

**Kansas State University Faculty Senate**  
**Faculty Affairs Committee**  
**Minutes**  
**February 7, 2023, 3:30 pm**  
**Via Zoom**  
<https://ksu.zoom.us/j/837797836>

- **Call to Order - Faculty Affairs – Brad Cunningham (co-chair) called the meeting to order.**

In attendance: Brad Cunningham, Marcellus Caldas, Ryan Leimkuehler, Tareque Nasser, Tanya González, Aaron Stroot, Charlotte Self, Melody LeHew, Cliff Hight, Juan Pineda Gomez, Kimberly Kramer

Not present: Joel DeRouchey, Sara Gragg (proxy for Chris Little), Jia Liang, Jessica Oshnock

- **Approve of the 2023 January 17<sup>th</sup> Minutes – Approved as submitted**
- **Face-to-Face meetings in the Spring of 2023** -- Face to face meeting date – We will have a face-to-face FAC meeting on March 7, 2023, in Hale Library room 508G.
- **Committee Reports**
  - **Salaries and Fringe Benefits Committee:** Justin Kastner reported that the committee was able to view the data for promotions related to the various species of non-tenure-track faculty, and will explore if there is any
  - **University Handbook and Policy Committee:** Cliff Hight reported that progress is being made on the Intellectual Property policy. Brad also noted that section C159 is the subject of future work.
- **Completed Business:**
  - **Completed:** Shortened syllabus statements with links
  - **Completed:** Revised syllabus statement regarding Students with Disabilities (5-10-22)
  - **Completed:** Mandatory syllabus statement Regarding Discrimination, Harassment, and Sexual Harassment (5-10-22)
  - **Completed:** Shared with senate the 2022 Recommendations on Faculty and Staff Salaries from Salaries and Fringe Benefits committee (6-14-22)
  - **Completed:** Various University Handbook changes and additions:
    - Proposed Change to University Handbook, Section C78 (6-14-22)
    - Proposed Change to University Handbook, Appendix Q (6-14-22)
  - **Completed:** C192: Appointment and Term of Ombudsperson – Approved in the FS meeting.
  - **Completed:** K-State Course Syllabi Statements – QR Codes (Physical Version)
- **New and Continuing Business for 2022-2023**
  - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit. Defining “community engagement” for possible inclusion in the university handbook. Subcommittee: Tanya González, La Barbara Wigfall, Melody LeHew, Tim Steffensmeier – Tanya reported that Tim recently indicated that an engagement “continuum” tool (from Colorado State University) was being used. Marcellus stressed that this area of work is a key priority. Melody noted that the Handbook language could still move forward

while we wait on use of the “continuum” tool; there need not be a delay/wait in moving forward with the Handbook revision/proposal. Tanya reported that Colorado State’s engagement tool is being used in the current draft form. Tanya offered to show some of the Colorado State University tool at a future meeting.

- Appendix R: Intellectual Property Policy and Institutional Procedure – This is still, like the Death Star, under construction and not yet fully operational. Cliff Hight indicated that we may need another person to serve on the Handbook committee. We then discussed who might fill this role, and it was concluded that, perhaps, Sara Gragg (current proxy for Chris Little) could serve in this role.
- The handbook committee work in the Transmittal Forms – The Handbook committee is still evaluating proposed changes to University Handbook, Sections A3, B35, D30, F1, F2, F6, F20, F122, J1, K73. With regard to possible change to C159 Administrative Assignments and Five-Year Comprehensive Reviews, changes were presented to Co-Chairs of FA Committee and sent to the Handbook committee.

- **Future Business??**

- Discussing the ineligibility and rehiring proposed by the HCS – Marcellus shared this document to get comments. The HCS wants our feedback.
  - If any FAC members have feedback, they can forward comments/ideas to Brad to pass along to Don.
- Discussion to the need to fund promotions for Instructors/Teaching Professors. Instructors/Teaching Professors/other researchers’ definitions – Marcellus and Tareque mentioned that this is ongoing, and Brad noted that President Saucier continues to encourage President Linton to fund such promotions. Tareque and Tanya also discussed the “vague” nature of the sabbatical provision for faculty; Tanya asked if there was a plan to communicate/clarify that faculty who are non-tenure-track can indeed apply for sabbaticals. Brad noted that the challenge is in the need to educate the supervisors of the validity of non-tenure-track faculty proposing sabbaticals. Tanya then noted that an intentional communication may still need to happen to make sure it is clear to all, including supervisors, that sabbaticals are not for only tenure-track faculty. Melody then noted that a key problem is that department heads can’t award sabbaticals because it comes with a cost; therefore, there needs to be discussions at a high-university level about what is needed to support sabbaticals. Marcellus reiterated that the problem is indeed the practical challenge of covering classes, grant projects, etc. Melody then noted the difficulty of smaller departments awarding a sabbatical to anyone. Brad then said it sounds like the Handbook’s language is fine, but the problem is one of communication/clarity in making the university community understand that all kinds of faculty can apply for sabbaticals. Justin suggested that the subcommittee devoted to engagement (and the Handbook committee itself) might explore the issue of using sabbaticals to support engagement work.
  - Tanya will liaison with her line, Brad will take concerns to FSLC/Exec committee
- Salary/COLA/Merit – we were asked to start a discussion about the Salary/Cola/Merit. The former FS president suggested to the Faculty Affairs (and other committees) to advocate for offering pay increases based on average salaries rather than using a percentage. An email was sent to stimulate the discussion.
  - If the suggestion is that we change the way we do things from now on, do we start penalizing some b/c or salary compression? Isn’t it better to find equitable solution for all? This proposal will just shift the problem from one group to another.

Wouldn't support a full change of business but might change a one-time COLA raise b/c of inflation/economy.

- Engineering says the same thing.
  - Equity awards could be a thing, not just COLA or merit. We don't know the formula, but the merit doesn't need to change. How is equity resolved? Needs a lot of thought.
  - Business faculty are highly paid so we don't like percentage-based b/c we get more than really we should. Maybe 50/50 split between avg and percent when it comes to raise to make it more equitable.
  - Can we look at COLA differently, instead of percentage, it impacts the lowest level of university staff harder, maybe make COLA a flat amount and merit percent?
  - In the new budget model, how do the dollars come to the departments for the KBOR/COLA/Merit raises? What is the workflow on who decides how much is kept at which levels?
  - Ask Ethan to unpack the actual process and decision-making evaluation.
  - Budget model mean tuition dollars stay at the college, not the department, so making decisions about merit raise is complicated.
  - Would like to hear from leadership their plan for addressing equity issues? Why is it our job to figure this out? Why aren't the folks at the top, getting paid the most, figuring this out?
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  - Joint Session with Academic Affairs – Dr. Brandon Kliewer, Co-Chair of the Academic Affairs committee, has requested a joint session with Faculty Affairs to discuss Section F revisions as well as the new Planned Leave Policy coming out of CAPP. March 7<sup>th</sup>. Brad will connect with Brandon, provide zoom info.
- **From Committee Members**
    - Marcellus is stepping down as co-chair, new member will be coming up, Tareque volunteered to co-chair
  - **Announcement(s)**
    - January FS Executive Committee meeting report -- The FS Executive Committee approved moving to the FS agenda the proposal from the Academic Affairs Committee.
    - Discussion of Merit/Cola.
    - March 14<sup>th</sup> FS meeting moved to March 21<sup>st</sup> to avoid Spring-Break
    - March 21<sup>st</sup> FAC meeting conflict – different date if needed? - Will just cancel the FAC meeting, no need to establish a new date.
  - **Adjourn**
  - **Next meeting: February 7, 2022, 3:30 pm**
    - Zoom meeting
  - **Upcoming meetings**

February 21

March 7

March 21 -- Face-to-Face

April 4

April 18

May 2

May 16