

MINUTES
Kansas State University Faculty Senate Meeting
October 8, 2002 3:30 p.m. Big 12 Room, K-State Union

Present: Ackerman, Adams, Anderson, Atkinson, Baker, Bloomquist, Bradshaw, Brigham, Burton, Chang, Cochran, Cook, Cox, De Bres, Dodd, Dryden, Dubois, Eckels, Elder, Fairchild, Fick, Frieman, Fritz, Gehrt, Gormely, Greene, Gwinner, Haddock, Hancock, Hedrick, Heublein, Holden, Jackson, Jones, Kirkham, Klingzell, Knapp, Krstic, Maatta, Mack, Maes, McCulloh, Michie, Minton, Molt, Montelone, Nafziger, Newhouse, Pacey, Pesci, Prince, Rahman, Reddi, Reese, Rintoul, Roozeboom, Ross, Rys, Schmidt, Schumm, Selfridge, Sherow, F. Smith, M. Smith, Spears, Spooner, Stewart, Thompson, Verschelden, Yagerline, Zabel

Proxies: Behnke, Dandu, Jurich, Marr, May, Olsen, Spikes, Watts

Absent: DeLuccie, Mathews, Oberst, O'Hara, Paulsen, Pickrell, Roush, Schlup

Visitors: Loni Marietta, Gary Hellebust, Alan Klugg, Steve Morris, Barbara Morris

I. President Al Cochran called the meeting to order at 3:30 p.m.

II. Legislative issues - Steve Morris, senator from 39th district of Kansas

Steve Morris addressed the senate, in particular discussing the dismal financial condition of the state's economy and budget situation. The current financial situation has at least three major contributors:

- 1) an increase in the state's share of federally mandated programs;
- 2) farm economy problems and the drought; and
- 3) significant decrease in corporate and personal income tax collections, at least in part, related to the September 11, 2001 tragedies.

One of the first things that will need to be done as the Kansas Legislature convenes in January is reduce spending by at least \$100 million. When asked what could be done to help tell the K-State story, he suggested "adopting a legislator" to relate our concerns about higher education funding. He recommended being as positive as possible while still telling our story. The state will likely have to increase revenue from sales tax and/or personal income tax to meet its needs. He also announced that he is on the legislative building committee that will be looking this fall at the infrastructure at all Regents universities. They will then recommend to colleagues what needs to be funded for building improvements in the future.

III. Senator Michie moved to approve the minutes of the September 10, 2002 meeting. Motion was seconded and passed.

IV. Announcements

A. Faculty Senate Leadership Council

Leadership met with President's staff on September 26. Sue Peterson announced at that meeting that revenue collections were \$36 million below estimates for the first two months of the fiscal year. Jane Rowlett is reviewing implications of the anticipated worsening of the fiscal situation, especially issues involved in declaring a state of "Financial Stress." Harvard Townsend, Director of Computing and Network Services, discussed the denial of service attacks with the university's computing system and other security problems we are facing. Draft principles for Targeted Excellence are being reviewed by deans and department heads. The Provost is looking into ways to increase flexibility with the Phased Retirement program and other programs. The Provost has asked for a working group in terms of recognition and rewards. The Kansas Department of Health & Environment and the Environmental Protection Agency made surprise visits to K-State to look at safety of laboratories. The university has entered into an agreement with Viron Energy Services to review energy efficiencies and make recommendations for cost effective improvements. Monetary savings are guaranteed and the improvements would be financed through the sale of bonds. Before this can be implemented, the Board of Regents must approve it. A similar proposal was presented by KU at the September BOR meeting.

B. Kansas Board of Regents meeting

See website: <http://www.ksu.edu/facsen/execom/exm0902.htm> for Report of the Kansas Board of Regents Meeting.

C. Report from Student Senate

Tanner Klingzell reported that Student Senate is making a big push for voter registration and has been working on the Lafene Student Health Center budget.

D. Other - none

V. Honor System Annual Report to Faculty Senate - Phil Anderson

Website: <http://www.ksu.edu/honor/ann01-02.htm>

Senator Anderson introduced Loni Marietta, Honor System Council member. She indicated that the group has three goals for the year:

1. Increase membership
2. Contact a high school, community college, and other college within the state to encourage adoption of an honor system
3. Broaden educational perspective of the Honor System

Senator Anderson said that the Provost has recognized growing awareness of the Honor System by hiring Helene Marcoux full-time, as well as a part-time assistant for the Honor System initiative. He reminded Senate that faculty members need to make sure that students understand clearly their rules and expectations relative to what is, and is not allowed, in regard to academic honesty in their classes.

VI. Library funding strategy by the Foundation - Gary Hellebust and Alan Klugg

Gary Hellebust announced that for the first quarter of the fiscal year, we are ahead of the record number of receipts set last year. The Foundation has raised about \$125 million so far towards the \$500 million private campaign. Alan Klugg, Chief Financial Officer, gave an overview of the Foundation's spending policy. A couple of years ago there was a revenue task force of deans, volunteers, central administration and Foundation staff.

This group recommended that 4.75% of earnings go to supporting general university needs, such as scholarships, .25% to the college, 1.75% management fee, and .25% for library acquisitions. This was a transition phase for the library until their endowment increases to \$10 million. The objective is that the .25% will decrease as the endowment increases. Gary Hellebust has asked the task force to revisit the plans. We rank high in the Big 12 in efficiency of fund raising.

VII. Reports from Standing Committees

A. Academic Affairs Committee - Jackie Spears

1. Approval of graduation list and additions to graduation lists.

- a. Senator Spears moved approval of the May 2002 graduation list.
Motion passed
- b. Senator Spears moved approval of additions to graduation lists.

May 2002

Joshua H. Chamoff, Technology & Aviation, BS - Airway Science, Professional Pilot, degree codes U1

Peter John Pauzauskie, Arts & Sciences, BS - Chemistry/Mathematics

Elizabeth M. Robinson, Arts & Sciences, BS - Sociology

Dagny Lowery Waldmeier, Technology & Aviation, BS & Associate of Science - Technology Management, degree codes T9, and Associate of Applied Business, U3

Ryan H. White, Technology & Aviation, Associate of Technology - Professional Pilot, degree codes T3

Mike G. Zbreski, Master of Science

December 1996

Jennifer Lynn Strickley, Arts & Sciences, BA - Sociology - CR

David Ralph Mayes, Arts & Sciences, BA - History

Motion carried.

2. Approve draft policy - Revised Policy for Quizzes, Tests, and Exams Scheduled Outside of Regular Class Time

Senator Spears moved to remove from the table the revised Policy for Quizzes, Tests, and Exam Scheduled Outside of Regular Class Time. Motion was seconded and carried.

This proposed policy arose from three factions: faculty, as night classes have increased over last several years; students who are trying to fit class schedules with work and other schedules; and administration dealing with room scheduling issues. The most substantive changes in the latest revision were (1) the statement in section 2(c) that gives CAPP more latitude in approving exceptions to the policy, (2) the removal of the Kansas Board of Regents policy reference in Section 3(c) as no such policy exists, and (3) the additional paragraph in Section 3(d) added in response to Facilities and Registrar's concerns.

Senator Patrick Gormely moved to delete section 3(c) from the proposed policy. The motion was seconded by Senator Rahman. After discussion the question was called and

subsequently passed. The vote on Senator Gormely's amendment was 42 yeas and 13 nays. The amendment carried. The amended policy was then passed.

ATTACHMENT 3 Website: <http://www.ksu.edu/facsen/policies/orc.htm>

Senator Spears requested volunteers of senators and non-senators for two subcommittees: (1) a review of the plus/minus grading system, and (2) the assessment of the general education program.

- B. Faculty Affairs Committee - Eric Maatta - no action items
- C. Faculty Senate Committee on University Planning - Walter Schumm
 - 1. Walter Schumm announced that spring line schedules are available in hard copy for purchase at the Union Bookstore and three copies have been provided to each academic department.
 - 2. President Wefald has appointed a University-wide steering group to develop a replacement to KKSU radio station. The group is Mel Chastain, Director of Educational Communications Center, Chuck Smith, Professor of Family Studies and Human Services, Charles Lee, Instructor and Extension Specialist in Wildlife Damage Control, and Jim Mintert, Professor of Agricultural Economics.
- D. Faculty Senate Committee on Technology - Beth Montelone
 - Beth Montelone announced that the following issues will be addressed by FSCOT this year:
 - 1. ksu.edu to k-state.edu domain name change, particularly the time frame involved
 - 2. Online transcript availability issues
 - 3. Online schedule issues, particularly robustness of system during times of high demand
 - 4. Portal
 - 5. Integrated Information Initiative and database compatibility
 - 6. Digital library beta-test roll-out for this fall
 - 7. Online survey system
 - 8. K-State Online and support for Mac users
 - 9. KEAS - progress and status

VIII. Old Business

- A. Motions to amend the Constitution and By-laws of the Faculty Senate - Jerry Frieman
 - 1. Motion to amend the By-law 3 of Faculty Senate Constitution

As required by the constitution, the motion to amend the By-Law 3 was made last month and was to be voted on this month. Minor wording to the By-law was recommended without changing the intent of the By-law. The amended By-Law passed. **ATTACHMENT 1**

- 2. Motion to recommend to the General Faculty the following amendments to the Constitution of Faculty Senate

Senator Frieman moved to take the amendments to the Constitution from the table. Motion seconded and passed. Frieman moved to amend the original motion to replace all of Article II Section A with the wording of Attachment 3 to the agenda. Motion seconded. The amendment passed. Senator Nafziger called the question and the motion

passed. Senator Frieman moved to recommend approval to the General Faculty of the amended Constitution changes. Motion seconded and was carried. **ATTACHMENT 2**

IX. New Business - none

X. For the Good of the University
Senator Schumm announced the death of Willard Nelson.

Senator Gehrt reminded Senators that October was Open Enrollment time for the state health insurance plan and flexible spending accounts. The non-tobacco user discount has been eliminated and replaced with the Health Risk Appraisal. In order to receive a \$120 annual discount on their health insurance, participants must agree to participate in this Health Risk Appraisal online during October at <http://da.state.ks.us/aksess>.

XI. Meeting adjourned at 5:30 p.m.

ATTACHMENT 1

Motion to amend By-law 3 of Faculty Senate Constitution

By-Law 3: A proxy is recognized only if a senator notifies the ~~secretary of the faculty senate~~ **Office of the Faculty Senate** of the name of ~~that the proxy~~ at least 24 hours in advance of the scheduled meeting of the senate **for meetings that begin before 2:00 p.m., notify by noon of the previous day. For meetings that begin after 2:00 p.m., the Office of the Faculty Senate must be notified no later than noon of the day of the meeting.**

ATTACHMENT 2

Motion to recommend to the General Faculty the following amendments to the Constitution of Faculty Senate

REPLACE Article II, Section A with the following language:

Article II. Membership of the Faculty Senate

Section A. Composition, Representation, Voting, and Membership

1. Composition of the Faculty Senate.

- a. There shall be four senators elected from each of the following representative units: (1) cooperative extension, (2) the library, and (3) each of the colleges. In addition to the four senators from each of the units described above, an additional senator shall be elected from each unit for each twenty-five full-time equivalent (FTE) unclassified members above seventy-five FTE or fraction thereof. Determination of the FTE for each unit is based on the total FTE of all unclassified personnel not on term appointments who are funded through the budget of the unit, excluding County Extension Agents and Farm Management Fieldmen. In addition, there shall be a General University unit representing all other unclassified personnel not on term appointments with the number of senators elected from that unit determined at a rate of 15% (rounded up to the nearest whole number) of the total number of senators in all other units (excluding the General University unit).
- b. The chair of the student senate, president of the Student Governing Association, and one other student from the student senate are to be members of the faculty senate with voting powers. To qualify for these positions, the students must have a minimum of 45 semester hours in residence and be currently enrolled for 12 or more semester hours.

2. Representation in the Faculty Senate.

All unclassified personnel at Kansas State University who do not have a term appointment, except County Extension Agents and Farm Management Fieldmen, are represented in the Faculty Senate based on the location of their appointment in the University. When appointment tenths of time are distributed unequally among two or more units, the person is represented in the unit providing the greatest tenths of time. When appointment tenths of time are distributed equally among different units, the person is free to choose any one of those units for membership. Regardless of the tenths of time allocated towards administrative functions, deans, associate deans, and assistant deans are members of the general university unit (although they are counted in the determination of the number of senators in their home unit).

3. Eligibility for voting in Faculty Senate elections

Those unclassified personnel identified in Section A.2 are eligible to vote in faculty senate elections in the unit in which they are represented.

4. Eligibility for membership in the Faculty Senate

Those unclassified personnel identified in Section A.2 with a total university appointment of five-tenths or more are eligible to be elected to the Faculty Senate with the following exception: No person who is working toward a degree from Kansas State University is eligible for election as a senator unless that person is working for a degree outside his/her own department, provided that degree is not a requirement for promotion or tenure in his/her own department. (Such persons are counted in the determination of FTE for unit representation and are eligible to vote in the appropriate election of senators.) A person who does not wish to be included on their unit's ballot that year must so notify the appropriate member of the executive committee in advance.

5. The proportional representation shall be reviewed and revised, if necessary, by the executive committee of the Faculty Senate every three years beginning in October 2002. October 1 shall be the date for counting the number of faculty and unclassified non-faculty in each unit for the purpose of reapportionment of the Faculty Senate.

ADD to Article II, Section D:

- c. Each caucus shall go back no further than the final ballot to find replacements for vacancies. When the names on the final ballot are exhausted, a special election will be called at the time of the vacancy to fill the **vacancy**.

MOVE the following sentence from Article III, Section C, 1.c. to become Article III, Section A, 5: “The immediate past president of the faculty senate is an ex officio at large member of FSCOUP, the executive committee, and the faculty senate with voting rights.”

CHANGE the name of the General Administration caucus to General University in Article III, Section C, 1, a; b; c; & d (2 citations in c and d).