

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
April 20, 2021, 3:30 pm
Via Zoom

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

- ❖ **Attended:** Kim Charland, Don Saucier, Michael Oetken, Neal Hubbell, Vicki Sherbert, Todd Easton, Sara Rosenkranz, Charlotte Self, Veronica Denison, Nick Saia, Brian Niehoff, Jason Hackett, Betsy Draper, Chris Little
- ❖ **Call to Order Faculty Affairs** – Don Saucier and Kim Charland (Co-Chairs)
- ❖ **April 6, 2021 Minutes Approved** – Moved by Michael Oetken, Seconded by Neal Hubbell, Committee Approved.
- ❖ **Announcements and Recognitions**
2021-2022 Faculty Affairs Leadership (Co-Chairs): Don Saucier and Sara Rosenkranz
 - Nick Saia is our new student representative. Welcome!
 - Thank you to Brian Niehoff for all his service to the university. Congratulations on retirement!
 - Betsy Draper is retiring – Congratulations to Betsy!
 - Thank you to all committee members for all the work!
 - Thank you to Kim and Don for leading the group this year!
- ❖ **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Todd Easton
 - Nothing new to report at this time.
 - **University Handbook and Policy Committee:** Betsy Draper
 - Close to finishing up final edits. No big conflicts found. Discussion about combine and make a one-stop-shop for these items.
 - **Communication Working Group:** Jason Hackett
 - Working on some new deliverables.
 - **FSCOT Special Meeting on Academic Tools:** Don Saucier, Faculty Affairs representative
 - Provost will empower that committee. Future updates to come.
- ❖ **Completed Business**
 - **Participated** in and advocated for faculty and staff in the COVID-19 planning process
 - **Approved** Proposed Revision to University Handbook Section B120 and PPM 4410 and 4650 Related to Acting and Interim Language
 - Approved by Faculty Senate 10/13/2020
 - **Accepted** Updated University Handbook and Policy Committee Data Sheet
 - **Revived** Salaries and Fringe Benefits Committee
 - **Approved** Recommended Change to Dependent/Spouse Tuition Grant Policy

-Approved by Faculty Senate 12/08/2020
-Presented to President and Provost at 12/14/2020 FSLC meeting
-A working group has been created. Don Saucier and Todd Easton are members of the working group.

- **Approved** Proposed Revisions to University Handbook, Appendix E: Faculty Senate Constitution to Include Term Caucus
 - First reading by Faculty Senate 04/13/2021
 - Second reading and vote by Faculty Senate planned for 05/11/2021
 - If passed, proposal will go to general faculty/unclassified professionals for vote
- **Approved** COVID-19 Impact Statement Rationale and Guidance
 - Approved by Faculty Senate 02/09/2021
- **Received** 2019 Status of Faculty Salaries Report from Salaries and Fringe Benefits Committee
 - Received by Faculty Senate 03/09/2021
- **Approved** Guidelines for Evaluators of Faculty regarding COVID-19 Impact Statements
 - Approved by Faculty Senate 04/13/2021
- **Approved** Proposed Mandatory Syllabus Statement on Mutual Respect and Inclusion in K-State Teaching and Learning Spaces
 - Sent to Academic Affairs Committee
- **Received** Proposed Optional Excused Absence Syllabus Statement from Academic Affairs Committee

❖ **Old and Continuing Business**

- Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit 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
 - **Nothing new to report**
- Report on Department Head vs. Department Chair in Handbook 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?
 - **Nothing new to report**
- **Proposed Mandatory Syllabus Statement on Mutual Respect and Inclusion in K-State Teaching and Learning Spaces**
 - Approved by Faculty Affairs (4/06/2021)
 - Sent to Academic Affairs Committee for discussion
- **Issues facing faculty in the COVID-19 era?**
 - **Concerns** re: negative feedback received for working and/or teaching online from home
- Items from Faculty Senate Year-Long Agenda (what should our products be?)
 - 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)
 - 7. T&P review and revision – continue our current work; include item 2.e.

❖ **New Business for 2020-2021**

➤ **Proposed Optional Excused Absence Syllabus Statement**

- Received from Academic Affairs for discussion, feedback, suggested edits

- *Vicki worked on editing the statement language with feedback from the committee members.*

- Brian – should keep it simple. Refer to the University policy on excused absences
- Sara, Todd, Chris – don't feel like this syllabus statement speaks to the students. Speaks more to instructors. Don't feel like it's needed in this capacity.
- Don – connection of students to the policy
- Neal – maybe pull-out expectations of the instructor in the language
- Brian – not sure why we need this optional syllabus statement. There are already 10 optional statements
- Don – feels like the current statement is too long.
- Sara – The faculty that are not following the university policy, might not use or follow this statement
- Don – There is a difference between individual course attendance policies and the excused absence policy. Need to figure out how this optional syllabus statement makes sense. The message should be created to let the students know that there is a policy.
- Brian – should lead off the wording with the link to the policy. Then keep it simple.
- Brian – questioned whether this should be a mandatory statement?
- Neal – feels like this is a student behavior issue and should be mandatory.
- Sara – a lot of the other syllabus statements are important and could be mandatory as well.
- Committee undecided if this syllabus statement should be mandatory or optional.
- Todd moved to approve the statement language as written, Seconded by Chris, Committee approved.

- *Joint meeting with Academic Affairs: May 4, 3:30 pm*

➤ **Honor Code and TEVALS**

- **Can faculty prevent a student that receives an XF in class from submitting TEVAL?**
- Sara – how much association is there with student receiving grades and rating faculty in TEVALS? Related to idea that students will give you a bad rating if they receive a bad grade.
- Todd – should ask question “have you attended over 70% of the classes during semester?”
- Neal – another good question is “what grade do you expect to receive?”
- Don – TEVALS measure student perceptions.
- Brian – shouldn't be able to pick and choose who takes the TEVAL.
- Todd – what if a student receives XF and then wins appeal and that grade is changed?
- Sara – sometimes students have an axe to grind. Online evals make it easier for some students to retaliate against instructors. No good rationale to exclude XF students.
- Kim – TEVALS should not be used to evaluate 100% of instructor performance.
- Overall, the committee doesn't support the idea of preventing students from taking

❖ **Future Business**

- FSCOT resolution; joint meeting with FSCOT
- Future Shared Governance Update and Feedback

❖ **From Committee Members**

❖ **Announcements**

- Town Hall meeting: May 10 (8-9 am)

❖ **Adjourned**

❖ **Upcoming meetings**

May 4, 2021, 3:30 pm: Joint meeting with Academic Affairs

May 18, 2021, 3:30 pm: New 2021-2022 committee members