

**Kansas State University Faculty Senate  
Faculty Affairs Committee  
Minutes  
May 16, 2017**

**3:30 p.m. – Business Building 2138 (inside 2121)**

**Attendance:** David Lehman, Brian Niehoff, Troy Harding, Charlotte Self, Charles Barden, Amy Betz, Ethan Erickson, Jason Bergtold, Judy Hughey, Daniel Ireton, Don Saucier, and Mindy Markham

- ❖ **Meet jointly with Academic Affairs and Ruth Dyer, Senior Vice Provost, to present Handbook Section F proposed modifications**
  - A motion was made and seconded to approve the proposed changes to Sections F75, 76, 80, and 121 of the University Handbook. Motion approved.
  - Ruth Dyer introduced language for Section F115.1 of the Handbook regarding ½ credit hour courses. This generated numerous questions among members of both Faculty Affairs and Academic Affairs. It was determined that we will think about this and discuss with members of our caucuses and discuss at the first committee meeting in September.
- ❖ **Introductions and welcome to incoming members**
- ❖ **Approve Minutes**
  - **May 2, 2017 Minutes (Attachment with draft minutes)**
    - A motion was made and seconded to approve the May 2<sup>nd</sup> minutes. Motion approved.
- ❖ **Old Business**
  - None
- ❖ **New Business**
  - **Elect Committee Leadership for 2017-2018.**
    - New Chairs – Charles Barden and David Lehman were the only nominees. They were voted to serve as co-chairs of the committee for the next year.
    - Secretary – Mindy Markham was the only nominee. She was voted to serve as secretary of the committee for the next year.
  - **Review needed subcommittee assignments (Handbook, Salary and Benefits).**
    - **Handbook Committee**
      - Would like to identify a representative from Faculty Affairs who could serve as co-chair with Lynn Carlin.
      - Given that we just revised all sections of the handbook, there may not be much work for this committee at this time.
      - A question was raised regarding the need for a handbook committee. This is something that should be discussed with Faculty Senate Leadership.
    - **Faculty Salary and Fringe Benefits Committee**
      - This committee will likely discuss the employee tuition assistance program. The legislature and Board of Regents requires us to pay those credits to the university. There is interest in promoting change to this policy.
      - Ethan Erickson volunteered to serve as the Faculty Affairs representative to this committee.
- ❖ **From Committee Members**
  - A question was raised regarding what the committee does. Charlie Barden will send out information regarding the duties of this committee to Faculty Affairs members. This committee deals with anything that affects faculty (e.g., promotion and tenure, annual evaluations, etc.).

- An issue was raised regarding the new non-tenure track ranks – there are people who have been hired into those positions and there is nothing to provide guidelines for salary like there is for tenure track faculty.
  - Recommendations have been made by the Faculty Salary Task Force to the administration for salary enhancements for these individuals.
  - Charlotte will look to see how many promotions have occurred among non-tenure track faculty.
  - We also want to look at the instructor salary increases over the years (concern about individual faculty members not being compensated fairly).
  - This is an issue we will look into in the next academic year.
- Questions were raised regarding the work on TEVALs that was conducted last year as well as additional questions and concerns:
  - Educational campaign:
    - An educational campaign will take place with information and best practices for students, faculty, and department heads, which will be posted on the Teaching and Learning Center website.
    - They will work to inform students regarding what is done with the information from teaching evaluations and how to provide helpful information in the teaching evaluation.
    - Brian Niehoff will also talk with department heads at the first First Tuesday meeting in the fall regarding the importance of using other methods to evaluate teaching and just using TEVALs as a portion of the faculty teaching evaluation.
  - TEVAL algorithm:
    - Brian Niehoff indicated that he and Jackie Spears are going to work on this. When they work on this and do calculations to re-norm the TEVALs, they will base the calculations on courses with five or more students.
  - Faculty not evaluating courses:
    - Approximately 5% of courses that should be evaluated at our university are not evaluated.
    - Judy Hughey shared that in the past a Faculty Affairs student representative pushed for all courses to be evaluated, and this handbook language was changed based on the work of this committee.
  - Review and discussion of TEVAL questions:
    - Suggestions for additional questions:
      - ◆ Would you recommend this professor to another person?
      - ◆ Would you recommend this course to another person?
      - ◆ Did the instructor create an inclusive environment?
    - Brian Niehoff indicated that department and faculty can add questions, but that the original TEVAL should not be changed because of the history of the TEVAL and the reliability and validity.
  - Limitations based on the information faculty receive from TEVAL results:
    - Other institutions are including correlations between TEVAL items and between TEVAL responses and grades.

❖ **Next Meeting: September 5, 2017 (Business Building 2138) at 3:45PM.**

❖ **Adjourn**