

Kansas State University Faculty Senate Faculty Affairs Committee Minutes

March 6, 2012 * 3:30 pm Bluemont Hall 021

Present: Associate Provost Niehoff, Senators Hughey, Knopp, Hsu, Holcombe, Willbrant, Ehie, Cochran, Johannes, and Fritch

1. Approval of February 2012 (2.7.12 & 2.21.12) minutes

- Senator Hughey moved to approve both meetings' minutes; Senator Hsu seconded. Motion approved unanimously.

2. Professional Conduct / Anti-Bullying Policy - Action Item

- Senator Knopp reviewed the work on the new draft of policy done by the work group to address the concerns shared by the Faculty Affairs Committee, Executive Committee, University General Counsel, and members of the original members of the larger work group.
- Senator Cochran moved to approve the policy; Senator Ehie seconded the motion.
- During discussion, Senator Holcombe asked about changing the term "ombudsperson" to "ombuds" throughout the document.
- Senators discussed specific instances of language used throughout the document. One example discussed the phrase "practice of comportment" in the document. Though the language may be from the Kansas Civil Code, senators discussed that the phrase was confusing. Options mentioned included deleting the phrase, providing a definition in the document or restating it in more everyday language.
- Senator Hughey commented on possible confusion from quoting current UH 46.1 and the Note 2 included in it. Senators discussed the fact that UH was currently being revised and which version to include at that spot, and whether the text needed to be quoted at all as the policy simply suggested an addition, not rewording of the section. It was agreed that the policy document could simply state the proposed additional language be added to that section of the UH without having to quote the section.
- The motion, with suggested language revisions, passed unanimously.

3. UH Sections B-C, etc. – Action Items

- Senator Hughey reviewed the suggested changes in Section B that were made by FAC senators at the last meeting and showed the committee the new revised version. Senators commented on how well the revised document looked and how it would be understood by all people looking at the University Handbook. Senator Hughey reviewed other changes made in Section B.

- Senators discussed the numbering of sections and the possibility of renumbering sections so that sections follow sequentially. Senators also agreed that subsequent sections also needed to be numbered sequentially.
- Senators discussed and suggested grammatical and punctuation changes throughout Section B.
- Senator Johannes moved to approve Section B with revisions (as amended) made today. Senator Fritch seconded. Motion approved unanimously.
- Senator Hughey reviewed UH Committee discussions and changes to Section C of the Handbook.
 - Senator Knopp reminded FAC senators that current workgroups such as Clinical Faculty may cause certain portions of Section C to be revised again.
 - The changes reviewed were primarily reordering changes throughout the section. There were no policy changes with the exception of Faculty and Unclassified Professional Evaluations – new headers were added to make the policies clear.
 - B123 was added into the section rather than only including a reference note to it as that section is important because it refers to not using email to conduct annual evaluations and includes examples that could be done instead. Senators discussed the evaluation of administrator possible methods and scenarios.
 - FAC senators reviewed Section C up until the five-year administrator evaluation procedures. The remaining parts of Section C and all of Section D will be reviewed at the next meeting. If time allows, Section H (Sections H, J, and K consolidated) will also be reviewed.

4. Meeting adjourned at 5:14pm.