

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
April 17, 2018**

2:30 p.m. – Business Building 2123

Attendance: Charlie Barden, Jason Bergtold, Amy Betz, Ethan Erickson, Troy Harding, Judy Hughey, Daniel Ireton, Mindy Markham, Tendai Munyanyi, David Procter, Don Saucier, and Charlotte Self

Guest: Brian Lindshield

❖ **Call to Order Faculty Affairs**

The Faculty Affairs Committee meeting was called to order at 2:31 p.m.

❖ **Approve Minutes**

➤ **April 3, 2018 Minutes (Attachment with draft minutes)**

Minutes were approved as submitted.

❖ **Old Business**

➤ **Review revised Section E, Sabbatical Leave, and vote**

Based on discussion of Section E of the University Handbook at the Faculty Senate meeting, some revisions have been recommended and included in the attachment. Two changes were made in the last paragraph of E2, one change was made in E3, and two changes were made in point 3 of the Sabbatical Leave Guidelines. It was moved and seconded to approve Section E, Sabbatical Leave, of the University handbook. Motion approved. Senator Barden will share this with Dr. Ruth Dyer and it will be brought to the May Faculty Senate meeting for a vote.

➤ **Review revised Appendix U, Mediation Policy, and vote**

The changes provided in yellow are the changes that were made during the review at the last Faculty Affairs committee meeting. The following statement was included in Appendix U in the Coordination of Mediation Process section: "If either party feels there is a conflict of interest with the Mediation Coordinator, an individual can contact the State of Kansas Employee Assistance Program to request mediation." We recommend the language "an individual" be changed to "said party." It was moved and seconded to approve Appendix U of the University Handbook. Motion approved. This will go forward to the May Faculty Senate meeting for a first reading.

❖ **New Business**

➤ **First Reading of revised PPM Chapter 4095 Nepotism and Employee Relationships, and new PPM chapter 4096 on Consensual Romantic Relationships Involving Students, presented by President Lindshield**

President Lindshield brought forward revisions to PPM Chapter 4095, new PPM chapter 4096, and revisions to Section D of the University Handbook. President Lindshield indicated that the Board of Regents is interested in implementing an umbrella policy regarding consensual relationships. K-State currently does not have a policy on this, and President Lindshield stated it is important for us to be proactive on this matter and establish a policy rather than having the Board of Regents develop a policy that would be developed for us. President Lindshield reports to the Board directly and he could talk to the Board about this at the May KBOR meeting if we pass this today and in the May Faculty Senate meeting. There was a working group that included Brian Niehoff, Cheryl Strecker, Robert Large, Linda Cook, Blake Abby, Jay Stephens, and Brian Lindshield. The working group reviewed other university policies, particularly one from Purdue and the University of Missouri, and they drafted the proposed language.

A question was raised regarding how a person may be terminated – is it for not following this policy in the first place or if an employee violates this policy and does not disclose this to the supervisor. Lindshield indicated that the penalty is related to not disclosing.

A recommendation was made to define “employee” within the policy.

It also needs to be clear that this is between an employee and a student.

A recommendation was made to delete the word “rare” from the following sentence in .020: “In the ~~rare~~ instance when such a relationship arises contrary to this policy, the employee shall immediately disclose the relationship to the employee’s supervisor **or Human Capital Services. The employee shall** cooperate with the supervisor, **potentially in conjunction with Human Capital Services,** to sever the evaluative or supervisory relationship and eliminate the existing or potential conflict of interest.” Senator Betz raised a concern regarding the requirement to disclose relationships to a supervisor, as this could mean that a person has to disclose their sexual orientation. A suggestion was made to add that an employee can have the option to report to HCS rather than only to one’s direct supervisor.

It was recommended to add the following sentence in the first paragraph of .020 of PPM 4096: **“In the instance when such a relationship had existed previously that may give rise to potential conflicts of interest, the employee shall disclose the relationship to the employee’s supervisor or Human Capital Services.”**

It was recommended that the words “directly” and “employment” be added to the following sentence in PPM 4096, section .030: “When one participant in a consensual romantic relationship is personally involved in **directly** evaluating, grading, or otherwise assessing the other participant’s academic performance, or making decisions that materially affect the participant’s **employment,** advancement in an academic program, or participation in a University-sponsored program or activity.”

A motion was made and seconded to approve PPM 4096 as amended. Motion approved.

Discussion ensued regarding the statement in PPM 4095: “employees who are or have been in consensual relationships.” A recommendation was made for the following language to be added: **“If past relationships give rise to potential conflicts of interest, then they should be disclosed to the direct supervisor and/or Human Capital Services.”**

A recommendation was made for “Employee Relations and Engagement” to be added after “Human Capital Services” in section .050 of PPM 4095.

A motion was made and seconded to approve the revised language in PPM 4095 on Nepotism as amended and with clarification on past relationships. Motion approved.

A motion was made and seconded to approve Section D3 of the University Handbook. Motion approved.

➤ **Committee leadership- need for a new secretary next term**

Mindy Markham will serve on Exec next year and will no longer be available to serve as Secretary of Faculty Affairs. Charlotte Self volunteered to serve as secretary for Faculty Affairs. Senator Barden indicated that we will vote on this at the next Faculty Affairs meeting.

❖ **From Committee Members**

Senator Ireton indicated that there will be updates to Section C of the University Handbook to review at the next Faculty Affairs meeting.

❖ **Next Meeting: May 1, 2018 (Business Building 2123) at 3:45 PM.**

❖ **Adjourn**

The meeting was adjourned at 3:55 p.m.