

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
March 16, 2021, 3:30 pm
Via Zoom

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

- **Attended:** Veronica Denison, Michael Oetken, Sara Rosenkranz, Vicki Sherbert, Betsy Draper, Don Saucier, Kim Charland, Maggie Billman, Brian Niehoff, Charlotte Self, Jason Hackett, Todd Easton, Neal Hubbell, Chris Little
- **Call to Order Faculty Affairs – Don Saucier and Kim Charland (Co-Chairs)**
- **Approved March 2, 2021 Minutes** – Moved by Betsy, seconded and approved
- **2021-2022 Faculty Affairs Leadership (Co-Chairs)** – If interested contact Don or Kim
- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Todd Easton
 - A faculty member did reach out to the committee after reviewing the information provided at the March 9 Senate meeting.
 - A working group has been created for dependent tuition issue. Don and Todd are on that working group.
 - **University Handbook and Policy Committee:** Betsy Draper
 - Nothing new to report
 - **Communication Working Group:** Jason Hackett
 - Discussed what and if other universities are doing something similar to what KSU is trying to do concerning a one-stop shop for all communication information. Group is working to identify all of the necessary things to include in the communication page/blog. Also discussing who will administer the page once created.
 - **FSCOT Special Meeting on Academic Tools:** Don Saucier, Faculty Affairs representative
 - A proposal is with the provost and president to create committee to oversee academic tools used by the university. Vision for the committee is to streamline all academic tools and look at what tools are needed and which ones can be removed.
- ❖ **Old and Continuing Business**
 - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit – Nothing new to report.
Subcommittee: Neal Hubbell, Michael Oetken, Don Saucier
 - 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 – Nothing new to report.

Subcommittee: Vicki Sherbert, Sara Rosenkranz, Kim Charland, Brian Niehoff

- 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?**

- **COVID-19 Impact Statement Guidance for Evaluators**
 - Faculty Affairs to create guidance for evaluators
 - Subcommittee: Todd Easton, Vicki Sherbert, Brian Niehoff
 - Brian drafted the document. Todd and Vicki provided some additional revisions. Feel like it's a good start. Subcommittee did not want to make the document too long.
 - *Todd* - The document should be sent to anyone who is engaged in an evaluation of a faculty member who was/is impacted by COVID-19.
 - Might need to rephrase some of the wording about who and which faculty are referred to in the document.
 - This document should always be attached and included with all COVID-19 impact statements.
 - *Betsy* - If there is a faculty member that is having performance issues prior to COVID-19, should this document factor in. *Brian* – It shouldn't. Any performance issues before are evaluated for that time period. This is probably going to cloud up some explanations in some cases.
 - *Chris* – In the Disproportionate Effect section, the links to "Nature" and "SSRN" aren't working.
 - *Sara* – should include some factual data to show how COVID-19 impacted the university. *Brian* – Can include a reference to the official university webpage about COVID-19 impacts and history.
 - Vicki worked on live updates to the document during today's meeting, as FAC members provide feedback and comments.
 - Don moved and Todd seconded to send the document to Faculty Senate Executive Committee. Approved by FAC.
 - Vicki will email a copy of the document to FAC members.

❖ **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
 - ✓ COVID-19 Impact Statement Guide approved by Faculty Senate (02/09/2021)
 - ✓ Faculty Affairs to develop guidance for evaluators
- 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.
 - Joint (FA and PSA) proposal unanimously passed at January 5, 2021, meeting.
 - Proposal forwarded to President Mindy Markham
 - Meeting (Kim) with USS leadership (02/04/2021)
 - Constitution Committee (02/23/2021)
 - Next steps: Candace and Senator Dodd are updating language in proposal >>> Then updated proposal will go back to Constitution Committee for review and approval >>> Executive Committee (goal: March meeting) >>> Faculty Senate (goal: April meeting) >>> University Faculty and Professional Staff vote
- 7. T&P review and revision – continue our current work; include item 2.e.

❖ **From Committee Members**

❖ **Announcements**

- Town Hall meetings: April 1 (9-10 am), and May 10 (8-9 am)

❖ **Adjourned**

❖ **Next meeting: April 6, 2021, 3:30 pm**