

**Minutes**  
**Faculty Senate Committee on University Planning**  
**Thursday, February 3 2022; 3:00 PM**  
**Zoom meeting ID: 736 339 996; <https://ksu.zoom.us/j/736339996>**

Attendance: Martin Seay(Chair), Emily Finch(Secretary), Rebecca Adams, Duane Dunn, Marianne Korten, Erin Bishop, Lynn Carlin, Mindy Markham, Ronnie Grice, A.J. Tarpoff, Eduardo Alvarez Santos, Eric Shappee, Monica Macfarlane, Jessica Meekins

Call to Order

Past minutes

B-95 Language

Goals for the Semester

Other

Adjournment

Appendix:

A) B95 Language

B) Part IV: Procedures for the Orderly Reduction of Unclassified Positions  
Prior to the Declaration of Financial Exigency

1. Call to Order
  - a. 3:01 Called to order
2. Past minutes
  - a. Approved 3:02.
3. B-95 Language
  - a. We will hold formal vote and act as the body that brings this to faculty senate.
    - i. Faculty affairs held a vote and approved this revision.
  - b. If we approve we will be out of harmonization with Financial Exigency Procedures.  
<https://www.k-state.edu/provost/universityhb/fhxb.html> (Part IV) and will need to revisit those.
  - c. Possible to approve today and suggestion that we meet next time on this language.
  - d. 3:08 Move to approve. Seconded Rebecca Adams.
  - e. 3:09 Move to vote.

- i. Vote-unanimously in favor. **B-95 Language Approved**

#### 4. Goals for the Semester

- a. Marianne Korten- Departments do not have time support showcasing/providing evidence that we are looking to the future of research/excellence. This is unlike other comparable universities who make the time and use the funds to do so for prospective students. This is effecting student satisfaction and enrollment.
- b. Duane Dunn- Interest in inviting new president to hear how they see us supporting their vision.
- c. Marianne Korten has had little communication from City/University Funds Committee.
- d. Lynn Carlin—interested in perspectives from new administration on wants, needs, and areas we can support.
- e. Ronnie Grice- A lot of funds are from self-taxed revenue, going through other campus office or SGA. When the sales tax dipped these city/university funds dipped. Looking at trails and sidewalk crossing.
  - i. Good contact: Ethan Erickson, Chief Fiscal Officer.
- f. Martin Seay- What is our role in campus master planning generally? What is our role with city/university funds and what is our role/where should we engage?
- g. Mindy Markham volunteered to look through old files for information that may be relevant.
- h. Marianne Korten- suggests we invite Ethan Erickson to meet with us.
  - i. Brings up issues of housing and flooding issues, infrastructure/urbanization.
- i. Marianne Korten- new president—5% increase.
  - i. Optimistic there will be a pool resulting from early retirement.
- j. Mindy Markham- reduction in revenue delayed city/university projects, but anticipates new projects welcomed with new budget. Follow back up on city/university funds.
- k. A.J. Tarpoff- north corridor project commentary.
  - i. Ronnie Grice- comments on extensiveness and other sub-projects.
- l. Lynn Carlin-The Edge Collaboration District formerly North Campus Corridor.

- i. Suggests we should follow.
- m. Eduardo Alvarez Santos- comments it would be nice to learn more and be involved.
- n. Duane Dunn is Edge related to K105 (University Building Economic Prosperity for Kansas)?
  - i. Lynn Carlin- Should follow up with president on, this will be a significant project.
- Good Contact: VP for Research David Rosowsky.
- o. Lynn Carlin- suggests contact president with invitation to meeting after the April open forum.
- p. Martin Seay
  - i. March-look at Financial Exigency and K105 orientation.
  - ii. April- Discuss K105.
  - iii. May- meet with president.
- 5. Other
  - a. Marianne Korten-comments on how hard the last few years has been for faculty.
    - i. Commentary on snow days and administration/policies/expectations.
- 6. Adjournment-3:41.

#### Appendix A:

### **Proposed change to University Handbook, Section B95 University Planning – CCOP selection procedures Approved by FSCOUP and Faculty Affairs (include dates)**

**Rationale:** This proposal is made given a desire to see broader inclusion of voices in the College Committees of Planning. The Composition of FSCOUP is also being updated to align with current practice.

#### **University Planning**

**B95** The faculty senate at Kansas State University is the principal forum for faculty and unclassified professionals participation in the governance of the university. On matters related to university planning, the president, president-elect, and past-president of the faculty senate, and others chosen by the Executive Committee of the Faculty Senate, represent the faculty and unclassified professionals on university-wide planning groups.

The provost will consult with the Faculty Senate Leadership Council on matters related to university planning. When appropriate, the Faculty Senate Executive Committee may refer specific tasks related to university-wide planning to the Faculty Senate Committee on University Planning (FSCOUP).

FSCOUP is composed of one representative from each caucus and the student body president or their designee. The student representative shall serve as ex officio with voting rights. Liaisons from the Provost's Office and University Support Staff Senate will serve as ex officio without voting rights. The senators in each faculty senate delegation select one person to be their representative for a three-year term. Those selected members of the committee need not be senators but must be unclassified personnel eligible for Faculty Senate membership as outlined in the faculty senate constitution. The chair of the committee is elected by the committee membership and serves a one-year renewable term.

FSCOUP is charged by the faculty senate to actively advocate the need for comprehensive institutional planning and to monitor planning activities, evaluate their effectiveness, and make recommendations for improvement in the planning process. FSCOUP also advises the faculty senate representatives on university planning and budget committees. The chair of FSCOUP is responsible for keeping the members of FSCOUP informed as to the activities of these various planning groups.

FSCOUP responds to faculty concerns about planning and, if necessary, develops recommendations for consideration by the faculty senate.

The Colleges' Committee on Planning (CCOP), Extension Committee on Planning (EXCOP), and University Libraries CCOP, are representative bodies for the college or unit whose members are chosen by an approved selection process. The CCOPs meet on a regular basis to provide input relative to university and college planning directives which require faculty and staff involvement.

The college dean or unit administrator shall consult with CCOP on issues related to, but not limited to: college planning, college reorganization, strategic planning, program discontinuance, and financial exigency.

Members of CCOP shall include tenure-track faculty, tenured faculty, non-tenure track faculty, university support staff, and unclassified staff who are assigned to a college, department, or other unit. Those faculty and staff members with a total university appointment of five-tenths or more will be eligible to serve on CCOP. Department heads are eligible to serve on CCOP in an ex officio non-voting capacity. Given the purpose of CCOP to provide input to college administrators, deans are not eligible to serve. The faculty and staff of each college or unit shall be responsible for establishing its own selection procedures; this procedure must be approved by a majority of the faculty. Membership shall represent a cross-section of position types, departments, discipline areas, or other organizing unit within the college or administrative unit. In addition, the college or administrative unit's FSCOUP representative will be an ex officio member of CCOP. CCOP selection procedures will be kept on file with the dean or unit office. A copy of CCOP selection procedures shall also be provided to the office of the secretary of the faculty senate.

#### Appendix B:

## **Part IV: Procedures for the Orderly Reduction of Unclassified Positions Prior to the Declaration of Financial Exigency**

To assure the meaningful participation of both staff and faculty at the university, college, and department levels in decisions leading to reductions in unclassified personnel, the following committees will be established: the Faculty Senate Committee on University Planning (FSCOUP), the College Committee on Planning (CCOP), and the Department (or "other unit") Committee on Planning (DCOP). Members of these committees will be limited to and elected by tenured unclassified personnel as well as those with the rank of instructor or above not designated as term (this latter group includes persons on the tenure track and those with the same rights of notice as persons on the tenure track) that are assigned to a college, department, or other unit. Department heads, although eligible to serve on and elect members to FSCOUP and CCOP, are not eligible to serve on or elect members to DCOP. Other administrators (as defined in Article II, Section A.2. of the Faculty Senate constitution) are eligible to be elected to the vote for members to FSCOUP and the committees on planning to be established for administrative units equivalent to "college" and "department." (FSM 9-14-82)

The character and composition of these committees and the conditions initiating their activities are as follows:

- A. FSCOUP shall participate with the Office of the President in decisions resulting in the allocation of personnel reductions at the university level when a condition of financial stress necessitates notification of non-reappointment of one or more full-time persons serving at the rank of instructor or above with an appointment not designated as term. When such a condition is indicated, the president shall so notify the president of Faculty Senate who will then initiate the participation of FSCOUP. FSCOUP is composed of one elected member from each of the university's nine colleges, the library, the extension division, and the general administration and includes, in a non-voting capacity, the Student Senate representative to Faculty Senate. The caucus of each Faculty Senate group elects the college's representative, and those elected serve initial terms of one, two, or three years as decided by lot by the Faculty Senate Executive Committee. Succeeding terms are to be for three-year periods. See Appendix E, Section IIIC.
- B. Each CCOP shall participate in applicable decision-making procedures with the office of its dean when the Office of the President in consultation with FSCOUP allocates reductions which necessitate, within the college, the non-reappointment of a full-time person serving at the rank of instructor or above with an appointment not designated as term.

A CCOP, a committee within any of the university's nine colleges, the library, the extension division, and the general administration, shall be limited to nine members and no department or comparable designation within the college may hold committee positions greater than 25 percent of the CCOP membership, unless the composition of the college is such that this is impossible, in which case no department or comparable designation within the college may hold committee positions greater than four-ninths of the CCOP membership.

- C. Each DCOP shall participate in applicable decision-making procedures with its department head when the above allocation of personnel reductions would result in the non-reappointment within the department of a full-time person serving at the rank of instructor or above with an appointment not designated as term.

A DCOP is representative of a department or comparable designation that is subordinate to one of the 11 university units described under CCOP. The composition and size of such

committees shall be determined by a majority vote of those department members eligible to vote for committee membership.

Generally, decreases in the number of authorized positions for Kansas State University's educational program will be so apportioned among administrative personnel, Library staff, and collegiate faculties that such groups will maintain the same relative distribution of positions as existed prior to imposed reductions in authorized unclassified positions. However, when specific needs are manifestly paramount, the president and other unit administrators may, in consultation with their appropriate committees, apportion reductions in accordance with relative needs.

Decisions which effect a reduction in unclassified positions shall place emphasis upon 1) the preservation of essential university programs and functions, 2) the compliance with the university's commitment and legal obligation to affirmative action, and 3) the continuance in position of faculty and staff members of demonstrably superior merit. With the assurance of such conditions and prior to a declaration of financial exigency, positions will be withdrawn as necessary from the following groups, listed in the order of decreasing vulnerability: a) vacancies, b) non-tenure-track positions, and c) non-tenured, tenure-track positions. Within these vulnerability groups and within a particular department, vulnerability shall be in decreasing order--non-professorial ranks, assistant professors, associate professors, professors--and within those ranks from those with least years of service in that category to those with most. When necessary to assure compliance with the requirements of 1, 2, or 3 above, departures from such order will be made and their rationale in writing be given to appropriate faculty committees.