

MINUTES
KSU Faculty Affairs Committee Meeting
Jan 19, 2010 3:30pm

In Attendance: Judy Hughey, Kaleen Knopp, Jennifer Askey, Ellen Urton, Rebecca Gould, Carol Kellett, Jim Bloodgood, Jim Nechols, Amy Schultz, Elaine Johannes, Bob Condia, Beth Davis

1. Approval of Dec 1, 2009 minutes

(Gould recommended a change to XIII to reflect the accurate title of new VP; Nechols recommended a committee name change from VII "Language of Instruction" subcommittee)
--minutes were unanimously approved with suggested amendments

2. Announcements

--the Faculty Senate will be hosting another open forum with President Schulz on February 23rd in Manhattan at KSU in Forum Hall. There will be a Polycom connection to the open forum in Salina on the 24th in the Union Big 12 Room.

Although the previous open forum focused on budget issues, that is not the required focus of each of the fora.

Please encourage your constituents to attend these fora.

--Johannes and Nechols informed FAC that the current Dean of the College of Agriculture is stepping down in February, with the most senior Associate Dean in their college being appointed to interim Dean on the basis of seniority. There will be a national search for a new Dean beginning in Summer 2010.

3. University Handbook Subcommittee (Kaleen Knopp)

--the subcommittee is still in search of a new chair. A suggestion to hire someone for this role met with budget resistance.

This subcommittee job appears to be daunting and faculty are being careful to over-commit their service hours.

If anyone on the FAC has suggestions as to who might be interested or available to serve in this capacity, please inform committee chairs.

Judy Hughey shared an e-mail from Susanna Valdovinos regarding a reference in the University Handbook D12 to a General Grievance Board and claims that this board hears Appendix J issues. Upon review of D12, FAC discussed and recommended deleting D12 from the Handbook. That move to delete was approved unanimously.

The University Handbook or any changes therein are binding and legal once it/they is/are posted in the on-line Handbook. We as Faculty Senators have the duty to inform our colleagues and colleges of changes taking place.

Kaleen Knopp announced that Fred Fairchild will be attending our February 2nd committee meeting, as a representative of the campus "policy library group." He will share with us the efforts to cross-reference and keep updated the Policy and Procedure Manual and the Handbook online.

Kaleen Knopp announced that Fac Sen Leadership is discussing the timing issue in regards to changing policy in the University Handbook and that policy taking effect on a rolling basis. The Leadership is discussing a recommendation of blanket new calendar year effective date for University Handbook changes. (July 1st all changes from the past academic year go into effect.)

Nechols commented that, in addition to a single turnover date, it might be helpful to provide an annual list of “changes made during Fac Sen year 2009-2010” and the date of when the changes are legal.

Bob Condia wanted to double-check whether the Appx C changes passed in October by Faculty Senate regarding teaching evaluations have been posted to the University Handbook. Schultz checked and the changes have not yet been posted. Nechols requested that we seek implementation of a tracking system so that Fac Sen can be assured that the items that are changed in Fac Sen meetings are also changed in the online University Handbook. Perhaps make one person could be accountable for double-checking on either end of the communication change.

(The responsible party for manually entering changes has been on maternity leave, this has played a role in delaying the updating of some changes.)

Knopp commented that the policy library group is also interested in tracking work flow, so this discussion will take place elsewhere, as well.

4. Subcommittee to address Graduate Student Grievance Policy (Hughey and Johannes)
Judy Hughey reported that early in the process Dean C. Shanklin believed the policy might be voted on in Graduate Council in February.

5. Technology and Textbook Committee (Bloodgood)

The committee’s charge addresses new Federal Law (Higher Education Act). We are supposed to supply the ISBN and the MSRP of required textbooks in the online course registration software.

The first approach to address this would be to require faculty to provide KSU with the textbook materials, with that information being entered in Isis and coordinated there.

The second option is to have the connection between courses and books online through the bookstores.

The university is now running a test case with Varney’s in Manhattan; Follett in Salina will begin a test case on February 5th.

Oracle (iSIS) should have software ready in the next year for the University to comply with the law internally, without involving the bookstores. As the University is charged with compliance, we have a larger vested interest (and legal interest) in assuring the smooth running of the program.

February 19th is the target date for Varney's and Follett to have these systems up and running for faculty course materials for Fall 2010.

Kaleen Knopp asked our student rep, Amy Schultz, for a report on the general feeling of the students on the matter. She reported that more students were indicating faculty flexibility on selecting affordable textbook options.

The subcommittee will meet again as necessary.

6. Faculty Salary and Fringe Benefits Subcommittee (Varnadore)

Karlene Varnadore sent Fac Aff a copy of their most recent meeting minutes. Knopp suggested that we invite Chair Varnadore in late February or early March to a Fac Aff meeting.

7. Open Access/Scholarly Publications/Electronic Periodicals (Askey, Urton, Nechols)

--will meet next week on Jan 26th

--Knopp circulated a draft of KU's policy on Open Access

--participation of library and K-Rex and the Library Repository Services Team in this will be essential.

8. Tuition Waiver for Dependents—Update (Knopp and Hughey)

The taskforce, co-chaired by Marcia Stockham and Brian Niehoff. Judy Hughey and Melody LeHew met with the co-chairs to clarify the mission of the Tuition Waiver taskforce. Hughey and LeHew discussed with the task force that they were free to start with a fresh mindset due to changes in Board of Regents Policy and state legislation.

A question for the task force is to what extent we can use this tuition waiver as a tool to recruit and retain faculty at KSU. The task force is reviewing how other institutions (KS, Big 12, regional) implement tuition waivers.

Stockham and Niehoff will keep us updated as they move forward. They are planning to have a report by the end of the academic year but the challenges are such that it is unlikely that policy and procedure recommendations will be finalized by that time.

9. E-Portfolio Taskforce (Handout)

Ruth Dyer sent over an article on E-Portfolios as FYI.

Gould reported that the task force is getting ready to meet, after checking with Provost Mason that the charge remains the same or to see whether she'd like to see changes in emphasis in the charge.

Rebecca Gould would like to include Jamene Brooks-Kieffer on the committee and will suggest that to Provost Mason.

10. Appendix G—Grievance Procedures—Revision Work Update (Knopp)

--Fac Sen Leadership council, and FAC co-chairs have received feedback on small but necessary changes that need to be made to Appx G:

- Inconsistencies in the flowchart in the back (dates in text vs. date on chart)

- Items of concern to attorneys

Hughey commented that she does not believe there will be anything in the revisions to cause major concern among committee members or Faculty Senators. The largest item of potential concern may center on the purview of the Grievance Chair. What is the extent of his/her power to make decisions? The grievance chair (Todd Goodson), the university attorneys, FAC, and Susanne Valdovinos' office will review and discuss language and intent.

Nechols reported that we need to keep in mind that the decision as to whether a grievance should go forward should not devolve to someone in the University attorney's offices. Whether we work with a committee, as in the past, or an individual, as is currently called for, we need to take care.

11. New Business (Judy Hughey)

Our recent spate of winter weather led to some disgruntled university employees and students, especially those who have children in the KSU Child Development Center—which closed for weather when the university was open. Many wrote complaints to the office of the President and to the Commission on the Status of Women. The CSW wrote a letter to Debra Ring, who heads the CDC, asking them to review their weather policy. Some believed the response to be unhelpful.

President Schulz has asked Fac Sen to review the university's weather policy. How do we address the occasionally conflicting needs of the university's teaching and research mission (both in Manhattan, on campus, and at other university locations) and the needs of students and faculty when it comes to weather.

Stone House, which is a KSU research facility, did not close on that day, as they adhere to the KSU calendar.

Fac Sen Leadership will discuss with President Schulz the formation of a weather task force. Our co-chairs will keep us updated on how the issue moves forward.

Adjourn: 4:55pm