the state of affairs by which FS Academic Affairs last week approved the discontinuance of a linguistic anthropology course within a curriculum due to not being able to fund new hires to teach this course. The course represented a sub field in that curriculum and therefore, its loss is a permanent casualty of the chronic budget dysfunction in the university's academic enterprise. For the good of the university, we should take public note of this loss from the diversity of our academic richness. We are sure to see more of such losses in the future. She called on the senate to make a record of course and program discontinuation going forward. It is important for the body that is representative of the faculty to keep these losses before the public eye. President Markham and others thanked Senator Dodd for her comments and noted other areas this may impact. This request will be discussed by Academic Affairs, the appropriate standing committee. After discussion by that body, if there is need for formal procedures or other mechanisms to be put in place which need senate approval we will address those.

8. The meeting adjourned at 4:46 pm.

Respectfully submitted by:  
LaVerne Bitsie Baldwin  
Faculty Senate Secretary

Next meeting: Tuesday, November 10, 2020; 3:30 pm

**ACADEMIC AFFAIRS  
CONSENT AGENDA**

Approve the following course and curriculum changes and posthumous degree request:

**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** – Copy the Curriculog agenda links listed below, then paste and go to them in your browser to view the course or curriculum proposals being acted on.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon

For courses: In User Tracking, change "Show current" to "Show current with markup"

For curriculum: Select the files tab:  and open the associated files.

View the proposal

Note: Use the browser’s 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:1121/form>

Business Administration	ENTRP - 411 - Intrapreneurship ENTRP - 435 - Entrepreneurial Experience ENTRP - 575 - Entrepreneurship and Innovation Capstone ENTRP - 825 - Strategic Innovation
Health and Human Sciences	CFT - 899 - MS Research in Couple and Family Therapy CFT - 970 - Specialization and Leadership CFT - 990 - Dissertation Proposal Seminar CFT - 999 - Doctoral Research in Couple and Family Therapy
Technology & Aviation (Polytechnic)	CMST - 285 - Web Certificate Capstone Studio DIGME - 163 - Fundamentals of Design Thinking DIGME - 365 - User Experience (UX) Design in Digital Media
Veterinary Medicine	AP - 839 - Biomedical Methods Laboratory AP - 893 - Introduction to Nanomedicine CS - 841 - Advanced Clinical Gastroenterology CS - 842 - Advanced Clinical Hepatology VAP - 893 - Introduction to Nanomedicine

**CURRICULUM:** <https://kstate.curriculog.com/agenda:1122/form>

Business Administration	Entrepreneurship and Innovation BS (name change) Entrepreneurship and Innovation Minor (name change)
Education	Leadership Studies Minor (Proposed to be offered to non-K-State Graduates)
Engineering	<a href="#">Computer Science (B.S.)</a>



Technology & Aviation (Polytechnic)	Aeronautical Technology BS–Helicopter Pilot Option (discontinue) Engineering Technology-Digital Media Technology Option (AETA-DM) (discontinue) Professional Master of Technology (PMT) (Discontinue)
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**B.** Posthumous degree request:

Sahar Lashkarbolooki, Ph.D. in Electrical Engineering, Graduate School, Fall 2020



**ACADEMIC AFFAIRS  
DISCUSSION AGENDA**

Approve the following new curriculum proposals on:

New Certificates:

To view full proposals, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:1123/form>

Technology & Aviation (Polytechnic)	Digital Media User Experience (UX) Design Certificate Front-end Web Development Certificate
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