

MINUTES
KSU Faculty Senate Meeting
Tuesday, November 8, 2011, 3:30 pm
K-State Union, Big 12 Room

Present: D. Anderson, J. Anderson, Auten, Bannister, Bennett, Blakeslee, Bloodgood, Bonella, J. Bormann, Boyer, Burenheide, Cates, Cauble, Clark, Cochran, Condia, Cox, Davis, Dille, Donnelly, Ehie, Finkeldei, Frieman, Fullagar, Fullmer, Ganta, Gehrt, Graham, Grinter, Hamilton, Hedrick, Holcombe, Honey, Hornsby, Hsu, Hughey, Johannes, Keen, Kellett, King, Kingery-Page, Kirkham, Knackendoffel, Knopp, Lynn-Sherow, Maatta, Molidor, Moser, Pahwa, Pankl, Perez, Raine, Ransom, Rauth, Reed, Reese, Rintoul, Rogers, Sachs, Schermerhorn, Schmidt, Sellers, Smith, Soldan, Spears, Stadlander, Van Horn, Vontz, Watts, Willbrant, Young, and Zajac.

Absent: DePaoli, Easton, Featherstone, Gonzalez, Kerby, Patell, Spriggs, and Sump

Proxies: Arthaud-Day, K. Bormann, DeRouche, Diaz de Sabates, Fallin, Fees, Fox, Fritch, Goins, Hosni, Hossain, Hubler, Mosier, Roberts, and Stewart

Visitors: April Mason, Ruth Dyer, Fred Cholick

Parliamentarian: Frank Spikes

1. President Tom Vontz called the meeting to order at 3:31 pm

2. April Mason – Update from our Provost (3:35-3:58)

President Vontz welcomed Provost Mason to the senate meeting. In conversation with Provost Mason and Faculty Senate Leadership, it was determined that it would be a welcome idea to have her or her designee as a standing part of Faculty Senate meetings to keep lines of communication open. Mason thanked senators for having her. She will try to keep her comments to around 10 minutes and will usually leave afterward. Two major topics she would like to talk about today: communication and the K-State 8 program and implications to the Higher Learning Commission visit in April. Mason reviewed with senators the list of meetings that FSLC (Faculty Senate Leadership Council) has with administration on a monthly basis. In addition to those meetings, there are now provost liaisons to each of the standing committees. Sometimes though, despite these efforts, communication goes awry. She noted Appendix J as an example of where communication was not as clear as intended. She spoke in contrast about the joint task force that has worked together regarding professional conduct. Many individuals were involved and after their work was done, the proposal was passed by FAC and moved forward but was tabled by the FS Executive Committee because additional concerns arose. So it has been sent back for more discussion. Mason discussed policy development flow with senators; she wanted to assure senators that she will always strive to have open communication with them. She reported that policy changes will be sent directly to her for changes through senate and conversely if there are changes from administration they will be sent directly to the president of FS. Mason moved on to her second topic. She reported that the K-State 8 tagging and criteria task force was just charged. Even though the K-State 8 program just began recently there were questions and concerns raised and it was determined a task force was needed to review, assess, and make recommendations for the future success of the program. When the HLC (Higher Learning Commission) visits in April it will be noted that the program is in place, but review of it is in progress. Again, she assured senators how much she values shared governance and will work to maintain it. She gave the example of the 2025 focus groups to note how inclusion of faculty was vital and all were able to work efficiently and effectively to get a task accomplished.

President Vontz thanked the Provost for her candid comments with senators. He briefly mentioned the dispute resolution luncheon recently and the brainstorming session. During that session there was a comment that policy making is not working right now. Vontz wanted to briefly address this. Though there have been miscommunications, he also gave the example of the professional conduct policy joint task force

as an example of how it *has* worked and faculty senate in coordination with administration will continue in these efforts to follow the process we currently have. Vontz invited comments and questions from senators. Knopp asked about the dean searches. Mason responded that there are three searches going on right now and all are in different stages. The search for the Dean of Agriculture/Extension was charged in September. They are using Baker and associate search firm. They are right on target with airport interviews and campus visits to be scheduled after the first of the year. That search committee is chaired by Michael Holen. The second search for the Dean of Education has to start from scratch since the current dean has been there for over 20 years. That search committee is chaired by Sue Maes and no search firm is being used. The third search is for the Dean of Salina. The chair of that search committee has not been formally announced just yet. A firm will be used in this search. Vontz thanked her for that update. Other questions: Ransom addressed the policy development flow chart in the University Handbook and asked if the Provost is committed to following that chart. He also asked if she has issues with it and if so what are those? Mason responded that there are some issues with it, but she would like to use a jointly charged task force to review those. However, the current process is in place and was put back in the University Handbook on line after its removal at one point. It is the process currently being used. Johannes asked if Appendix J would also be put back. Vontz interjected that leadership hadn't had the opportunity to visit with the Provost about this suggestion. Mason also responded there is a meeting scheduled with the interim director of Affirmative Action and FSLC to respond to concerns that were sent to Provost Mason in a formal memo from FSLC. She responded about the removal of appendix J from the handbook and stated they want to be consistent in the message that is sent and not have different policies in different locations, thereby causing confusion. She very much would like the meeting with the interim director to discuss *specific* concerns brought to her regarding Appendix J.

Mason was asked about the progress and developments regarding the Olathe campus. She responded that there is a proposal process in place for educational programs to be initiated on the campus. Two proposals are in process and have the objective of having classes up and running there in Fall 2012. These are classes which are already available here, and therefore would not need to go through the academic approval process of the senate, but after other approvals are given could be offered at the Olathe campus as well. They would have instructors on site. As a reminder, the Olathe campus is for graduate programs; no undergraduate programs will be housed there. She reported there were summer teacher workshops held there.

President Vontz, on behalf of senators, thanked Provost Mason for her visit and look forward to having her as a standing part of the agenda.

3. Report from Foundation – Fred Cholick (3:58-4:15)

Fred Cholick, President and CEO of Foundation, began his presentation by adding to the previous conversation and reported they have hired a development officer at the Olathe campus. Cholick wanted to begin by talking about the mission of the foundation. First it is to unite charitable giving with the needs of KSU. Second, they act as a steward of those gifts and follow through with their use. Third, they work to develop a culture of philanthropy and giving. Structurally they are a 501c3 organization, founded by 1944 statutes. The state cannot touch the assets of the foundation. They answer to a board of 15 volunteers who are very engaged. They meet quarterly and it is an interesting process. They are structured around six committees. Cholick provided a few numbers for senators. They retain 107 million in total assets, which was a record and was publicized. He noted that the dollars are important, but the real story is what the dollars DO. He gave the example of scholarships, which are an excellent example of providing accessibility. There were 98 new scholarships put on the books, which represents 16.6 million dollars of new scholarship money; 12.3 million was endowed. Again, numbers are important, but what the numbers DO is critical. This goes in line with the 2025 vision. Outright gifts, deferred or pledged, become critical to the life of the foundation. KSU has the smallest endowment in the Big 12. He briefly spoke about the endowment standing now. He reported on the All University Campaign: as of this morning, 36% of us have contributed. Last year was a record high with 37%. He also spoke of their use of the K-State Today to keep persons informed about the KSU Foundation. There is also now access on a website for foundation policies. For the future: 1) K-State 2025 is a road map and becomes the template for them to raise money for the university. 2) Campaigning will continue to be an integral part of raising funds for the needs of the university. President Vontz thanked Cholick for his visit to senate and opened the floor for questions.

Cauble asked about the changes to policies, in particular for how things are paid for and how we use our foundation funds. What can those funds pay for? Cholick responded that they are being more proactive about following outlined rules by the IRS. Training will be advertised for this month and this will aid in understanding those policies. Pahwa asked about the plans for the home buildings for foundation. Cholick replied that these will not be on Denison. Hornsby asked about the percent overhead of revenue. This depends on the program – annual giving program, etc. On average, with all programs, it is about 10.6%. Cholick commented that can be a really difficult question to answer because it can fluctuate. Vontz again thanked Cholick for his visit and update.

4. A motion was made and seconded to approve the October 11, 2011 minutes. Motion carried with one edit. A minor word change was made by Jerry Frieman to the second page. In the sentence “Senator Frieman informed senators that in 1980-81, at then Gov. John Carlin’s directive, a work group was established to develop a policy on sexual discrimination.” The word discrimination was replaced with harassment.
5. Approval of Consent Agenda – Jim Bloodgood (Supplemental information in **Attachments 1 and 1a**)
 - A. Consent Agenda – Pages 6-7
No items were moved to the discussion agenda. Senator Bloodgood moved to approve the consent agenda. Motion carried.
6. Report from Standing Committees and Student Senate
 - A. Faculty Senate Committee on University Planning – Bob Condia (4:17 pm)
 - Update on Campus Master Plan Update Taskforce – Ruth Dyer, Senior Vice Provost for Academic Affairs
Dyer, using a PowerPoint presentation, gave an update to senators on the Campus Master Plan Update Taskforce. Senators were sent a copy of the presentation in pdf format prior to the meeting. She first gave a little background about how this taskforce came about (slide 1). A joint taskforce was charged (slide 2). They are to concentrate just on the Manhattan campus and where potential buildings should go (slide 3). Who is on the taskforce (slide 4)? Seventeen members are on the task force; Dyer is chairing it. She went into the background of why certain individuals are on the task force. Also discussed was the timeline of the process (slide 5). There is a website out there and information will be posted to it as there is a need. Are there any questions? Knopp inquired about certain representatives. Cox questioned how the current campus master plan will be impacted. Will it be changed in coordination with this task force and the consultant? The consultant will look at what we already have and will bring experience in working with other campuses. That person will give their suggestions and input that we might consider, but it will be up to the task force as to what suggestions will be put in practice. Cox mentioned the sustainability report – will that be provided to this consultant? They can certainly provide that as well. Lynn-Sherow wondered about historic preservation and noticed there didn’t seem to be any individual on the committee that could be an advocate for that. There are a lot of opportunities for funding, etc. Dyer offered to contact her as well others she would suggest for input.
 - Update regarding Sesquicentennial – Bonnie Lynn-Sherow
Lynn-Sherow represents us on the steering committee for the 150th anniversary of Kansas State University. It has been meeting for over a year and has several members and sub groups; she is the chair of documentation and archives. It is a very active group led by Jackie Hartman. She noted that it takes a long time to put these kinds of celebrations together so she is asking for our help. She needs to fill a huge hole in the story and that is faculty. She charged senators with going back to their units and using this opportunity to find individuals that have contributed and made an impact and to then let her know about them. Kickoff will be February 14, 2012 with the ending timeframe during homecoming weekend of 2013. Pahwa asked if this applies to faculty both past and present. She responded that she wants information on those who have really made a difference to the faculty, past and present. Lynn-Sherow thanked her fellow senators in advance for their help with this.

Condia reported that FSCOUP met on November 3 with Sue Peterson and discussed the details of her role her at KSU. President Vontz was in attendance at their meeting as well and reported that the Council of Faculty Senate Presidents is working to put together a fact sheet for state legislators. It was a lively meeting with much shared information. Their next meeting will be December 1. They will be inviting local legislators and faculty senate leadership to discuss how we can better articulate our story to legislators. He briefly reported on Pizza and Politics, which was also held on November 3 in the Alumni Center and thanked the students for putting this together.

B. Student Senate – Natalie Rauth

Rauth commented on the Pizza and politics event last week and noted that a lot of the coordination was done by Sue Peterson's office and her interns. Rauth reported on both city and university topics. In city news, she has met twice with Mayor Sherow and they discussed how can students play a role with city work. She mentioned the possibility of a political action committee for students, which was well received by the mayor. Regarding transportation issues, she received good news that alternative funding was acquired to pursue this. Fixed routes will start in February! Student Senate will be distributing a survey to students specifically regarding public transportation. They plan to put this out by the end of November. The Student Government Relations committee will be recommending their decisions to the City/University funds committee; track and turf, lighting, a turn lane on Dension Ave / 17th, and they also discussed a different cross walk between Kramer and the engineering complex, which in its current state can at times be dangerous. Student Senate executive officers discussed this year so far and their successes and failures. She reported on their InTouch initiative and the great feedback received. From that feedback, they've discussed a possible Student Affairs committee that will be organized as well as rearranging some of the other committees. She reported on the turnover rate in the student senate and how they are working to change that this year and what successes have taken place. She also reported on privilege fee allocations and tuition strategies. Rauth informed senators about the Aggieville beautification project that will take place as well. Clark thanked Rauth for her work on student senate this year and commended her for her efforts to improve it.

C. Academic Affairs Committee – Andrew Bennett

- Suggested Syllabus Language – **Attachment 2**

Senator Bennett presented the suggested syllabus language for a vote. If approved, these suggestions, helping to define authorized aid, will be sent forward to the provost for inclusion with the information that faculty receive about required and optional language to include in their course syllabus. Bennett moved to approved suggested syllabus language. Motion carried.

- Discussion agenda (Page 8) (Supplemental information in **Attachments 3 and 3a**)

- 1) New Graduate Certificate in Financial and Housing Counseling

Bennett moved to approve the certificate program. Cauble asked how this is different from their masters program. Esther Maddux replied that it allows students to sit for accrediting exams, and then also allows for students to come here and possibly move into the masters program. The courses are already in existence and they have awarded a large grant to pursue this. This will prove to be especially useful to military personnel and their families though it is not solely designed for them. Fullagar asked about ethics and where this will be taught. Maddux responded that they have a course that covers that topic in great detail, which is part of the certificate. There were no further questions. Motion carried.

- 2) New Masters in Agricultural Education and Communication

Senator Bennett moved to approve the degree. Motion carried.

- 3) New Graduate Certificate in Advanced Horticulture

Bennett moved approval of the certificate. Motion carried.

D. Faculty Affairs Committee – Judy Hughey/Kaleen Knopp

Senator Hughey made a brief report. There are no action items today. She gave an update on some of the work groups. The clinical faculty language group has met and will be meeting again soon. They are looking at creating a proposal to send to the Board of Regents to enable departments to allow faculty, who qualify, to be defined as clinical faculty. Right now this only applies to some faculty in Veterinary Medicine, but they would like to expand this. They are also looking at forming a joint task force with the Provost to discuss faculty titles such as professors of practice. Appendix G is in the

Provost office for final comment and then faculty affairs will vote on the final revisions, hopefully at their next meeting. Appendix J –Hughey mentioned a recent tragedy at Penn State University. In view of these events and other concerns, they have asked that training or professional development for our campus to be educated on the language and liabilities that are now in place take place as soon as possible. Also, they are discussing if language should be crafted and placed back in Appendix J. It is not clear at this time whether that will happen. Administration is looking for the best way to care for these issues. Frieman reminded senators that he would like to suggest creation of a joint task force with a few faculty members, students, and administrators, including personnel from affirmative action and student services to address the concerns that were heard at the last senate meeting. Hughey mentioned senator Ransom would be willing to assist in this endeavor as well and thanked him. Vontz interjected that leadership feels this is a good idea. They have not had an opportunity to discuss this with Provost Mason. A memo was sent to Provost Mason addressing concerns heard from senators at the last meeting. As promised by President Vontz in the last meeting, senators’ concerns were delivered to the Provost. They are not to the point of charging a task force on this just yet. Hughey continued with her report on other work groups including one regarding 2025 priorities as defined by faculty affairs and the professional conduct work group. As Provost Mason reported at the beginning of the meeting, the anti-bullying/professional conduct work group crafted language, however the exec committee voted to table the proposed document and send it back to the work group for further deliberation. Hughey reported on the revised organizational chart in the University Handbook. It was noted that Jackie Hartman’s title has changed thus allowing her to serve as an evaluator for the offices she oversees. Leadership has invited Hartman to their Dec. 5 meeting in order to gain clarity about her role and initiatives.

E. Faculty Senate Committee on Technology – Dave Rintoul

FSCOT met with Varney’s bookstore representatives at their last meeting to discuss the current and future modes of informing students about textbooks for their courses. They will discuss this at their next meeting and hopefully determine how to proceed with textbook reporting. They have also been working on 2025 initiatives from the tech side. They recommended pursuing the e-portfolio initiative aggressively, and developing/purchasing web-conferencing options other than polycom. Cloud computing should be a priority for future faculty/staff use as well. Finally, FSLC learned yesterday that due to federal interest in regulating “for-profit” institutions, which receive a large percentage of Pell grants, that federal financial aid at ALL institutions will be coming under more scrutiny. Monitoring student attendance in class, by some means or other, will probably be a future requirement, at least for students receiving federal financial aid. This may require a technology-based solution (via K-State Online or iSIS, but the exact solution is not clear at this time. This topic will be on the FSCOT agenda for a future meeting.

7. Announcements (5:20pm)

A. President and Faculty Senate Leadership Council

President Vontz reported that a reminder in K-State Today about the Mediation Coordinator position will be sent out this week. This is a key role in dispute resolution. Please tell those who may have interest in this position to send in their application.

The Enhanced Classroom Experience committee met and one of their ideas will come before faculty senate possibly next month.

8. For the Good of the University

9. The meeting adjourned at 5:22 pm

Next meeting: Tuesday, December 13, 2011; 3:30 p.m., Union Big 12 room

**CONSENT AGENDA
ACADEMIC AFFAIRS**

1. Undergraduate and graduate course and curriculum changes:
See **Attachments 1 and 1a** for further details:

**UNDERGRADUATE
College of Veterinary Medicine (approved 9-9-11)**

CURRICULUM CHANGES:
Changes to the DVM curriculum

College of Arts and Sciences (approved 10-6-11)

COURSE CHANGES:

Dean of Arts and Sciences

Add:

DAS 032 Training in Organization, Wellness, Academics, Responsibilities and Discipline in the ELP
DAS 159 Digital English for International Students

Communication Studies, Theatre and Dance

Add:

DANCE 350 West African Styles of Social Dance and Music

English

Add:

ENGL 570 Law, Politics, and Literature

Kinesiology

Add:

KIN 101 Topics in Strength and Conditioning
KIN 102 Topics in Aerobic Exercise

Music

Add:

Music 232

Change:

MUSIC 511
MUSIC 512

CURRICULUM CHANGES:

English

Changes to the BA in English in the Literature Track, Literature and Creative Writing Track, and Literature with Teacher Licensure Track.

Rationale: The following changes are designed to correct catalogue anomalies, make the catalogue descriptions parallel and coherent, and clarify requirements. Nothing is substantially changed from previous catalogue. The name change from Teacher Certification to Teacher Licensure aligns the English Department's name for the degree with that of the College of Education's Teacher Licensure Program.

Geography

Changes to the Geographic Information Systems Certificate. Addition of minimum GPA for courses taken.

Music

Changes to the Bachelor of Music Education (BME). Changes to core requirements as well as electives.

Rationale: This change is part of a curriculum reorganization that will have several benefits: (a) provide music education coursework during a students' sophomore year made up of one credit hour from MUSIC 511 and one credit hour from MUSIC 512; (b) enhance student perception of content relevance by taking components of secondary general methods that had been split between two courses and focusing on the topic of a course of its own; (c) prepare students; ability to write lesson plans before the more advanced method's courses; and (d) further develop the electronic portfolio already in place.

GRADUATE (Approved by the Graduate Council on October 4, 2011)

COURSE CHANGES:

Add:

Architecture, Planning and Design

ARCH 347 Structural Systems in Architecture I

ARCH 448 Structural Systems in Architecture II

Veterinary Medicine

CS 831 Veterinary Ultrasonography

CS 791 Veterinary Implications of Animal Behavior

CS 792 Advanced Topics in Veterinary Soft Tissue Surgery

CURRICULUM CHANGES:

Changes:

Human Ecology – Personal Financial Planning Certificate

Architecture – Masters of Architecture

Veterinary Medicine – Veterinary Biomedical Sciences Masters

2. Graduation list additions:

May 2011

Dana R. Murrell, Bachelor of Science, K-State Salina (coursework completed)

December 2008

Shuang Hao, Master of Science, Graduate School (clerical error)

**DISCUSSION AGENDA
ACADEMIC AFFAIRS**

- **College of Human Ecology – Approved May 2011** (See attachment 3 for further details)

Family Studies and Human Services

Add:

Graduate Certificate in Financial and Housing Counseling

- **College of Agriculture – Approved May 2011** (see attachment 3a for further details)

Department of Communications

Add:

Master of Science in Agricultural Education and Communication

Department of Horticulture, Forestry, and Recreation Resources

Add:

Graduate Certificate in Advanced Horticulture