

MINUTES
Faculty Senate Academic Affairs
September 16, 2014, 3:30 pm
Union room 204

Present: Bennett, Charney, D. Fallin, J. Fallin, Goodson, Haar, Hartman, Hoeve, Pacey, Washburn

Absent: Armbrust and Kennedy

Visitors/Guests: Diana Blake, Steve Dandaneau, and Camilla Roberts

Liaisons: Ruth Dyer, Monty Nielsen

1. Andrew Bennett, chair, called the meeting to order at 3:34 pm
2. The minutes of September 2, 2014 were approved as submitted.
3. Old Business
 - A. Honor and Integrity System constitution changes follow up – Camilla Roberts
Camilla Roberts noted a revised constitution was sent out to committee members today. From the last meeting, the main changes were in Article II section b and c discussing how undergraduate and graduate students are selected. A question was raised about why Leadership Studies and Technology Services are linked together. Roberts responded it had to do with their ability to fill the appointments. Those two units conferred and wanted to partner up so they are able to share the load of appointments to the council. Committee members believe the revisions made since the presentation of these changes at the last meeting helped to the composition and selection process.

A motion was made by Washburn to approve the proposed constitutional revisions from the Honor and Integrity System. The motion was seconded by Goodson. Motion carried. Bennett reported this item will be part of the agenda the Executive Committee approves to place on the October FS agenda for final approval. Roberts will be in attendance at the October Faculty Senate meeting to answer any questions.
4. Committee reports:
 - A. CAPP – Bennett
CAPP met last week and most of the meeting was procedural updates. One item that may affect faculty directly is grades being due noon on Tuesday, December 23. Some staff will be working on the morning of the 24th to assist with this process. One concern was raised about dismissal letters and the timing involved.
 - B. CCAPIC – Bennett
Bennett reminded members that this committee is looking to help automate the course and curriculum change approval process. The committee had a demo from Acalog last week and were pleased with the system. K-State uses Acalog for their online catalogs and they also have a curriculum module. Course Leaf and Quali will also be coming to give demos to this committee. Afterward, the committee will then work to get bids for this purchase since the cost will require it follow that process. As a group, they were pleased there is at least one reasonable choice. It was noted once a automated system is in use, it is possible someone in a department office will be the main data enterer for the beginning stages of a proposed course or curriculum change; however, it could start directly from the faculty member. The details will still need worked on.
 - C. iSIS – Hoeve
Hoeve gave several highlights from that meeting. Student applications are still being processed and therefore student enrollment numbers for Fall 2014 should be available later this semester. K-State 8 alternate or special tags for 1-2 hour courses will be listed as a class attribute in the system. The Office of the Registrar put out a newsletter and intends to do this once per term. Applications are

being accepted and screening is underway for the position of assistant registrar for student systems. iSIS mobile was briefly discussed. iSIS will now have a disaster recovery site (mirrored system). This is hoped to be ready by the end of November or December.

- D. Library Committee – Haar
No report.

5. New Business

- A. Academic Freedom optional syllabus language – resolution of support?

As faculty are aware, the provost lists each semester mandatory and optional syllabus statements. Bennett reported that over the summer an optional statement was created and also listed along with other optional statements for course syllabus. Faculty Senate and Student Senate were asked to provide perhaps a resolution of endorsement for this statement. Student Senate offered to draft that document and get FS input on it. Bennett reviewed the optional statement with members. A comment was made that this seems to be both a political and academic statement. Some members felt it didn't have to do with classroom procedure. Discussion continued. This statement is on the Provost's web page of syllabus statements. It was suggested perhaps it could be in the handbook and then only referred to as a link in a course syllabus if someone wished to use it rather than including the entire statement within the syllabus. Bennett will share the comments made here today with Faculty Senate Leadership Council. Syllabus statements in general were briefly discussed; which are required and which are optional.

- B. iSIS – KSU Advisor Center, first phase – Diana Blake and Steven Dandaneau

Bennett welcomed Diana Blake and Steve Dandaneau to the committee to share information about the new KSU Advisor Center within iSIS. This is assisting faculty and full time advisors. Blake reported September 2 was the initial release date and many individuals are using the system. So far only a few minor technical glitches were identified and they have been taken care of. Blake commented they have been working for over a year on this project. They took over 100 suggestions from feedback sessions in January 2013. The goal of the system is to make information available and easily accessible for faculty and full time advisors. This piece was built from the ground up for K-State. They are thrilled with the results so far. Some new features are filters, groups, and subsets of advisees that are being quickly used. They can add advisees (850 have been added so far) to their list in an unofficial capacity. There are also reports that can be run in bulk instead of being run individually, which has been most useful. Other updates are in the works for early spring such as student detail pages. There is a road map on the iSIS website, along with training, including online training, and step by step instructions. In short, there are many resources to make this the best it can be. Blake would like more input from faculty. She asked for suggestions from Academic Affairs members on the best way to get this particular kind of input to determine what else is missing or if there are things that can be better about the Center. One suggestion was getting a list from the provost office of the winners of the advisor of the year award. Cathie Lavis was a winner. Diana is really looking for those who are primarily faculty members who are in the classroom but they also advise students. Perhaps using a survey to identify these individuals would also be useful. Student Coordinators could provide a perspective from the College of Agriculture. A good sample from the college of Arts and Sciences would be helpful. Directors of undergraduate programs in A&S is one place to start. It was determined taking this on a College by college basis may be the best way to begin since each are so unique in how they handle advising. Right after an enrollment period has ended would be the best time frame to work with since questions or issues are fresh in mind. March and April was suggested. Also distance education advisors were suggested, such as GPIDEA advisors. Bennett thanked Blake and Dandaneau for attending.

- C. Alternative/Open Textbook Initiative – Bennett

Bennett discussed this draft proposal with committee members. With support from student government and K-State Libraries, this initiative was piloted over the past two years with good results. Calls were put out to faculty who were interested in converting their class to use free materials, moving away from paper textbooks, etc. This has been accomplished by a variety of methods. One

time money of \$96,000 has now reaped annual savings in the ballpark of \$800,000 to \$1 million, which has been a good return on investment. Bennett explained further detail about the initiative. It has been said this may be a viable method for fund raising. For example, a month of summer support to create free materials to students for their course would create savings for multiple students instead of providing a scholarship to just one student. The hope is to allow donors the opportunity to give funds for this initiative. Bennett, along with others involved in the pilot program, have been visiting the various colleges to discuss this proposal. The goal would be to have the majority of first year courses using this method by Fall of 2017. Bennett noted from a recent study it was reported that students spend about \$1100 a year on textbooks on average. It was noted that that saving money is important but improving quality of teaching for students is the main focus. Therefore, it was suggested that the emphasis in the draft proposal being on monetary comments should be reconsidered. Bennett would appreciate continued feedback and input. Some members felt they needed to be more informed about open access. Discussion ensued about effects and consequences. In connection with this, tenure and review was discussed, as well as peer reviews. Bennett will take these comments to the other proposers as well. He reported this will come through both Academic Affairs and FSCOT.

6. Announcements/for the good of the University

A. State of the University Address –

Manhattan - Friday, September 26, 3:30 pm, Alumni Center

REVISED Salina – Monday, October 13, 9:30 am – College Center Conference Room

CORRECTION Olathe – President’s campus 2025 visit – September 25, 10:45 am

7. The meeting adjourned at 4:46 pm.

Next meeting: Tuesday, October 7, 2014; 3:30 pm; Union room 204