

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
May 5, 2015, 2015

4:00 - 205 K-State Union

Attendance: Betsy Cauble, Eric Dover, Charles Barden, Gayle Doll, Lotta Larson, David Lehman, Todd Easton, Jeff Stevenson; Provost Liaison: Brian Niehoff, Human Capital Liaison: Gina Lowe

- ❖ Call to Order and introduction: Discussion about room scheduling based on the First Tuesday review of the same.
- ❖ April 21, 2015 Minutes were approved.
- ❖ Old Business
 - Faculty Affairs Committee Leadership for 2015-2016: Betsy Cauble and Mindy Markham will co-chair. This is Betsy's last year on Senate. Gayle moved and Charlie seconded. Motion was approved.
 - Professional Titles: Concerns from administration. Intent is to have people put this into departmental documents. Suggest (the following refers to all of the titles and then list the titles). OR may want to include the phrase "and departmental documents." Needs to be written so that each section is parallel—all equal. Betsy will change it and circulate it to our committee and Ruth Dyer.
- ❖ New Business for New Faculty Senate
 - Concerns regarding C46.1 (see below). We've been told to expect to review all of Section C.
 - C46.1 Responsibilities of evaluators. The unit head will prepare, by January 31, a written evaluation for each full or part-time regularly appointed faculty or unclassified professional person. Quantitative ratings may be used to summarize evaluative judgments, but the basis for these judgments must be explained by a narrative account. The evaluation shall provide succinct assessments of effectiveness in performing each responsibility and these statements must include summaries of the achievements and evidence which support these assessments. Performance reviews of faculty and other unclassified employees will include consideration of overall contribution or detriment to the department/unit, which includes citizenship and other personal conduct affecting the workplace. Faculty and other unclassified employees are expected to have cooperative interactions with colleagues, show civility and respect to others with whom they work and interact, show respect for the opinions of others in the exchange of ideas, and demonstrate a willingness to follow appropriate directives from supervisors. (Note 2. Those appointed to regular part-time positions must be evaluated; however, evaluations are not required for an individual on a term appointment, as defined in [C11](#), even if that employee will be re-hired for another year.) (Revised FSM 4/10/12)
 - Term Assistant & Associate Professors: Charlotte Self sent information on how many faculty are on term appointments. Brian would like to know what departments these faculty members are in. Are they in extension or some other area? We'll be getting more data on this.
 - Conduct Questions on Admission Application Crisis group: Should we ask on admissions forms questions about conduct? These are needed to find out if this person is a safety risk on campus. This already happens with social work and education. Liability insurance is needed for these two groups. Criminal background checks cost about \$10. Committee is to think about this and formulate recommendations.
 - Shared Services Draft Plan: Cauble shared information about campus groups banding together as they look for efficiencies. An example would be grant writing. It is difficult for business office people to understand grants because they are so different from regular budgets.
- ❖ Next Meeting: **May 19, 2015 Union 205**
- ❖ Meeting was adjourned.