

MINUTES
Kansas State University Faculty Senate Meeting
February 9, 1999 3:30 p.m. Big 12 Room, K-State Union

Present: D. Anderson, P. Anderson, Baker, Behnke, Clegg, Conrow, Cushman, Devault, Devlin, Dodd, Dubois, Exdell, Fenton, Fenwick, Finnegan, Flores, Geiser, Glasgow, Gray, Grunewald, Hagmann, Holden, Hoag, Hosni, Kassebaum, Keiser, Kirkham, Koelliker, Krstic, Legg, Lehman, Lynch, Maatta, Mann, Martin, McClaskey, McCulloh, D. Mosier, Ossar, Ottenheimer, Oukrop, Pence, Rahman, Ransom, Raub, Rush, Salberry, Schapaugh, Schroeder, Shultis, Stewart, Swanson, Taylor-Archer, Verschelden, Webb, Weiss, Wetta, White, Williams

Proxies: Atkinson, Miller

Absent: Aramouni, Barkley, Briggs, Consolvo, Delker, Deluccie, Eckert, Foster, Hamilton, Higgins, Hightower, Jardine, Johnson, C. Jones, J. Jones, Liang, Mathews, Michie, N. Mosier, Schmidt, Takemoto, Wissman, Youngman, Zabel

Visitors: Daniel Bernardo, Richard Hayter

- I. President Rahman called the meeting to order.
- II. Minutes of the January 12, 1999 meeting were approved.
- III. Announcements
 - A. President Rahman reported that the members of the Board of Regents are still concerned about faculty salaries and are considering strategies to try to convince the legislature to increase the amount recommended by the Governor.
 - B. Deliberations are underway by administrators and faculty to promote higher education through direct contact with people throughout the state. It is believed that by having University members interacting with small groups of people directly that there will be a greater awareness for the need to maintain excellence in higher education in Kansas and how this is related to the issue of equitable faculty salaries. It is also hoped that this would eventually be communicated to legislators.
 - C. A Task Force on Advising has been formed with seven faculty representatives included in the membership. The charge of the committee and its membership will be published on the Web.
 - D. A Task Force on Affirmative Action has been formed and the charge and its membership will be published on the Web.

E. A Technology Committee is being formed. Names of potential members are being submitted to President Rahman at this time. The Committee is to be a Standing Committee of Faculty Senate and will be made up of both Senators and other representatives nominated from Colleges with small Faculty Senate representation.

F. There will be a workshop on Post-tenure Review in the Flint Hills room of the Union from 3:30 - 5:30 on February 24, 1999. This workshop, led by Provost Coffman, Senator Fenwick, and President Rahman, will be based on a similar workshop presented at the AAHE meetings in January,

G. A Session on Collegiality is being planned for March. Dr. Anna Carey, Professor of English at the University of Cincinnati, has been invited to speak.

H. At the February BOR Meetings the Council of Faculty Senate Presidents and the Council of Chief Academic Officers will jointly discuss the issues and concerns related to Distance Education. Reports from Task Forces at KSU and KU can be found at the following web sites: <http://www.ksu.edu/provost/distance.html> and <http://www.ku.edu/~unigov/DISTANCE.HTM>

IV. Special Reports

A. Dr. Daniel Bernardo, Chair of the Task Force on Distance Learning, provided an overview of the Report submitted by the Task Force to Provost Coffman and President Rahman. He outlined the history and charge of the Task Force, made reference to the current role of distance education on campus today, and spoke about the Vision Statement, Mission Statement and Guiding Principles concerning Distance Education at KSU. The Task Force has defined six major areas: 1) Administrative Issues and Organizational Structure, 2) The Financial Model for Distance Education, 3) Educational Quality, 4) Academic Policies, 5) Student Support Services, and 6) Faculty Support. Professor Bernardo described the issues and the Task Force recommendations within these areas. Discussion followed in which Senator Ossar asked about how transfer credits would be evaluated and whether Distance Learning would erode SCH production on campus, Senator Legg questioned the assumption of the economic efficiency of Distance Learning, Senator Dodd expressed concern over the relatively little concern with quality of education in the Task Force deliberations, and Senator Krstic was critical of the uncritical acceptance by the Task Force of the assumption that Distance Learning is essential for the University at this time and asked "What is exactly meant by 'Distance Learning'?" Senator Baker then queried about who the client for Distance Learning is expected to be, Senator Dubois questioned the evaluation procedures and asked what the next step is to be, Richard Hayter asked whether the real cost could be determined and what impact this would have upon other areas of the University, Senator Weiss questioned whether the library would be able to support Distance Education and how it could function without this support. President Rahman thanked Professor Bernardo for coming to Faculty Senate and making his presentation.

V. Standing Committee Reports

A. Academic Affairs -- Jim Dubois

1. Course and Curriculum Changes:

a. Undergraduate Education

It was moved and seconded to approve the Undergraduate Course and Curriculum Changes approved by the College of Business Administration December 15, 1998.

The motion passed.

b. General Education

It was moved and seconded to approve the General Education change approved by the General Education Task Force December 3, 1998 and approved by the College of Arts and Sciences April 16, 1998 (underlined sentence found on page 12 of the white sheets--Transfer students requiring only 6 hours of General Education courses should take at least one course from each of two discipline areas.) and to approve the courses approved for General Education at the December 3, 1998 General Education Task Force Meeting.

AGEC 318 Agribusiness Management--approved by the College of Agriculture
October 15, 1998

HRIMD 340 Contemporary Issues in Controlled Beverages--approved by the
College of Human Ecology November 14, 1997

The motion passed.

2. It was moved and seconded to approve the addition to the May 1998 Graduation List.

Steven Cory Ownby, Bachelor of Landscape Architecture

The motion carried.

B. Faculty Affairs Committee - Brad Fenwick for Alexander Mathews

It was moved and seconded to change Sections C53.1 - 53.3 of the Faculty Handbook as noted in Attachment 1 of the Agenda.

It was moved and seconded to amend the motion so that the word 'tenured' be deleted from the proposed changes and the word 'eligible' be inserted where appropriate. A friendly amendment was made to include the phrase, ", as defined by departmental policy," in the second sentence so that the end of the sentence should read "...faculty members who are eligible, as defined by departmental policy, to make recommendations." The friendly amendment was accepted.

The motion carried.

Senator Ransom raised a Point of Order whether a quorum was present. There being no quorum no further official business was undertaken.

VI. For the Good of the University

A. President Rahman reported that letters recognizing Senators for their contributions to Senate activities will be sent to Departments and Deans.

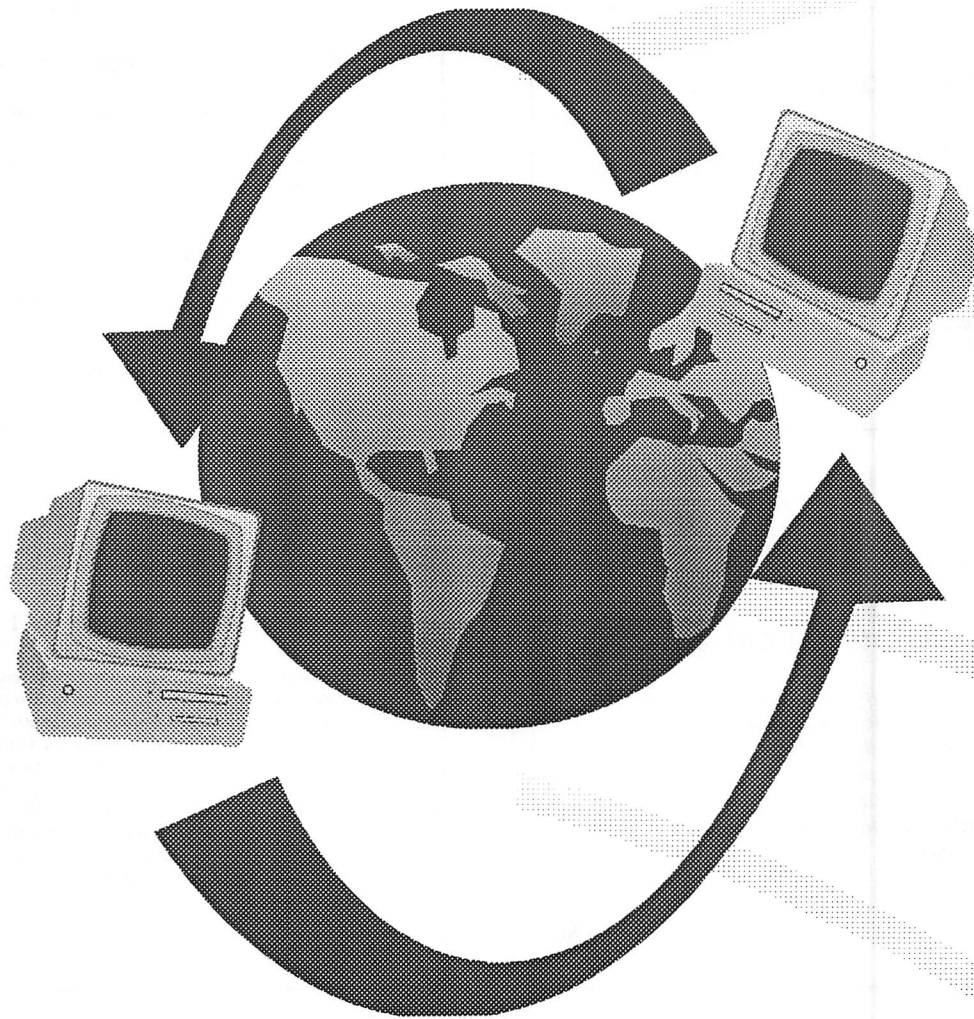
B. Since not every Department is represented in Faculty Senate, President Rahman has sent a letter to the appropriate Departments requesting the name of a contact person. This is to aid the communication between Faculty Senate and all areas of the University.

C. President Rahman expressed her continued concern with the retention of minority students and is working on ways to improve it.

D. Senator Fenwick noted that President Rahman will be giving a Distinguished Graduate Faculty Lecture Tuesday, February 16, 1999.

E. Faculty Senate has received a nice reply from Coach Snyder thanking us for our interest in the Football Team and applauding us for the work we do for the University.

VII. The meeting adjourned at 5:25 p.m.



**REPORT OF THE TASK FORCE
ON DISTANCE LEARNING
KSU FACULTY SENATE
FEBRUARY 9, 1999**

Charge to the Task Force

- Appointed in March 1998 by Provost James R. Coffman and Faculty Senate President, Dr. James Legg.
- Charge to the Task Force:
 - Develop vision and mission statements for distance learning at Kansas State University
 - Develop a detailed plan for implementing these vision and mission statements



Distance Education at KSU

- In the 1998-99 academic year, 122 distance education courses were scheduled.
- The distance education program currently includes:
 - Courses taken for academic credit
 - Not-for-credit courses
 - Certification programs
 - Bachelor's degree programs
 - Master's degree programs

- Distance education courses are offered in the following formats:

Audiotape	Multi-media
Videotape	Guided Study
World Wide Web	TELENET2



Vision Statement

Kansas State University will be an active participant in the use of new and evolving distance education technologies and instructional approaches to provide access to high-quality education for students, regardless of their time and location constraints.



Mission Statement

The mission of distance education at Kansas State University is to expand the availability of educational opportunities to Kansas residents and students throughout the world, regardless of their location or time constraints. Through the integrated use of distance education and information technology, KSU will provide high-quality and cost-effective educational experiences that emphasize institutional strengths and are responsive to the needs of both on-campus and off-campus learners.



Guiding Principles for Distance Education at KSU

1. Educational Quality.
2. Access to Student Services.
3. Institutional Commitment.
4. Affordability.
5. Technological and Educational Advancement.
6. Enhanced Student Access to Higher Education.
7. Complementarity with On-Campus Programs.
8. Comparative Advantage.
9. Student Interaction.
10. Cost effectiveness.
11. Financial Support.




Issues and Recommendations: Six Major Areas


- Administrative Issues and Organizational Structure
- The Financial Model for Distance Education
- Educational Quality
- Academic Policies
- Student Support Services
- Faculty Support




Administrative Issues and Organizational Structure: Issues

- A lack of coordination exists among units involved in distance education.
 - Internal policies and procedures required for development of distance education courses are cumbersome and inefficient.
 - No central strategy exists for prioritizing courses and programs for distance education mediation and delivery.
 - KSU has under-invested in marketing and promotion of distance education programs.
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Administrative Issues and Organizational Structure: Recommendations

- **Recommendation I:** Develop an administrative and organizational structure that encourages and facilitates the development of distance education
 - Modify existing organizational structure to improve coordination.
 - Appoint distance education liaisons in each college.
 - Re-engineer internal policies and procedures.
 - **Recommendation II:** Adopt distance education as a mainstream academic activity within the University.
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Administrative Issues and Organizational Structure: Recommendations (contd.)

- **Recommendation III:** Conduct a thorough needs assessment to help guide future distance education efforts.
 - **Recommendation IV:** Develop private and public partnerships that bring needed expertise and resources to the University.
 - **Recommendation V:** Increase efforts directed toward marketing and promotion.
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The Financial Model for Distance Education: Issues

- Application of current tuition and fee policies to distance education courses has resulted in significant issues regarding our ability to fund distance education and equitable treatment of students.
 - The current financial model does not provide the necessary incentives to foster development of distance education.
 - Considerable improvement in technological infrastructure is needed.
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The Financial Model for Distance Education: Recommendations

- **Recommendation VI:** Adopt a financial model for distance education which assures long-term financial viability and provides incentives to distance education participants.
 - Develop distance education in a more entrepreneurial environment than traditional instructional methods.
 - Implement a revenue-sharing model to provide incentives for developing distance education programs.
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The Financial Model for Distance Education: Recommendations (contd.)

- **Recommendation VII:** Modify current tuition and fee policies for distance education students.
 - Establish a more market-oriented model for pricing distance education courses and programs.
 - Do not assess non-resident tuition for distance education courses.
 - Initiate a comprehensive study to determine the price of competing courses and programs.
 - **Recommendation VIII:** Commit the necessary resources to develop and maintain technological infrastructure.
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Educational Quality

- **Issues:**
 - Distance education courses and programs have generally been of high quality and well received by students.
 - With the exception of course evaluations, little investment in distance education assessment has been completed.
- **Recommendation IX:** Develop rigorous evaluation and control processes to assure that distance education programs comply with the academic standards of KSU.



Academic Policies: Issues

- Several incompatibilities exist between current academic policies and offering courses and programs via distance learning.
 - Several academic policy issues were identified in a January 1998 report of the Faculty Senate Academic Affairs Committee.
- Current course and program approval processes do not provide the University, and individual academic units, the necessary flexibility to compete in today's competitive academic environment.



Academic Policies: Recommendations

- **Recommendation X:** Modify existing academic policies which serve as barriers to the future development of distance education programs.
 - Residency requirements
 - Incomplete course policies
 - Credit hour definition
 - Academic honesty enforcement
 - Graduate School policies.
- **Recommendation XI:** Modify course and program approval processes to allow for greater responsiveness to clientele needs and educational opportunities.



Student Support Services

- **Issues:**
 - Provision of services to distance education students present challenges to several units throughout the University.
 - Areas exist where the level of services provided distance education students are not at satisfactory levels.
- **Recommendation XII:** Take all steps necessary to assure that distance education students are provided the full range of services to which they are entitled.
 - Access to library resources
 - Technical support
 - Registration
 - Academic advising.



Faculty Support: Issues

- The current incentive structure must be modified to encourage faculty participation in distance education activities.
- The University has made significant efforts to provide faculty support in the areas of instructional technology and distance learning.
- While support for course mediation has been adequate to date, considerable concern exists about the future availability and coordination of these resources.



Faculty Support: Recommendations

- **Recommendation XIII:** Establish a clear system of incentives and rewards to encourage development of distance education.
 - Reward distance education activities in tenure, promotion, and faculty evaluations.
 - Develop workload models for distance education activities.
 - Address intellectual property rights issues.
- **Recommendation XIV:** Coordinate and expand faculty development efforts.

