

11-7-2023

Fort Hays State University Faculty Senate Minutes, November 7, 2023

FHSU Faculty Senate

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FORT HAYS STATE UNIVERSITY

FACULTY SENATE

Faculty Senate **Minutes**

November 7, 2023 | 3:30 p.m. - 5:00 p.m.
Black and Gold Room, Memorial Union

[Shared Faculty Senate Google Folder](#)
[Faculty Senate Bylaws](#)

- I. Call to Order
- II. Attendance
- III. Approval of [Agenda Motion by Ginger Loggins](#), seconded by Linda Feldstein.
APPROVED
- IV. Approval of [October 2, 2023 Minutes Motion by Mary Martin](#), seconded by Ginger Loggins **APPROVED**
- V. Announcements and Informational Items
 - A. Guest Announcements
 1. Provost Jill Arensdorf
 - a) Update on the HLC site visit
The Provost thanked all involved in preparing for the HLC visit and attending the sessions. It will probably be February 2024 until we hear a final report.
 - b) KBOR Program Review next steps
The Provost has met with deans, chairs, and program coordinators of 4 of the 5 programs flagged as “under review” and has a meeting scheduled with the 5th program this week. Those individuals will then be meeting with faculty to discuss recommendations moving into the spring semester.
The Provost has also met with AAUP President Janette Naylor-Tincknell about following MOA guidelines if it is determined that any program should be phased out.
 - c) Priority Two -Civic Engagement
The Provost has requested that anyone on campus who is conducting Community Engagement Activities please fill out the Qualtrics survey that has been shared through emails sent out by Donnette Noble. We (the university) are applying for the Community Engaged Carnegie Classification. The survey is also included as a link here ([Survey](#)).

d) Priority Three - EAB Edify and Navigate

EAB Edify is a data warehouse that will be more useful for analyzing and using student data, and EAB Navigate is a student success dashboard that allows for a host of student support tools.

Questions for Provost Arensdorf:

How do Edify and Navigate communicate with Workday?
Data will be pulled as flat files from Workday and sent to Edify. Faculty will not be required to create the reports or transfer any data.

When does the contract for Workday expire?

Provost Arensdorf did not have the answer and will get back to the Senate. (Below in *New Business*, she reported it is 2026).

The Senate President added that using various systems for collecting and analyzing data for accreditation is very common.

2. Dr. Kim Chappell, KACE System/Course Approval Process

a) Discussion about piloting an Undergraduate Course (Graduate course has already gone through the process using KACE, a back-end ticketing system (similar to what TigerTech uses).

First brainstormed about weaknesses/issues with curriculum: collaboration issues, TILT gives \$ to build a course; however, some courses were created but were not approved beforehand. There are currently logistics issues when trying to get a course through the approval process—access to documentation is cumbersome, with record-keeping issues due to communication through emails, etc.

The Course application process was explained as displayed on the slides included here ([Slides](#))

Questions/statements for Dr. Chappell:

Two Senators raised concerns and framed questions around the use of TILT in the proposed course approval process and TILT's level of approval. One concern was the timeframe and whether TILT can approve large quantities of courses. Dr. Chappell clarified, per the graphic, that TILT would be utilized for *review*, not approval step through the process. It is proposed that TILT would provide faculty three levels of support (TILT Certification, Consultation, Basic Review), as indicated in the slide presentation. The lowest level of review/support, which is *Basic Review*, would be to ensure

the faculty's syllabi are aligned with the FHSU templated syllabus and that there is a Course Tune on file with a basic map of course learning outcomes, objectives, and assessments.

Another faculty was concerned about the depth of review by TILT and the use of Course Tune. Another faculty member was concerned about the level (depth) of expectation regarding learning outcomes.

The Provost reiterated that TILT would be utilized for *review*, not an approval step. She shared more on the three levels of review support (TILT Certification, Consultation, Basic Review) and stated that if a faculty had experience(s) with course approvals in the past, they most likely would opt for the Basic Review but that certainly, other supports are there for faculty if they choose.

3. SGA President, Ms. Ella Burrows

President Burrows provided an update for the free period products campus-wide and the work they have done to work with Aunt Flow (should primarily be in place by next semester).

President Burrows provided an update about the Educational Opportunity Fund

She stated that the Big Event will be on April 20, 2024, and to spread the word/mark your calendar

Applications for Allocations are due December 4, 2023.

SGA supported voting efforts by providing rides to the polls today (November 7, 2022) to the polling location at Messiah Lutheran Church between 8 am and 5:30 pm, running every 30 minutes.

4. Staff Senate Rep, Mr. Brett Gerber

The Staff Senate has formed a Compensation Committee as the Staff Senate has overarching questions regarding Move to Market and the CBIZ report.

The Senate continues to accept nominations for Staff Member of the Month. This month's Staff Member is Scott Gross.

5. AAUP Rep, Dr. Janett Naylor-Tincknell

B. Report of Faculty Senate President, Dr. Elodie Jones

1. Council of Faculty Senate Presidents (10/11 & 11/9)

Both the FS President (Jones) and FS VP (Schartz) attend meetings that surround different aspects of each institution, but primarily the charge by KBOR regarding the Faculty Member(s) of the Year, which is available on the KBOR website and centered on the idea of by faculty/for faculty per the charge.

2. KBOR

- a) The FS President reported no in-person KBOR Meeting in October, as it was a KBOR/KU Campus Visit. She will be attending meetings in Emporia next week on November 15, 2023.
- b) BAASC Meetings (10/18, 10/31)
 - (1) The President and VP attend BAASC Meetings to stay abreast of institutional conversations and reports surrounding the current program review.

3. President's Cabinet (10/25) - Highlights

- a) Move to Market (Email/[PowerPoint](#))

Revisit the Cabinet Minutes from October 25th (link below) for more information concerning the timeframe, moving through the process, expected communication, etc.
- b) DEI post-audit

Post-legislative audits have called for higher education to be financially audited regarding State DEI efforts. Please direct all DEI questions or inquiries to Joe Bain, Julie Grabbe, and Brett Gerber only.

4. President's Roundtable (10/9, 10/23)

- a) Shared Governance Statement

At the President's Roundtable, the shared governance leaders are working on a statement to bring forth to all bodies.

5. Other

- a) AAUP Listening Sessions and FS Coffee

The President and VP have been attending the AAUP Listening Sessions to understand faculty concerns across campus.

In Spring 2024, they will host on-campus coffees to connect better and hear from all faculty members.

C. President's Cabinet - [October 25, 2023](#) (.pdf)

- 1. PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>
- 2. Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

VI. [Standing Committees](#)

A. Academic Affairs - *Ginger Loggins*

- 1. Getting a course approved
 - a) Some courses may only need a Catalog Change Request

These courses do not need AA committee approval; they would only need to be sent to Angela Pool-Funai

- b) [Course Approval Checklist](#) was shown to/visited during the meeting as a reminder to faculty regarding the checklist/process.
- c) AA meets on the 3rd Monday of every month

B. Strategic Planning and Improvements - *Vinod Srivastava*

- 1. Reviewed and proposed changes to Bylaws and Standing Rules (Emailed Faculty Senate on 11/6/23).
- 2. Return feedback by November 25th - please talk with your departments about any changes/edits as proposed in the document emailed to all faculty on 11/07/23.
- 3. The FS President stated that she would attend their next meeting and that the FS Executive Committee would review the proposed changes as well.

C. Partnerships and Technology - *Christianna Pruden*

- 1. Shane Schartz reported for Chair Pruden in her absence and stated that the committee had a significant discussion concerning their work from last year, which centered on: where faculty can find what technology is available on campus per the TILT website, concerns regarding faculty access to the bookstore (cut-off date) textbook issues, Workday and related issues, general Workload across the university.

D. Student Affairs - *Lori Kniffin*

- 1. Chair Kniffin shared that an SGA member attends committee meetings to increase collaboration and shared governance.
- 2. The committee is exploring campus safety issues, including the ability to lock classroom doors, active shooter training, and cameras in parking lots (with SGA). We want to remind people of the existing safety tips for an active shooter situation provided by UPD:

<https://www.fhsu.edu/university-police/Safety-Tips/#shooter>

The Senate President reported that there is a pilot that was recently approved regarding the placement of two cameras in parking lots (student housing) as part of the SGA initiative and that the inability to lock classroom doors is an ongoing safety concern. She commented that Morgan Steele and Brian Buckstead are heading the discussions concerning campus safety.

E. University Affairs - *Christopher Olds*

- 1. Update on Remote Faculty Policy

Chair Olds shared a lengthy document concerning the lack of a policy concerning remote faculty contracts (located in the Faculty Senate UA Folder). [Link to document](#) (.pdf).

All senators received a copy of the committee's inquiries thus far. The committee has a meeting scheduled with AAUP in the coming weeks.

VII. Consent Agenda Motion to approve made by Ginger Loggins, seconded by Christopher Olds. APPROVED

Cole Engel, that Faculty Senate Parliamentarian, briefly explained the Consent Agenda and how it works, as well as how to effectively move through if there is a course(s) that needs to be removed and discussed.

A. Courses and Programs to Be Considered ([Available here](#))

1. FIN 612: Bond Markets
2. FIN 615: Tiger Investment Fund (TIF)
3. GSCI 315: Rocks and Minerals
4. GSCI 608: Environmental Impact Analysis
5. INF 690: Virtualized Infrastructure
6. MUS 366: Elementary School Music
7. MUS 491: Music History I
8. MUS 492: Music History II
9. PSY 310: Introduction to Therapeutic Skills
10. PSY 376: Apprenticeship in Psychology I
11. SLP 428: Clinical Observations and Applications
12. SLP 429: Seminar and Special Topics for the SLPA
13. SLP: 490: Clinical Experience Practicum

VIII. Unfinished Business

IX. New Business

- A. Provost Arensdorf quickly added, per the question from the faculty above, that the Workday Contracts were signed through 2026.

X. Adjournment of the regular meeting

XI. Next regular meeting - **December 4 at 3:30 PM in Albertson Hall 169**