

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

March 7, 2023, 3:30 pm

Face-to-Face 508 G Hale Library

**AA ZOOM ONLY: 442 684 782 or <https://ksu.zoom.us/j/442684782> if you are zooming
into our meeting**

**FA Zoom Option AFTER Joint Session
<https://ksu.zoom.us/j/837797836>**

The Faculty Affairs committee convened with Tareque Nasser and Brad Cunningham (co-chairs) presiding. Melody LeHew, Aaron Stroot, Justin Kastner, LaBarbara Wigfall, Colby Moorberg, and Cliff Hight were present in person in Hale 508G. Those present on Zoom included Grace Liang, Jessica Oshnock, Charlotte Self, and Eve McCulloch.

- **Joint Session with Academic Affairs –**

The meeting was begun in a joint meeting of both the Faculty Affairs committee and the Academic Affairs committee. The topic to be discussed are proposed changes to the University Handbook, Section F: Instruction: Academic Procedures.

Andy Bennett (chair of the Academic Affairs committee) opened the meeting and turned to Brad Cunningham, who shared some of the feedback he had received from Joel DeRouche, a FA committee member, who had questions about section F51 and the “course levels,” and Kelley Brundage, an AA committee member, indicated that the ranges are from Board of Regents regulations. Eve McCulloch, a member of the FA committee, mentioned that there are multiple course types (e.g., seminars) that exist, and she wondered how the section F51 categories accounted for these course types. Brad asked a question about section F10 and “proper registration” for classes being required in order to attend class; this seems contrary to the spirit of being student-serving. Karen Goos noted that we should not add students to Canvas who are not enrolled in a course; this would increase the risk exposure of the university. Karen mentioned that *prolonged* attendance in a course when not enrolled is what should be prohibited. The word “should” is helpful, Kelley noted, and by us making this handbook change, Kelley can (as registrar) correct public messaging. Eve raised a question about auditing, and Andy noted that sections F66.1 and F66.2 address auditing; however, several agreed that the language is confusing/contradictory. Jami Higdon (from the Handbook committee) noted there may be some additional discrepancies in section F21, and Kelley indicated that they should be minor adjustments. Candace LaBerge messaged in Zoom that she would “definitely verify that the [handbook] file is accurate before [going to] the March exec meeting.”

Brad Cunningham and La Barbara Wigfall moved and seconded, respectively, to accept the proposed changes to section F of the Handbook. Teresa asked about typos, and it was agreed that such typos could be emailed to Cliff and Candace for polishing. The motion passed unanimously by voting members of both the FA and AA committees.

- **Call to Order - Faculty Affairs –Brad Cunningham (co-chair); Tareque Nasser (co-chair)**

- **Approve the 2023 February 21st Minutes** – minutes were approved.
- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Justin Kastner – no report
 - **University Handbook and Policy Committee:** Cliff Hight, Colby Moorberg
 - Approved Section F, but they have more sections to go back and review. There are additional concerns and questions, but they had to approve a few sections now to adjust policy.
 - Discussed how the process to approve these changes is murky at best and seems to slow down the work. They need to see if the process can be improved to prevent future hassles.
 - Dr. Tanya Gonzalez reached out to discuss some language changes designed to make some points more inclusive. HB committee is reviewing.
- **New and Continuing Business for 2022-2023**
 - 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, see attached.
 - Report on Promotion and Tenure Document Sections for Community Engagement and Societal Benefit. - **NO UPDATE TO SHARE YET** - Defining “community engagement” for possible inclusion in the university handbook. Subcommittee: Tanya, La Barbara, Melody, Tim Steffensmeier
 - Appendix R: Intellectual Property Policy and Institutional Procedure – Work continues
 - Looking at a possible timeline of October-ish 2023 for a proposal to FAC for review
 - Looking at Staley School name update, as well as Engineering College name change
 - University Handbook, Sections A3, B35, D30, F1, F2, F6, F20, F122, J1, K73. There are 2 issues:
 - 1) Handbook J1 – request to remove Fiedler Engineering Library, K73 - Natatorium references, or clarification as to why keep them in the list;
 - 2) Handbook F121 – in residence requirement – what does “regularly scheduled courses” and “regular university faculty” mean?
 - C159 Administrative Assignments and Five-Year Comprehensive Reviews – Presented to Co-Chairs of FA Committee 02/07/2023 to be sent to Handbook committee for review.
 - Only had a few minutes to make an initial stab at reviewing this, not enough time to finish the job.
 - Some serious concerns about language being too broad and possibly creating some conflicts for staff. HB committee will continue to review.
 - Section E121 Contributing Programs at Kansas State University – Handbook committee reviewing for provider updates and language clean-up.
 - SGA Resolution related to “potential content disclosures” in course syllabi. - The Provost would like to get faculty affairs’ perspective on this.
- **Future Business**
 - Open Course Descriptions –President Saucier has accepted our recommendation and will work to convene a joint committee to explore this project. No news to report on actions.
- **From Committee Members**
 - President and Provost comments from FSLC March 06, 2023 – From co-chairs - see attachment.

- **Announcement(s)**

- FS meeting moved due to Spring Break

- Spring Break is March 12-19, so the normal Faculty Senate meeting will be moved to March 21 to avoid. We will cancel our FA meeting on the 21st and no need to reschedule.

- **Adjourn**

- **Next meeting: April 4, 2023, 3:30 pm**

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

- **Upcoming meetings**

March 21 - Cancelled due to full FS reschedule from spring break

April 4 - Zoom

April 18

May 2

May 16