

MINUTES
KSU Faculty Senate Meeting
Tuesday, September 12, 2017, 3:30 pm
K-State Student Union, Wildcat Chamber (previously Little Theatre)

Present: Almes, Auten, Ayres, Baalman, Bannister, Barden, Barkley, Barnett, Bennett, Bolton, Bridges, Chandler, Chavez, Chumachenko, Crow, DePaola, Devore, Dodd, Douthit, Duncan, Easton, Eiselein, Erickson, Falcone, J. Fallin, Ferguson, Gonzalez, Goodson, Guikema, Hachiya, Hageman, Harding, Hartman, Hauck, Hedrick, Heinrich, Hettiarachchi, Hosni, Hsu, Hughey, Ireton, Keen, Kingery-Page, Lavis, Lehman, Lehning, Lindshield, Littrell, Markham, McCornack, Mirafzal, N. Nelson, Patell, Reed, Reznikoff, Shappee, Simser, Spears, Spooner, Sump, Thomas, Vardiman, Warner, Weaber, Wood, Yu-Oppenheim, and Zajac

Absent: Andrews, Bergtold, Betz, Finkeldei, Gabbard, Kanost, Leitnaker, Stevenson, and Zolkiewska

Proxies: Aakeroy, Baalman (after 4 pm), Bormann, Chengappa, Crawford, Hamilton, Hoag, Kennelly, Martini, McCrea, Meekins, K. Nelson, Peuchen, Raine, Renberg, Roozeboom, Roush, Saucier, Schultz, and Wilson

Guests/Visitors: Sarah Barrett, Mustaque Hossain, Scott Jones, April Mason, Camilla Roberts, and Drew Smith

Parliamentarian: Mickey Ransom

1. President Brian Lindshield called the meeting to order at 3:31 pm.
2. The June 13, 2017 minutes were approved as submitted.
3. Guest: Provost April Mason
Topic for Discussion: Budget Update
Provost Mason indicated that enrollment numbers cannot be published until September 29th. The university administration approved a 2.5% cost of living adjustment for all faculty and staff. We will have to work through revenue versus costs after September 29th.

DACA – Deferred Action for Childhood Arrivals:

Last Tuesday the President of the United States indicated there would be a rescission of DACA next March. Provost Mason has spent time with the leadership of the university, Student Life, and the General Counsel office to determine the implications for our students. We are supporting our students and faculty need to be aware of the implications for students and how they can help affected students. Provost Mason challenged Faculty Senate to take action to support our students (e.g., public statement to the legislators). All of the KBOR 4-year institutions put out public statements in support of our students and our interest in working with legislators.

Search update:

A new Chief Information Officer was hired. Gary Pratt was previously at Eastern Washington University. There is currently a search for the Interim Dean of Veterinary Medicine. President Myers charged the Chief Diversity and Inclusion Officer search. April Mason and Jay Stephens are serving as co-chairs.

4. Dispute Resolution and Honor and Integrity System Reports
 - A. Ombudsperson report, Sarah Barrett and Andrew Smith – **Attachment 1**

Between the three ombudspersons, they served 23 individuals and spent 61.5 hours with these individuals. Most complaints involved working conditions and climate, microaggressions and bullying, issues with supervisors, expanding job responsibilities without change in job classification or salary, and performance evaluations. The ombudspersons provide the following recommendations:

1. A standardized onboarding process after appointment to include information on training, record keeping expectations, and common university processes.
2. More training on the performance evaluation process for supervisors and department heads;
3. Renewed focus on the University's Principles of Community;
4. Training about microaggressions and bullying, and how to respond to such behavior.

B. General Grievances report, Mustaque Hossain – **Attachment 2**

One grievance hearing request was made from a tenured faculty member in the College of Engineering regarding denial of promotion. The case was reviewed earlier by the Office of Institutional Equity (OIE) and a determination was made.

C. Mediation Services report, Terrie McCants – **Attachment 3**

Suggestions for improvements include encouraging collaboration among similar entities such as mediation services, ombudspersons, and others. It was also reported that additional training and information is needed for the campus on conflict resolution.

D. Office of Institutional Equity report, Scott Jones – **Attachment 4**

The number of reported concerns increased this year over last year as did the number of overall cases. The number of unique cases in the last reporting year was 213, up 25.3% from the prior year. Of these cases, 12 were found to be in violation after an administrative review. OIE provided 32 presentations that were attended by 1,017 participants and they trained 24,278 students through a required annual online training on alcohol and sexual assault prevention. OIE also assisted the CARE office in writing a grant, which provided an additional \$260,000 to fund additional CARE staff for outreach education, victim support and advocacy, and case management. They are looking in the future to provide online training for faculty and staff and they received a grant that will enable them to implement some bystander intervention training for students, faculty, and staff.

E. Honor & Integrity System report – Camilla Roberts – **Attachment 5**

As of August 1, 2017, reporters had submitted 150 Honor Pledge Violation Reports that involved 187 students over the last year. Of this total, 137 accepted the alleged violation and were found responsible. Dr. Camilla Roberts transitioned into the Director of the Honor and Integrity System position in May 2017. Dr. Roberts included additional data in the Honor and Integrity System report this year to include data on the number of reports by College. The Honor and Integrity System also has a new brand: A Family Built on Trust. The Honor and Integrity System is also now using online reporting.

A motion was made and seconded to receive the reports. Motion carried.

5. Report from Standing Committees and Student Senate

A. Academic Affairs – Jenny Bormann/Teresa Hartman

Academic Affairs had visitors from the Athletic Office who proposed the idea of having individuals in the athletic office in the observer role in Canvas in order to track student athletes to determine their eligibility. Academic Affairs discussed the pros and cons and identified that staff in the Athletic Office could be allowed to view grades, but not students' actual work.

Academic Affairs also discussed the proposed definition of a half credit hour for the handbook; this discussion primarily has come from the approval of KBOR for K-State to offer contractual market-based

education. If the handbook language is changed, this would open up half credit hour option for academic courses on campus as well.

AAC discussed the revised interdisciplinary program approval process, which will be voted on this month by their committee. The revisions streamline the process by asking for one specific contact person in the process, asking that they initially put together a concept paper, and requiring that the number of voting units be limited to two departments from different colleges and their college curriculum committees prior to moving on to the next steps.

AAC also discussed a proposal from CAPP that would allow 9 credit hours of 500 – 700 level courses to count toward both an undergraduate and a graduate degree. This will be reviewed by the graduate council prior to coming back to AAC.

Another proposal AAC reviewed from CAPP was a suggested change to the University Handbook section F regarding the incomplete policy. They will vote on this in the next meeting. If approved it will go to Faculty Affairs for final review and submission to Faculty Senate.

B. Faculty Affairs – Charlie Barden/David Lehman

Faculty Affairs approved handbook revisions on section E on sabbatical leave, which will be brought forward at the October Faculty Senate meeting.

The committee plans to look into helping to provide coordination for conflict resolution services on campus.

TEVALs progress: Brian Niehoff found an article that includes how the TEVAL was initially normed. A link will be made to this article on the Teaching and Learning website.

Daniel Ireton has agreed to serve as a representative to the University Handbook and Policy Committee.

C. Professional Staff Affairs – Loleta Sump/Ashley Thomas

Jay Stephens attended the last Professional Staff Affairs meeting and PSA expressed their interest in continuing to participate in the Total Rewards process and to advocate for professional staff in this process.

PSA also discussed the survey that was conducted with professional staff last semester and indicated that this information was shared with administration.

PSA is interested in researching and potentially developing a program similar to the Targeted Faculty Salary Enhancements as there is nothing currently available along these lines for professional staff affairs.

They also discussed the need to improve communication with constituents so that professional staff at the university know they are represented through Faculty Senate.

D. Student Senate – Jack Ayres

Student Body President Ayres welcomed Faculty Senate to the Wildcat Chamber in the Student Union. He indicated that the infrastructure can support boom/ceiling mics, which will provide better audio quality for those attending meetings via distance.

SGA is currently in the process of putting together a resolution to align with the K-State administration in supporting students affected by the DACA recession.

SGA created a drop-off lane near Bill Snyder Family Stadium in order to provide a safe place for people to drop-off individuals on game day.

Jack serves as the chair of all of the regents student body presidents in the state, and he recently hosted a retreat. Two major items were discussed at the retreat. They want to create a Diversity and Inclusion Task Force, which would allow students to get together to discuss issues relating to diversity that exist across all of the campuses. They want diversity and inclusion to be highlighted at the KBOR meetings. This group is also interested in promoting higher education across the state of Kansas.

Over the summer SGA was involved in the changes occurring with student organizations and the creation of the Center for Student Involvement. Questions were asked of SGA regarding liability,

student safety, budgeting, and continued ties between the Independent Student Organizations and the university. SGA has discussed, and will look into, the possibility of funding a blanket liability insurance policy that would cover independent student organizations, particularly for advisors of Independent Student Organizations. This is a practice that takes place at other institutions.

E. Technology – Michael Raine/Lisa Shappee

FSCOT leadership will attend more meetings regarding Office 365, and they will provide more focused communication on certain aspects of Office 365.

FSCOT has also worked in providing input to revise wording on the coursework retention schedules. If ready, this language will be brought forward as an informational item to senators in October.

F. University Planning – Laurel Littrell

FSCOU met and discussed their City/University Fund ideas for the coming year. Joint leadership of the senates will soon meet to identify ideas to bring forward to the administration for the City/University Funds. Some of the potential projects discussed so far are sidewalk improvements, repairs to the Natatorium, and safety issues such as pedestrian crosswalks and lighting.

FSCOU also discussed the library resolution and will coordinate with the university library committee on that issue.

FSCOU is also discussing involvement in planning related issues at the university including updating K-State 2025, the university budget, and ongoing campus plans.

6. Announcements

A. 2017 State of the University Address – Friday, Sept. 29th, 3:30-4:30 pm, K-State Student Union, Forum Hall – Manhattan

This year there will be one State of the University Address, which will be streamed live (<http://www.k-state.edu/facsen/sou/index.html>). There will be open fora in the spring on each campus, including the K-State Olathe campus this year.

President Lindshield will need to attend the October Faculty Senate meeting by Zoom, so President-Elect Wood will be leading the October Senate meeting.

7. Open discussion period for senators as needed

A question was raised based on the reports provided earlier by the Ombudspersons and OIE regarding the issue of bullying and asked what role Faculty Senate could play in this. President Lindshield indicated that Faculty Affairs plans to look into similar issues.

8. The meeting was adjourned at 4:55 pm

Respectfully submitted by:

Mindy Markham

Faculty Senate Secretary

Next meeting: Tuesday, October 10, 2017; 3:30 pm, K-State Student Union Wildcat Chamber