

MINUTES
Kansas State University Faculty Senate Meeting
August 19, 2003 3:30 p.m. Big 12 Room, K-State Union

Present: Ackerman, Adams, Anderson, Arck, Baker, Behnke, Brigham, Brockway, Cauble, G. Clark, R. Clark, Clegg, Cochran, Cox, Dandu, De Bres, Dhuyvetter, Dodd, Elder, Erickson, Fairchild, Fick, Fritz, Gehrt, Gormely, Grauer, Greene, Grunewald, Gwinner, Hamilton, Hedrick, Hosni, Johnston, Jurich, Kirkham, Knapp, Maatta, Mack, Maes, Marr, McCulloh, McHaney, Meier, Morrow, Nafziger, Oberst, O'Hara, Olsen, Pacey, Prince, Quaife, Rahman, Ransom, Reese, Rietcheck, Rintoul, Rolley, Rys, Schmidt, Schumm, Simon, Spears, Spikes, Spooner, Stadlander, Stewart, Stockham, Thompson, Trussell, Warner, Watts, Wilkie, Willbrant, Zabel

Proxies: Michie, Roozeboom

Absent: Bloomquist, Chang, DeLuccie, Dryden, Dubois, Eckels, Grice, Haddock, Hancock, Jackson, Jones, C. Ross, T. Ross, Schlup, F. Smith, M. Smith, Staggenborg

Parliamentarian: Jerry Frieman

Visitor: Alma Deutsch

- I. President Bob Zabel called the meeting to order at 3:35 p.m.
- II. Senator Hosni moved to approve the minutes of the June 10, 2003 meeting. The motion was seconded and passed.
- III. Announcements
 - A. Faculty Senate Leadership Council

The Council had their first meeting of the semester on Monday, August 18 to plan the meeting with the President's staff to be held on Wednesday, August 20. The agenda items include a budget update for FY'04 and FY'05; developing different strategies for dealing with faculty salaries at Kansas State; setting program priorities for regional and national excellence for academic departments; formation of a task force on library funding; Senator Steve Morris visit on September 9, 2003; UN Flag Resolution; and classroom space.
 - B. Kansas Board of Regents meeting ATTACHMENT 1

Al Cochran reported that he attended the June Board meeting on behalf of President Zabel. He pointed out that the Fort Hays State University tuition waiver program request was tabled to the October meeting. Some concern was expressed that the policy may be more appropriate as a system-wide policy rather than an institution by institution policy, and President/ CEO Robinson expressed concern regarding implications of the FHSU proposal. He felt that legislators might view this as creating the perception of special benefits for a selected group of classified employees.

C. Report from Student Senate

John O'Hara, Student Body President, discussed the Student Senate Executive retreat and the following emerging themes:

1. Tuition review - requesting future needs and how it is currently being spent.
2. Readership Program - five newspapers available to the student body in various locations.
3. A new SafeRide Program in place
4. Wait list and enrollment practices. Beginning in the spring, the student information system has been revised so that students may not enroll in more than 21 hours without special permission. Also, students will not be able to enroll in more than one section of a course.
5. Transcript fee - recent increase from \$5 to \$8 per transcript and inconsistencies with other university transcript fees.

Lori Quaife, Student Senate Chair, announced that student academic affairs will be working on tuition enhancement proposals to the administration for the next academic year.

D. Library Funding Task Force

President Zabel announced that at the request of the Provost a joint task force will be appointed to plan for library funding. Juanita McGowan will be representing the Provost office.

E. Compensation Task Force

President Zabel announced that he sent a draft proposal to the Provost in June requesting a task force to address the following issues: 1) tuition waivers; 2) Faculty and Unclassified Professional awards; and 3) salaries and fringe benefits. K-State faculty salary average has decreased in comparison to other universities, with K-State at or near the bottom of the NASULGC, Big-12, and our peer institutions. The task force will address strategies and funding for these strategies. This will move us beyond the fact gathering that is done each year. President Wefald has set a major goal of K-State being a top 10 land grant institution. If we have any hopes of improving our rankings and quality of programs, faculty salaries need to be addressed.

F. Other

1. President Zabel announced that Jerry Frieman has agreed to serve as the Faculty Senate Parliamentarian for this year. Professor Frieman explained that as a non-voting member, his role is to advise the President on procedural issues during the meeting. He then further explained that the Faculty Senate Constitution gives authority to the Executive Committee to set the agenda and does not allow motions to come directly to the floor. The constitution does provide that the Executive Committee will place on the agenda any matter that is requested in writing and bears the signatures of at least five unclassified personnel.
2. Jackie Spears discussed current status of standard class meeting time and out of class exams. Exception requests for the spring semester are still being reviewed but the process is going fairly well. About 90-95% of exceptions to the policy will be on-going and will not have to be re-visited each semester. She did not have available a total number of exception requests that have been made.
3. Al Cochran provided a University Calendar Committee update and thanked the committee for their work last year. The final 2004-2005 calendar decisions were made by the Provost with input from the committee members, President Zabel, Past President

Cochran, and Registrar Monty Nielsen. Draft guidelines and procedures have been developed to facilitate the work of the committee, the sharing of recommendations it develops, and the approval process. The Kansas Board of Regents requires 15 weeks and no fewer than 75 days of instruction per semester. An examination of the Big 12, and other institutions' schedules, revealed that most institutions allow more than a one-day fall break or its equivalent. This prompted the Provost to uphold the two-day fall break for calendar year 2004-2005, with the expectation that it will be continued thereafter. Owing to last semester's decision by senate to extend the dead week from five to seven calendar days, the issue of the stop day became moot. Recommendations for the 2005-2006 calendar and beyond will be made by the Calendar Committee, which will be chaired hereafter by the Registrar (ex officio). Their recommendation will then be forwarded to the Faculty Senate Executive Committee, which will send it to Faculty Senate for its consideration and action. The Provost will retain the final approval authority for all academic calendar decisions. Senator Dodd asked if guidelines and procedures would be reviewed by Faculty Senate. Al responded no because they are really administrative procedures. Senator Rahman expressed concern that Faculty Senate needs to have more input into the schedule. Al responded that the Calendar Committee is answerable to Faculty Senate and that its membership has included members from both the Faculty Affairs and Academic Affairs committees. Having the Calendar Committee report directly to the Executive Committee, whose broad membership, including all the caucus chairs, will insure widespread and timely distribution of the information prior to the matter coming to Faculty Senate for its consideration and action.

- IV. Employee Self Service Demonstration - Jennifer Gehrt and Alma Deutsch
Jennifer Gehrt and Alma Deutsch, Human Resources, presented a short demonstration of the new Employee Self Service functionality in the Human Resource Information System. A schedule of demonstrations for the campus community is available at: <https://www.ksu.edu/hr/hris/hristschedule.htm>. Demonstrations will also be held on the Salina campus. The Employee Self Service sign on page is available from the K-State home page and the direct link is <http://www.as.ksu.edu/HRIS>.
- V. Report from Standing Committees
 - A. Academic Affairs Committee - Jackie Spears
Senator Spears reported that the first order of business at the committee's September 2 meeting will be to elect a new chair. The committee will be looking at changing the enrollment maximum policy from 18 to 21 hours per semester. Wait lists will be reviewed and they are developing a committee to look at these issues. They are also beginning discussions of the University General Education requirements.
 - B. Faculty Affairs Committee - Roger Adams - no report
 - C. Faculty Senate Committee on University Planning - Walter Schumm - no report
 - D. Faculty Senate Committee on Technology - Mike Haddock - no report
- VI. Old Business - none
- VII. New Business - none

VIII. For the Good of the University

- A. Senator Schumm mentioned that Mars will approach earth the closest on August 27 and may be seen well at 10:00 to 11:00 p.m.
- B. Senator Rahman recommended that the University calendar be made available on-line in the same format as a typical calendar in order to simplify searches in the calendar.

IX. Senator Pacey moved to adjourn and the motion was seconded and passed. The meeting was adjourned at 4:50 p.m.

ATTACHMENT 1

Kansas Board of Regents
Minutes
June 25-26, 2003

1. Citizens for Higher Education Project--Mr. Bill Hall, Hall Foundation, and Dr. Mary McKeown-Moak, MGT of America, provided an update on the efforts of the group Citizens for Higher Education to enhance public funding of higher education in Kansas. Dr. McKeown-Moak shared updated comparisons she has developed regarding the amount of monetary state support the state of Kansas provides, as well as faculty salary levels in Kansas, relative to that of both other states and Big 12 schools. Her findings reflected declining support, with Kansas ranking lower than the national average and low in the Big 12, and faculty salaries lagging behind. Hall reported working with Northstar Associates to assess how higher education impacts economic development and anticipates a preliminary report in July and a final report in the fall.
2. Performance agreements--The Performance Agreements Task Force completed its charge, making final recommendations for changes to the Performance Agreements guidelines and Memorandum of Agreement. The regents agreed to extend the time line to September 1. The first reading of the final proposal is anticipated in September with Board action in November.
3. Western Kansas Implementation Plan--Motion past.
4. 2005 Unified Budget Request--A request for \$106 million passed. This includes a request for funding of the third year of S.B. 345, a state university operating grant increase, restoration of funding for the Regents' Honors Academy, and enhancing the Regents' Distinguished Professors Program, among other items.
5. Council of Faculty Senate Presidents--A request was made to delay the implementation of the Faculty Awards Program for one year to allow for the development of selection procedures at Regents' universities; the Council is refining its proposal for Cooperation and Collaboration among Public Universities in Kansas.
6. FY 2004 Tuition Proposals--The BOR passed the proposed tuition increases, but with reluctance and concern. Surcharges for KSU students in Business and Engineering were approved to be increased from \$5 to \$10 per credit hour, along with implementation of a \$14 per credit hour fee for the College of Architecture. The BOR authorized continuation of the multi-year phase-in of linear tuition for the College of Veterinary Medicine.
7. FHSU tuition waiver program request --the BOR failed to pass this request, citing the need for more information.
8. CEO salaries--Raises were approved in the amount of 1.5%, along with authorization that private monies may be used to supplement CEO salaries up to a designated amount.

Note: more complete minutes are available at <http://www.kansasregents.org>.