

**MINUTES**  
**KSU Faculty Senate Meeting**  
**Tuesday, April 14, 2020, 3:30 pm**  
**Via Zoom**

**Present:** Almes, Andrews, Auten, Bach, Bannister, Barnett, Beebe, Bennett, Bitsie-Baldwin, Blankley, Bormann, Briggs, Chandler, Charland, Chavez, Ciampitti, Clark, Crow, Daniels, Denison, DePaola, Doan, Dodd, Dogan, Douthit, Dunn, Durtschi, Easton, Eiselein, Erickson, Falcone, Ferguson, Finkeldei, Gabbard, González, Hauck, Hay McCammant, Heatherman, Higginbotham, Hosni, Hubbell, Hudgins, Hughey, Ireton, Jackson, L. Kanost, M. Kanost, Kempton, Kiss, Korten, Krysko, Kulesza, Linville, Littrell, Luly, Markham, Maseberg-Tomlinson, McCornack, McDiffett, McGlynn, Meekins, Mirafzal, Moorberg, Nelson, Nguyen, Oetken, Penny, Pettay, Raine, Reed, Reznikoff, Rosenkranz, Santos, Saucier, Schermerhorn, Sevin, E. Shappee, L. Shappee, Sherbert, Spooner, Stevenson, Stoney, Tanona, Vardiman, Von Bergen, Warren, Weaver, Wilken, J. Wilson, Wood, Zajac, and Zhang

**Absent:** Chengappa, Larson, Patell, Renberg, and Skelton

**Proxies:** Behnke, Hettiarachchi, Karamali, Passarelli, Pathak, and Yu-Oppenheim

**Guests/Visitors:** Kelley Brundage, Charles Taber, Jeremy Cowan, Scott DeLoach, Cheryl Grice, Amelia Hicks, Graham Leach Krouse, Lane Lundeen, Gary Pratt, Kristin Waller, and Tel Wittmer

**Parliamentarian:** Mickey Ransom

1. President Tanya González called the meeting to order with a land acknowledgment. She outlined some Zoom protocols, including voting using the yes/no functionality or thumbs up and thumbs down if you can't find the yes/no feature. We understand you may need to step away for a moment so we will not be checking on who has voted, but ensuring there is a majority. If you miss a vote but would like to still share it, please use the chat or email Candace. If there is a zoom intrusion, we will close and restart the meeting with a different ID to be shared via email.
2. The March 17, 2020 minutes were approved as submitted.
3. Guest: Provost Charles Taber  
Topics for Discussion: Covid-19 update--financial impact on university / budget model and Future Planning  
To begin, Provost Taber shared recent decisions and announcements for our campus. There has been a pause on promotion and tenure clocks and TVALs are under discussion. To ensure campus safety, summer courses are being moved on-line. They are promoting and providing teaching supports through Global campus, Center for Teaching and Learning, IT, and the team brought together for Academic Continuity. Provost Taber greatly appreciates the support for campus. He also thanked senators for all they are doing and for their leadership.

Concerning today's topic of Covid-19 and the financial impact on our university, Provost Taber shared some numbers that show the financial impact of COVID-19 thus far indicating increased expenses and lost revenues. These are estimated through May and were collected before we made decisions for summer.

- The estimated increased expenses through May are \$1.5M.
- The estimated lost revenue through May is \$21.7M. For Athletics the total is \$30.8M. Remember that Athletics has a separate budget from the University. The largest amount in lost revenue

includes \$11M within housing and dining in the form of refunds, sales/services, and event cancellations.

We are scenario planning in terms of the budget. We may not get the state allocation for the summer and the fall.

- Two teams were put together. One is a functional experts team that includes virologists; they are providing information regarding the course of the virus. The second is led by Elliot Young, who is collecting input from the technical experts and state and local health agencies to put together a timeline. The timeline will have some decision dates, to track some of the changes.
- What we will be looking for are triggers. In terms of data, we will be looking for what will lead us to the next phase in a return to normalcy. That will affect the financial picture going forward.
- Regarding the CARES Act from the Federal Government; the model is that 50% goes to student financial support and 50% goes to institutional support. Karen Goos, VP for Enrollment Management, is leading the team. Because a large amount of the funding goes to students, we will plan what can be done with those funds when they arrive; that will be close to \$12M. We are uncertain what help we can get through FEMA. However, Sue Peterson, Ethan Erickson, and others are determining how to apply for Federal funds through FEMA.

We must understand that COVID-19 will continue to have a significant effect on the budget. It has not come to the question of our existence, but we will have a road back from this financially.

#### Comments/Questions:

- What is the impact on faculty or staff positions? There is, of course, discussion on what we can do to reduce costs. However, we are not right now considering faculty. We have needed to end student staff contracts at the end of the semester, although units are able to request student staff stay on if they are essential to their work. This does not include Graduate students. Those are decisions we will continue to make over the coming weeks. Faculty are working hard on the educational and research mission of the University. It does not make sense to talk about faculty cuts at this point.
- It was inquired what the increased travel costs were due to? Were those to bring people home swiftly? Yes, that was the primary cost.
- It was noted administration will strategize for a return to campus. When will the decision-making timeline and criteria come out? First, there will soon be a time for faculty to go back on campus to retrieve items to prepare for the summer courses. This will be managed primarily through the colleges and phased so that we can maintain social distancing and not have people gathering together. Within the next week we will announce the criteria and the timeline together. In terms of research we have Task Forces (academic continuity, research, etc.) feeding in criteria to the group that will determine when we can be back on campus.
- Will CCOP (college committees on planning) be forming soon? Those are handled at the college level, so please inquire with your dean's offices.
- Will the RCM model transition timetable be changed? The next step is the reduction in subvention. That is going to happen with enrollment increases from the 2019 enrollment. We know that enrollment will not be up this fall. The timeline is the same, but we are not moving into the next phase of the model until there are increased enrollments and with that the ability to reduce subvention across the units.
- We appreciate the work you are doing for all of us, and the transparency of leadership. These daily conversations dispel the ambiguity. With the levels of anxiety, we are trying to communicate as much as we can.
- It is unclear how the \$70 summer fee will be used. Will this change the Global campus pay structures? The fee will be divided half to college/unit offering the course and half to Global campus. The number of credit hours with this fee attached is higher than the Global campus

number of courses. The fees generated will not be much different than the past. Who will make the decisions on faculty compensation? That will be done at the college and department level.

- What is expected in terms of enrollment - going up or down and how much, are there any surveys? Prior to Covid-19 there were optimistic numbers with substantially more applications and admissions. We were expecting to be at least flat and maybe up 100 or so, with the first year of the changes of the RCM model. We are still up on all those indicators. We now need to expect some erosion as we come into fall. We are planning on full implementation in the fall, being on campus. We are also planning other scenarios if we are not able to be on campus in the fall. Overall, we are expecting numbers to be down. Usually during the summer, we do a lot of yield work to keep incoming students connected to the university. We do not know how effective these new types of interventions will be in yielding students.

On behalf of Faculty Senate, President González thanked Provost Taber again for his leadership. She requested he thank his team as well for the work they are doing. If there are additional questions these can be shared with the appropriate groups and answers can be shared back to senators.

Provost Taber thanked all the faculty for being amazing and doing amazing work.

4. Approval of consent agenda (pages 8-9) – Mindy Markham

President elect Markham inquired if any items needed moved to the discussion agenda.

There was a request to move the proposal for HORT 650 to the discussion agenda. Done. The consent agenda was approved with the exception of HORT 650.

5. Report from Standing Committees and Student Senate

A. Academic Affairs – Todd Easton/Don Von Bergen

- Discussion agenda items (page 4)

The first order of business was to vote on the item moved to the discussion agenda from the floor. Therefore, Easton moved approval of HORT 650. Von Bergen seconded.

Discussion: When the course was proposed, Karin Westman was consulted in September and she recommended it be cross-listed with a course in English and that SLOs be coordinated with English. Between COVID-19 and other factors it was believed this fell through the cracks. It was noted no mention of this was made at the FS Academic Affairs meeting where this course proposal was approved. All were reminded that is the appropriate place to air these types of concerns. However, it is understandable given the circumstances this did not occur and the FS meetings are here to also catch things that were missed in Academic Affairs. It was suggested this course be tabled or sent back to AAC to allow the departments to further discuss the proposal. It was commented that these issues can still be resolved in future, even if the course moves forward. A senator commented that these concerns, and others related to overlap, should be given thoughtful consideration by AAC and senators, now and in the future. It was believed that shared learning outcomes and cross-listing with a 500-level English course would be appropriate. It was reported that Feb 24<sup>th</sup> was the last communication, not September. Dr. Jeremy Cowan, responsible for the course proposal, was contacted and joined the zoom meeting to assist in the discussion. The floor was yielded to Dr. Cowan to discuss the communication with the English Dept. He reported he did reach out to English and History. A draft syllabus was sent just before the class was to go up before the College of Ag, but no response since then. The reason they went forward with the course is because there are two K-State 8 tags to be approved. It may not be as successful an offering without the tags. It was hoped the course will be approved and then the cross-listing can be incorporated. The course is currently listed for Fall 2020 as a topics class.

There was lengthy conversation about the K-State 8 tags, cross-listing, and possible procedures to move forward. If the course is approved and a cross-listing is later added, it would come through as a standard proposal in order to have votes from both Ag and A&S on the cross-listing. There was conversation about certain K-State 8 tags and a reminder that no one unit has ownership of certain tags.

After further conversation and agreement by Dr. Cowan, a motion was made by Von Bergen and seconded by Nelson to amend the course proposal to remove the aesthetics tag. Motion carried. Tag will be removed.

It was noted that to make other changes, as discussed earlier, to the course and have it approved by all the appropriate committees and brought back to senate in May is not a reasonable timeline. After further discussion, the motion to approve the course, as amended, carried.

Easton made a request that even if it's the day of a senate meeting, if you can let academics affairs know prior to the meeting if there is anything desired to be moved from the consent agenda, and the rationale, that would be helpful to them so they can be somewhat prepared for the conversation.

A motion was made by Easton to approve the new BS/BA degree program in Integrated Computer Science. Coming from committee this does not need a second. Discussion: none. Motion carried.

If there are other items senators would like the committee to discuss, please send an email to Senator Easton or Von Bergen.

B. Faculty Affairs – Don Saucier/Annelise Nguyen

Once the committee incorporates final edits to the University Excused Absence policy, they plan to bring it back to Faculty Senate in May.

C. Professional Staff Affairs – Maria Beebe/Kelly Briggs

Once conditions improve a little bit, there plan is to get back to the analysis of the listening sessions from earlier this spring.

D. Student Senate – Hannah Heatherman

President González acknowledged all of our student senate representatives and thanked them for their tremendous work this year. Ali, Jansen, Heather. You all have been amazing excellent leaders!

Penny announced he will be serving as chairman pro tempore, Heatherman is serving as a senator, and Ali Karamali will also be around next year, so don't hesitate to reach out to them. SGA is electing a new speaker of the student senate this week. Tel Wittmer, new student senate president, and Lane Lundeen, vice president are both here today. It was reported there is concern and conversation about privilege fee not being returned, with us away from campus. They are in conversation about how having no campus privilege fee for the summer will impact the budget for SGA. They will update us at the next meeting, with the transition time, there is an active timeline for the privilege fee chair. We will consider minimum legal reserves and bond requirements. Faculty Senate will welcome the new SGA team next month. Several senators expressed thanks to our student leaders.

Heatherman thanked all for being so welcoming to them as student representatives this year. She expressed their new appreciation for all Faculty Senators do. Their elections are finalized this week and they will be working on notifying committee chairs of their new student representative soon. Thanks

again! Penny concurred that it has been an awesome year and thanked all so much for their service representing faculty and staff. It is a pleasure serving with you.

E. Technology – Brian McCornack/Michael Raine

The committee did not meet this month; however, they like to share some recommendations for all.

- Please, use the security precautions on the Keep Teaching website to prevent zoom bombing. <https://www.k-state.edu/keep-teaching/zoom-bombing.html>
- Physical security on your devices at home is important. Remember to lock your screen if you step away in order to prevent accidental input on your device and so others are not inadvertently afforded access to confidential information.
- Scott Finkeldei or I can help students access specific labs that have more security when using remote access. Below are the labs that will hopefully be coming online next week. Information on how to access, for students, will be available next week as well.
  - Cardwell 144-145 – Centrally Scheduled Teaching Studio (computer lab) shared by Math & Physics
  - Dickens 001 – Normally open 24/7 University Computer Lab
  - Dickens 206 – Centrally Scheduled Teaching Studio (computer lab) used by Stats Department

F. University Planning – Brad Behnke/Laurel Littrell

The E-Scooter project has been postponed until the physical campus re-opens. All were reminded that [Section B95](#) of the University Handbook discusses University Planning, including the College Committees on Planning (CCOP). [Appendix B](#) in the handbook discusses that the university would have to declare financial exigency in order to begin talking about laying off tenured faculty members.

6. Announcements

A. 2020 Faculty Senate Election results

Ms. LaBerge sent out the information regarding the 2020 Faculty Senate election results via email. An announcement will also be published in K-State Today this week. Please reach out to the new senators! They will attend their first meeting next month as we transition to the new senate.

B. 2020-2023 Ombudsperson appointment

The Executive committee approved the appointment for the 2020-2023 Ombudsperson at their most recent meeting. It was acknowledged that all three ombudspersons are currently faculty. This was due to a specific request from employee relations for this year to have a faculty member knowledgeable in the promotion and tenure process. It has been the practice to have a professional staff member be one of the three ombudspersons and we are not moving away from that; however, these were special circumstances and the request from employee relations was considered and honored. A professional staff member will be sought next year.

C. KBOR meeting report

President González reported on last month's KBOR meeting. The next meeting is tomorrow. The program review conversation was postponed to this month. If that is voted on tomorrow, the suggestion that "all programs that are falling short on enrollments be reviewed," will be postponed until the COVID-19 discussions are completed. That document needs to be looked at by Faculty Senate Presidents and then voted on. Therefore, it may not be completed by tomorrow.

D. Annual Faculty and Professional Staff Retiree Ceremony

The ceremony has been cancelled due to COVID-19; however, we are working to recognize [retirees](#) for their contributions and thank them for their service to K-State. We have alerted unit and department heads. It is important for us to honor our colleagues.

7. Open discussion period for senators as needed

- A. President González was saddened to report the passing of a past Faculty Senate President (2008-09), Fred Fairchild, and asked for a moment of silence in his honor. Senator Dogan spoke about Fred and shared just some of his accomplishments at K-State. Fairchild became a faculty member in 1994 as Associate Professor and Full Professor in 2000. He served in faculty senate for nine years, 2001 to 2010, and became the Faculty Senate president 2008-2009. He was instrumental in designing and construction of the North campus BIVAP and IGP, as well as the Flour Mill and Feed Mill. After he retired, he continued to help the college in online teaching and pitching in when we had a shortage. He will be deeply missed.
- B. New Initiatives / For the Good of the University  
Senator Andrews reported it is KS Voter registration day. She also announced that K-State is participating in a national program called the All In Campus Democracy Challenge. The goal is to help our students be more engaged active citizens. If you have not registered to vote, please do so. Also, she encouraged all to look into what it means to be an active citizen beyond voting.

President González thanked faculty for their leadership. She encouraged all to continue to be kind and to be the leaders that take K-State forward. Take care everyone.

8. The meeting was adjourned at 5:13 pm.

Submitted by:  
LaVerne Bitsie-Baldwin  
Faculty Senate Secretary

Next meeting: Tuesday, May 12, 2020

- *Recognition of outgoing senators: 3:15 pm*
- *Final 2019-2020 Faculty Senate meeting: 3:30 pm*
- *First 2020-2021 Faculty Senate meeting: immediately following the 2019-2020 adjournment*

## ACADEMIC AFFAIRS CONSENT AGENDA

Approve the following course changes and graduation list:

### A. COURSE AND CURRICULUM PROPOSALS:

To view the proposals in Curriculog,

**First** - Login to Curriculog using your K-State eID and password  
<https://kstate.curriculog.com>

**Second** - Go to the course or curriculum agenda as links listed below.

From the list of proposals, hover over the proposal and click View/Edit Proposal Icon  
 In User Tracking, change "Show current" to "Show current with markup"

View the proposal

Use the browser back button to return to the agenda and select next proposal

For more information on viewing proposals, see:

<http://www.k-state.edu/curriculog/training/view/index.html>

**COURSES:** <https://kstate.curriculog.com/agenda:991/form>

Agriculture	HORT - 650 - Agrarian Traditions: Literature Shaping Modern Food Movements
Arts and Sciences	ENGL - 767 - Literary Editing and Publishing
Business Administration	ACCTG - 331 - Intermediate Accounting and Analytics I ACCTG - 413 - Accounting Information Systems ACCTG - 432 - Managerial Reporting ACCTG - 433 - Intermediate Accounting and Analytics II ENTRP - 340 - Introduction to Entrepreneurship ENTRP - 350 - Technology and Innovation Management ENTRP - 440 - Entrepreneurship GENBA - 195 - CAT Community Connections MANGT - 522 - Operations Planning and Control MANGT - 541 - Management of Quality MIS - 411 - Studio 1: Business Programming Applications I MIS - 433 - Studio 3: ERP Project Planning and Implementation MKTG - 400 - Introduction to Marketing MKTG - 430 - Brand Marketing MKTG - 550 - Business to Business Marketing MKTG - 580 - Marketing Analytics Fundamentals SALES - 499 - Sales Practicum SALES - 542 - Fundamentals of Professional Selling SALES - 560 - Sales Force Leadership SALES - 561 - Sales Negotiation SALES - 562 - Key Account Management SALES - 563 - Cooperation Selling SALES - 565 - Customer Relationship Management

	SALES - 570 - Advanced Selling
Veterinary Medicine	VAP - 891 - A&P Veterinary Medicine Elective Graded VAP - 892 - A&P Veterinary Medicine Elective Cr/NC VDMP - 892 - DMP Veterinary Medicine Elective Cr/NC

**B. GRADUATION LIST:** December 2019 graduation list as submitted by the Registrar's office



**ACADEMIC AFFAIRS  
DISCUSSION AGENDA**

Approve the following new degree proposal:

To view full proposal, see the Curriculog Agenda: <https://kstate.curriculog.com/agenda:992/form>

New degree program:

Arts and Sciences	B.A./B.S. in Integrated Computer Science
-------------------	--