

**Kansas State University Faculty Senate**  
**Faculty Affairs Committee**  
**Minutes**  
**Tuesday, April 16th, 2024, 3:30 pm**  
**Zoom <https://ksu.zoom.us/j/837797836>**

- **Call to Order - Faculty Affairs – Brad Cunningham (co-chair); Tareque Nasser (co-chair)**
  - ◆ Attended – Brad Cunningham, Tareque Nasser, Amir Bahadori, Ashley Noll, Tanya Gonzalez, Tim Steffensmeier, Justin Kastner, Grace Liang, Anthony Ferraro, Eve McCulloch, Rachael Clews, Paige Adams, Cliff Hight, KC Olson, LB Wigfall, Roger Adams
  
- **Approve the April 3rd, 2024 Minutes – approved as submitted**
  
- **Faculty Scholarly Activity Tracker – Drs. Tanya González and Tim Steffensmeier**
  - Faculty activity tracker interest has been around for years, specifically from Academic Affairs. The intent is to allow faculty to think carefully and reflect on all of their various contributions to campus. Any time we have to canvas the campus community for faculty activities it is a manual and labor-intensive process.
  - Many universities have a central system that allows faculty to record their RSCAD activities for review by supervisors, as well as cross collaboration efforts when looking for colleagues working on related topics.
  - Local company called Canopy on Poyntz, K-State owns 20%, created and manages the PEARS project management software. Extension uses PEARS heavily. Canopy looking at combining PEARS with some sort of in-house designed faculty activity tracker. There is possibility that K-State faculty could be involved from the beginning in providing design advice and workflow examples that would help craft the product.
  - Lots of value to such a product existing on campus, especially since K-State owns 20% of the product so would earn revenue.
  - Suggestions and comments made by various committee members, including next steps, ideas for the tracker, and folks that may want to be involved.
  
- **Committee Reports**
  - ◆ **Salaries and Fringe Benefits Committee:** Justin Kastner
  
  - ◆ **University Handbook and Policy Committee:** Cliff Hight, Paige Adams – Cliff will be rotating off the committee at the end of this session.
    - ◆ Appendix R: Intellectual Property Policy and Institutional Procedure – **Work continues**, expected draft complete early spring 2024.
      - **Update - General Counsel will have feedback over summer, so this will move FAC review fall 2024.**
    - ◆ University Handbook, Sections A3, B35, D30, F1, F2, F6, F20, F122, J1, K73. **Work continues.**
    - ◆ Section E121 Contributing Programs at Kansas State University – **Work continues.**
  
- **New and Continuing Business for 2022-2023**
  - Report and recommendations on promoted non-tenure track faculty compensation –
    - ◆ **Headed to Exec for review and approval for senate agenda.**

- Issues with Handbook Section B95 – looking at language updates (Tareque/Amir).
  - ◆ Update - Sent to HBC for review as well. Some additional comments came from FSCOUP, forwarded to HBC for review.
- **Future Business**
  - **Handbook F62 an F63 Excused Absence Policy Revision** – from Andy Thompson
    - ◆ Brad distributed the early version for FAC review.
    - ◆ Being reviewed by Academic Affairs for approval at their April 16<sup>th</sup> meeting
    - ◆ Our task will be to review and determine if it should be referred to HBC as per updated review process.
    - ◆ Andy Thompson and Laurel Moody will attend May 7<sup>th</sup> to discuss.
- **From Committee Members**
  - Tareque Nasser - There will be a lot of membership turnover, so will need to discuss elections and new co-chairs at the next meeting. Thanks to everyone that has served, this has been a particularly busy session with some big projects to consider, with tiny timelines in which to work.
  - Tanya Gonzalez looking for someone to work on non-tenure track workload policy. Eve McCulloch volunteered, also mentioned Martha Caldas, Amir recommended Kevin Wanklyn.
- **Announcement(s)**
- **Adjourn**
- **Next meeting: May 7th, 2024, 3:30 pm**
  - ◆ Zoom available: <https://ksu.zoom.us/j/837797836>
- **Upcoming meetings**
  - May 7               - Zoom
  - May 21             - Zoom