

MINUTES

Kansas State University Faculty Senate Meeting
June 11, 1996 3:30 p m. K-State Union Little Theater

Present: Aramouni, Atkinson, Balk, Barkley, Behnke, Benson, Bissey, Bucholz, Clegg, Conrow, Deger, Fjell, Foster, Glasgow, Harbstreit, Jones, Klopfenstein, Laughllin, Legg, May, McCulloh, Michie, Moeller, Molt, Ottenheimer, Pallett, Peak, Pierzynski, Poresky, Rahman, Raub, Royse, Smit, Smith, Stewart, Taylor-Archer, Twiss, White

Proxies: Kassebaum, Maes, Oukrop, Peak, Ross-Murray,

Absent: Anderson, Aslin, Baker, Briggs, Brigham, Charney, Chastain, Dyer, Elkins, Exdell, Fenton, Feyerharm, Fingland, Fritz, Gray, Hagmann, Hamilton, Hassan, Havlin, Higgins, Hoag, Homolka, Johnson, J., Johnson, N., Krstic, Kuhlman, Lamond, LeBoeuf, Martin, McMurphy, McNamara, Miller, Mohr, Mosier, Niehoff, Peterson, Reeck, Ross, Schroeder, Shultis, Verschelden, Wheeler, Wilson, Woodward, Wright, Zschoche

I. The minutes of the May 14, 1996, meeting were approved with two corrections from Senator Michie:

- A) At the end of our discussion with Provost Coffinan about faculty evaluation, Senator Michie recommended that the Provost continue to work with Senate on this and that Faculty Affairs be charged to clarify issues regarding chronic low achievement, particularly the definition of the term "overall."
- B) Under "New Business," clarification about resources needed to implement the proposed writing initiative.

II. Announcements

- A) President Balk called the Senate's attention to the announcements in the minutes of Faculty Senate Executive Committee dated May 20, 1966.
- B) The agenda sent out to faculty for today's meeting was incomplete due to difficulties in the Senate office; an amended agenda was available for those in attendance.
- C) The Faculty Senate office will move from Leasure to an office of its own, perhaps first in Fairchild and then perhaps in the new library.
- D) The Provost has agreed to increase the tenths time of the Faculty Senate secretary to full time. There will be a new job description and a new search. The members of the search committee will be the Senate leadership.
- E) Barbara Gatewood, Human Ecology will replace Cindy Mohr who has left the university to take another position. Senator Gatewood will serve on the Academic Affairs Committee as well.
- F) The tentative date for the fall Faculty Forum will be September 6. The program will include a short State of the University presentation, and then an overview by the Provost of where we stand. We hope to invite a Regent, perhaps Phyllis Nolan, and have two faculty discussants respond to the prepared remarks, before opening up to faculty discussion.
- G) We hope to have one Senate meeting in one of our upgraded classrooms, perhaps Williams Hall, with one or two faculty members demonstrating how they use the facilities.
- H) At the meeting of the Board of Regents, Regent Hiebert was angry at the Regents Universities' response to the request for an evaluation plan and has given a new deadline in October for compliance. Apparently KU rejected the request, stating that it was counter to AAUP guidelines. KSU's plan was singled out for

commendation; the Regents mentioned that it did what they had asked: focus on goal setting, assess attainment of goals, and provide means for faculty development when performance falls below expectations.

- I) The Constitution calls for the past president of Senate to serve as a member of FSCOUP. Since Past President Havlin has taken a position in North Carolina, President Balk indicated his intent to appoint, if the Senate approved, the most recent Past President, Dennis Kuhlman, in Havlin's place. No one expressed dissent.

III. Standing Committee Reports

A. Academic Affairs - Steve Harbstreit

- i. Senator Harbstreit moved approved of Course and Curriculum Changes from the Colleges listed below. All changes were seconded and passed.
- a. Undergraduate Course and Curriculum Changes (599 and approved by the College of Arts and Sciences, April 18, 1996.
 - b. Undergraduate Course and Curriculum Changes (599 and below) approved by the College of Human Ecology, April 5, 1996 (only nutrition and exercise sciences curriculum changes, the rest of the white sheets for April 5 were approved by Senate at the last meeting).
 - c. General Education courses approved at the General Education Implementation Task Force meeting on May 13, 1996.
 - d. Graduate Courses approved by the Graduate Council on April 2, 1996.
 - e. Graduate Courses approved by the Graduate Council on May 7, 1996.
- ii. Senator Harbstreit mentioned that Academic Affairs is working on a revision of the Routing and Procedures manual and will have it for Senate approval at a future meeting.

B. Faculty Affairs - Fadi Aramouni

Senator Aramouni reported on the discussion of the committee on section C31.5 of the new evaluation procedures in the Faculty Handbook. There was no consensus on the leadership proposal for handling the "chronic low achievement" definition of the term "overall"; the committee will get back to us. The Provost wishes to add a sentence which states that below-standard performance in any one assignment deemed essential by the department should result in an overall performance evaluation of below standard and therefore unacceptable.

There was considerable discussion of this issue. Senator Legg commented that departmental practice should reflect the Handbook, and that the Provost will need to convince us of the need to put such a sentence in the Handbook. Senator Conrow noted the varying interpretations of the definition of the term "overall" in faculty evaluation, and that any final Senate decision has to be approved by the Deans and the Provost.

Senator Michie requested clarification of the Regents' positive reaction to our evaluation plan, and wished to know why, if the Regents are satisfied with it, why we are still "diddling with it"? Senator Balk clarified again the three components which we answered to the Regents' satisfaction, and mentioned in addition that our plan had clear faculty input. The Regents also liked the language about faculty evaluation as a "resource allocation" issue and the KSU emphasis upon goal setting, assessing attainment of goals, and providing means for faculty development when performance falls below expectations

Senator Balk clarified the need to define the issues involved in C31.5 so that we can implement the procedures, in particular the charge to Faculty Affairs to clarify the meaning of the term "overall."

A question was raised as to whether the Regents reacted to the Provost's statement of evaluation procedures or the FSCOUP summary. The answer: the former. There may have been confusion at Faculty Senate over the evaluation procedure developed at KSU and the Vision 2020 response also submitted to the BOR.

Senator Smit requested that the documents sent by KSU to the BOR be made available to the Chair of Faculty Affairs, and President Balk said he would do so.

Senator Pierzynski said that faculty felt that Provost Coffman had "drawn a line in the sand" with the strict reading of the term "overall," and recommended Senator Kassebaum's suggestion after the last Senate meeting that perhaps the Provost might like to only "recommend" that interpretation. Faculty would be more willing to accept a recommendation; in his department's case, for instance, they have independently enacted an interpretation very much in line with the Provost on this matter.

Senator Harbstreit noted that the individual controls his/her own annual goals, and can make those as reasonable as possible. Senator Legg clarified further: the "chronic low achievement" procedures only come into play if the minimal departmental standards are not met; the individual's own goals for the year are not affected by them.

Senator Poresky voiced his concern about a faculty member with a 10% service "goal" and no time to fulfill it, in which case a strict reading of "overall" would mean that the entire evaluation, however excellent in other components, would be below minimal standards. Senator Balk indicated that this is one reason why we would need to get further clarification from Provost Coffman about how to understand failure to achieve in an area with minimal department expectations.

Senator Conrow (on Faculty Affairs) clarified again that we are talking about two levels of "goal-setting" and the meeting of expectations; they are separate issues:

- a) the annual goals for an individual faculty member, by mutual agreement with the department head
- b) the department's minimal expectations in the different areas for all faculty in that department.

Senator Twiss requested clarification as to the faculty evaluation request from the Regents and why KU thought it violated AAUP guidelines. Senator Balk responded that some at KU considered it an infringement on tenure and that those who participated might be subject to sanctions.

Senator Conrow clarified again that the department sets the minimal standards, and that the Provost considers that proper.

Senator Michie again stated that individuals and departments are not totally free to set standards, since departmental minimal standards, at least, must be approved by the Deans and the Provost.

There was some discussion about whether the standards should be university-wide (a uniform standard, say, for 50% teaching load). Several responses made it clear that different departments and colleges have very different missions, and therefore very different job descriptions, and that a uniform system is not feasible.

Senator Balk again clarified that the charge to the Faculty Affairs committee is to deal with the issue of the meaning of the term "overall" in C31.5.

C. FSCOUP - no report; the committee will elect a chair in the fall.

IV. Old Business - none

V. New Business - none

VI. For the Good of the University

Senator Pierzynski noted two concerns with faculty contracts:

- a) they have come very late, with little turnaround time (faculty need more time, especially if they are away from the campus);
- b) the Conflict of Interest/Conflict of Time document may require more time as well. In addition, Faculty Affairs never saw the final version of this document to permit review and presentation to full Faculty Senate.

Senator Balk mentioned that he had participated in a conference call about the Conflict or Interest/Conflict of Time document with Senate leadership, university legal counsel, and BOR legal staff. It was obvious from a review of the Federal Register that the regulations clearly call for the type of document we have. He will convey our concerns about Senate not being involved in reviewing the final version before contracts were sent to faculty.

The meeting adjourned at 4:06 p. m. The next meeting of Faculty Senate will be August 27th in the Big 8 Room.

Minutes
Faculty Senate Executive Committee
August 19, 1996 3:30 p.m. K-State Union, Room 205

Present: Aramouni, Balk, Harbstreit, Johnson, Legg, Miller, Niehoff, Poresky, Shultis.

- I. President Balk called the meeting to order.
- II. Minutes of the meeting of May 20, 1996 were approved as distributed.
- III. Announcements

1. Faculty Senate Secretary III Position

The Provost's Office approved funds to hire a person in a permanent, 70% position as classified secretary for Faculty Senate. Human Resources analyzed the position demands and determined it as a Secretary III. Forty-two applications have been received, and they are being reviewed. Faculty Senate Leadership will be the Interviewing Committee for the candidates invited for an interview. President Balk's hope is to have interviews completed by Friday afternoon of this week, to make a job offer by next week, and to have the person begin in September.

2. Fall Faculty Senate Forum

The Fall Faculty Senate Forum will occur Friday, September 6, from 2:00 - 5:00 PM in Forum Hall. President Wefald will present his State of the University address; Provost Coffman will provide an overview of critical issues affecting K-State and higher education for this coming year and in the foreseeable future; Board of Regents Chair Phyllis Nolan has accepted an invitation to participate and to offer the BOR perspective on matters critical to higher education in Kansas; two senior faculty members have been invited both to respond to comments made and to offer their views. There will be ample time for persons attending to enter into discussion of issues.

3. New Faculty Orientation

Faculty Senate Leadership will participate in orientation of faculty new to Kansas State University. The orientation will occur on Tuesday, August 20, in Waters 328. FS Leadership's part is scheduled from 2:00 - 2:45. Persons scheduled to present include the FS President and the Chairs of the Standing Committees.

4. Visit from the BOR Chair and Executive Director

Board of Regent Chair Phyllis Nolan and BOR Executive Director Stephen Jordan will be on the K-State campus on Friday, September 27. Faculty Senate Leadership has been invited to meet with them. Other faculty who are interested to participate in this meeting should contact

David Balk (2-1486 and/or Balk@humecc.ksu.edu).

5. House Speaker Tim Shallenburger and pay of faculty members

The July 17, 1996, edition of the Topeka Capital-Journal reported House Speaker Tim Shallenburger as saying that faculty in the Regents system "have zoomed way ahead of inflation. There's clearly no equity. It's probably something that needs to be redone." President Balk has placed this item on the agenda for the first meeting of KSU Administrative Leadership and Faculty Senate Leadership which occurs on Thursday, August 29.

6. Student survey data and key performance indicator data

The Board of Regents commissioned a survey of student perceptions. Vicki Clegg, Director of the Office of Educational Advancement and a Faculty Senator, will give a brief overview of the survey at the August 27th Faculty Senate meeting.

The Board of Regents has identified five key indicators of performance that all Regents institutions must report. These indicators are (1) undergraduate graduation and retention rates; (2) undergraduate student credit hours taught by ranked faculty; (3) general use expenditures (i.e., how institutions distribute expenses across categories; (4) undergraduate placement following graduation; (5) student perceptions. Ron Downey, Director of Institutional Research and Analysis, will give a brief overview of the key performance indicators at the August 27th Faculty Senate meeting.

7. Putting Faculty Senate information on the web

At the recent orientation for new department heads and directors, one person wondered if it would be possible to put minutes of Faculty Senate meetings on the K-State homepage or create a Faculty Senate homepage. The idea seems very attractive, and will be looked into. Executive Committee members expressed their concern that hard copies of minutes would not also be retained and distributed. There was no support from Executive Committee members to use only a homepage as a means to keep copies of Senate business.

8. Calendar for Faculty Senate and Executive Committee meetings

President Balk distributed a page giving the dates, places, and times of 1996-1997 Faculty Senate and Executive Committee meetings.

9. The Faculty Senate Office has been moved to Fairchild Hall, where it will be housed on the second floor for the coming year. The office may be moved to the new library once it is completed. Details on the room number in Fairchild Hall and the phone number for the Faculty Senate office will be announced soon.

IV. Standing Committee Reports

A. Academic Affairs Committee - Steve Harbstreit

1. The committee will recommend approval of undergraduate course and curriculum changes (599 and below) approved by the College of Business Administration, May 13, 1996.
2. The committee will recommend approval of General Education Courses approved by the General Education Implementation Task Force on May 20, 1996:

CIS 411 Global Information Systems
PHIL 125 Introduction to the Philosophy of Science
PHIL 135 Introduction to Social and Political Philosophy
PHIL 140 Introduction to the Philosophy of Mind
PHIL 145 Introduction to Philosophical Classics
PHIL 360 Medical Ethics
PHIL 390 Business Ethics
POLSC 344 Introduction to Comparative Politics

and courses approved by the Task Force on June 25, 1996:

ART 195 Survey of Art History I
ART 196 Survey of Art History II
CHM 110 General Chemistry ("The World of Chemistry")
GEOG 200 Human Geography
GEOG 310 Geography of Kansas

3. The committee will recommend approval of the General Education Program for the College of Business Administration approved by the General Education Implementation Task Force on June 25, 1996:

The College of Business Administration requires 18 credit hours to fulfill the University-wide General Education requirements. These 18 credit hours, which must be approved General Education courses, may overlay with the business general studies requirements in humanities, social sciences, and natural sciences. Students should consult the College of Business Administration Undergraduate Student Handbook to determine which courses satisfy these requirements. These courses may be offered by the College of Arts and Sciences and by other colleges.

B. Faculty Affairs Committee - Fadi Aramouni

The committee is discussing several questions which have been raised recently. They have been looking at the allocation of raises under the new evaluation system. In addition, in response to the concern raised at the June 11 Faculty Senate meeting about the "Faculty Evaluation and

Development” status report which the Provost had sent to the Board of Regents, the committee found that the document simply presents material from the Faculty Handbook in response to specific inquiries from the Regents.

C31.5 is still an issue. The committee is preparing a Concept Paper which will be brought to Faculty Senate at a later meeting.

C. Faculty Senate Committee on University Planning

There was no report.

V. There was no old business.

VI. Under new business, President Balk mentioned a Summer Compensation Policy document which he had received and forwarded to Academic Affairs and Faculty Affairs.

Jim Legg asked about the status of the proposed Senior Scholar Program. President Balk was directed to invite Jane Rowlett to Senate to discuss the program.

VII. The meeting was adjourned at 4:45 p.m.