

9-8-2020

Fort Hays State University Faculty Senate Minutes, September 8, 2020

FHSU Faculty Senate

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Fort Hays State University Faculty Senate

Sept 8, 2020

ZOOM, 3:30pm - 5:00pm

<https://fhsu.zoom.us/j/97428603864>

Minutes

Senators had access to the following documents before the meeting:

- [May Minutes](#)
- [Faculty Senate 2020-2021 Members and Committees](#)
- [Meetings for 2020/2021](#)
- [2020/2021 FS Membership](#)
 - Access to these documents can be found through the shared Faculty Senate Folder: goo.gl/1Np8Fp

1. **Call to Order:** Meeting was called to order at 3:31pm
2. **Attendance conducted through Zoom participation**
 - a. See end of minutes for list of attendees.
3. **Approval of Agenda**
 - Helen Miles moves to approve the agenda as presented; seconded by Janet Stramel.
 - **Approved.**
4. **Approval of [May Minutes](#)**
 - Skip Ward moves to approve the minutes as presented; seconded by Loretta Dorn.
 - **Approved.**
5. **Announcements and Information Items**
 - a. **Guest Announcements**
 - i. **Provided by Provost Arensdorf**
 1. Information (including dates) on spring semester planning forums will be forthcoming.
 2. Provost Arensdorf continues to meet regularly with Academic Council and communicates with Faculty Senate President and AAUP President.
 3. The Provosts' office is open; however, a schedule has been developed to limit the number of people in the office. Provost Arensdorf and Cindy Cline typically are in the office on M/W/F; Janet Kohl and Maggie Rux are in office on T/TH.
 4. Year two goals for the strategic plan were announced at fall convocation. <https://www.fhsu.edu/convocation/index>
 5. Department Chairs received information about spring 21 course planning. TOC, TOL, and Hybrid course formats will continue.

Chairs should be sending out details about course notation definitions soon.

6. Critical Incident Policy Group (CIPG) continues their work on a surveillance testing plan.
7. Masters in Athletic Training approved by HLC (already approved through KBOR).
8. Proctoring task force worked to secure proctoring services through Honor Lock. This will be a university expense, and not a student expense.
9. Continued work on badging. More details forthcoming and Academic Affairs standing committee may be involved in this work soon.
10. Options for electronic file formats for tenure and promotion binders are being explored.
11. Classes in China began; SNU classes started on 8/30; SIAS classes started on 9/7; Some faculty are in China (by choice), but most classes will be online at both partnership campuses.
12. Tenure Panel will be September 22nd. Provost Arensdorf will send out more details soon. The target audience for this panel will be TT faculty in years one and two; however, all are welcome.
13. Graduate Dean search will start soon following a conversation and listening session. Dr. Grady Dixon will chair the search committee. Committee will be formed after conversation and listening session.
14. A search also will begin for a director of the Kansas Small Business Development Center.
15. This fall we will begin a strategic program alignment process. The process will focus on low enrollment programs and program review for the College of Education.
16. For more details on budget updates and tuition revenue comparisons for FY19 and 20, please see the fall convocation page: <https://www.fhsu.edu/convocation/index#finance>
17. No afternoon classes will be canceled this year for Oktoberfest.
 - **Discussion:** Skip Ward asked for information on international student enrollment and new students? Jill indicated that international enrollment is down (official numbers will be released on the 20th semester day). Partnership numbers also are down. The university budgeted for ~7% decline, and it looks like this is where we will be at so far. Tony Gabel asked if the 7% budgeted decline in tuition revenue refers to international tuition revenue or all tuition revenue? Jill indicated this is referring to all tuition revenue. Kevin Splichal asked about the budget and financial situation for the next FY. Jill indicated that we will plan for ~10% reduction for next fiscal year. Tony asked three additional questions concerning enrollment and revenue: 1) what was our tuition revenue from last year? 2) How much support did we receive from the state this year? 3) Do we expect a budget

rescission this year? Jill was not sure about this first question, but will get back with Kevin about this. Regarding the second question, Jill discussed allocation of state general funds (SGF) and COVID relief funds (CRF). Jill clarified after the meeting that “our SGF was decreased by \$1.6 million this year with an offset of CRF money provided by the governor. The CRF funds are one time thus the cut becomes permanent for FY 22 unless reestablished. Total SGF this year will be \$34.7 million, down from the FY 20.” A budget rescission is not in their plan as of right now.

- Pauline Scott asked about the payroll tax deferral and whether the university has opted in or if there is a possibility we will opt out? At the time of this meeting, Jill was unsure; however, after the meeting she followed up with this information: “We have not opted in and don’t know that there is an option either way. The State has not determined if it will participate. If we do have a choice we are not planning to participate.”
- Cole Engel asked how we are defining enrollment? This will be done by number of students graduating and department head count. Rob Byer asked if there will be more specific information forthcoming about the new strategic plan for increasing enrollment for low enrollment programs, and if so, if we get access to that information? Jill thinks there might be five programs that will be identified as being low enrollment. Jill will start working with those programs and communicating with the college and departments. Jill reassured that just because these programs are low enrollment does not mean that they will go away. She will be communicating soon with the identified programs.
- Kate McGonigal asked if the current viral numbers on campus are better or worse than what FHSU has planned for at this particular time? Are you able to say what you think the chances are for us to remain on campus during all of fall semester? Jill said that we are at what was expected and still within benchmarks for the phase we are in currently. We did see a greater increase earlier in the semester than anticipated and this could be due to mass testing. They will report CRL mass entry tests and student health tests, but we are not privy to any other testing numbers conducted outside of student health or CRL. Jill is hopeful that we will make it to the end of the semester (or at least to October 9th; midsemester). Lexey Bartlett asked if later testing will be mandatory? Jill said there will be no mandatory testing at this time. Skip Ward asked for clarity on why we will not make testing mandatory. Jill indicated that the decision was to keep this optional at this time in part due to outside factors that restrict mandatory testing that are beyond our control. Skip Ward asked how parents are reacting to COVID on campus? Jill has not heard from many parents this semester.

- Jill ended the discussion by encouraging faculty to ask questions. Their intent is to be as transparent as possible, so please ask questions and they will try to answer and continue to communicate openly as details become available.

b. Report from Faculty Senate President

- i. KBOR: No report
 1. The meeting will be 9/9 and 9/10; an update will be provided at the October meeting.
- ii. COFSP's: No report
- iii. SGA:
 1. New SGA President, Haley Reiter
 2. Student Representatives on Standing Committees. We need two more students. As soon as that information comes from SGA, Kevin will assign students to standing committees.
 - a. Crystal Rojas
 - b. Isaiah Schindler
 - c. TBD
 - d. TBD
- iv. President's Cabinet August 26, 2020
 1. [Summary Notes](#)
- v. Article IV, Sect 1, d.: Term for FS President consideration.
 1. Strategic Planning & Improvements standing committee might look into this further.
- vi. 16th Day Enrollment Numbers
- vii. As FS President my priority for 2020-2021 will be the FHSU CORE
- viii. During FS meetings nonmembers can speak with the consent of the President and Vote by Senators.
- ix. Article V, Sect 7, b.: Cole Engel will be the new parliamentary consultant for FS
- x. Article VI, Sect 4, b.: Senators can serve on only one university committee as a Faculty Senate Representative
- xi. Article VI, Sect 4, c.: President will announce Standing Committee assignments
- xii. Standing Committees will meet to elect Chair and Secretary
- xiii. Standing Committees are required to keep notes/minutes. Please submit to Kevin Splichal and/or Janet Stramel for archiving, once approved in committee.
- xiv. Faculty Senate Blackboard (BB) shell and new members.
 1. See the "Organizations" folder on BB. Send Kevin an email if you do not have access to this BB shell.
- xv. Z-course proposals. See Unfinished Business below.

6. Consent Agenda: N/A

7. Reports from Standing Committees (see committee minutes/reports)

- a. Academic Affairs:
 - i. Course Management
- b. University Affairs:
- c. Strategic Planning and Improvements:
 - i. University Strategic Plan
 - ii. Term of FS President
- d. Partnerships and Technology:
 - i. Aefis
 - ii. eXplorance Blue
 - iii. International Partnerships
- e. Student Affairs:
 - i. Student attendance in hybrid courses

8. **Reports from Special Committees:** N/A

9. **Unfinished Business**

- a. **Z-Course Program** - We are identifying courses with zero-cost course materials (Z-courses) for Fall 2021. Departments receive a \$6 incentive per student per Z-course. Consult our [handy infographic](#) to compare traditional and z-course models. To register your Z-course, complete the following:
 - i. Have your chair fill out the PDF [certification form](#) AND
 - ii. Submit the [online course material details form](#)

If you want to convert your course to use zero-cost course materials, [consider applying for a Z-course grant](#) (ranging from \$500-\$5,000 with a rolling application deadline). Confused? Contact Claire Nickerson (cenickerson@fhsu.edu) for more information.

- **Discussion:** Lexey Bartlett asked about potential designations for low cost courses that are not Z-courses? Kevin suggested speaking with Department Chairs about this. Jill indicated that the new system may allow for these types of designations, but this is not planned for the spring.

10. **New Business:** N/A

11. **Adjournment**

- a. Standing Committees meet to assign chair and secretary positions and to determine meeting times/days. Please forward this information to Kevin.
 - i. Helen Miles, Academic Affairs
 - ii. Jason Harper, Partnerships and Technology
 - iii. Kate McGonigal, Strategic Planning and Improvements
 - iv. Lexey Bartlett, Student Affairs
 - v. Tony Gabel, University Affairs

12. **Adjournment**

- a. Motion from Bill Stark; seconded by Skip Ward. **Approved.**
- b. Meeting adjourned at 4:26pm

Meeting Attendance:

Bartlett, Lexey
Byer, Rob
Carswell, Kendal
Dorn, Loretta
Du, Yuxiang
Dunn, Thomas
Ellis, Carol
Engel, Cole
Feldstein, Linda
Gabel, Tony
Gubitoso, Mary Jo
Harper, Jason
Hartman, Robyn
Hwang, Jee
Jones, Elodie
Kandt, Gregory
Kobayashi, Yass
Lancaster, Sarah
Lillpopp, Peter
Loggins, Ginger
Lopez, Lopez Giovanni
Mann, Brooke
Maseberg, Jack
McGonigal, Kate
McRay, Jeni
Mehaffey-Kultgen, Candace
Miles, Helen
Olds, Christopher
Ravitskaya, Irena
Schafer, Tom
Schartz, Shane
Scott, Pauline
Stark, Bill
Stramel, Janet
Terry, April
Van Der Wege, Michelle
Ward, Skip
Whitaker, Whitney
Zeng, Hong