

Minutes
Faculty Affairs Committee – Kansas State University
December 4, 2007

Present: Betsy Cauble—chair, Jim Nechols, Dick Hoag, Judy Hughey, Bill Hsu, Clyde Howard, Mark Haub, Regina Beard, Kaleen Knopp, Stacey Warner, Nick Piper.

Meeting called to order.

November 6 minutes were approved.

Continuing Business

A. Appendix G Revisions Update

- a. Cauble acknowledged Howard's time limit research. Establish 30 work day time limit for filing an appeal with, at Knopp's suggestion, an option for a 30 work-day extension for good cause.
- b. To whom should the appeal be addressed? (Faculty Senate leadership, General Grievance Board chair); what body reviews extension request and decides whether or not to grant.
- c. Knopp brought several questions re Appendix G procedures from Salina faculty:
 - i. Given Salina satellite campus status, is thirty days sufficient (factoring in travel, weather etc) time in which to file an appeal?
 - ii. Clarification of when the grievance clock stops (dispute resolution).
 - iii. Possibility of creating a local liaison/advocate—someone on Salina's campus who could advise potential grievants regarding the process.

After discussion, it was determined that with the addition of the 30 work day extension provision, these concerns have been addressed.

- d. Who reviews extension requests? Hoag suggested that a committee comprised of the Faculty Senate standing committee chairs (Faculty Affairs, Academic Affairs, FSCOT, FSCOUP), Faculty Senate president (or designee) and the General Grievance Board chair (non-voting)

Cauble will compile information from this discussion and distribute to FAC for review.

Additional general discussion arose regarding concerns about a possible conflict of interest on the part of the GGB chair when that individual has administrative tenths.

Is it possible to include UH verbiage that would minimize or eliminate the potential for a conflict of interest?

B. Increase in Consulting Days – UH Section D40. review new language

- a. FAC agreed to move to Faculty Senate (FS).

C. KBOR Policy regarding Spoken English Changes—UH Section C22.2

- a. Cauble noted need to contact Ruth Dyer for discussion of FAC questions.

D. Chronic Low Achievement Policy Changes—UH Section C31.5

- a. Cauble stated a need for FAC action. She will ask Candace Becker to send a copy of this section to committee members.
- b. The committee will consider the ability of departments to practically apply this policy as written.

E. UH Section E Changes –Leaves, Insurance and Retirement Programs

- a. Changes to this section are basically cosmetic. Information having to do with leave, insurance and retirement have been moved to the online version of the KSU Policies and Procedures Manual (<http://www.k-state.edu/policies/ppm/>).
- b. Knopp moved to send the changes FS; Hoag seconded; motion approved.

New Business

- A. Request to review UH Appendix O—Policy on Integrity and Research in Scholarly Activity.

- a. Policy due for review. Concern that policy is not current. Cauble and Nechols will meet with Ron Trewyn. No time frame given for committee to review.
- B. No new information about Family Friendly policy

Other

- B. Appendix M Revisions
 - a. Handbook committee to review for grammar, style, other inconsistencies before submitting to FAC.
- C. Appendix G hearing update—
 - a. Cauble and Hsu gave brief review of November grievance hearing.

Meeting adjourned.

Submitted,
Regina M. Beard