

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
November 19th, 2019**

3:30 p.m. – Business Building, room 3042

Attendance: Jennifer Bormann, Kim Charland, Mike Crow, Daniel Ireton, Annelise Nguyen, Michael Oetken, David Procter, Sara Rosenkranz, Don Saucier, Charlotte Self, Vicki Sherbert

- ❖ **Call to Order Faculty Affairs – Don Saucier and Annelise Nguyen Co-Chairs**
Committee agreed to have regular meeting time at 3:30. Annelise will get with Candace to modify website from 3:45 to 3:30.

Meeting called to order at 3:30

- ❖ **Approve Minutes**

- Minutes of November 5, 2019 approved

- ❖ **Old Business**

- Negative impacts of new budget model,
Discussion: How are new programs developed. Seems there is a lack of understanding in the budget model. Important to go through proper steps. Discussion will continue next meeting. Faculty Affairs committee has asked administration to be transparent. Administrators serve on senate; department heads have privileged information that faculty may not be aware of.

Faculty Affairs needs to protect faculty's interest to the degree they can specifically protect senate's place in the process. Need to ask administrator to be transparent to faculty. There is concern that no system is in place to monitor "camouflage". Talk to leadership what options are there to protect faculty and staff.

- FAC Representative serving on subcommittee: Salaries and Fringe Benefits (report from 11/4 meeting)
Flex time and comp time are gray areas particularly for staff. Trying to determine how there can be consistency across campus. Open enrollment is an ideal way to train faculty and staff. Should be a concrete effort to train employees. Assistant Professor promoting/moving up to Associate professor, how to address incentive if no salary increase. No incentive for promotion is a challenge for faculty. No funding in central to allocate salary increases for promotion, some departments finding money. Potentially explore assisting faculty with the tenure track process.
 - Approved Revisions to University Handbook Section C6 – posted: <https://www.k-state.edu/provost/universityhb/fhsecc.html>

This section is live on the website

- Approved Revision to University Handbook Section F115 and F115.1 – posted: <https://www.k-state.edu/provost/universityhb/fhsecc.html>

This section is live on the website.

- ❖ **New Business**

- Proposed Revisions to University Handbook, Section B: University Structure
The committee has been given revisions, not clear how decisions on which titles are and are not included on the organizational chart. Recommend adding a brief explanation to define what is included in each section. Don will submit a draft of a brief description.

Motion to approve the changes, seconded. Motion carries. Approve.

- Proposed University Excused Absence Policy (pending on FSLC meeting Nov. 5th)
Add “adoption” to Pregnancy, childbirth heading and within the body.

Motion approve the changes, seconded. Motion carries. Approve.

- Guest for Nov. FS meeting – Linda Cook: E-Scooters
- Handbook vs. PPM vs. Provost’s website
Further discussion what is the final authority.

❖ **From Committee Members**

Need a volunteer to serve on an ad-hoc committee from FSCOT (Technology) related to Follett/Canvas.

❖ **Adjourn**
5:10 p.m.

❖ **Next meeting: December 17th, 3:30 pm, 3042 Business Building**