

Minutes
Faculty Affairs Committee – Kansas State University
April 17, 2007

Present: Chair – Betsy Cauble, Stacey Warner, Judy Hughey, Regina Beard, Rick McFarland, Mark Haub, William Hsu, and Judy Anderson.

The minutes from the April 3, 2007 meeting were read and approved.

New Business: Rick moved and Judy Hughey seconded to send forward to administration the proposal that would increase the university's retirement contribution to the Board of Regents retirement plan by 1 ½ % (from 8.5 % to 10 %). The motion carried.

Rick McFarland distributed information regarding several topics he would like to have the committee discuss in the future – the use of substitute teachers, maternity and paternity leave and child care.

Continuing Business: The following issues regarding the revision of Appendix G were discussed:

- Faculty advocates – recommended continuing to allow grievants to have one advocate. Someone who might want to become an advocate in the future could sit in the audience. A definition of advocate/representative should be added to the definition section of the grievance procedure.
- General Grievance Board Chair – the chair should continue to be the individual who determines whether or not to accept a grievance. The chair will work with administration regarding the logistics for the grievance.
- A common set of documents should be assembled and numbered with all duplications eliminated.
- The General Grievance Board Chair will notify campus police regarding the grievance. The chair will also determine if other security is needed.
- All information from the Administrative Appeal is to be made available to the hearing panel.
- A written transcript of the hearing needs to be made.
- The hearing panel should be selected as it is for an Appendix M hearing.
- “Just in time” training should be held for the panel members rather than the current practice of training a larger group every fall.
- Implications of the Open Meeting Act should be included under definitions.

The Faculty Affairs Committee will meet again on Tuesday, April 24 to conclude the review of the grievance procedure.

Stacey Warner
Faculty Affairs Committee Secretary