

**MINUTES**  
**KSU Faculty Senate Meeting**  
**Tuesday, September 14, 2010 3:30 pm**  
**K-State Union, Big 12 Room**

Present: Anderson, Bennett, Blair, Blakeslee, Bloodgood, Bormann, Boyer, Cates, Cauble, Clark, Condia, Cox, Davis, DeRouchey, Devore, Dille, Dodd, Donnelly, Easton, Fallin, Featherstone, Flaming Jackson, Frieman, Fritch, Ganta, Garcia, Gehrt, Glymour, Gould, Hedrick, Hoag, Honey, Hornsby, Hsu, Hughey, Keen, Kellett, Kerby, King, Kirkham, Knackendoffel, Knopp, LeHew, Michie, Molidor, Moser, Mosier, Oliver, Pahwa, Patell, Ransom, Reeck, Reese, Reynolds, Roberts, Rogers, Sachs, Schmidt, Smith, Soldan, Spears, Stadlander, Stewart, Sump, Unruh, Urton, Van Horn, Vontz, Watts, Young (until 4:00 p.m.), Zajac

Absent: Diaz de Sabates, Finkeldei, Fox, Goins, Hossain, Lynn-Sherow, Martinez-Ortiz, Potts, Reed, Schermerhorn, Staggenborg, Weaver, Willbrant

Proxies: Arthaud-Day, Baillargeon, Fullmer, Graham, Grinter, Haub, Johannes, Maatta, Martini, Raine, Rintoul, Young (after 4:00 p.m.)

Visitors: Senior Vice Provost, Ruth Dyer; director of Athletic Student Services, Jill Shields

Parliamentarian: W. Frank Spikes

1. President Cauble called the meeting to order at 3:34 p.m.
2. LeHew moved to accept the June 8, 2010 minutes as submitted. Moser seconded. The motion carried.
3. Senior Vice Provost, Ruth Dyer – NCAA Certification update  
Senior Vice Provost Dyer provided a brief summary of the Power Point presentation sent out to Senate members. NCAA is a membership organization of colleges and universities that participate in intercollegiate athletics whose primary purpose is to advance intercollegiate athletics as an integral part of the educational program and the athlete as an integral part of the student body. We are now in the third cycle of certification. During the last round, K-State received the highest level of certification; the goal is to achieve the same level this year. The process will take about nine months with the final report going to the NCAA by April 2011. A site visit will be conducted during Fall 2011 and the Certification decision from NCAA will be issued in April 2012. Several open campus meetings will be held to share information about the NCAA certification process. Information about the self-study and the dates of informational meetings may be found at <http://www.k-state.edu/ncaacert/>.
4. Faculty Senate meeting efficiencies – Frank Spikes/Betsy Cauble  
President Cauble announced that Dr. Frank Spikes has agreed to be Faculty Senate parliamentarian. Spikes presented a brief overview of parliamentary procedures. He, Ransom and Frieman compiled a draft of helpful hints for parliamentary procedure, caucus meetings and consent agendas. This document will be posted on the website. The Consent Agenda allows us to deal with issues in a collective way. Spikes recommended that Senators read the consent agenda when it is sent out in order to identify any issue that requires the item(s) to be moved from the consent agenda to the regular agenda. If you will not be attending a Senate meeting, please let Candace know who your proxy will be. He encouraged Senators to read the Constitution and By-Laws. You may provide

feedback regarding the helpful hints for parliamentary procedure by emailing Dr. Spikes at [Wfs3@ksu.edu](mailto:Wfs3@ksu.edu) .

5. Dispute Resolution reports

A. Affirmative Action report – Clyde Howard – **Attachment 1**

Howard provided brief comments regarding the Affirmative Action report. Two issues are currently a concern 1) an increased number of AA complaints, which is now at 14, regarding the selection process and 2) ADA issues concern our ability to provide reasonable accommodations for work or attending classes. In 2008, the Act was revised and new regulations were to be released in 2009. Those have not been issued yet. A number of issues will need to be dealt with when those are received. Dodd asked if the financial climate was a reason for any of the complaints. Howard affirmed that the financial climate is a factor.

B. Grievance Chair report – Todd Goodson – **Attachment 2**

Dr. Goodson was not present to give a report. Please review his report and email any questions to President Cauble or the Faculty Affairs chair.

C. Mediation Services report – Becky O'Donnell – **Attachment 3**

One face-to-face mediation was conducted this year. O'Donnell credits this to the dispute resolution team and the options available to our faculty. When complaints are received, they tend to be messy, all other options have been tried and are time consuming. One complaint is currently active and moving toward mediation.

D. Ombudsperson report – Michael Dikeman – **Attachment 4**

Dikeman reported that this is his third year serving as an ombudsperson. Rebecca Gould and Todd Simon are the other two ombudspersons. Dikeman stated that he has received comments of gratitude for having someone available that will listen. Of the 40 cases they worked on, 2/3 were from women, three from minorities and 26 were from faculty. The predominant issue involved workplace environment. One case went to grievance. Of the 40 cases, 25% are pending. The remaining 75% have been resolved. The ombudspersons offered seven recommendations for improvements to the processes such as more training and education for administrators regarding conducting evaluations, accommodations for health issues and a more concrete definition for term contracts. Reeck asked if the availability of ombudspersons is widely known across campus. Dikeman responded that there probably is not wide knowledge of the service. Hsu asked about recommended best practices for reviewers. Dikeman recommended that reviewers sit down with the employee and discuss issues one-on-one. The ombudspersons are willing to meet with the employee and reviewer. Cauble asked if the ombudspersons have met with department heads and administrators.

6. Honor & Integrity System report – David Allen – **Attachment 5**

Violation reports increased to 134 this year, the largest in 10 years. Allen does not attribute this to an actual increase in violations but rather a result of educating faculty on the H & I System. Three cases remain from last year; two will be completed soon. One case is more complicated. Violation reports are coming more often from assistant professors and professors. Juniors, seniors and graduate students represent about 56% of the reported violators. There were 181 students involved in the 134 cases; some cases involved multiple students. Plagiarism continues to be the major offense with the number of unauthorized collaboration instances rising. Last year 29 XFs were given and one student was suspended for a time. The preference is to have the faculty member name the sanction. An honor and integrity policy for online courses is being developed which will be forwarded to Faculty Senate. Clark asked if a reason for plagiarism is a misunderstanding of what it is and the appropriate

protocol for citing. Hsu remarked that graduate students have been a part of the H & I system for about six years. Hedrick asked about software available to detect plagiarism. Commercial software is cost prohibitive so freeware is being used.

7. Report from Standing Committees and Student Senate

A. Academic Affairs Committee – Daniel Moser

Academic Affairs has met once since the beginning of the semester. They are working on the K-State 8 General Education assessment draft proposal. Another issue that has come to the committee's attention is a military program that was dropped as the result of an action of the Senate; students were enrolled in the program. The committee is also working on the Honorary Degree proposal.

B. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp

No action items were brought forward. The Dependent Tuition Policy passed and was implemented in June 2010. If there are any concerns, please send them to Candace who will forward them to the committee. Other issues the committee will be working on include open access to faculty publications, the E-portfolio task force and compiling feedback regarding Appendix G modifications. Faculty Senate Leadership Council and Faculty Affairs will be working jointly with the Provost on the policy development process. Hsu asked about the 90-day expedited policy which had been placed on the University Handbook website. The statement has been removed.

C. Faculty Senate Committee on Technology – Julia Keen for Dave Rintoul

Julia Keen offered the report for Rintoul. The Committee has been meeting on a regular basis; however, no action items were brought forward. They are looking at the Distance Education policy from the BoR and have questions regarding its direction. I-Tunes was discussed with the new CIO and may be brought to Faculty Senate for further discussion. iSIS upgrades will occur over the Fall Break so the system will be temporarily unavailable from Friday, November 19, 2010 through Wednesday, November 23, 2010. Cauble reported that the upgrade will allow you to see when a grade has been submitted. Cox reported that the BoR may be making major revisions to the Distance Ed policy so the committee may want to keep that in mind as they look at it.

D. Faculty Senate Committee on University Planning – Tom Vontz

FSCOUP has met one time since the beginning of the semester. They discussed the budget. State revenues are up \$35M and University revenues are up slightly. This is the last year for stimulus dollars. Jeff Morris, Division of Communication and Marketing, attended the meeting to discuss, in a broad way, the messages we want relay as a university. He is looking to FSCOUP and Faculty Senate to help identify these messages. Morris will meet with FSCOUP every month.

E. Student Senate – Kyle Reynolds

Statute changes regarding the privilege fee are being considered as well as setting aside bond surplus monies to maintain buildings in support of sustainability of facility expansions. The Rec Center bond was scheduled to increase to \$20 in 2012; however the increase will only be \$9.00. The first chat with President Schulz will occur on September 14, 2010. Student Senate is working with Ruth Dyer on the NCAA self study. An Enhanced Classroom Experience committee of 23 people has been established with faculty and students from every college. The committee will focus on best student learning practices, technology, teaching and the faculty evaluation method. Dodd asked for the names of the Arts and Science representatives.

8. Announcements

A. President/Faculty Senate Leadership Council

- Professor of the Week update – Six names were sent forward for home games  
Mike Tobach, AGRIC  
Katie Kingery-Page, ARCH  
Greg Eiselein, ARTSC  
Wayne Goins, ARTSC  
Brandon Harris, EDUC  
Shawna Jorday, HUMEC
- 2025 Focus groups update – Met in July  
Focus groups are continuing to meet during this month and more senators will be involved. A Faculty Chat has been scheduled. President Schulz will attend the October Faculty Senate meeting.
- Unclassified Ombudsperson appointment – Rebecca Gould was appointed for a three year term.
- Four new senators as replacements: Don Hedrick for Arts & Sciences, Jennifer Molitor for Technology & Aviation, Melia Erin Fritch for University Libraries, and Donna Fullmer for Architecture, Planning and Design.

9. For the Good of the University

- Dodd informed Senate that Dr. James Hamilton has a severe staff infection in his spine. She invited everyone to join an effort to be helpful to the Hamilton household. You may email her at [edodd@ksu.edu](mailto:edodd@ksu.edu). Dr. Hamilton is doing better.
- Jana Fallin reported that Sir Ken Robinson will be speaking on September 30, 2010 at 3:30 p.m. in McCain Auditorium. Tickets are free and can be obtained at the McCain box office or at the Student Union.
- Spears commented on the plan to conduct external searches for department head positions. This impacts staffing. Cauble clarified that national searches will not exclude internal candidates from applying.
- Manhattan campus State of the University Address/Open Forum – Friday, September 24, 3:30 p.m., Alumni Center main floor. Cauble will present opening remarks followed by the President's remarks. The forum will be video streamed.
- Salina campus State of the University Address/Open Forum – Monday, October 11, 2010, 9:00-10:00 a.m., College Center.

10. Adjournment - The meeting was adjourned at 5:05 p.m.

The Faculty Senate photo was canceled due to the photographer's son being ill and the Dean of Agriculture search open forum. The photo will be rescheduled.

Next meeting: Tuesday, October 12, 2010; 3:30 pm, Union Big 12 room

Submitted by: Loleta Sump, Faculty Senate Secretary