

## August Faculty Senate Meeting Agenda

**Faculty Senate Executive Committee Meeting:** August 22<sup>nd</sup>, 2016. 12:30 -1:45 pm. KH 4427.

**Full Senate Meeting:** August 29<sup>th</sup>, 2016. 12:30 -1:45 pm. Marietta Campus – A&B Ballroom

### Old Business

1. None

### New Business

1. Current audit status – Houston Davis
2. Bias Reporting Website Concerns – Terry Loe
3. USG LMS Faculty Survey – Elke Leeds and Jim Cope
4. Interim Director of GenEd – Val Whittlesey and Sarah Holliday
5. Prospective President Search Committee – Jennifer Purcell
  - a. The Faculty Senate, in the interest of shared governance and faculty engagement, recognizes USG Policy 2.2 Procedure for Selection of a President for USG Institutions. According to USG Policy 2.2,

*"The committee shall be composed of representatives of the faculty, alumni, foundation, students, and the community. Faculty shall compose the largest number of institutional members of the committee. Except as provided below, the chancellor shall name a faculty member as the chair of the institutional search committee ([USG Policies, 2.2](#)).*

We call upon the university's permanent and interim senior leadership team and the Chancellor of the University System of Georgia to advocate for and ensure faculty representation on the presidential search committee. Specifically, the search committee will include eight non-administrative faculty members chosen through a process developed by the Faculty Senate. We call on representatives from the USG to coordinate with the Faculty Senate to select these faculty members, including the chair of the search committee.

6. Faculty Executive Assistant to the President – Humayun Zafar
7. Service Opportunities
  - a. Faculty Senate Openings –
    - i. FSEC: Marietta Campus Representative
    - ii. Faculty Senate Parliamentarian
    - iii. Faculty Senate Liaisons

1. Administrators Council: [Schedule](#)
2. Chairs and Directors Assembly: *Nominee - Federica Santini*
3. Deans Council: *Nominee - Roxanne Donovan*
4. Part Time Faculty Council: [Schedule](#)
5. Staff Senate: Next meeting – September 22<sup>nd</sup> (9 am), Leadership room (Kennesaw Campus)
6. Student Government Association: [Schedule](#)

- b. KSU Policy Process Council Representative Needed: 1year term. Meetings are held the fourth Tuesday from 10:00 AM to 11:30 AM. Fall 2016 meetings are scheduled for: September 27, 2016, Kennesaw Campus, Town Point, Room 2220  
October 25, 2016, Marietta Campus, Q Building, Room 204  
November 15, 2016, Kennesaw Campus, Town Point, Room 4130: *Nominee: Doug Moodie.*
8. Any other business?

### **Information**

1. Sexual Misconduct Policy: <https://policy.kennesaw.edu/content/sexual-misconduct-policy> - Susan Paraska and Erika Gravett
  - a. Check attached FAQ document for more information.
2. Student organizations funding – Club Funds will not be available for organizations next year as part of budget constraints, fiscal realignments, and upcoming SABAC changes. Eligible orgs can still request SABAC funds next year. If you have questions or concerns about Club Funds, please contact Ron Lunk at [rlunk@kennesaw.edu](mailto:rlunk@kennesaw.edu). Orgs can still fundraise & collect dues as means of funding events or programs.
  - a. Check attached document for more information.

### **On the Horizon**

1. External letters policy – Ron Matson
  - a. Motion to accept P&T Handbook Procedures (for 2017-2018), effective year 2018 was tabled in April 2016.
2. Class recording policy – Federica Santini
3. QEP – Jorge Perez

**Sexual Misconduct Policy, <https://policy.kennesaw.edu/content/sexual-misconduct-policy>**

Policy Effective: July 1, 2016

**Chairs and Directors Assembly**

**August 17, 2016**

Q: What are the most significant changes with this newly revised policy?

A: The Investigator is no longer the fact-finder in student cases. The fact-finder in student cases is a three person staff/faculty panel.

Responsible employees (any administrator, supervisor, faculty member or other person in a position of authority) and student employees who serve in a supervisory, advisory, or managerial role (teaching assistants, residential assistants, student managers, orientation leaders, etc.) must report complaints of or information regarding sexual misconduct to the Title IX Coordinator at 470-578-2614 or [eeo@kennesaw.edu](mailto:eeo@kennesaw.edu).

In addition to an advisor that may be an attorney, each party is allowed to have up to two family members attend all meetings.

Q: What is the process for handling sexual misconduct cases?

A: [The Office of Institutional Equity](#) receives reports of sexual misconduct and, upon receipt of reports, conducts investigations and engages in the resolution process. The Office of Institutional Equity coordinates possible remedial actions or other responses reasonably designed to minimize the recurrence of the alleged conduct as well as mitigate the effects of any misconduct.

Please refer to this information:

[https://policy.kennesaw.edu/sites/web.kennesaw.edu.policy/files/sexualmisconductpolicy\\_07012016.pdf](https://policy.kennesaw.edu/sites/web.kennesaw.edu.policy/files/sexualmisconductpolicy_07012016.pdf)

Q: What is the composition of the hearing panels?

A: Members of hearing panels are KSU faculty and staff. Currently there are three faculty and 17 staff members available for panels. Factors such as race, gender, college, and department are considered in order to provide a range of perspectives. Panelists must complete a two-day training session before serving on a panel. Panel members are also required to attend quarterly trainings. We will work toward building an ongoing list of volunteers who can commit to the training and service for more than one year.

Q: Who currently serves on the hearing panels? How can we help?

A: The panelists are mostly staff. Initially, we had seven faculty members and 13 staff members volunteer. Due to conflicts, only three faculty members completed the training. Ideally we need more faculty as panelists. Based on the past year's caseload, we need enough panelists to conduct 54 hearings. Because of the time and financial investment (institution) in training, the Office of Institutional Equity invites and strongly encourages panel members to continue their service in successive years.

**Point of Contact:**

Erika Gravett, J.D., Executive Director of Institutional Equity and Title IX Coordinator

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Q: How does this new, revised policy (July 2016) impact protection of students?

A: Students are now able to present their case to a trained panel versus a single qualified investigator.

Q: As Chairs, are we to inform students who are teaching assistants?

A: No, online training will be provided to all employees including student employees who serve in a supervisory, advisory, or managerial role. This training includes teaching assistants, student managers, orientation leaders, etc.

Q: What is the selection process for hearing panel members?

A: Last year's panel members were invited to serve this year (2016-2017). Ten of the 12 agreed to serve again. The immediate need for additional panelists was communicated to the KSU Title IX Coordinator on May 23, 2016 for a Board of Regents' policy that was effective on July 1, 2016. Due to the immediate need, panelists were selected from among faculty and staff senate representatives in addition to current and former Student Conduct and Academic Integrity (SCAI) panel members. Training was held on July 25 and July 26, 2016. It was conducted by the sole entity designated by the Office of the Attorney General for the State of Georgia to provide sexual misconduct training to University System of Georgia institutions. There are currently 20 staff and faculty eligible to serve as panel members.

Q: What are the statistics for KSU for sexual misconduct reports and cases? How do they compare to other USG institutions?

A: KSU's Office of Institutional Equity handles reports and cases for sexual misconduct, including sexual discrimination, sexual harassment, dating violence, domestic violence, and stalking. For sexual misconduct, this office received 68 reports and investigated 34 cases in FY2015-2016. Of the 34 cases investigated, 32 involved students. Reporting may increase as awareness increases. KSU does not have statistics to compare to other USG institutions. The number of students and employees at an institution impacts the number of complaints. The Office of Institutional Equity also receives reports of and investigates equal opportunity claims of harassment and discrimination.

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# SABAC Updates for 2016-2017

- FY17 Budget for SABAC Allocation - \$1,606,398 (estimated revenue from Student Activity Fees minus fixed costs)
- SABAC had to reduce FY17 allocations by \$221,845 from FY16 (yet requests increased to \$2,514,998)
- KSU now has over 300 student organizations, and SABAC was still operating on a model created over 20 years ago
- \$400 club funds were underutilized, not sustainable, and KSU was the only USG school still using this model
- SABAC procedures have been enhanced to provide more guidance, ease the process, and maximize access
- Travel assistance fund limits have been increased!
- *Questions?* Email **[sabac@kennesaw.edu](mailto:sabac@kennesaw.edu)**