

## ATTACHMENT 4

July 27, 2013

To: Julia Keen, Faculty Senate President

From: University Ombudspersons  
Kelli Cox  
Christy Craft  
Rebecca Gould

Re: 2012-2013 Annual Report

This report represents the activities of the K-State Ombudspersons from July 1, 2012 to June 30, 2013. The activities of the ombudspersons have been combined to provide an aggregate view of our work, to protect confidentiality and to maintain the anonymity of those with whom we work. All conversations, actions, and outcomes are privileged information. No specific information about any individual(s) or their status is provided.

There were 24 consultees who visited an ombuds within the 2012-2013 timeframe. A summary of consultees who sought assistance is provided below. Colleagues referred about 25% of the consultees, while 37.5% were self-referrals.

<b>Ombudsperson</b>	<b>#Consultees</b>	<b>%</b>	<b>Hours</b>	<b>%</b>
KC	9	37.5	25.5	41.3
CC	3	12.5	6	9.7
RG	12	50	30.3	48.9
<b>Total</b>	<b>24</b>		<b>61.8</b>	

### Demographics of Consultees

<b>Demographics</b>	<b>Women</b>	<b>Men</b>	<b>Faculty</b>	<b>Unclassified</b>	<b>Other</b>	<b>Minorities</b>
<b>Consultees</b>	17	7	10	13	1	5

### The Nature of Complaints\*

<b>Complaints</b>	<b>Number</b>	<b>Complaints</b>	<b>Number</b>
Curriculum and instruction	2	Promotion/tenure	4
Discrimination	2	Salary/benefits	6
Grievance	1	Supervisor/employee relations	3
Harassment	5	Termination	2
Job description	1	Working conditions/climate	12
Job duties	5	Workload	1
Performance evaluation	6	Other	5

*\*The nature of complaints does not equal 100% because of multiple issues per some consultees*

The ombuds are recommending that performance evaluation training be provided to supervisors and employees. In addition, the University Handbook section C 46.3 – C 47.2 on evaluations needs to be updated especially regarding the roles and responsibilities of the supervisor. Where there is a disagreement with the evaluation, the responsibility and follow through of the supervisor is unclear.