FACULTY SENATE ACADEMIC AFFAIRS COMMITTEE

Report to Faculty Senate

5 November, 2018

Committee Meeting Date: 16 October, 2018

Committee Co-Chairs: Dr. Stephen Donnelly and Dr. Helen Miles

The meeting Agenda and unofficial Minutes are attached to this document. Additional meeting documents can be found in the "Tuesday, 16 October 2018" folder in the "Academic Affairs" section of the Faculty Senate Black Board shell.

Meeting Summary

The committee reviewed the following items presented by the Informatics Department.

1. INT MIS BBA Degree *program change application*
2. INT MIS *concentration change application*
3. INF 656 Back-End Web Development II *new course application*
4. INF 657 Mobile Web Development II *new course application*

Given the interrelated nature of these items, the committee considered them as a single block. The committee voted to approve all four applications on a unanimous vote (10, 0, 0). Note that all of these applications are from the Informatics Department (INF); however, the first two applications listed use that department's old name of Information Networking and Technology (INT).

The committee also reviewed the joint JCCC/KU Policy Change Proposal. The committee voted unanimously (10, 0, 0) to withhold support for the proposal primarily due to a lack of available information on the impact of the proposal on students, and the institutions that would be affected by the proposed change.

Finally, the committed discussed the General Education Committee Goals, Objectives, and Outcomes Draft document presented to the full Senate at the 2 October, 2018 meeting. The committee chose to table the document to allow time for Senators to solicit comments from their constituents, and return these to the committee for consideration. A second meeting to discuss the document and the comments was scheduled for 30 October, 2018.

FACULTY SENATE ACADEMIC AFFAIRS COMMITTEE

Tuesday, 16 October, 2018

3:00 PM to 4:30 PM

Memorial Union, Smokey Hill Room 216

Committee Co-Chairs: Dr. Stephen Donnelly and Dr. Helen Miles

Invited Departmental Representatives:
    Dr. Nicholas Caporusso, Department of Informatics
    Dr. Shane Schartz, Department of Informatics

Documents for Review (available in the committee's Black Board shell):

NOTE: The items starting with INT and INF listed below are all from the Department of Informatics (INF) which was formerly known as Information Networking and Telecommunications (INT).

Acronyms:
    MIS Management Information Systems
    BBA Bachelor of Business Administration

1. INT MIS BBA Curriculum Change
   a. INT MIS BBA Degree Program change APPLICATION.pdf
   b. INT MIS BBA Curriculum changes Final.pdf
   c. INT MIS BBA learning goals.pdf
   d. INT MIS BBA Curriculum Map

2. INT MIS Concentration Change
   a. INT MIS concentration change APPLICATION.pdf
   b. INT MIS Concentration Change Purpose.pdf
   c. INT MIS Concentration Course List.pdf
   d. INT MIS Concentration Curriculum Map.pdf
   e. INT MIS Concentration Learning Goals.pdf

3. INF 653 Back-End Web Development II
   a. INF 653 Back_End Web Development II APPLICATION.pdf
   b. INF 653 Back_End Web Development II SYLLABUS.pdf

4. INF 657 Mobile Web Development II
   a. INF 657 Mobile Web Development II APPLICATION.pdf
   b. INF 657 Mobile Web Development II SYLLABUS.pdf

5. General Education Goals, Objectives, and Outcomes
   a. General Education Goals Objectives and Outcomes DRAFT 2018 10 02 v2.pdf

6. JCCC/KU KBOR Policy Change Request
   a. Joint JCCC and KU KBOR policy change request.pdf

AGENDA

Call to Order

I.   READING AND APPROVAL OF MINUTES

II. REPORT: OFFICERS AND STANDING COMMITTEES

    1. Chair's report

III. NEW BUSINESS

    1. INT MIS BBA Curriculum Change

    2. INT MIS Concentration Change

    3. INF 653 Back-End Web Development II

    4. INF 657 Mobile Web Development II

    5. General Education Goals, Objectives, and Outcomes

    6. JCCC/KU KBOR Policy Change Request

IV. GOOD OF THE ORDER

V.   ANNOUNCEMENTS

VI. ADJOURNMENT

October 16, 2018 Minutes (unofficial)
Academic Affairs Subcommittee
FHSU Faculty Senate

FORT HAYS STATE
UNIVERSITY
Forward thinking. World ready.

Proceedings

Date: October 16, 2018
Time: 3:30 p.m.
Location: Smoky Hill Room (216), Memorial Union
The meeting was called to order at 3:30 p.m. by Co-Chair Stephen Donnelly.
Notes: Faculty Senate, hereafter referred to as "FS"; Academic Affairs Subcommittee, hereafter referred to as "AAS."

Roll Call (3:30 p.m.)
- Those in attendance: Laura Andrews, Stephen Donnelly, Carol Ellis, Robyn Hartman, Jung Hee Lee, Candace Mehaffey-Kultgen, Helen Miles, Robb Scott, April Terry, Brett Whitaker

Reading and Approval of Previous Minutes
- Motion to approve the minutes of the September 25th meeting by Helen Miles, seconded by Robb Scott.
- **After no discussion, the minutes were approved. (10 in favor, 0 opposed, 0 abstained)**

Report: Officers and Standing Committees (3:32 p.m.)
 a. **Chair's Report**
- AAS Co-Chair Helen Miles reported that the General Education Committee was currently working to combine outcomes and that the document remains in draft form. She raised a concern regarding the number of hours the AAS will entail in reviewing new and existing General Education courses.
- Stephen Donnelly reported that the President's Strategic Initiatives Committee met October 15th. Enrollment growth and faculty representatives to this committee were among items discussed.

New Business (3:33 p.m.)
 INT MIS BBA Curriculum Change
 Introduction of Nicholas Caporusso, Assistant Professor, and Shane Schartz, Assistant Professor, Department of Informatics

- Shane teaches courses in the undergraduate program, mostly MIS 304. Nicholas joined FHSU last year and teaches courses in research methods and web development.

- Shane provided the AAS with an overview of the curriculum. He explained the change in the curriculum was to provide clearer means of assessment. Management Information Systems (MIS) is the major; BBA is the program. The current program is comprised of a small core of courses and many electives. The department seeks to move the major core back to 10 hours. The BBA in MIS was brought to Advisory Council in order to create a concentration within INT. Courses were added to the BBA to fit learning goals.

- Stephen asked if a degree change was required through KBOR. Shane was not sure.

- Helen asked if new courses were being added to the program or if existing courses were being moved into it. Shane clarified that existing courses would be added to the program. The web development course, as an example, used to be an elective in the program, but it is now a requirement. Helen asked about 600 level courses; were these listed as both undergraduate and graduate courses? Shane explained that most of these are undergraduate courses, but some are graduate level offerings.

- Brett inquired about MIS 215 (Professional and Ethical Issues in MIS). Shane is hoping to no longer offer this course; however, it has been kept in the list of courses for now. MIS 610 would serve to replace this course.

- Carol addressed the reorganization of courses in the program. INF 250 was an elective, but is not required, as is INF 350, MIS 304, MIS 315, MIS 330, and MIS 430 (Technology and Innovation), a new course. Currently, internships, which are not required of students, and portfolios for students would require a capstone.

- Helen referred to AACSB Accreditation and that some instructors were not qualified to teach specialized courses.

- April referred to the policy for program changes and approval through Tim Crowley for changes made to more than 25% of a program.

- Candace stated that programs would be aligned with AACSB. The capstone piece for the program will be an assessment tool.

- Brett asked if this curricular change must go through KBOR. Are minor revisions possible without approval from KBOR? Is the change to the name of a program allowed without KBOR approval? Stephen will check with Tim Crowley. He believed that the major core of courses will be changed, but not necessarily the name of the program. This curricular change has already gone before the Chair and the Dean.

- Robb asked about the program's curricular map and for a description. Candace explained that Levels I and II are courses that provide an introduction to students and assess proficiency; courses at Level III would be regarded mastery courses. Helen asked if 600 level courses are mastery level courses and Shane replied no, that some serve as introductory courses as well. There are INF courses, initially designed and offered as 600 level courses, which will now serve as introduction courses.

INT MIS Concentration Change (3:53 p.m.)

- Shane stated that the INT concentration should be "Information Systems" without "Management" included in the program title. Information Systems is a broader type of discipline than MIS, which focuses on business solutions. The INT concentration should reflect a technology-based information systems degree program. This concentration is built upon a 39 credit hour core, all technology-based. The INT core is an equivalent to an MS Business core.

INF 653 Back-End Web Development II (4:01)

- Nick Caporusso explained that INF 653 would serve as an elective for the concentration in web development. Students would be equipped as web developers. In the redesign of the curriculum last year, he explained that faculty sought to change core courses to match mobile web front-end and back-end development and provide an introduction to back-end technologies.

- Stephen asked about the syllabus template for this course and Nick confirmed that the syllabus had been double-checked. Helen recommended that when faculty submit new course applications to AAS, they use the syllabus template provided so that all reviewing parties can easily locate and examine required components. Stephen stated that INF 653 would go to the Graduate Committee as well.

- Robyn asked if faculty were planning to use OERs in the course. Nick confirmed that he applied for an OER grant last year and it was accepted. These resources will be used in the back-end web development course, as new technology becomes available about every 2 months. Code repositories will be available to the public.

INF 657 Mobile Web Development II (4:08 p.m.)

- Nick stated that some material in electives will be replaced, but the core will stay the same and keep up with the pace of the market. Through the feedback he and colleagues are receiving, students will be able to design web pages and mobile apps successfully.

Executive Session (4:09 p.m.)
INT MIS BBA Curriculum Change

- Helen stated that approval will move through the Provost. Candace emphasized that the curriculum change was needed through discussions and AACSB standards, as this is a growing department.
Helen moved to approve INT MIS BBA Curriculum Change, (*1*); INT MIS Concentration Change (*2*); INF 653 Back-End Web Development II (*3*); and INF 657 Mobile Web Development II (*4*). Candace seconded.
Motion passed. (10 in favor, 0 opposed, 0 abstained)

JCCC/KU KBOR Policy Change Request (4:15 p.m.)

- Helen reported that this policy will result in a $15,000.00 loss per student. KBOR is attempting to align all regent's schools' tuition rates.

- Stephen asked if AAS has enough information to be able to endorse this policy. Would many departments accept upper-division courses from community colleges? Helen raised the concern regarding all General Education courses and introductory level courses at FHSU; how will these be affected? Candace wanted to know how many students will be affected by this policy. Brett asked how our flexibility in the transfer agreement process would be affected. Helen suggested that the policy would not only affect enrollment within Kansas but transfer students from out-of-state.

- Robyn Hartman moved that AAS cannot endorse the JCCC/KBOR Policy Change Request at this time, due to lack of information. Helen Miles seconded.
Motion passed. (10 in favor, 0 opposed, 0 abstained)

General Education Goals, Objectives, and Outcomes (4:35 p.m.)

- Stephen asked the committee to consider this a first reading of this document. Are we OK with outcomes-based ideas, assuming that this will evolve into a structure that we can make manageable for most programs? A reasonable set of outcomes might be a topic for future discussion.

  Brett thought AAS consider approving the document with ongoing development. Stephen recommended that we meet again to look exclusively at the General Education Goals, Objectives and Outcomes. The AAS agreed to a special meeting scheduled for Tuesday, October 30th, from 2:45-3:30 p.m., for the purpose of reviewing the General Education document. Helen moved to approve of this meeting. Robyn seconded. **Motion passed. (10 in favor, 0 opposed, 0 abstained).**

Good of the Order
No report.

Announcements
No announcements.

Adjournment (4:59 p.m.)
- Helen moved to adjourn, April seconded.
- **Motion passed. (10 in favor, 0 opposed, 0 abstained)**
The meeting was adjourned at 4:59 p.m.

Submitted by Laura Andrews, Secretary

Faculty Senate Partnerships and Technology Committee Minutes
October 19, 2018

Present: **Jason Harper (Chair), Shane Shartz (Secretary)**, **Kayvan Aflatooni, Yuxiang Du**
Not Present: **Glenn Growe, Gregory Kandt**

1. **Unfinished Business**
    A. **Apple computers**
        1. Ongoing problems with tech support – seems to be understaffed and undertrained
        2. This affects adjuncts, staff, faculty, and students
        3. Perhaps a ratio of tech staff to Apple machines?
        4. Fall survey of FHSU (though much of this could be discovered through Mike Nease) to assess needs
        5. The sentiment is that if FHSU f/s is eligible for a new PC every four years, then Mac users should, too

    <u>Discussion</u>: Committee is aware there is a process and it is possible for faculty to obtain mac computers.
    <u>Action</u>: Committee should obtain an official statement from Mike Nease to share with faculty.

    B. **Water fountain in Malloy Hall**
        1. …and elsewhere on campus…
        2. Malloy water fountain tested quite high (↑than 600)
        3. Should more testing be done?

    <u>Discussion</u>: Committee feels that 'unsafe' water should be a concern and something that should be monitored. Committee felt this is beyond the scope of the committee and was unsure where to forward this information.
    <u>Action</u>: Committee recommends moving this item to executive committee for further action.

    C. **Recycling on campus**
        1. Some observations of recyclables and trash getting combined on campus
        2. Concern that FHSU would set an example; instead should
        3. Opportunity in new buildings to promote recycling

Discussion: Another issue the committee felt is important but beyond the scope of the committee.

Action: Committee recommends moving this item to executive committee for further action.

2. New Business

    A. **Duo Security**
1. Faculty concerns over required use of personal phones and data
2. Not all faculty have a SmartPhone
3. Difficulty using in China
4. Privacy issues

Discussion: The committee discussed and had concern over FHSU wanting faculty/staff to use their own personal devices for FHSU security reasons. There is additional concern over faculty/staff being able to 'opt in', but then not being able to easily 'opt out'. Also, not all faculty/staff may own a cellphone, but need access off campus.

Action: Committee recommends that senators ask their departments for additional Duo Security experiences and report them back to the committee.

==Hardware device available for $25 and 10 passwords list.==

    B. **CMS switch**
1. BlackBoard contract expires next year
2. Survey and information forthcoming
3. Some faculty resistant

Discussion: The committee discussed at length the various pros and cons of different CMSs and their experiences in different environments. In particular, the committee would be interested in additional information regarding how content is managed/handled, the ease of course migration from BlackBoard to another system, and how user-friendly (amount of training needed to switch) each system possibly considered will be. The committee understands other campus units are working on this item and more information will be made available in the future.

Action: No action was discussed.

    C. Added Item: TK20 and evaluation data

Discussion: The committee discussed TK20 and the difficulties some faculty had in preparing documentation for merit, tenure, promotion, and post-tenure. The new system has a perceived 'lack' of user-friendliness and data presentation to fit the formats typically required in evaluation documents. The committee further discussed the possibility of having such items standardized and distributed to the appropriate faculty to ease the workload of preparing such documents.
Action: No action was discussed.

SPI Summary for Nov 5 FS meeting:

Members: Elodie Jones, Kate McGonigal, Jeni McRay, Carl Miller, Sarbari Mitra, Paul Nienkamp, Denise Orth, Linda Smith, Kevin Splichal

- Call for a vote in full FS: possible repeal of Standing Rule #4
- SP&I ongoing business: Review and strategize options for amending Article III of the bylaws

Student Affairs Committee of Faculty Senate

November, 2018, Report

Compiled by Committee Chair Dr. Jeffery Solheim

October 8 Meeting

The Student Affairs Committee of Faculty Senate met Monday, October 8, 2018, in Forsyth Library Room 133 to discuss proctoring. Prior to the meeting, both the Physics Department and the Mathematics Department provided summaries of their proctoring needs, and these summaries were distributed to Student Affairs Committee members.

In addition to members of the Student Affairs Committee, also present were:

1. Deborah Ludwig, Dean of Forsyth Library
2. Dr. Andrew Feldstein, Assistant Provost for Teaching Innovation and Learning Technologies
3. Adam Schibi, President of FHSU's Student Government Association
4. Drs. Kayvan Aflatooni and C.D. Clark, Physics Department
5. Dr. Keith Dreiling, Mathematics Department

The Committee received input from each of (1) – (5) listed above. In particular, Dr. Feldstein provided a summary of products and technologies available for proctoring purposes. After discussion, the Committee decided that Chair Solheim would contact Faculty Senate President Gabel to request that Dr. Feldstein be invited to address the full Faculty Senate to provide that body with proctoring information. October 8, 2018, Chair Solheim sent e-mail to President Gabel with this request.

Student Government Association Contact

October 6, 2018, Committee Chair Solheim sent e-mail to FHSU Student Government Association President Mr. Adam Schibi to request feedback SGA might provide to Faculty Senate's University Affairs Committee regarding factors that might increase or decrease student participation in teacher evaluations. Chair Solheim has not yet received a response to that e-mail as of October 30, 2018.

University Affairs

Executive Committee Update
October 31, 2018

1. University Affairs met twice this month. We received the 2012 and 2018 Faculty Moral Survey data and comments from Mike Walker, Docking Institute, on Oct. 22. Our committee met the next day and have formed subcommittees to look at and compare the qualitative and quantitative data. These subcommittees will bring this information to the University Affairs November meeting. Our committee hopes to bring a statement to Faculty Senate at the December meeting.

2. University Affairs met on Oct. 29th and received a presentation from Jake Glover from IDEA, a course evaluation system. The committee was very impressed by this organization and their product. UA plan is to research and learn at least one more course evaluation system and present it to Faculty senate and administration by the December FS meeting.

Report of *Ad Hoc* Committee (FHSU Consenting Relations Policy)

<u>Members</u>: Tony Gabel, Denise Orth, Linda Smith, Carl Miller, Kerry Wasinger, General Counsel

The committee members met on Tuesday, Oct. 23, 2018, to review current policy in light of feedback received from departments. (See attachment containing received feedback.) All members were present.

Ms. Wasinger confirmed to the members that the university's current policy is scheduled for review by the administration in Spring 2019.

Based upon the received feedback and with guidance from Ms. Wasinger, the members recommend the Senate propose the following changes to current Consenting Relations Policy:

1. Guideline number 3 be divided into two separate guidelines (new Guideline 3 and new Guideline 4), with current Guideline number 4 renumbered to Guideline 5.

2. New Guideline 3 (from current Guideline 3.a.) be revised to <u>require</u> removal of a dominant person from a "professional power differential" relationship.

3. New Guideline 4 be created from current Guideline 3.b., and maintain its <u>recommendation</u> to disclose the existence of a "professional power differential" relationship.

4. Renumber current Guideline 4 to new Guideline 5, and modify it accordingly to refer to new Guidelines 3 and 4.

5. Add new paragraph "Reporting Policy Violations" to the policy to coordinate with the university's current Harassment and Title IX policies.

6. Add review and recommendations note to the footer of the policy.

The members of the Ad Hoc committee move the Senate to adopt the attached resolution, formally making the recommended changes to the University's current Consenting Relations Policy.