

Kansas State University Faculty Senate
Faculty Affairs Committee
Minutes
Tuesday, Sept. 3rd, 2024, 3:30 pm
Zoom <https://ksu.zoom.us/j/92987057934>

- **Call to Order - Faculty Affairs – Brandon Savage (co-chair); Brad Cunningham (co-chair)**
 - ◆ Attended - Brandon Savage, LaBarbara Wigfall, Brad Cunningham, Roger Adams, Martha Smith Caldas, Amir Bahadori, Paige Adams, Ashley Noll

Abbreviated Minutes:

The committee meeting began with subcommittee reports. Paige Adams reported on the Salaries and Fringe Benefits Committee, noting that a meeting had not yet been held but plans to discuss the committee's representative at the next meeting. The University Handbook and Policy Committee, represented by Paige Adams, updated the group on the progress of specific handbook sections, with some items already resolved at a Faculty Senate Executive Committee meeting. The committee also discussed the election of a new member to replace Justin, emphasizing the need for volunteers.

The committee then focused on the K-State Faculty of the Year Award, discussing modifications to make the criteria more inclusive of various faculty groups. Additionally, the committee considered recommendations for streamlining the handbook process and proposed changes to align with the Kansas Board of Regents' (KBOR) policy requiring a 90-day notice of non-renewal. The meeting concluded with a decision to review the proposed changes and plan a vote in the next session, set to occur in two weeks.

Detailed Minutes:

Meeting Commencement and Initial Greetings

- Brandon Savage calls the meeting to order, mentioning that the previous meeting's approval was done via email.
- Brandon Savage introduces the agenda, starting with committee reports.

Committee Reports: Salaries and Fringe Benefits Committee

- Brandon Savage asks Paige Adams to give the report for the Salaries and Fringe Benefits Committee.
- Paige Adams mentions that she is the point person but has not yet had a meeting with the committee.
- Paige Adams offers to discuss the committee's representative at the next meeting.
- Brandon Savage and Brad Cunningham discuss the need to identify a new representative for the committee.
- Ashley Noll volunteered to be the representative on this committee.

University Handbook and Policy Committee

- Brandon Savage inquires if the University Handbook and Policy Committee has met.
- Paige Adams confirms she is the point person and mentions the involvement of the general counsel and Chris Brandt.
- Brandon Savage lists three items in progress by the committee: Appendix R, Section e1, 21 handbook, Section B 95.
- Brad Cunningham and Amir Bahadori discuss the status of these items, with Amir noting that some were resolved at the Faculty Senate Executive Committee meeting.

New and Continuing Business: Election of New Committee Member

- Brandon Savage asks Brad Cunningham about the process for electing a new member to replace Justin on the Salaries and Fringe Benefits Committee.
- Brad Cunningham explains the process, emphasizing the need for volunteers and the possibility of a default election if no one steps forward.
- Brandon Savage provides a brief description of the committee's responsibilities.

Meeting Minutes and AI Note Taker

- Brandon asks for volunteers to create meeting minutes, mentioning the AI note taker's potential to generate summaries. With no volunteers, Brandon offers to handle the process.
- Brad Cunningham offers to help if Brandon finds it overwhelming, recalling past practices of video recording meetings for later review.
- Brad emphasizes the importance of humans reviewing AI-generated notes to avoid incorrect statements.

K-State Faculty of the Year Award

- Brad Cunningham updates on the K-State Faculty of the Year award, mentioning the need to adjust the template and language to make it more K-State centric.
- Theresa has indicated that KBOR has given permission to modify the requirements and templates, addressing previous concerns.
- Roger Adams expresses dissatisfaction with the current selection committee, which includes unclassified professionals and does not include extension or library faculty.
- Brandon Savage suggests asking for written confirmation from Theresa regarding the inclusion of all faculty.
- Roger Adams raises concerns about the award's inclusivity and the potential for K-Board to reject nominees.
- Martha Smith Caldas questions the award's focus on tenured and tenure-track faculty, suggesting it should include teaching professors.
- Brad Cunningham explains the award's origins and the hope that it will eventually expand to include more faculty groups.

Vote on Inclusivity of Faculty of the Year Award

- Brandon Savage proposes a straw poll to gauge the committee's willingness to proceed with the award, even if it is not fully inclusive.
- The vote favors proceeding if KBOR declines to make the qualifications more inclusive.

- Amir Bahadori questions the sense in developing criteria for an award that may be rejected by KBOR.
- Brandon Savage and Brad Cunningham again discuss the need for clarification from KBOR on the flexibility of the award criteria.

Expedited Handbook Process

- Brandon Savage introduces Cliff's recommendations for streamlining the handbook process to make it more efficient.
- Brad Cunningham explains the need to rebuild the connection between the handbook committee and the parent committee to ensure priority in requests.
- The committee discusses the potential changes to the handbook process, including the ability to approve certain changes without full Senate approval.
- LaBarbara Wigfall supports Cliff's recommendations, noting the importance of simplifying the process and reducing the workload on the committee.

Notice of Non-Renewal Policy

- Brandon Savage provides a summary of the KBOR policy change requiring a 90-day notice of non-renewal and the subsequent HR and General Counsel's proposed changes.
- Amir Bahadori and Roger Adams present their proposed changes to the handbook to comply with the KBOR policy while preserving faculty rights.
- The committee discusses the implications of the proposed changes, including the potential for administrative misuse and the need for a formal hearing process.
- Brandon Savage suggests attaching data to the proposed Resolution on the infrequent use of non-renewals to highlight the policy's impact on faculty.

Future Business and Adjournment

- Brandon Savage proposes a vote on the proposed changes to the handbook in two weeks to allow time for further review and discussion.
- The committee agrees to review the proposed changes and provide feedback to Amir and Roger before the next meeting.
- Brandon Savage emphasizes the importance of clearly articulating concerns to the KBOR and gathering data on the impact of the policy on faculty.
- The meeting adjourns with a plan to reconvene in two weeks to finalize the handbook changes and address any remaining concerns.