

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
November 16, 2021, 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, Vicki Sherbert, LaBarbara Wigfall, Melody LeHew, Chris Little, Dorivar Ruiz Diaz, Charlotte Self, Jessica Spare, Nick Saia, Brandon Savage, Justin Kastner, Madai Rivera, Kimberly Kramer
- **Approve November 2, 2021 Minutes**
 - **Approved**
- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Justin Kastner
 - **Committee met November 15. It was a productive meeting. Justin shared his screen with notes from the meeting, showing information from PowerBI regarding salaries and forms.**
 - **Justin asked for FAC questions or topics to pass along to the committee.**
 - **University Handbook and Policy Committee:** Brandon Savage
 - **Brandon shared that there will be a few changes to Section F that include built-in links for accessibility.**
- **Completed Business:**
 - **Moved to 2022-23:** Department Head vs. Department Chair in Handbook
- **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
 - **No report. Veronica will be sending an email out to the committee soon.**
 - Discussion of mandatory and optional syllabus statements summaries and link creation for syllabi
 - **Veronica shared a document Don created which contains current and shortened syllabi statements.**
 - **Brandon offered to take Don’s document and create two separate documents, one which includes links for each section and one which includes a QR code to access a digital copy.**
 - **Veronica will bring this up to FACSSEN Leadership and ask for their suggestions before bringing it out of the committee.**
- **New Business for 2021-2022**
 - Vaccine mandate

- Termination date pushed back to January.
 - Charlotte shared they have received requests for exemptions. She gave an update on the work HCS is doing. They are taking great measures to ensure employees' information is kept private and confidential.
 - Appendix R: Intellectual Property Policy and Institutional Procedures
 - This will be on the agenda for our next meeting.
 - B-95: composition of CCOPs
 - Concerns were discussed about election-based vs. appointment-based approach for representation.
 - Veronica will share concerns with the committee.
- From Committee Members
 - The committee agreed to not meet on December 21.
- Announcements
- Adjourn
- Next meeting: December 7, 2021, 3:30 pm
- Upcoming meetings
 - January 18
 - February 1
 - February 15
 - March 1
 - March 15
 - April 5
 - April 19
 - May 3
 - May 17