Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
September 3, 2013; 3:30pm – Union 205

Attending: Jared Anderson, Regina Beard, Andrea Blair, Betsy Cauble (chair), Todd Easton, Katie Kingery-Page (secretary), Mindy Markham, Kaitlin Long, Frank Spikes, Esther Swilley, Brian Niehoff

1. Call to Order
   • Introductions.
   • Brief explanation by Chair Cauble of Brian Niehoff’s role in committee and why we have a provost’s office rep on committee.

2. Additions to Agenda
   • None

3. Approval of May 21, 2013 Minutes
   • Markham moved, Beard seconded; no additions or corrections; minutes approved.

4. Old Business
   A. FSFB request to add additional member to their committee make-up
      • Discussion re: what benefits specialist would bring to FSFB.
      • Spikes moved; Easton seconded.
      • Discussion: would the position be permanent within HR? Yes, people might rotate in and out.
      • Motion carried.
   B. FAC representative to FSFB for the upcoming year
      • Beard interested in serving.
      • Anderson moved; Swilley seconded.
      • Motion carried; Senator Beard accepted as FAC AFF rep to FSFB
   C. Handbook Committee Report???
      • Chair Cauble will speak with Judy Hughey and Melia Fitch re: where hand book changes stopped; Cauble will bring this info to our next meeting.

5. New Business
   A. Post Tenure Review Policy report
      • Chair Cauble distributed the draft post tenure review policy, and with Niehoff, added history on mandate from Board of Regents. Niehoff was co-chair of task force developing the draft policy.
      • Every 6 years, post tenure review to occur.
      • Process would look back over prior 5 years of annual reviews
      • Process described in the draft policy could be used in full by any department that wanted to adopt the process as is, or a department can alter the process, so long as it meets minimum review requirements.
• Cauble brought up concern and comments provided by Provost Mason re: consistency of evaluation language.
• Must be implemented next fall—will require change to department documents for each unit fairly soon.
• Discussion: desire for developmental focus in the post tenure review policy.
• Discussion: every 6 years faculty can go up for professorial performance award to satisfy the review requirement; this award greatly helps compression issues of salary at the full professor level.
• Discussion: would this post tenure process apply if a full professor did not go up for professorial performance award? Yes.
• Discussion: need to clarify language so it’s clear that review is every 6 years regardless of outcome of process (achieving promotion to full professor/not achieving; receiving performance award/not receiving—regardless, submission for these satisfies the review requirement).

B. Open Access
1) Library Representative will be at Sept. 17 Meeting
   • Will come to discuss open access repository (KREX).
   • We have no policy in the handbook.

C. Mediation Coordinator Reporting Structure
1) Appendix U Language
   • Members to look at appendix U, closely read prior to next meeting
2) Back Up
   • Mediation coordinator has no backup—how can we solve this?

D. Tuition Benefits
1) Part-Time Employees
   • Dependent tuition benefits for part time employees have been requested by a 25-yr part time employee
   • We need to consult budget office
   • Bookkeeping for tuition waivers: a grant used to pay a portion of tuition—that’s how waiver works, comes from University budget
   • Unknown in the numbers: do we retain employees through this benefit? Each user of benefit pays fees, how much does that offset costs of the waiver?
   • Philosophical argument on cost versus benefit has been longstanding.
   • Some interest on campus for having the benefit transfer to other KBOR schools.
   • Part time benefit scenarios: pro rate benefit by time and adjust by years of service?
   • These benefits are not a KBOR policy; they are something institutions choose to do (or not to do).
   • Appears to be a fair benefit that any parent can use for children, spread among any number of children.
2) Increased for Employees from 3 to 6 Credit Hours
• 3 per semester is current; when does benefit kick in within period of service to university?
• Retention is a question; would increasing hours encourage people to complete degrees and leave?
• Where will the money come from?
• What if increase was in flexibility, rather than amount of hours? I.e. Take class when you want throughout year, not capped at 3/semester.

3) DCE Fees waived for Employees
• You can take DCE class with tuition waived, but fees are still there
• DCE fee structure changing, Chair Cauble proposes we see how DCE fees change before we make any decision re: DCE fees and benefits.
• Issue tabled.

E. Appendix M
• An inquiry has been made on Appendix M (dismissal of tenured faculty)
• Issues related to timelines that exist in App. M
• FAC AFF members should take a close read of App. M before next meeting
• Consequences of an App. M hearing demand that the appendix be very clear and helpful
• At issue is protecting individual rights for due process and being sure the process is reasonable for a university

F. Non Tenure Track Assistant Professors
1) College of Ed?
• We need to look into where the positions occur.
• May be practitioners (public school professionals).
• Professional titles taskforce (professors of practice) info should be forthcoming soon from Office of Provost and could affect this issue.
• Members will each find out if this (asst. prof., non-tenure line) exists in our units; report back next meeting.

G. Promotion to Full
1) Handbook and Departmental Procedures not followed.
• A concern has been raised; we do not know specifics; Chair will direct concerned party to Office of Academic Personnel

H. 4-5 Day Forced Leave from Christmas to New Years for Some Employees
1) Why? Facilities, IT, and Library Staff are on campus
• A question for Cindy Bontrager.

I. 9 Month Employees: Option of Paying 12 Months
• A local decision; not a state decision.
• Fran Willbrant or Cindy Bontrager may be able to discuss this with us.
• How summer funding would be handled is a question.
• Consensus among all present that we should tackle this.

J. Concealed Carry
1) Safety Training for Faculty and Staff
   - Waiver is in effect until 2017.
   - What will we do during waiver period? Need to discuss whether training will occur, whether focus will be upon renewing waiver, refresher on emergency response procedures?
   - Military affairs director/campus police/office of student affairs could be good resources.
   - Heather Reed is working on “student of concern” awareness.
   - We will invite noted offices and individuals, begin conversation, and seek to craft a statement.

6. Announcements
   A. General Faculty Meeting
      September 5 at 5:00pm in the Alumni Center Ballroom
      Topic: Develop standing committee for unclassified professional staff
   B. State of the University Address
      September 20 at 3:30pm in the Alumni Center Ballroom
   C. Sexual Violence on Campus; New Federal Mandates
      - Compliance needs to be carefully monitored.
      - Training will be forthcoming so that employees understand their roles and responsibilities.
      - Will likely lead to mandatory training to help ensure compliance.

7. Adjourn
   Beard moved, Kingery-Page seconded; meeting adjourned.