

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
October 1, 2013
3:30pm – Union 204**

Present: Laura Armbrust, Regina Beard, Andrea Blair, Betsy Cauble (chair), Eric Dover, Todd Easton, Katie Kingery-Page (secretary), Mindy Markham, Brian Niehoff, Esther Swilley, Kaitlin Long (SGA)

1. Call to Order

2. Additions to Agenda

3. Approval of September 17, 2013 Minutes

- approved

4. Old Business

A. Post Tenure Review Policy (Attachment)

1) Review changes

- several more changes suggested to make tone clear in purpose of professional development for faculty being reviewed
- Cauble and Niehoff documented changes and will edit draft document

2) Is it ready to go to the Provost?

- yes

B. Non Tenure Track Assistant Professors

1) Do we have concerns? What do we want to happen?

- Niehoff provides data on Faculty and Unclassified regular vs. term employees
- Cauble notes concern of numbers rising in term appointments due to the possible message of instability this may convey
- Cauble notes the rationale for tenure to guarantee academic freedom and freedom of expression
- Niehoff notes that numbers of faculty on term appointments at KSU is lower than national averages for institutions of similar type
- Percentage of *staff* on term appointments seems high (current 42.4%, that's down from 44.4% in 2009)
- Question raised as to why: perhaps there has not been a way to work many term appointments into permanent budgets? Somehow sustained year to year (as numbers show); but long term commitment has not been made to commit to regular positions within permanent budget
- How many term employees are on soft money?
- These numbers may be of interest to the new FS standing committee for professional staff affairs
- The handbook contains a dearth of policy about unclassified staff; this has not been intentional but a result of university growth; clear policies are needed
- Need to keep asking: is our balance of permanent to term positions right?

C. Mediation Coordinator Reporting Structure

- Update: Betsy will attend dispute resolution luncheon Wednesday
- This group has worked hard over time to resolve disputes at an early level, before disputes grow larger; ombudspersons came in the 1970s; since then, average number of grievances per year has been very low
- Betsy will report back re: luncheon;
- Dispute resolution group is thinking of suggesting that individuals with an issue speak to affirmative action
- Mediation coordinator refers people needing mediation to off campus mediator
- Approaching Office of Affirmative Action may be very intimidating; the office has a legal, regulated purpose
- Some faculty prefer the Office of Diversity for dispute resolution
- Similarly, Disability Services sometimes receives calls from faculty feeling vulnerable, needing advice
- Should this be an HR role to provide advice on process to those seeking help?
- What structure do we want to maintain a dispute resolution process that people feel is fair and effective?
- Discussion of difference between unclassified and classified staff/faculty involvement with HR (HR not very involved in faculty hires, for example)
- Is the current grassroots process working adequately, people going where they feel comfortable?
- No, the issue is fear of reprisal, how do we change the culture to remove fear of raising questions
- The fear issue crosses unclassified/classified; not only untenured faculty
- Most common complaint is “unhappy in the workplace”
- What about training all grassroots sources so that each taking complaints is trained to pass to next step in process;
- Advertising/publicizing the process may be the real issue

D. Human Resources & Benefits Issues

- 1) Cindy Bontrager et al. to visit in November

E. Appendix M

- 1) Develop plan to address

- Cauble has invited university counsel; will schedule to join us re: questions of timeline and recording protocols; general process of hearing panel is not in question—is clear already

F. Faculty Merit Evaluation Issues

- General counsel office would like to discourage people grieving annual evaluations; would the acknowledgement of receipt of written disagreement with evaluation help allay concerns leading to grievance?
- Unclassified professionals (depending upon standing and history) may not “have a year” to change or improve evaluation
- Added conversation on annual evaluation leading to chronic low achievement
 - Chronic low achievement defined as 2 in a row or 3/5 evaluations being low

- Niehoff offers some institutional history and notes that “low achievement” bar should be set truly low in evaluation standards so that 2 in a row truly would indicate a real problem
- FYI: annual evaluation can be based on academic year not only calendar year

G. Safety Issues Discussion

1) Concealed Carry—Robert Auten Offer

Who wants to take Robert up on his offer??

2) Crisis Team Update

a) Student of Concern Materials

- excellent-just came out;
- do we need material like this for faculty and staff to know where to go with their workplace concerns?

b) Violence Against Women Act

Involves reporting and training issues.

- Every employee at KSU will have to go through training on reporting; training will be online; committee is looking at how to document reports; will advise employees on how to inform people that you must report—cannot keep reportable items in confidence
- Most often if reporting is acknowledged, people still come back to talk
- We must tell people of our obligation to report before they “unburden themselves”
- Stalking will fall under mandated reporting
- Training will be supplied to students as well

3) Safety Training Issues

a) Compliance Officer

- is search on going?
- Email Cauble if you want to take Auten’s conceal-carry class; he has offered us

5. Announcements

- Question re: affordable care act: if employees work 30 hrs avg/week or more (includes students) employer the size of KSU will be required to provide health insurance
- Insurance would have to be provided is student works more than 30 during breaks, and would cover whole next year even if they no longer worked
- Employers are being asked to evaluate the “look back” period—how much are employees really working?
- Insurance for graduate students—we lack COBRA coverage for 18 mos. After leaving workforce...this is the issue

6. Adjourned