

Minutes
Faculty Affairs Committee - Kansas State University
September 18, 2007

Present: Betsy Cauble—chair, Jim Nechols, Dick Hoag, Donita Whitney-Bammerlin, Judy Hughey, Bill Hsu, Kathy Greene, Mark Haub, Regina Beard, Kaleen Knopp.

Guests: Frank Spikes, Fred Fairchild

September 4, 2007 minutes approved.

Cauble spent a few minutes reviewing the agenda:

Continuing Business

A. Co-chair for Faculty Affairs—

Cauble called for a volunteer to assume the role of co-chair, a move that will help ensure a seamless transition once her term concludes. Knopp nominated Nechols who, as the newest member, has longer to serve than the rest of the committee. Nechols agreed to serve and was approved by proclamation.

B. Appendix G—

Cauble initiated discussion by reminding the committee that its initial charge was to clarify the language in Appendix G and then proceeded to review the revised document, noting changes (timeframe for filing complaint), additions (definitions), and clarification of responsibilities. Committee asked to consider additional language that would explain Faculty Senate's role in the grievance process.

Questions arose regarding whether the ten-day window for filing a grievance is sufficient as well as how the 'last action' that starts the clock on the ten-day window is determined/identified. Discussion followed which acknowledged the intentional ambiguity of the window

Attention then turned to the definition of the *representative*. In the final analysis, this individual cannot be an attorney. But that does not preclude the grievant from consulting an attorney.

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Spikes suggested that the language addressing Faculty Senate's role in the grievance process include clearly defined responsibilities for the president and FAC chair. Cauble will compose statement and circulate via email for committee consideration.

Knopp suggested inserting Faculty Senate language in Section F (*Policies for Scheduling and Participation in Grievance Hearings*), as #11; committee agreed.

Hoag moved to forward proposed Appendix G document to Executive Committee. Haub seconded. Motion passed.

Knopp suggested that the committee acknowledge Judy Anderson's contribution to the Appendix G revision in writing. All concurred. Cauble will write a letter (or purchase a card).

Because most of the meeting was spent on Appendix G, Cauble will email continuing business concerns to the committee for its consideration.

Cauble requested that the committee review Appendix G: Grievance Policy and Procedures Summary of Recommendations document by Monday, September 24, emailing revisions to her. She plans to use the document to address the Council of Deans.

Spikes encouraged attendance to upcoming Appendix M hearing. September 26-28 in the Alumni Center ballroom, start time around 8:30 am.

Cauble passed out the following documents for future action:

A draft of Chronic Low Achievement
Section C41.4 of the UH -"Annual performance evaluations of all
head/chairs/ directors..."

Meeting adjourned.

Submitted
Regina Beard