

**Minutes
Kansas State University Faculty Senate
Faculty Affairs Meeting**

November 19, 2002 - 3:30 p.m. - Room 205, K-State Union

Members present: Roger Adams, Jim Dubois, Kevin Gwinner, John Heublein, Eric Maatta, Barb Newhouse, John O'Hara, John Schlup.

Guests: Provost James Coffman, Brad Fenwick, Mark Weiss

The meeting began at 3:40 p.m. in Union 205. Minutes of the previous meeting were approved without change.

The discussion centered on issues raised at our two previous meetings concerning grievance procedures. Prominent themes included feedback (i.e. when Handbook procedures are violated, how to ensure that such are not repeated in subsequent hearings?), the nature and limitations of "confidential information", and the role of the Chair in disallowing and/ or disregarding the admission of certain types of information.

Provost Coffman joined the meeting at 4:00 p.m., and advised that mechanisms are in place to provide feedback from previous grievance hearings to administrators. These include ongoing communications with Deans, Orientation Sessions for new Department Heads, and various topical workshops.

On the issue of preserving confidentiality of certain types of information, Provost Coffman strongly felt that some material must remain confidential. In a case where some confidential materials have been introduced unfairly, it is the Chair's prerogative to disallow its consideration and the Chair should instruct panel members to disregard it.

Provost Coffman has a few suggestions in mind for language changes to Appendix G. Faculty Affairs will be glad to receive and consider these ideas, and encouraged him to send them to the Committee.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Eric Maatta