Members Present: Judith Warren, Chair (SON at large member); Ken Davis (Information Resources Chair/FASC recorder); Abebe Abebe (Elections chair); Wen Liu (SHP Steering Committee Chair); Jeff Searl (SHP at large member); Jeanne Schott (Faculty Concerns Chair); Donna Sweet via phone (SOM Faculty Council Chair); and Karen Wambach (SON Steering Committee Chair).

Members Absent: Gary Doolittle, Past- FASC Chair (SOM); Susan Carlson (Research Chair); Sr. Vice Chancellor/Dean Karen Miller (Ex-Officio EVC Representative).

Guest: Allen Rawitch, Ph.D., Vice Chancellor for Academic Affairs and Dean of Graduate Studies

1. Call to Order & Introductions – Judy Warren, Chair, called the meeting to order at 3:05 p.m. Judy distributed the agenda and asked members present to introduce themselves. She announced that Jeanne Schott is the newly elected chair for the Faculty Concerns Committee, replacing Jeff Radel on FASC.

2. Review of FASC 4/19/11 and 9/7/11 meeting minutes. Action: Ken Davis moved to approve both minutes as presented. Donna Sweet seconded the motion and the minutes were adopted by unanimous consent.

3. Chair Reports:
   a. Council of Faculty Senate Presidents (COFSP) – Judy announced that the KBOR meeting is scheduled for October 19-20 and that the Council of Faculty Senate Presidents (COFSP) will meet for breakfast on Thursday, October 19th. Judy informed the FASC that she will be attending this meeting and asked for any items of business that FASC members would like her to address. Dr. Rawitch raised concerns that he has about the tenor of the recent KBOR meetings, which he thought were disturbing and potentially detrimental to the interests of the University and its faculty. Specifically, he voiced his concern about the budget discussions, which the KBOR members appeared to capitulate to pressures to reduce funding by the incoming budget director. This will negatively affect KUMC’s proposed medical education building and could result in additional cuts to needed KUMC funding.

   Judy indicated that the COFSP had held strategy meetings during the summer, which she was unable to attend. She offered to bring these concerns to COFSP for their awareness and consideration.

   b. KBOR Report – Judy sent informational material to FASC members prior to the meeting for their review, in preparation for the meeting. She asked whether this type of information was of interest to the members. The group unanimously agreed that the information was valuable and would desire to continue receiving such reports. Both Judy and Allen Rawitch provided updates on the September KBOR meeting. Judy lamented that the current meeting schedule reduces the meaningful interaction between the Faculty Senate Presidents and the KBOR staff.

   Wen Liu asked for clarification on the agenda and function of KBOR, in relation to the faculty issues. Judy explained that KBOR reviews issues and makes recommendations concerning faculty qualification, academic transfer policy and other academic policy issues. They also make budget requests to the Governor and Kansas legislature for operational and capital funding needs of higher education. They are primarily focused on undergraduate education, including the relationship between two and four-year academic institutions.

   [Here is the KBOR website for reference: http://www.kansasregents.org/]

   c. Huron Group work and Implications – Tabled until next meeting

As adopted 11/02/11; submitted by Ken Davis
d. **Review Process for EVC Atkinson**
   Judy informed the FASC that the EVC Review Committee completed its charge and provided a report in person to Chancellor Gray-Little. This is a 5-year review, in accordance with KU’s Human Resources policy. The review process was conducted during the summer, including confidential interviews with key informants and community stakeholders. According to Judy the process was very thorough and resulted in a comprehensive report to the Chancellor. The review remains confidential and considered to be a personnel matter; therefore, no public report will be issued. The findings from the Review Committee addressed both organizational structure, as well as, behavioral performance issues. The review was conducted in a manner to distinguish between Dr. Atkinson’s role of Dean and EVC. Without discussing any matters related to the review, Judy attested to the fact that the process was sound worth the time and effort that was involved. Chancellor Gray-Little acknowledged the request of faculty to receive feedback about the review, as it pertains to future leadership expectations.

4. **Standing Committee Updates/Reports:**
   a. **Elections** – Abebe Abebe, Chair
      No new business to report; the committee plans to convene in the near future.
   b. **Research** – Susan Carlson, Chair
      No report available.
   c. **Information Resources** – Ken Davis, Chair
      The 2011-12 committee goals were distributed and details were shared with FASC members. The committee held its first meeting on September 15th. The committee will meet again on November 4th.
   d. **Faculty Concerns** – Jeanne Schott, Chair
      The September meeting had an insufficient quorum. The committee reviewed its duties and established six goals for the upcoming year. The committee plans to increase faculty awareness of the committee’s function, confidential reporting of faculty concerns, revisions to the faculty handbook and other faculty matters.
   e. **SHP Faculty Steering Committee**– Wen Liu, Chair
      The SHP faculty assembly was held on September 28th and two monthly faculty steering committees have been convened. The primary focus has been on implementing the School’s new strategic plan, including faculty retention and name change.
   f. **SOM Faculty Council**– Donna Sweet, Chair
      Donna Sweet assumed chairmanship on October 1st. A faculty retreat is scheduled next week, therefore there is no new business to report.
   g. **SON Faculty Assembly**– Karen Wambach, Chair
      Karen reported that the SON steering committee structure includes the chairs of each committee. The committee meets once a month. The focus has been on implementing the new undergraduate curriculum, and the 1st year of the SON strategic plan. This includes establishing and tracking progress, in accordance with a newly adopted numerical reporting methodology. The School is also preparing for a CCNE accreditation visit next year, which will encompass the BSN, MS and DNP programs.

5. **Old Business:**
   a. **Faculty Input Survey**
      Judy Warren reported that the faculty survey questionnaire will be administered after the Faculty Assembly meeting. This will allow the faculty to be informed about the survey at the November 9th meeting and encourage their participation in late November.

      **Action:** Judy Warren will prepare to administer the survey electronically by the end of November.

As adopted 11/02/11; submitted by Ken Davis
b. **Faculty Concerns Committee Visibility & Drop Box Access**

Judy confirmed with Jeanne Schott that the Faculty Concerns Committee is exploring ways to increase its visibility among faculty. Ken Davis restated an earlier suggestion that the Faculty Input Survey might be reviewed and analyzed by the Faculty Concerns Committee, in order to help prioritize and recommend a response.

**Action:** Jeanne will discuss with the committee about incorporating the survey analysis into its function and report back.

c. **Schedule Fall Faculty Assembly Meeting**

Judy confirmed that the Fall Faculty Assembly meeting has been set for Wednesday, November 9th @ 4-5 p.m. in the SON Auditorium, G013.

d. **Vote on Chair-elect: Jeff Searl has been nominated**

In follow-up to last meeting’s nomination of Jeff Searl for next Chair-elect, who would ascend to Chair in the next year, the election was held.

**Action:** Ken Davis moved; Jeanne Schott seconded that Jeff Searl will become Chair-elect. FASC voted unanimously to elect Jeff Searl.

6. **New business:**

a. **Needed changes to the Faculty Handbook: Dr. Rawitch**

Dr. Allen Rawitch distributed a proposed revision to Section III. Personnel – Part 1.B.3. Special Designations; a) Emeritus, found on page 36 of the Faculty Handbook. The proposal would alter the eligibility of clinical faculty, allowing them to be awarded “Certificate of Emeritus Status” on an equal basis to other faculty. Additionally, the proposal would allow faculty members, who had been named University Distinguished Professor, to retain this title when they are awarded the “Certificate of Emeritus Status,” as University Distinguished Professor Emeritus. Finally, the proposal specifies that Emeritus status would be granted as a continuous appointment and does not require renewal. However, it includes an expectation that such faculty would observe the same professional standards and behavior of KUMC active faculty.

Dr. Rawitch requested that the FASC review this proposal, as it is a matter related to faculty governance and part of the Faculty Selection and Appointments. Dr. Rawitch pointed out that this special designation, in its current form, is obsolete. He also indicated that KU – Lawrence handles these honorific titles on the basis of longevity, while KUMC has traditionally offered honorific titles solely on the basis of distinguished service. Furthermore, recent events warrant inclusion of language that explicitly delineates faculty’s expected behavior associated with such honorific designations. Dr. Rawitch alerted FASC members that Dr. Atkinson is also considering extending the clinical faculty tract for longer terms and establishing a new “Educator” tract, which will require KBOR approval.

Upon discussion, it was noted that a number of updates are being prepared for a revised Faculty Handbook. This includes changes that have been made previously to Faculty Assembly’s committee purposes, yet have not been reflected to-date in the Handbook. Judy Warren raised a question whether there has been a FASC process for reviewing such changes in the past. Apparently, there is no written procedure for conducting revisions, as these have been done in the past by the Vice Chancellor for Academic Affairs and Dean of Graduate Studies and submitted to KBOR by the EVC for approval.

Judy recommended that these and future proposed changes could be referred to the Faculty Concerns Committee for review.

**Action:** Judy Warren referred the proposed changes to the Faculty Concerns Committee for review. Judy asked Jeanne Schott to inquire of the Committee, whether they would also consider adding Faculty Handbook review function to the committee’s purpose.
7. Adjourn:
Meeting Adjourned at 4:15 p.m.

Future Meetings:
FASC          Wednesday, November 2nd @ 5-6 p.m. (SON G011)
Fall Faculty Assembly Wednesday, November 9th @ 4-5 p.m. (SON G013)

Summary of Pending Actions:
1. Judy Warren will prepare to administer the survey electronically by the end of November.
2. Judy Warren to request that Academic Affairs assign staff support for FASC committee proceedings.
3. Jeanne Schott will discuss with the committee about incorporating the survey analysis into its function and report back.
4. FASC referred the proposed changes to Faculty Handbook to the Faculty Concerns Committee for review.
5. Jeanne Schott to inquire of the Committee, whether they would also consider adding Faculty Handbook review function to the committee’s purpose.
6. FASC will monitor the Strategic Plan implementation process.