

**Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes**

January 19, 2021, 3:30 pm

Via Zoom

<https://ksu.zoom.us/j/837797836>

- **Attended:** *Veronica Denison, Todd Easton, Michael Oetken, Neal Hubbell, Christopher Little, Sara Rosenkranz, Vicki Sherbert, Madai Rivera (for Betsy Draper), Brian Niehoff, Don Saucier, Kim Charland, Charlotte Self*
- **Called to Order Faculty Affairs** – *Don Saucier*
- **Approved December 15, 2020 Minutes** – *moved by Todd, seconded by Michael*
- **Approved January 5, 2021 Minutes** – *moved by Todd, seconded by Vicki*
- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Todd Easton
 - The committee drafted faculty salary letter
 - **University Handbook and Policy Committee:** Betsy Draper
 - No updates at this time
 - **Term vs. Regular Appointments Working Group:** Charlotte Self
 - This working group has been dismantled
 - **Employee Morale Working Group:** Betsy Draper and Michael Oetken
 - No updates at this time
 - **FSCOT Special Meeting on Academic Tools:** Don Saucier, Faculty Affairs representative
 - Idea of having a committee that would lead the charge
 - Will meet with Provost to discuss going forward
- ❖ **Old and Continuing Business**
 - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit
Subcommittee: Neal Hubbell, Michael Oetken, Don Saucier
 - **Nothing new to report**
 - Provide recommendations to the Provost’s office from Faculty Senate about how best to assess and include Engagement and Diversity in the University-level T&P documents
 - Provide a “white pages” report to FS Leadership first
 - Report on Department Head vs. Department Chair in Handbook
Subcommittee: Vicki Sherbert, Sara Rosenkranz, Kim Charland, Brian Niehoff
 - **Nothing new to report**

- Define and assess what the standard definitions are across the academy and how they are used at K-State. If there are differences between the general definition and K-State's working definition, how can we standardize the use of these terms across our University?
- Can we settle on definitions that can go into our handbook for clarification?

➤ **Issues facing faculty in the COVID-19 era?**

- Reviewed, edited, and revised COVID-19 Impact Statement Guide draft. [Here it is](#) on one drive.
- Per Tanya Gonzalez:
 - 1) I did not include a statement about tenure clock extensions because that information should appear in department head notes to external reviewers. The COVID-19 impact statement is for internal reviews.
 - 2) I included Mentoring and Advising in the teaching section, which is what Purdue did. I think it works well there since whatever "credit" we get for advising is typically rolled into teaching now.
- ***The committee collaborated on the impact statement guide language and made appropriate additions, changes, and edits to the document located via One Drive.***
- ***Motion to approve COVID-19 Impact Statement Guide by Todd, Seconded by Michael. Motion passed committee.***
- ***Tanya Gonzalez will present document to be voted on by full Faculty Senate***

❖ **New Business for 2020-2021**

- Items from Faculty Senate Year-Long Agenda (what should our products be?)
 - 1. Participate in and advocate for faculty and staff in the COVID-19 planning process
 - Make recommendations to Administration about specific guidance related to evaluating faculty and staff regarding their teaching, research productivity, service, etc.
 - What are the concerns related to teaching issues and challenges last spring?
 - How do we continue this conversation with Administration?
 - What are the research concerns?
 - Hope to provide recommendations guidance for what this means to faculty. (Tenure review, Yearly evals)
 - Reasonable guidance for Research/Scholarship, Service and Advising
 - List of recommendations directed to Administration and College Units
 - Implementation of furloughs and challenges between colleges
 - 2.e. Review and advocate promotion and tenure, and grievance processes in light of best practices for diversity and inclusion (as items are presented to Faculty Affairs by Social Justice subcommittee)
 - 6. Update FS Constitution – What should Faculty Senate composition look like? What is the definition of faculty? The Professional Staff Affairs will work on this item as well. Bring our recommendations to Faculty Senate Constitution committee.

- Review and discussion of term representation in Faculty Senate Constitution
 - Joint (FA and PSA) proposal unanimously passed at January 5, 2021, meeting.
 - Proposal forwarded to President Mindy Markham; to be forwarded to Constitution work group
- 7. T&P review and revision – continue our current work; include item 2.e.

❖ **From Committee Members**

- ***Classroom Spraying Issue***
 - Todd –There is a substantial amount of faculty time used during the week to spray the large classrooms. University has not offered any training. Wants to raise the issue in order to see changes before Fall 2021.
 - Sara – this also takes time away from students that want to engage with faculty after class. Negatively impacting students.
 - Brian – forwarded the concerns to Facilities. There is some training online.
 - Todd and Sara will send an official memo of concern to Mindy.

❖ **Adjourned**

❖ **Next meeting: February 2, 2021, 3:30 pm**