

MINUTES
KSU Faculty Senate Meeting
Tuesday, March 14, 2006 3:30 pm
K-State Union, Big 12 Room

Present: Adams, Alloway, Behnke, Blythe, Bontrager, Brigham, Brockway, Burns, Cauble, G. Clark, R. Clark, Clegg, Cox, Devore, Dodd, Eiselein, Erickson, Fairchild, Foster, Frieman, Gormely, Greene, Guzek, Hamilton, Haub, Herald, Hoag, Hohenbary, Holcombe, Hosni, Kearns, Knapp, Lehew, Leitnaker, Lynch, Maatta, Moore, Nagaraja, Nichols, North, Pacey, Potts, Ransom, Rietcheck, Rintoul, Rolley, Roozeboom, Ross, Schultz, Shubert, Shultis, Simon, Smith, Spears, Spikes, Spooner, Stadlander, Stewart, Stockham, Trussell, Turnley, Turtle, Ward, Warner, Yahnke

Absent: Arck, Baker, Bergen, Bhadriraju, Collins, Dhuyvetter, Fritz, Hedrick, Lee, Lovely, Martin, McHaney, Michie, Oberst, Rahman, Rys, Schumm, Staggenborg, Thompson

Proxies: DeLuccie, Gehrt, Grauer, Higgins, Johnston, Maes, Prince, Sachs, Willbrant

Visitors: Al Cochran, Marty Courtois, Angie Pfizenmaier, Vice Provost Elizabeth Unger

1. President Tom Herald called the meeting to order at 3:34
2. The minutes of February 14, 2006 were approved as written
3. Al Cochran – Targeted Excellence update
Cochran informed the senate that March 15th is the deadline for outside reviews. There was 100% response from outside reviewers. About half of them are in and the rest are expected by tomorrow. This will allow March 17th through April 17th for the screening committee to meet and send their recommendations to the provost.
4. Reports from Standing Committees
 - A. Faculty Senate Committee on Technology – Michael North—
 1. Marty Courtois and Angie Pfizenmaier – Electronic Dissertation and Thesis project
By fall 2007 all master's students must submit electronically. Since fall 2006 all dissertations have been submitted electronically. Doctoral students were first to allow time to monitor and work out problems before master's students submit electronically. Documents should be written in a word processing program, which can then be converted to a PDF file using Adobe Acrobat software. Students will need to register in the site (k-state research exchange) and they must then be authorized by the Graduate School in order to submit. You can go to the ETDR collection site (<http://dspace.cns.ksu.edu:4001/dspace>) to search for existing Theses, Dissertations, and reports. During the pilot test program 50 students used the submission process. Ninety percent of them found it to be “easy” or “very easy” to do. This seems to be going very well. Once documents are submitted they are available to be accessed by the public on the web. You can browse by title, author, or key word. Documents will be available in Google and Google Scholar. In terms of archiving— university will need to keep documents accessible for a long time. Digital preservation is new and they will ensure availability by using an openly supported format (PDF), which will usable far into the future. Files will be stored on SAN (storage area network) and then copies will be made to disks simultaneously and backed up nightly. An actively managed, mirrored, and backed-up system will ensure long-term preservation. Doctoral students will submit to microfilm, which is backed up with microfilm preservation and PDF files.

The floor was opened up for questions. Senator Knapp questioned whether the university microfilm will keep a PDF file independently of the microfilms? Yes. Courtois responded that people can purchase either print or electronic copies. Also someone asked if you can sequester proprietary information? Yes you can. Courtois reported there will be a form on line and basically it will be sequestered just like it was before. Someone asked if paper copies will be maintained in the library when doctoral students submit electronic papers? Courtois said no, but noted that most universities have already done away with the paper copy. Someone else questioned if there will be a microfilm copy on our campus or just at the University of Michigan? The copy will be at UMC. Senator Devore asked about the copyright issue with electronic dissertations. The student still retains copyright. The university may distribute it, but if a student publishes a journal article and then wants to use a journal chapter in their dissertation they must then obtain a release from the journal. It would

be better if the student can retain copyright on the writing. Guidelines are at ETDR web site: <http://www.k-state.edu/grad/etdr/>. It was asked if things are different with electronic storage than they are with a paper copy. Courtois responded that it is really the same. Co-authored papers especially in the sciences have resulted in a clause being added: if the student's committee determines that the student is the primary author then the student will retain copyright. Senator Rintoul also responded that it is partly because documents are now available online and are accessible by more people. It was noted that the increased access can really help disseminate the student's work.

2. Vice Provost Beth Unger – Annual Email Security Report

The Electronic Mail Policy, Policy and Procedure manual chapter 3455 indicates that each year the Vice Provost for Academic Services & Technology reports to the faculty senate on the number of times that authorization was given under that policy for access to information on campus. There are three reasons that permission may be given as defined by c, d, and e clauses. C. Retrieving university business related information. D. Investigating reports of alleged violation of university policy or local, state, or federal law. E. Complying with legal requests (e.g. court orders) for information.

In the past calendar year, the following permissions were given:

Clause C - Three cases due to death and extended illness of an employee.

Clause D - Twelve cases were given approval, five for investigating of cheating, two were to trace stolen computers on campus, two for investigating spoofing of email identity, two involved investigations into child pornography and involved formal police requests, and one for a person repeatedly changing another's password causing the denial of service.

Clause E – Four cases in which subpoenas or court orders were responded to.

These requests have increased.

North commented that FSCOT is discussing Electronic thesis issues. Also, CNS is actively looking at email issues, the number of emails have tripled in the last 5 weeks. He highlighted the issue of network sensitivity. The university is continuing to look at how to improve our network structure.

Vice Provost Unger also commented about the serious email problem the university is currently having. Three staff members will be dedicated to working on this issue over spring break. One of the major email problems is receiving a massive amount spam mail. Currently, this type of mail is allowed to be viewed by the user in their junk folder so they can look for legitimate emails. However, in the very near future, spam email will be stopped and bounced back to the sender before it gets to the user. Unger encouraged all to keep their email boxes cleaned up so the system is not overloaded. Consultants will be visiting next week to look at the issues and they are considering out sourcing. Someone asked if spam email will be blocked? Unger responded that it will bounce back to the sender so that they can re-send so that the system will accept it. Also, if individuals on campus get email bounced back to them that they didn't send out, please let IT know right away

B. Academic Affairs Committee – Alice Trussell

1. Course and Curriculum Changes

a. Undergraduate Education

Trussell announced that an approved fast track form for prerequisites has been sent out to all the appropriate persons in each college. This will help as a one-time solution for all of the prerequisite changes taking place this semester.

1. Senator Alice Trussell moved to approve undergraduate course and curriculum changes approved by the College of Arts and Sciences February 9, 2006:

COURSE CHANGES:

Department of Art

Drop:

ART 572 20th Century Formal Aspects of Painting

Department of Chemistry

Changes:
CHM 371 Chemical Analysis
CHM 566 Instrumental Methods of Analysis
CHM 596 Physical Methods Laboratory
CHM 599 Senior Thesis Research

Department of Geography

Add:
GEOG 331 Introduction to Japan
GEOG 332 Introduction to China

Department of Military Science

Changes:
MSCI 100 Introduction to Military Science and ROTC
MSCI 101 Introduction to Military Leadership
MSCI 200 Self/Team Development

Department of Modern Languages

Add:
MLANG 002 National Student Exchange

Department of Music

Add:
MUSIC 318 Instructional Media and Technology for Music Teachers

Department of Physics

Changes:
PHYS 101 The Physical World I
PHYS 102 The Physical World II

Drop:
PHYS 104 The Physical World II Laboratory
PHYS 107 Physical Science Colloquium

Department of Sociology, Anthropology, and Social Work

Changes:
SOCIO 362 Police and Society
SOCIO 432 Community Organization and Leadership

Drop:
SOCIO 542 The Social Organization of the Future

CURRICULUM CHANGES

Department of Art

Page 98, undergraduate catalog

Changes to admission requirements for the Art Education concentration. (See page 14 of white sheets for further details.)

Department of Geography

Page 111, undergraduate catalog

Geography (B.A. or B.S.)

Delete GEOG 440 and add GEOG 340 & 460 to the human-environment interaction courses. (See page 17 for further details.)

Motion carried.

2. Senator Alice Trussell moved to approve undergraduate course and curriculum changes approved by the College of Engineering November 18, 2005:

Biological Engineering

New: Create a Secondary Major in Biological Engineering. (Please review pages 34-37 of white sheets for information on this proposal)

Motion carried.

- b. Graduate Education – Senator Alice Trussell moved to approve graduate course and curriculum changes approved by the Graduate Council on February 7, 2006:

CHANGE:

ARE 640 Building Mechanical Systems
CNS 634 Building Systems Commissioning
CNS 641 Construction Estimating
CNS 640 (660) Construction Operations
EECE 662 Design of Communication Circuits
FINAN 665 (575) Intermediate Finance
FSHS 716 Topics in Contemporary Youth Issues

School Counseling Endorsement License (College of Education)
IMSE Change in Hours counted in Ph.D. (College of Engineering)

DROP:

EECE 664 Design of Microwave Circuits
IMSE 612 Hazardous Materials Management
IMSE 671 Topics in Automated Factory Concepts
IMSE 672 Robotic Applications
IMSE 843 Reliability Theory II
IMSE 867 Modeling Manufacturing Systems
IMSE 883 Discrete Optimization
IMSE 983 Dynamic Programming

ADD:

CDPLN 610 Introduction to Native Community Development
CDPLN 611 Building Native Communities and Economic Capacity
CDPLN 612 Indian Country Agriculture and Natural Resources
CDPLN 613 Youth Development in Native Communities
CDPLN 614 Wellness in Native Communities: Challenges and Opportunities
CDPLN 620 Ecological Economics
CDPLN 621 Sustainable Communities
CDPLN 650 Community Economic Development for 21st Century
CDPLN 699 Special Studies in Community Development
CDPLN 705 Organizing for Community Change
CDPLN 710 Community Analysis
CDPLN 715 Principles and Strategies of Community Change
CDPLN 720 Community and Regional Economic Analysis
CDPLN 725 Community and Natural Resource Management
CDPLN 880 Topics in Community Development
CDPLN 899 Research in Community Development
CE 703 Responsibility in Engineering
CE 760 Environmental Engineering Seminar
CS 824 Life-Long Learning Skills for Professional Students
EECE 764 Design of Microwave Circuits
GENBA 898 Topics in Business

HN 851 Sensory Analysis Applications of Statistics
IMSE 868 Manufacturing Processes for Semiconductor Materials and Devices
IMSE 889 Applied Methods in Industrial Engineering

Master of Science in Apparel and Textiles, Merchandising (College of Human Ecology)
Graduate Certificate in Applied Statistics (College of Arts & Sciences)
Master of Science in Community Development (College of Architecture)

Motion carried.

2. Senator Alice Trussell moved to approve the December 2005 Graduation List. Motion carried

3. Senator Alice Trussell moved to approve additions to the following graduation lists:

May 2002

Louise Edith Nible – BA – Arts & Sciences

December 2004

Quentin Buchanan – BS – Arts & Sciences

May 2005

Matthew E. Peuser, Bachelor of Science, College of Arts & Sciences

August 2005

Raul E. Terronez Jr., Bachelor of Architecture, College of Architecture, Planning and Design

December 2005

Jason Geoffrey Owen, Bachelor of Science, College of Arts & Sciences

Sarah Elise Bain, Bachelor of Science, College of Arts & Sciences

Abbie N. Adams, Bachelor of Art, College of Arts & Sciences

Reilly Marie Dodd, Bachelor of Science, College of Education

No discussion—motion carried

C. Faculty Affairs Committee – Frank Spikes

Spikes thanked all for helping with election process. The first round should be done and the second set of ballots should be sent out by March 15th. The Faculty Affairs committee is in the process of discussing the university grievance process. They have had past Provost James Coffman as a visitor to discuss this issue and they hope to have faculty advocates visit with their committee soon and to discuss how to identify faculty advocates. The committee hopes to complete their discussions by the end of this academic year and then bring further discussion to Faculty Senate Leadership over the summer.

D. Faculty Senate Committee on University Planning - Walter Schumm—no report

5. Announcements

A. Faculty Senate Leadership Council

Faculty Senate Leadership Council met with department heads from the College of Arts & Sciences regarding the Interscience Social Program with China. It was supposed to start in fall 2006, but it has been postponed until 2010. This will allow sufficient time for faculty to be put programs together.

Guest housing has become a real concern to the university campus. There will not be any type of campus housing until at least 2008. Jardine is under re-construction and is currently not available for visiting scholars.

Suggestions for how to house visiting scholars over next 2 years is welcome.

Academic bill of rights—issues that could affect faculty may include, but are not limited to: evolution. What we teach in classroom could become legislated through this bill. President Herald will attend the Board of Regents meeting this week in Topeka and listen to what Horowitz has to say. He reported that Sue Peterson, Director of Government relations, advised him that the bill could possibly die on its own if there was not much interest

expressed in terms of discussion. For website links to more information on this topic, please read through the Executive Committee minutes.

The Tabor Bill did not pass in Colorado and it appears that it won't go further in Kansas.

Our classified colleagues are going through hard times with out raises. There have been no step increases for at least 6 years. The legislature is looking to put these steps back in, at least for a time.

All unclassified personnel will receive a 2.5 % increase and then another 1% from senate bill 345 will be given to faculty only.

B. Kansas Board of Regents Meeting

The Board of Regents is looking at a tenure policy where anyone who is on a tenure clock and needs to take leave for adoption or childcare can get a 1-year extension on his or her tenure clock. Also, the guidelines for spoken English are being reviewed.

C. Report from Student Senate

Student Senate has been working on the tuition report for 5-year strategy. An announcement is anticipated tonight and they will present to faculty senate in April.

The Bond Surplus committee has made their recommendations and these will go up for action this Thursday at student senate. They were: \$23,000 for McCain Auditorium, \$1,000,000 to the K-State Student Union, \$142,000 for the Safe Ride program, \$200,000 for a challenge course to be built near the recreation center, \$72,000 for Hale Library improvements, and \$50,000 for the International Student program. For further information, please visit the Student Senate website. The Privilege fee committee has passed legislature on fine arts. Also, student senate passed a resolution restructuring several committees. This combined the Student Academic Affairs and Student Affairs and Social Affairs to one University Affairs committee.

Tuition enhancement allocations will be finalized this Thursday so they can be passed in April.

D. Other – Faculty Senate Elections. Primary ballots should have been sent out by now and results are due back to caucus chairs no later than March 8th. Final ballots should be sent out no later than March 15th and results are due back no later than April 5th. Final results of the election are due in the Faculty Senate office by April 10th. Primary and Final ballots, once organized, should be sent to the Faculty Senate Office to be kept on file for three years.

6. Old Business—none

7. New Business – none

8. For the Good of the University

President Herald encouraged faculty senate members to run for President Elect of the faculty senate and offered to talk to interested candidates.

9. The meeting was adjourned at 4:30 p.m.