

**Kansas State University Faculty Senate
Professional Staff Affairs Committee
Minutes
December 2, 2014
3:30 pm – Room 202, K-State Union**

Present: Mary Anne Andrews (Co-Chair), Kelly Briggs, Danielle Brown (Chair), Kelli Cox, Sharon Hartwich, Gina Lowe, Livia Olsen (Secretary), Wyatt Pracht (SGA)

Call to Order

Minutes Approved

- Approved, pending changes to the Handbook Section C discussion.

Welcome New Human Capital liaison

- Gina Lowe, from the Employee Relations section of Human Capital.

Handbook Section Update

- Section B passed April 10, 2012 and is waiting for Section C to be updated and passed so that B can be renumbered.
- Administrative reviews will be in Section C
- There is a section in the “new”, not yet approved C that applies to professional staff.

Administrative Reviews

- Priscilla Roddy, Betsy Cauble, Danielle Brown, Dave Rintoul and Cheryl Johnson met to start the discussion surrounding administrative reviews.
- This administrative review process will apply to Vice Presidents and Provost.
- The current Handbook wording is confusing but the new wording is more specific. In the “new” Section C, administrators are separated out.
- We would like representation from this committee on the group working on administrative reviews. Faculty Affairs, General Caucus, and Student Life should also be involved in making these changes.
- Are VPs on 5-year appointments? We are hearing different things.

Social Media Procedure

- It will be voted on at the next Faculty Senate meeting.
- What about faculty and staff who are also students? They are faculty or staff first, students second.
- If this policy is used a committee will be formed to determine if the individual is speaking as a private citizen.

Climate Survey Update

- Faculty are concerned that it doesn't answer faculty questions.
- Are we going to get the information we wanted out of this survey? They are confident that we will get the information we are seeking.
- People had to respond in the comment boxes with this information we were looking for. We are supposed to get the comments from the survey also.
- The results will be available in April.
- You had to select what classification you are but it was confusing for many, especially for extension.
- Students also thought it was a confusing survey.
- You can't get down to department level, in most cases.

Announcements

- Alternative Textbook Proposal –Will go to Faculty Senate at next meeting.
- Open Access Policy – This would change current library processes to add things to the institutional repository from opt-in to opt-out. The Library will continue to respect copyright agreements with publishers, as it does now. Some copyright agreements say that authors are only allowed to self-archive, etc. if their institution has such a policy.
- Summer School – No funding will change for this summer but Global Campus will do the course scheduling.
- Unclassified Council – Danielle will work with General Caucus on report for KBOR January meeting.
- Handbook group has a meeting scheduled.
- Upcoming meetings
 - December 16 – We will meet to figure out administrative review issues and Handbook changes.
 - January 6 – No meeting
 - January 20 – We will meet.

Adjourned