

MINUTES

**Kansas State University Faculty Senate Meeting
April 10, 2001 3:30 p.m. Big 12 Room, K-State Union**

3:00 p.m. Presentation on Digital Library - Karen Cole, Associate Dean of Hale Library and Dave Allen, Associate Professor of Hale Library

Ms. Cole and Mr. Allen reported on development of the new digital library. They noted the role of the Digital Library Program Task Force which was appointed in August 2000 by Dean Hobrock in concert with VPAST Unger. Cole and Allen reviewed the work of the Task Force from defining the digital library as an integrated information system, to the identification of a product that could serve as an organizer and searcher of distributed or centralized production input (EnCompass) and collaboration with Cornell University and Getty Library. In Phase I, the Digital Library will include content from College of Agriculture Extension publications, National Agriculture of China papers, Collegian and K-Stater citation databases, Landon Lecture videos, commercial e-journals licensed by KSU Libraries, and ISSA database (a MARC database on sustainable agriculture with holdings links). The Task Force is working with a model of "content development teams" who represent content owners, creators, and input technicians. It is expected that the prototype will be completed in early May. Phase II should add special collections aids, the historic costume collection, commercial indexes, the Krider Architectural Image Database, KSU weather data, and KSU dissertations, theses, and reports. A Phase III will include additional content.

Cole pointed out that the Digital Library does not represent abandonment of print resources, is not the property of the KSU Libraries or any single University division, and will not replace any existing interfaces.

3:30 p.m. Faculty Senate Meeting

Present: Anderson, Atkinson, Bradshaw, Brigham, Burton, Clegg, Cochran, Cox, Devault, Donnelly, Ewanow, Exdell, Gehrt, Geiser, Glasgow, Gormely, Gray, Greene, Haddock, Herald, Heublein, Higgins, Holden, Hopper, Hosni, Johnson, Kirkham, Krstic, Legg, Lynch, Maatta, Mathews, McCulloh, McGee, Michie, Minton, Molt, Montelone, Mortensen, Mosier, Olsen, Oukrop, Peterson, Poresky, Prince, Ramaswamy, Reeck, Reese, Rintoul, Roush, Schellhardt, Schmidt, Selfridge, Sherow, Sheu, Smith, Spears, Takemoto, Tilley, Verschelden, Weiss, Williams, Yagerline, Youngman, Zabel

Absent: Chenoweth, Fjell, Jurich, Karim, Lenkner, Liang, Owens-Wilson, Pesci, Ransom, Reddi, Ross, Schumm, Shultis, Simons, S. White, W. White, Worcester

Proxies: Bockus, Finnegan, Keller, Newhouse, Stewart

Visitors: Jim Hamilton, Laurie Bagby

I. In the absence of President Mickey Ransom, President-Elect Cia Verschelden called the meeting to order at 3:35 p.m.

II. It was moved and seconded to approve the minutes of the March 13, 2001 meeting.

Verschelden pointed to a correction to p. 8 of those minutes (item VIII A). Following "Michie called the question" should be added, "It was seconded and the motion to end discussion passed. The amendment to the main motion passed."

The corrected 3/13/01 minutes were approved.

III. Announcement

A. Faculty Senate Leadership Council - Verschelden referred to the attached minutes of the March 26, 2001 Executive Committee meeting.

B. Faculty Senate Leadership Council/President's Staff meeting.

1. Principles of Community. President Wefald is enthused about the Principles of Community adopted by Faculty Senate at our last meeting and is eager to have them distributed across campus before fall. The Student Senate, Classified Senate, and Graduate Student Association will be considering them at their next meetings.

2. Budget news. Economic news from the Consensus Estimating Group regarding shortfalls of state tax revenues is not good. The Legislature has recessed and will be making final budgetary decisions during its omnibus session at the end of the month.

3. Campus smoking policy. VP Rawson has asked for input regarding campus smoking policies. EC will discuss this issue at its April 30 meeting.

4. North Central Accreditation. The NCA self-study is available on web and the site visit is scheduled for October 21 - 24, 2001. This year the emphasis is on assessment and evidence that all faculty are involved in the process.

C. Kansas Board of Regents meeting. The BOR will meet at KSU on April 18 and 19, and the EC has been invited to have breakfast with the Regents. Most meetings are open, so interested faculty may attend.

D. Proposed Allocation of Faculty Salary Enhancement Funding **ATTACHMENT 1**. Last year salary enhancements resulting from SB 345 were targeted to address equity (gender, racial/ethnic, and compression) issues. LC is currently discussing how well that worked and proposing plans for this year. Later this week LC will meet with Provost Coffman and some deans on this issue.

IV. Reports from Standing Committees

A. Academic Affairs Committee - Tom Herald

1. *Course and Curriculum Changes*

a. UNDERGRADUATE EDUCATION

1. Herald moved approval of Undergraduate course and curriculum changes approved by the College of Technology and Aviation February 9, 2001.

New Degree Program—Department of Arts, Sciences and Business requests the creation of a new Associate of Science in Business Administration degree program.

Changes:

MET 230 Automated Manufacturing Systems I
MET 246 Dynamics of Machines
MET 314 Computer-Aided Solid Modeling
MET 382 Industrial Instrumentation and Controls
MET 460 Tool Design for Manufacturing

Curriculum Changes: Associate of Technology in Mechanical Engineering Technology--rationale for change is listed on last page of white sheets (first one listed)

Curriculum Changes: Bachelor of Science in Mechanical Engineering Technology--rationale for changes are listed on last page of white sheets

Motion passed.

2. Herald moved approval of Undergraduate Course and Curriculum Changes approved by the College of Architecture, Planning and Design February 15, 2001.

Changes:

ARCH 302 Architectural Design Studio I
ARCH 304 Architectural Design Studio II

Changes to the Bachelor of Architecture Program—Environmental Design Studies Program - changes are listed on the last page of white sheets

Motion passed.

3. Herald moved approval of Undergraduate Course and Curriculum Changes approved by the College of Arts and Sciences February 15, 2001.

Add:

ENGL 465 Introduction to Creative Nonfiction

Drop:

ENGL 502 Writing Literary Nonfiction

Change:

WOMST 380 Women and Global Social Change

Motion passed.

4. Herald moved approval of Undergraduate Course and Curriculum Changes approved by the College of Human Ecology February 16, 2001.

Changes to pages 211 & 212 of the Undergraduate Catalog 2000-2002,
Department of Apparel, Textiles, and Interior Design, Curriculum:
Interior Design--Bachelor of Science in Interior Design

Changes to page 216 of the Undergraduate Catalog 2000-2002, School of
Family Studies and Human Services, Family and Consumer Economics-
B.S. in Family Studies and Human Services

Add:
FSHS 100 Family Financial Planning as a Career

Motion passed.

2. *Approve additions to the following Graduation Lists.*

- a. Herald moved approval of additions to the following Graduation List.

December 2000

Mitchell William Fiedler, A&S, BS-Geography
Matthew Pacer, Master of Arts
Tiffany Denise Shultz, A&S, BA-Sociology

Motion passed.

3. *Announcement - Herald announced the change in the name of the University General Education Task Force to University Education Council.* Some discussion followed regarding whether resources had been to developing and supporting general education courses. Also, Sen. Reeck asked about efforts to teach writing in the General Education curriculum. Herald reported that Academic Affairs had met last Friday with David Byrne who has prepared a report of what departments are currently doing.

B. Faculty Affairs Committee - Jim Legg

1. Handbook Title Change

Legg moved to change the title of the Handbook to reflect the fact that it applies to many unclassified professionals as well as faculty. The proposed new name is UNIVERSITY HANDBOOK for Faculty, Unclassified Professionals, and Administration.

Sen. Poresky objected to the codification of differences between faculty and unclassified professionals. Legg explained that the rationale was to indicate that the Handbook encompassed unclassified professionals and administration as well as faculty.

Motion passed with two abstentions.

Sen. Michie asked if the name of this body would change. Legg said he will raise this issue with the Task Force on the Constitution and By-Laws.

C. Faculty Senate Committee on University Planning - John Johnson

1. Johnson moved approval of KSU Use and Scheduling of Technology Enhanced Classrooms **ATTACHMENT 2**

Several senators asked about which classrooms this policy would cover. Johnson said it affects only those that have been upgraded by the university as opposed to by individual departments or colleges. Sen. Lynch said that in cases where more than one course have equal needs for a given technology enhanced classroom, scheduling priority is given to a class with a history of using it. Legg stated the policy may be unclear in situations where some enhancements have been made by the university and some by colleges/departments. Sen. Ramaswamy said his understanding is that the policy will apply only to general use classrooms. Motion passed 39 - 22.

2. Campus Master Plan - Johnson announced that the KSU Campus Master Plan will be discussed on April 17, 3 - 5 p.m. in the S room of the Union. Legg commented that this meeting overlaps with Academic Affairs, Faculty Affairs and the Faculty Retirement Reception. Johnson mentioned that additional meetings are scheduled for April 18, 9 - 11:30 a.m. and 1 - 3:30 p.m. and April 19, 9 - 11:30 a.m. in the same room.
3. KSU Budget - Johnson said there have discussion with the Provost and Vice President Rawson regarding the budget. Mickey Ransom has been asked to help develop a proposal for handling tuition ownership which will begin next fall.

D. Faculty Senate Committee on Technology - Dee Takemoto

FSCOT had no action items, but Takemoto referred to summary sheets concerning the Digital Library.

V. Old Business - None

VI. New Business - None

VII. For the Good of the University

A. Faculty Senate Officers Election

Verschelden noted the attached vitae on the agenda for President-Elect candidates, Al Cochran and John Selfridge and Secretary candidates Jennifer Gehrt and Tony Jurich. She announced that there is still time for other interested candidates to put their names forward.

B. Committee Appointments

Verschelden asked for senators' recommendations for persons to serve on numerous committees next year. FSCOT is in need of faculty representatives.

C. Sen. Hosni mentioned rumors of Senator Legg retiring this year. He noted that Jim Legg has been an outstanding faculty member and administrator and has done so much for Faculty Senate over many years. Following Hosni's comments, Senate enthusiastically applauded Jim Legg for his many contributions.

D. Verschelden noted the recent tragic death of student Drew Cobb. She noted that many students are suffering in the aftermath of his death, especially due to its public nature. She urged faculty to refer troubled students to resources where they can receive help and expressed her condolences to Drew's parents.

VIII. Adjournment.

It was moved and seconded to adjourn. Meeting adjourned at 4:35 p.m.

Proposed Allocation of Faculty Salary Enhancement Funding
 Appropriated to the Board of Regents for FY 2002
 For Faculty Budgeted in
 Instruction, Research and Public Service

Allocation A: Includes Faculty Equivalents*

	FY 2001 General Use Faculty Salary Base (Note 1)	Percent of FY 2001 Base	Share of Faculty Enhancement
KU	64,422,058	28.4%	\$2,383,575
KSU	62,735,217	27.7%	\$2,321,163
WSU	26,083,335	11.5%	\$965,067
ESU	10,974,830	4.8%	\$406,062
PSU	14,266,873	6.3%	\$527,865
FHSU	11,577,947	5.1%	\$428,377
KUMC- Academic	30,846,540	13.6%	\$1,141,302
KSU-Vet	5,676,201	2.5%	\$210,016
Total	226,583,001	100.0%	\$8,383,427

Note1: Amount based on total salaries (excluding fringe) of filled faculty positions of professor, associate professor, assistant professor and instructor, as reported in the FY 2001 Consolidated Faculty Report, Sections I (Instruction) and V (Research and Public Service), as submitted by the universities.

* Faculty equivalents are persons who have faculty credentials, experience, and faculty assignments in instruction, research or or public service, but do not have faculty rank.

Kansas State University Use and Scheduling of Technologically Enhanced Classrooms

Technologically enhanced classrooms receiving support from general university funding will be considered general use classrooms. Scheduling will be done under the auspices of the VPAST, using centralized scheduling programs, whenever that is possible.

Common-core technology will be provided in all such classrooms. The commonality of the technology reduces the learning curve of faculty as they teach in various classrooms and also facilitates equivalent use for scheduling purposes. Some of the classrooms incorporate technology or learning environments that are considered enhancements beyond the common core.

Scheduling:

The classrooms are a scarce resource for faculty members using information technology in the teaching and learning process. Scheduling is subject to any need to provide reasonable accommodations to qualified individuals with disabilities, as determined by the University through an individualized interactive process. The following order of priority defines which classes are to be scheduled in them.

1. Priority will be given to classes requiring either the technology or the learning environment.
2. Preference will be given to provide for conditions such as use of artifacts that cannot legally be removed from specific buildings, equipment or other items that cannot be safely and/or reasonably removed, IT licensing restrictions and other such constraints.
3. Within groupings of classes requiring the technology or learning environment, larger classes will have preference.
4. When classes from various departments have equivalent need for the room, those from the department with previous (historical) "scheduling priority" will be given preference.

Only classes may be scheduled in these classrooms and any deviations shall be approved by the Office of the VPAST.

Use: All instructors using these classrooms must be trained to use the technology available in them. Personnel in the iTAC or at K-State Salina will provide the training. Some training is available on the web. When web training is used, a face-to-face certification of faculty by personnel from the iTAC or at K-State Salina is required. Keys to the consoles will be issued only to individuals who have completed the training.

No food or drink is allowed in the classrooms. Instructors are responsible for ensuring that their students follow this policy.

The classrooms are checked once a day and maintained on a regular schedule for major upgrading. This maintenance requires that each classroom is not available for use during a specified block of time once a week.

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