

February 2, 2016

Attachment 3
Memorandum of Understanding

**Agreement on Addressing Circumstances where Immediate Sanction of
Faculty or Professional Staff is Contemplated by Central
Administration:
A Partnership between the Office of the President and Faculty Senate**

The Office of the President and the Faculty Senate agree to partner in instances when situations involving faculty and/or professional staff member(s) arise that require immediate action outside normal operating procedures (e.g., social media storm). The intent of this partnership is to provide clarification and direction in these instances.

Terms of Agreement

When situations arise that may require action outside of normal operating procedures involving faculty and/or staff member(s), the President of the University (or designee) will consult with the Faculty Senate President (or designee) to determine if the instance is serious enough that action has to be taken immediately. If an agreement is reached that action must be taken, then the following university employees will be consulted by the President of the University and the President of Faculty Senate: faculty and/or professional staff member(s) involved, appropriate administrators in the line of supervision of faculty and/or professional staff member(s), the Faculty Affairs and/or Professional Staff Affairs committee chair, and Human Capital Services and/or the Office of the Legal Counsel. If it is determined that it is necessary to administer sanctions to the faculty and/or professional staff member(s), those sanctions will be limited to 6 months (if not lifted sooner). At the end of 6 months, if another conversation is necessary, the same parties will be included.

Agreement

Upon review of the details contained in this MOU, the individuals identified below agree that this document provides a structure for the management of extraordinary circumstances that are outside of normal operating procedures that current policies or procedures do not address. This MOU is to be reviewed every 3 years or upon notification by one of the signatories. Modifications can be made with the approval of all parties.

Approved:

Kirk Schulz, President
Kansas State University

Fred Guzek, President of Faculty Senate
Kansas State University