

**MINUTES**  
**Kansas State University Faculty Senate Meeting**  
**March 11, 2003 3:30 p.m. Big 12 Room, K-State Union**

Present: Ackerman, Adams, Anderson, Baker, Behnke, Bradshaw, Brigham, Burton, Chang, Cochran, Cook, Cox, Dandu, De Bres, Dodd, Eckels, Elder, Fairchild, Fick, Frieman, Gehrt, Gormely, Greene, Haddock, Hancock, Hedrick, Heublein, Holden, Jackson, Jones, Jurich, Kirkham, Klingzell, Knapp, Krstic, Maatta, Maes, Marr, Mathews, May, McCulloh, Minton, Molt, Nafziger, Newhouse, Oberst, O'Hara, Olsen, Pacey, Pesci, Pickrell, Prince, Rahman, Reese, Roozeboom, Roush, Rys, Schlup, Schmidt, Schumm, Sherow, M. Smith, Spears, Spikes, Stewart, Thompson, Verschelden, Watts, Yagerline. Zabel

Proxies: Gwinner, Montelone, Rintoul, F. Smith

Absent: Atkinson, Bloomquist, DeLuccie, Dryden, Dubois, Fritz, Mack, Michie, Paulsen, Reddi, Ross, Selfridge, Spooner

Visitors: Gary Hellebust, Alan Klug, Brice Hobrock, Carol Kellett, Yar Ebadi, ,Livi Regenbaum

- I. President Al Cochran called the meeting to order at 3:30 p.m.
- II. Senator Adams moved to approve the minutes of the February 11, 2003 meeting. Senator Verschelden seconded the motion and it passed.
- III. Announcements
  - A. Faculty Senate Leadership Council **ATTACHMENT 1**
  - B. Kansas Board of Regents meeting **ATTACHMENT 2**
  - C. Report from Student Senate

Zac Cook reported that the Safe Ride program passed through Student Senate. The campus smoking policy was an issue that he escalated this year in order to gauge student opinions on the matter. Student Senate President-Elect John O' Hara is supportive of student centered enhancements regarding anticipated new tuition monies. Student Senate has requested that more funding from central administration be targeted to international education.
  - D. Other

President Cochran announced that we are opting out of the Kansas Board of Regents faculty award program. He reported that he sent a letter to Ed Rice, Associate Vice President for Facilities, in appreciation for a safe environment during the recent inclement weather. He also offered thanks to Zac Cook for his service to the university this past year as President of Student Senate.
- IV. Report from the Foundation - Gary Hellebust and Alan Klug

Gary Hellebust and Alan Klug reported that the fiscal year to date fundraising receipts of cash and other donations is \$64 million, while the entire fiscal year last year was \$65 million. They have determined upon review of the Kansas statutes that full distributions are limited to those accounts whose market value is above book value. Each account must be reviewed individually rather than in the aggregate. They distributed a fact sheet and charts of Pooled Endowment Fund

investment results for the last few years noting endowment returns have been negative. The Foundation has spent down their reserves. In light of the statute, the Executive Committee has discontinued distributions of the principal but will continue to pay earnings attributable to interest and dividends. This policy will particularly affect 2004-2005 endowed awards including scholarships. The university administration intends to work with the Foundation to cover the 2003-2004 awards. Foundation staff has been meeting with the Deans and other college representatives to address these issues. The Foundation provided KSU with \$34 million last year. \$4 million of that came from endowments that are now "under water." There are still endowments "above water" that are providing dollars to KSU.

V. Presentation on budget issues - Deans Brice Hobrock, Carol Kellett, Yar Ebadi

Dean Yar Ebadi discussed the budget situation in the College of Business. From 1996 to 2002, enrollment has increased by more than 40% and faculty positions have increased by 20% but the college has received no increase in Other Operating Expense funding (OOE) during this period. They have taken opportunistic reductions- those that are easiest and least painful such as reducing OOE, GTA and adjunct faculty. They have also looked at efficiency by combining classes, which increased class size. They have reduced course offerings which causes waiting lists. The Industrial and Labor Relations specialty was dropped. Computing lab hours were cut. The Small Business Development Center was closed. The Honors Program was suspended. They have reduced summer research grants. It is important to them to maintain and enhance quality of their programs. They have had discussions with faculty regarding involving grant writing into their culture. They are looking at department restructuring. Due to the Foundation policy and net losses, they are expecting a \$400,000 potential loss in faculty salary fellowships and scholarships unless alternative funds are identified.

Dean Carol Kellett, Human Ecology, gave a background on the make-up of her college. Their programs range from the fine arts to hard sciences. The college is already rated in the top ten universities. The Extension funds were 15%-16% of their total budget and that is now reduced to approximately 12% in the state general fund budget. For FY 2004, they are planning for 3% additional reductions (1% more than advised by central administration.) They have managed to address most of their budget needs by not filling vacancies. However, this cannot be continued. Future cuts will jeopardize their eleven accredited programs. They have experienced a five-year growth of 18% in enrollments and general education course enrollments have greatly increased in the last three years. Their grants and contracts have increased and are expected to continue this trend. In FY 2001 they received \$1.7 million in Foundation contributions; in FY 2002 \$2.6 million. They are considering both long-term and short-term solutions, including a cost-benefit analysis and partnering with other colleges and universities.

Dean Brice Hobrock, Library, indicated that their issues are unique in that about 56% of their general use budget is in OOE and 44% is in salaries. The majority of their funds are spent on acquisitions, journals, monographs, etc., for support of academic and research programs. Journals account for 80% of the expenditures. They have experienced significant decreases in general use funding but have received some back in additional tuition revenue allocation. All of the library endowments are in the red. They have reduced expenditures for monographs, held open eight positions, cut staff travel, have purchased no equipment, and decreased student workers and their hours. In FY 2004 they expect \$189,000 callback, \$380,000 inflation increase on acquisitions, and \$600,000 loss of endowment funds. They do expect some additional operating funds from the tuition increase. Through addition of electronic journals, many more journals are now available, but with that model come other problems. Pricing of scholarly journals is a major issue. The Library would like to consider a \$5 per credit hour fee for support of the library.

VI. Report from Standing Committees

A. Academic Affairs Committee - Jackie Spears

## 1. Course and Curriculum Changes

### a. Undergraduate Education

1. Senator Spears moved to approve Undergraduate Course and Curriculum Changes approved by the College of Technology and Aviation January 14, 2003.

#### *Department of Art, Science, and Business*

##### CURRICULUM CHANGE:

Bachelor of science in technology management (TCMG)

Change hours of upper division courses from 40 to 45

Rationale: This is in accordance with recent BOR requirements for all four-year degrees.

##### COURSE DELETIONS:

BUS 253 Accounting Using Microcomputers

COT 200 Utilization of Media

GEOG 242 Physical Geography

MATH 120 Logic

MATH 125 Elementary Functions

MATH 214 Advanced Topics in Mathematics

PSYCH 120 Dealing with Difficult People

##### COURSE CHANGE:

HIST 231 History of Technology to: HIST 320 History of Technology

#### *Department of Aviation*

##### CURRICULUM CHANGE:

Aeronautical Technology (~~airway science~~) - aviation maintenance (~~AWS-AM~~)

Bachelor of Science in Aeronautical Technology - Aviation Maintenance (AVMB)

CHANGE: CIP CODE 490101

TO: CIP CODE 470607

Rationale: These curriculum changes are part of a comprehensive revision of the Aviation Maintenance curricula, in anticipation of applying for accreditation by the Council on Aviation Accreditation. On a recommendation from the Office of Planning and Analysis, we are changing the curriculum code from a sub-curriculum (AWS-AM) to its own curriculum code (AVMB). We are also changing the CIP CODE to better reflect the degree and to give it the same CIP Code as the Associate degree. At this college, all of the Associate & Bachelor degrees use the same CIP code. This will make it easier to report enrollment information to the Board of Regents.

\*See pages AV 2 - AV 4 of white sheets for details.

##### CURRICULUM CHANGE:

Associate of Applied Science - Aviation Maintenance (AVM)

Delete MATH 151 (Applied Plane Trigonometry) from required list of courses

Rationale: This change decreases the required total number of academic credit hours for the degree by three hours while maintaining the Kansas Board of Regents requirements.

\*See pages AV 5 - AV 6 of white sheets for details.

##### PROGRAM DELETION:

Associate of Applied Science - Avionics Technology

Rationale: The degree never realized the anticipated industry support or student enrollment.

\*See AV 7 of white sheets for further details.

*Department of Engineering Technology*

COURSE DELETIONS:

CMIS 100 Introduction to MS-DOS and Windows  
CMIS 101 Computer Fundamentals  
CMIS 105 Introduction to PC Software  
CMIS 110 Word Processing  
CMIS 120 Spreadsheets  
CMIS 145 Advanced Windows  
CMIS 150 Advanced Spreadsheets  
CMIS 200 Introduction to Desktop Publishing  
CMIS 210 Advanced Desktop Publishing  
CMIS 250 Introduction to UNIX  
CMST 230 RPG

DROP:

CMST 333 Software System Development  
CMST 100 Operating Systems

ADD:

CMST 102 Introduction to Computer Technology  
CMST 247 Java Programming I  
CMST 334 Computer Technology Project Development  
CMST 344 Internetworking  
CMST 347 Java Programming II  
CMST 370 Applied Data Structures  
CMST 410 Operating Systems  
CMST 412 Software Architecture and Design  
CMST 420 Advanced Database Systems  
CMST 462 Computer Technology Senior Project

COURSE MODIFICATIONS:

CMIS 130 Database Management to: CMST 104 Database Management  
CMST 225 Commercial Software Analysis to: CMST 108 PC Desktop Software  
CMST 130 Introduction to PC Hardware to CMST 130 Introduction to PC Administration  
CMST 135 Web Page Development I  
CMST 140 Visual Basic I to: CMST 210 Visual Basic I  
CMST 180 Database Development to CMST 180 Introduction to Database Systems  
CMST 220 COBOL I to: CMST 362 Introduction to Business Programming  
CMST 235 Web Development Programming I to: CMST 335 Web Development Programming I  
CMST 245 C++Programming I  
CMST 255 Visual Basic II to: CMST 310 Visual Basic II  
CMST 330 Systems Analysis and Design to: CMST 460 Systems Analysis and Design  
CMST 300 Assembly Language Programming  
CMST 320 COBOL II to: CMST 363 Advanced Business Programming  
CMST 332 Web Development Project

CMST 345 Networking III to: CMST 445 Network Security  
CMST 350 UNIX Administration

CURRICULUM MODIFICATION:

(CWDT):

Associate of Technology in Web Development Technology

Rationale: Changes are part of a comprehensive revision of CMST and CWDT associate degree courses and curricula. Use of the Java language in Web development necessitates the addition of the course. Curriculum provides a choice of a Java or Visual Basic programming emphasis.

\*See pages ET 11 - ET 12 of white sheets for further details.

PROGRAM NAME CHANGE:

FROM: Computer ~~Science~~ Technology (CMST), Associate of Technology degree

TO: Computer Systems Technology (CMST), Associate of Technology degree

Rationale: This name change will minimize the identity, confusion between the computer-oriented degree programs offered by the Engineering Technology (ET) Department on the Salina campus and the Computer Science degree offered in the Computing and Information Sciences (CIS) Department on the Manhattan campus.

\*See pages ET 13 of white sheets for further details.

CURRICULUM MODIFICATION:

(CMST): from: Associate of Technology in Computer Science Technology to: Computer Systems Technology

Rationale: These changes are part of a comprehensive revision CMST associate degree courses and curricula. Some of the changes reflect the anticipated addition of a CMST bachelor's degree in Computer Science Technology.

\*See pages ET 14 -15 of white sheets for further details.

NEW PROGRAM:

Bachelor of Science in Computer Systems Technology

\*See page ET 16 of white sheets for further details.

Motion passed.

2. Senator Spears moved to approve Undergraduate Course and Curriculum Changes approved by the College of Education January 28, 2003.

*Secondary Education*

NEW COURSE:

EDSEC 471 Office Systems and Procedures

MINOR MODIFICATION:

EDSEC 315 Administrative Data Applications to EDSEC 315 Technology in the Business Classroom

DROP COURSE:

EDSEC 215 Information Processing

Motion passed.

3. Senator Spears moved to approve Undergraduate Course and Curriculum Changes approved by the College of Architecture, Planning, and Design January 30, 2003.

CHANGE:

ENVD 205 Graphics I (2) I, II, S to ENVD 205 Graphics (2) I, II

DROP:  
ENVD 206 Graphics II (2) I, II, S

Motion passed.

b. Graduate Education

Senator Spears moved to approve Graduate Course and Curriculum Changes approved by the Graduate Council February 4, 2003.

**CHANGE**

ASI 802 Gametes, Fertilization and Pregnancy in Farm Animals  
ASI 826 Nutritional Physiology  
CNS 640 Construction Operations  
CNS 645 Construction Scheduling and Cost Control  
ARE 690 Senior Project  
ARE 710 Building Energy Analysis  
ARE 780 Advanced Structural Topics  
EDSP 742 Interventions: Emotional and Behavioral Disorders  
EDSP 743 Interventions: Academic Disabilities  
EDSP 785 Practicum in Education of Exceptional Individuals  
HORT 751 Human Issues in Horticultural Therapy

**DROP**

EDSP 721 Characteristics of Learning Disabilities  
EDSP 724 Characteristics of Mental Retardation

**NEW**

ARE 623 Timber Structures  
CS 747 Systems Integration of Small Animal Internal Medicine  
EDSP 723 Characteristics of Cognitive Disorder  
FSHS 775 Perspectives in Gerontology  
FSHS 776 Program Evaluation and Research Methods in Gerontology  
FSHS 777 Public Policy: Economic and Social Impacts on Older Adults  
FSHS 778 Aging and the Family  
FSHS 779 Professional Seminar in Gerontology  
FSHS 867 Pre-Practicum in Marriage and Family Therapy I  
FSHS 868 Pre-Practicum in Marriage and Family Therapy II

**Specialization Proposal**

Gerontology within the M.S. in Family Studies and Human Services

**Certificate Proposal**

Gerontology within the M.S. in Family Studies and Human Services

Motion passed.

2. Senator Spears moved to approve granting of posthumous degrees:

Lucinda Juanita Goossen - would have graduated May 2003 - Animal Science and Industry - requested by Larry Erpelding, Associate Dean of Agriculture

Terry Lynne Richards - would have graduated December 2002 - BS in Life Science -

requested by Alison Wheatley, Assistant Dean of Arts and Sciences

Motion passed.

3. Senator Spears moved to approve graduation list and additions to graduation lists:

a. Approve December 2002 graduation list.

b. Approve additions to graduation lists:

December 2002

LaKisha Renee Austin-Minniefield, BS - Social Science

Marcus Desmond Birzer, A&S - BS-Social Science

Lynn Deahl, Engineering - Electrical Engineering

Natascha L. Foley, A&S - BS-Kinesiology

Millie Hedleston, Master of Accountancy

Jennifer A. Jacobs, Business Administration - BS-Marketing and International Business

Renee A. McDaniel, A&S - BS-Journalism and Mass Communications

Zachariah Thomas Johnson, A&S - BS-Geography

Franco Paul Pezely, A&S - BS - Social Science

Desiree Anne Schmidt, A&S - BA-Anthropology

Scott W. Snelling, A&S - BS-Journalism and Mass Communications

Krysti A. Vanalstine, A&S - BS-Chemical Science

Jeff W. White, BFA - Fine Arts-GD

December 2000

Amanda L. Kisel, Human Ecology - BS-General Human Ecology

Motion passed.

4. Announcement - Changes to University Handbook - Appendix F  
(Incorporation of Honor Pledge) **ATTACHMENT 3**

This change in the handbook draws it into congruence with the Honor Pledge previously approved by Senate.

5. Senator Spears announced that Faculty Senate would be considering changes to the Final Exam Policy and to Open House closing at the April meeting.

B. Faculty Affairs Committee - Eric Maatta

Refer to the Executive Committee minutes for this committee report.

C. Faculty Senate Committee on University Planning - Walter Schumm - nothing to report

D. Faculty Senate Committee on Technology - Beth Montelone

Senator Haddock reported that the On-Line Advising system was demonstrated at their last meeting. It is in beta test and anyone interested in testing should contact Mel Chastain. See the committee minutes for additional information.

VII. Old Business

A. Update on Manhattan Mercury article - Mary Molt

Senator Molt met with the Athletic Director and the Women's Head Basketball coach. Her opinion is that there is no religious discrimination or evangelizing within the program.

VIII. New Business - none

IX. For the Good of the University

A. President Cochran reported that the Appendix M: Procedure for Review of Dismissal of Tenured Faculty hearing for one of the faculty members has been stopped after the faculty member and the university came to a mutual agreement.

B. Senator McCulloh expressed his concern as requested by Senator Michie that the decision about the university smoking policy should not be made by a vocal minority of students.

X. The meeting was adjourned at 5:40 p.m.



## ATTACHMENT 1

### Meeting of FSLC with President's Staff February 27, 2003

1. Betty Stevens reported about ongoing efforts for KSU to partner with community colleges for our mutual benefit, and efforts to meet the needs of Kansans in the Southwest part of the state. Al Cochran mentioned that efforts on the part of the Council of Faculty Senate Presidents initiated by Stevens have paid dividends in terms of increasing the communication between two and four years Kansas institutions of higher learning, especially through the Kansas Core Outcomes project.
2. Update on legislative session - Sue Peterson advised that revenue collections for the state are below the November estimates by some \$50M and indicated a desire on the part of some legislators to de-couple Kansas state taxes from federal taxes. VP Rawson and Peterson shared that the state is having difficulty meeting its General Fund obligations, which has short-term implications for KSU, which we are presently able to handle.
3. Discussion on future tuition revenue distribution - The President stressed that we need to be mindful of how we decide to allocate these resources, being sensitive to university needs, public perception of how they will be used, etc. Provost Coffman mentioned the Targeted Excellence initiative and how that factors into this.
4. Foundation news - The Foundation has meet with the administration, deans, and FSLC to inform everyone that Kansas law prohibits it from disbursing funds from accounts whose assets fall below certain levels. This result of a prolonged downturn in the stock markets' performance will have a significant impact upon the Foundation's ability to help the university in ways that it has been able to do in the past. If there is good news in this, it is that our Foundation appears to be ahead of the curve in managing its assets and when the financial crunch gets better, we will be well positioned.
5. East Stadium proposal - This project is a priority for the administration and they have been in consultation with people, including legislators, to try and secure funding for it. Because of financial constraints, the project has little likelihood of being funded until FY 2005 and then as part of a very large \$680M bonding request that KSU, along with its fellow Regents' institutions, will put forward.
6. Mercury article/women's basketball program - The President stated that he is aware of Senator Molt's investigation into the Mercury article and supports it. He indicated that he is confident that no pressure is brought to bear against potential coaching staff additions or prospective recruits regarding religious matters.
7. Provost Coffman shared that he has sent letters to the deans with possible program cuts included. He said that he hopes for the evaluation process to be completed by the end of May and suspects that perhaps some fifteen programs, including some at the doctoral level, may be cut, along with as many as fifteen minors, and twelve to fifteen centers/institutes.

## ATTACHMENT 2

### Report of the Board of Regents Meeting February 19-20, 2003

1. Discussion regarding progress by the Performance Agreements Task Force. It appears that a few system-wide items will be identified, along with institution-specific ones.
2. Suggestion by the BOR staff that a reexamination of university service areas may be in order. Discussion followed.
3. KSU's new degree request for a Master of Science in Curriculum and Instruction was on consent agenda and passed.
4. At the COFSP meeting, BOR staff indicated that the Regents will likely be looking into the issue of certificates, with an eye to definition of terms, etc. Staff also indicated that one of the common performance indicators will likely be related to a policy on inter-university cooperation.
5. Each university made a ten-minute presentation on 5-year tuition plans.

## ATTACHMENT 3

### CHANGES TO UNIVERSITY HANDBOOK Appendix F Change of Grades

#### FROM:

F80 The university uses the following grades:

- A--for excellent work
- B--for good work
- C--for fair work
- D--for poor work
- F--for failure
- P--for grades of B, C, and D on A/Pass/F courses Cr--for credit courses for which no letter grade is given (non-graded courses)
- NCr--for no credit in courses for which no letter grade is given (non-graded courses)
- NR--for no grade reported
- I--Incomplete
- W--withdrawn

#### TO:

F80 The university uses the following grades:

- A--for excellent work
- B--for good work
- C--for fair work
- D--for poor work
- F--for failure
- XF--for academic dishonesty**
- P--for grades of B, C, and D on A/Pass/F courses
- Cr--for credit **in** courses for which no letter grade is given (**non-graded courses**)
- NCr--for no credit in courses for which no letter grade is given (non-graded courses)
- NR--for no grade reported
- I--Incomplete
- W--withdrawn

#### FROM:

F90 Change of grades. An instructor may effect a change of grade by filing the appropriate "Grade Change Report" in the Registrar's office.

#### TO:

F90 Change of grades. An instructor may effect a change of grade by filing the appropriate "Grade Change Report" in the Registrar's office. **To protect against falsified reports, the white copy of the report is returned to the instructor once the grade change has been entered by the Registrar. Falsified reports are a violation of the Honor Pledge.**

#### Rationale

Minor editorial changes and updates to reflect the introduction of the honor pledge.

**Effective:** Immediately