

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

March 1, 2022 3:30 pm

Via Zoom

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

- **Call to Order Faculty Affairs – Marcellus Caldas and Veronica Denison (co-chairs)**
 - **Present:** Veronica Denison, Marcellus Caldas, Chris Little, Tanya Gonzalez, Justin Kastner, LaVerne Williamson, Jessica Spare, Vicki Sherbert, Cheryl Grice, Brandon Savage, Kimberly Kramer

- **Approve February 15, 2022 Minutes: Approved**

- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Justin Kastner
 - **Justin – Justin will be sharing with the committee a 1969 document from the Archives Special Collections.**
 - **University Handbook and Policy Committee:** Brandon Savage
 - **Brandon – Committee has not met since last FAC meeting.**

- **Completed Business:**
 - **Moved to 2022-23:** Department Head vs. Department Chair in Handbook
 - **Completed:** Shortened syllabus statements with links

- **Old and Continuing Business**
 - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit. Defining “community engagement” for possible inclusion in the university handbook. Subcommittee: Marcellus, Veronica, Tanya, La Barbara, Melody
 - **Veronica – No update at this time.**

 - Appendix R: Intellectual Property Policy and Institutional Procedure
 - **Veronica spoke with Cliff. He’s not heard back regarding who might be able to serve.**

- **New Business for 2021-2022**
 - C192: Appointment and Term of Ombudsperson
 - **Professional staff sent updates**
 - **Justin mentioned some universities maintain that an ombuds should not be an employee of the university. Some land grant universities have that view. Marcellus shared he felt it should not be an administrator. Tanya shared the document from International Ombudsman Association which acknowledges both internal and external ombudspersons.**
 - **Veronica will send the document with our suggestions to the handbook committee for their edits and feedback and it will be sent back to us.**
 - Enrollment Holds Policy
 - **Academic Affairs would like to meet with our committee on March 22.**

- Sent from Committee on Academic Policy and Procedures (CAPP) Enrollment Holds working group.
 - Brandon posited there should be a time limit for when the hold is placed. Justin asked if there is a courtesy alert given (as a student concern rather than a faculty concern).
 - Move next meeting to March 22nd instead? **Yes**
 - Joint meeting with Academic Affairs regarding Enrollment Holds, Section F45
- **From Committee Members**
- **Announcements**
 - We can share questions and concerns regarding the new mask policy to LaVerne and she will respond through an email.
- **Adjourn**
- **Next meeting: To be decided**
- **Upcoming meetings**
 - **March 22**
 - **April 5**
 - **April 19**
 - **May 3**
 - **May 17**