

**Kansas State University Faculty Senate**  
**Faculty Affairs Committee**  
**Minutes**  
**May 18, 2021, 3:30 pm**  
**Via Zoom**  
<https://ksu.zoom.us/j/837797836>

- ❖ **FAC Members Attended:** Don Saucier, Michael Oetken, Neal Hubbell, Vicki Sherbert, Sara Rosenkranz, Veronica Denison, Brian Niehoff, Chris Little, Charlotte Self, Todd Easton, Jason Hackett, Jessica Spare, Brandon Savage, LaBarbara Wigfall, Cliff Hight
  
- ❖ **Joint Meeting with Faculty Senate Committee On Technology:** Resolution Addressing K-State IT Support for TopHat and Other Educational Learning Platforms (see attached)
  - See also the attached SGA Resolution on Costly Education Platforms for context
  - **Meet in Faculty Affairs Committee Zoom room** (link is above)
  - Both committees' members received the FSCOT resolution draft document.
  - *Brett DePaola* – FSCOT would like to see if both committees are happy with the resolution document
  - *Michael Raine* – The decision about how to use TopHat should also be an academic one with faculty member
  - *Todd Easton* – concerned with some of the legal issues (section 2). Grade integration with TopHat. // *Scott Finkeldei* – Top Hat grades stay in TopHat. KSU grades are not shared. // *Ryan Otto* – this feature is already being used. Resolution would not be a legally-binding document.
  - *Don Saucier* – the resolution seems like something the Academic Tools committee will be addressing in the Fall 21. Some of the wording seems more like a mandate. Wondering about the reaction to SGA resolution. Wording might need some adjustments.
  - *Be Stoney* – provided background on how she uses TopHat in her courses and the benefits and student's positive feedback.
  - *Todd Easton* – still a concern about students having to pay for multiple learning applications (software/tools)
  - Updated resolution document sent to FAC members. Brett feels like the new wording better addresses some of the issues brought up at the beginning of the meeting.
  - *Brett* – FSCOT learned a lot from the joint meeting. Thinks this should be tabled at the moment and FSCOT will continue to discuss the resolution.
  
- ❖ **Called to Order Faculty Affairs – Don Saucier and Sara Rosenkranz (Co-Chairs)**
  
- ❖ **Approved May 4, 2021 Minutes**
  - Moved and seconded.
  - Amended heading.
  - Committee approved amended version.
  
- ❖ **Openings for Faculty Affairs 2021-2022 Officers**
  - *Vicki Sherbert* will serve as secretary for 2021-22.
  - Will need a Co-Chair for next year if Don is elected as FS President-Elect for 2022-23.
  - *Don* explained the responsibilities of FAC Co-Chair. *Sara* and *Todd* talked about their experiences serving as co-chairs in the past.
  - *Veronica Denison* volunteered as co-chair if Don is elected as President-elect.
  
- ❖ **Committee Reports**
  - **Salaries and Fringe Benefits Committee:** *Todd Easton*

- Met on Thursday. Emailed a summary report/letter to the FAC members. Committee brought forward a lot of concerns about salaries, university culture, etc. (addressed in the letter). Also concerned about the term employee tuition benefit proposal that was not approved by university admin.
- *Chris* – appreciated the information in the report/letter. Stricken by the salary discrepancies in the report.
- *LaBarbara* – concerns about faculty moral. Lately have been asked to do lot of non-research work outside of 9-month contract
- *Brandon* – the new budget model should help reward faculty for good work. Has that been discussed in the committee meeting?
- **University Handbook and Policy Committee: *No updates.***
- **Communication Working Group: *No updates.***
- **FSCOT Special Meeting on Academic Tools: *No updates.***

#### ❖ **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
  - Approved by Academic Affairs Committee 04/20/2021
  - To be placed on 05/11/2021 Faculty Senate meeting agenda for vote
- **Received** and revised Proposed Optional Excused Absence Syllabus Statement from Academic Affairs
  - Joint meeting with Academic Affairs Committee 05/04/2021

#### ❖ **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
  - ***No updates.***
- 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?
- **No updates.**

➤ 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.

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

- **Concerns** re: negative feedback received for working and/or teaching online from home

❖ **New Business for 2020-2021**

❖ **Future Business**

- Format of Faculty Affairs Committee meetings 2021-2022
- Future Shared Governance Update and Feedback

❖ **From Committee Members**

❖ **Announcements**



❖ **Adjourned**

❖ **Upcoming meetings**

**TBD in the Fall!**