

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

**December 7, 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, Melody LeHew, Chris Little, Jessica Spare, Brandon Savage, Tanya Gonzalez
- **Approve November 16, 2021 Minutes**
  - Could not vote due to not having enough attendees.
- **Committee Reports**
  - **Salaries and Fringe Benefits Committee:** Justin Kastner (absent)
- **University Handbook and Policy Committee:** Brandon Savage – no updates because they didn't meet.
- **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.
    - Tanya Gonzalez had some suggested the name of Dr. Tim Steffensmeier to be part of the subcommittee. Dr. Steffensmeier was a Dept. Head and is familiar with the engagement language. Tanya thinks that he can help the subcommittee in drafting the language. Tanya informed the FA that she will be attending an APLU discussion about diversity and inclusion and how some land grants used Diversity & Inclusion in the tenure and promotion evaluation.
  - Discussion of mandatory and optional syllabus statements summaries and link creation for syllabi
    - Don Saucier created these statements and the FA agrees with the language. A suggestion was made to put a revision date, so instructors know that a revision was done.
  - Vaccine mandate
    - FA commented about the federal judge mandate to block President Joe Biden's executive order requiring the COVID-19 vaccine for federal employees, contractors and others.

- Appendix R: Intellectual Property Policy and Institutional Procedures
  - The university Handbook and Policy Committee submitted a proposal to the FS president about changes in the appendix R (Intellectual Property Policy and Institutional Procedures). Laurel suggested to consult with FA to get their feedback. FA likes the idea and had suggested a smaller taskforce with some consultants. Tanya Gonzalez will be one of the consultants. Potential recommendation included the name of Paul Lowe and some people from the K-State Research Foundation. Cliff Hight will lead this committee. The plan is to start this work in January.
- B-95: composition of CCOPs
  - Review of language: FA discussed the language with one feedback. The FA raised the question if the language “shall include” is a “should include or must include”. The argument is that depending on what it is, the make-up of the CCOPs could be excluding faculty on non-tenure track general appointments.
- **New Business for 2021-2022**
  - Discussion about the Graduate Council announcement approving the changes in the graduate committee. The Council has eliminated the participation of the outside chair. Concerns were raised about the decision.
- **From Committee Members** -- The committee agrees in canceling the meeting of January 4<sup>th</sup>.
- **Announcements**
- **Adjourn**
- **Next meeting: January 18, 2022, 3:30 pm**
- **Upcoming meetings**
  - **January 18**
  - **February 1**
  - **February 15**
  - **March 1**
  - **March 15**
  - **April 5**
  - **April 19**
  - **May 3**
  - **May 17**