

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

**Tuesday, Nov 19th, 2024, 3:30 pm**

**Zoom <https://ksu.zoom.us/j/96438217422>**

- **Call to Order - Faculty Affairs – Brandon Savage (co-chair); Brad Cunningham (co-chair)**

**Attendance:**

Name	College	9/3/24	9/17/24	10/1/24	10/15/24	11/5/24	11/19/24	12/3/24	12/17/24
Jessie Vipham	Agriculture	E	X	X	E	A	A		
LaBarbara Wigfall	Architecture, Planning, and Design	X	X	X	X	X	X		
Martha Smith Caldas	Arts and Sciences	X	X	X	X	X	X		
Brandon Savage	Business Administration (Co-Chair)	X	X	X	X	X	X		
Grace Liang	Education		X	X	A	X	E		
Amir Bahadori	Engineering	X	X	X	X	X	X		
Rachael Clews	Extension		X	X	E	E	X		
Paige Adams	General University	X	X	X	X	X	P		
Ashley Noll	General University (alternate)	X	X	X	X	X	X		
Kristin Anders	Health and Human Sciences	E		X	X	X	X		
Roger Adams	K-State Libraries	X	X	X	A	X	E		
Merta Scott-Hall	Technology & Aviation, K-State Salina		X	X	X	X	X		
Brad Cunningham	Term Appointment (Co-Chair)	X	X	X	X	X	X		
Michael Apley	Veterinary Medicine	E	X	X	X	X	X		
Alexa Hasettine	Student Representative		E		X	X	X		
Tanya González	Liason for the Provost		X	X	X	X	X		
Charlotte Self	Liaison for Human Resources		X	X	X	X	X		

E = Excused, X = Present, A = Absent, P = Proxy

**Minutes:**

**1. Approval of Minutes**

- Minutes from the November 5 meeting were approved unanimously after a motion by LaBarbara Wigfall and seconded by Ashley.

**2. University Handbook and Policy Committee Update (Ethan)**

- Ethan provided an update on Appendix R, which addresses intellectual property policies.
- Key Points:
  - Appendix R has not been revised since 2002. Updates focus on open access, copyright, and patent sections.
  - The document has been with General Counsel since spring 2024 but remains under review due to workload and understaffing.
  - Charlotte Self recommended reaching out to Steven Owens, the Interim General Counsel, to expedite feedback.

### 3. Notice of Non-Renewal (NNR) Policy

- **Core Policy Updates:**
  - Approved changes from the last meeting were revisited, focusing on alignment across related handbook sections.
  - Brandon Savage outlined ancillary updates to ensure clarity and consistency, including removing outdated references and adding clarifications regarding tenure and non-tenure track faculty.
- **Discussion Points:**
  - Amir Bahadori raised concerns about potential inconsistencies across the handbook, noting the possibility of grievances arising from unclear language.
  - The committee debated whether Appendix A should include explicit clarifications that it applies only to tenure-track faculty.
  - Tanya González suggested packaging all changes together for submission to the University Handbook Committee to ensure consistency.
- **Decision:**
  - Motion to approve ancillary changes was passed with the understanding that additional updates could be proposed as friendly amendments if inconsistencies were identified later.

### 4. Section L: Academic Program Review Policy

- The committee reviewed and approved updates to Section L of the University Handbook regarding program review processes.
- **Discussion Points:**
  - Brad Cunningham noted minor editorial errors in the draft, which were acknowledged and corrected.
  - Changes were approved unanimously.

### 5. Additional Updates and Discussions

- **KBOR Faculty of the Year Award:** No significant updates, pending feedback from KBOR.
- **Workload Policy:**
  - College-level workload policies are due by June 2025, with departmental policies aligned the following year.
  - LaBarbara Wigfall and Amir Bahadori provided updates on data requests and revisions discussed with Ben from the DAIR office.
- **Nine-Month Contracts Concern:**
  - Merta Scott-Hall raised concerns from Salina campus faculty about working beyond contract periods.
  - Tanya González recommended addressing this through HR and the Dean's office, with potential escalation to Faculty Senate if unresolved.

### 6. Next Steps

- Further feedback from the University Handbook Committee and Executive Committee will guide any additional revisions.
- Pending updates on Appendix R and the workload policy will be discussed in future meetings.