

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
October 4, 2022, 3:30 pm
Via Zoom
<https://ksu.zoom.us/j/837797836>

- **Call to Order Faculty Affairs – Marcellus Caldas and Brad Cunningham (co-chairs)**
 - Marcellus Caldas, Jessica Oshnock, Charlotte Self, Melody LeHew, Tanya Gonzalez, Juan Pineda Gomez
 - Guest: Cliff Hight

- **Selection of a secretary?**

- **Approve 20 September, 2022 Minutes**
 - No objections given, approved as written

- **F2F meeting dates: Nov1**

- **Committee Reports**
 - **Salaries and Fringe Benefits Committee:** Justin Kastner
 - Committee has not yet met this semester – no report
 - **University Handbook and Policy Committee:** Chris Little
 - No report provided

- **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)

- **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: Marcellus, Veronica, Tanya, La Barbara, Melody

- **Request from FA President Don Saucier to work on p/t templates to be provided to supervisors regarding Engagement and DEIB work**
 - Tanya – working to put together to put the draft together to share with the committee in the near future
 - C192: Appointment and Term of Ombudsperson – waiting for Cliff to submit a statement (documents sent via e-mail before the meeting)
 - Request from PSA committee for an updated timeline on this moving forward
 - Discussion of proposed changes
 - When does the term of an ombud begin? Current practice is not what is stated in this policy.
 - 12-month expectation of service – is not clear in the language – updated to reflect this expectation
 - Candidates – should be in good standing with the university (not under disciplinary action) – can this language be included as a qualification – description updated to include this language
 - University Handbook Section F – **A joint meeting with AAC - Invitation to meet the AAC on October 4th at 3:30pm to discuss the changes that have been proposed for (Section F of the University Handbook). The docs for the discussion are attached. Zoom. ID: 442 684 782 <https://ksu.zoom.us/j/442684782>.**
 - Appendix R: Intellectual Property Policy and Institutional Procedure – an email was sent to Cliff and he said he will update us as soon as he has something
 - K-State Course Syllabi Statements – QR Codes (Physical Version) – needs to approve
 - This will need to be updated annually as syllabi statements change
- **Future Business??**
 - Define a year-long agenda -- I would recommend a discussion to the need to fund promotions for Instructors/Teaching Professors. The A&S Dean's Office has been supportive of promotions through title changes, but these promotions have no associated increase in salary.
 - Instructors/Teaching Professors – Discuss similar benefits regarding promotion. Framework for promotion along with financial support for professors. Need to have a clear process and benchmarks providing they have the correct credentials. Financial support may be challenging. Need to share with Academic Affairs and consider joint meeting.
 - Documents have been shared with the committee – something needs to be done to move this forward – any suggestions – need discussion on how to proceed
 - Downslope of pandemic – Discuss the Impact of 2020 and 2021 that will last 5 years up to a decade. It may affect P/T for those hired during the pandemic. Concerned that evaluations may forget the long-term Impact of Covid Statement. Will ask the Provost.

- Tanya – included remarks in recent letter to department heads to remind them of continued use of impact statements – to encourage faculty to use them as well as to keep them in mind when making evaluations. Will put a reminder in K-State today later this semester to put the reminder out there for faculty.
 - This will be used for the foreseeable future as while the pandemic is over, the impacts are long-term.
 - There is also one for staff to use
- **From Committee Members**
- **Announcement(s)**
 - Faculty Affairs meeting with President Linton is scheduled for October, but no news from Linton's office
 - Benefits Fair – Virtual / In-Person
 - Tanya – sabbatical policy – any regular full-time faculty member can take. This has often been interpreted as tenure track only. What are the thoughts of this committee? Discussion topic for our next meeting
- **Adjourn**
- **Next meeting: October 18, 2022, 3:30 pm**
- **Upcoming meetings**
 - October 18
 - November 1
 - November 15
 - December 6
 - December 20
 - January 17
 - February 7
 - February 21
 - March 7
 - March 21
 - April 4
 - April 18
 - May 2
 - May 16