

***MINUTES OF THE DECEMBER SESSION  
OF THE FACULTY SENATE  
SOUTHWEST MISSOURI STATE UNIVERSITY***

The Faculty Senate held its regularly scheduled meeting on Thursday, December 11, 2003, in Plaster Student Union 313. Chair Jim Giglio called the session to order at 3:32 p.m. Dr. Ralph Smith served as parliamentarian.

**Substitutes:** Gary Soderberg for Loretta Knutson, PTE.

**Absences:** Charles Facer, LAB; Clay Franklin, CSD; Susan Hinck, NUR; Richard Johnson, CIS; Frank Mazzella, PLS; Steve Mills, Staff Senate Rep; Joel Persky, MJF; Myril Stewart, Staff Senate Rep; Tom Tomasi, Graduate Council Chair; Rafiel Warfield, SGA; and Rod Williams, MIL.

**Guests:** Linda Johnson, Records & Registration; Charles Hedrick, REL; Tom Kane, PSY; Stephen Jones, MGT; Dalen Duitsman, HPE; and Kishor Shah, MTH.

***APPROVAL OF MINUTES***

The minutes of the November 13 Senate meeting were approved as distributed.

***ANNOUNCEMENTS***

1. A rumor has been circulating that the administration is seriously considering reducing the remuneration for summer teaching to the per course faculty rate. Chair Giglio talked with VPAA Bruno Schmidt about this, and he assured him that this is untrue. There will be no change to the existing remuneration policy for the coming year.
2. As you may have read, the Board of Governors is planning for a presidential search to replace President Keiser upon his retirement in June 2005. Governor Mike Franks will chair that committee. Chair Giglio has had a telephone conversation with Board President Barbara Burns about this. She agreed to discuss the presidential search with the Senate either at the February or March meeting. She also said that it is her intention to ask Mr. Franks to attend the meeting as well.
3. Chair Giglio participated in a panel discussion on the medical insurance plan at the Council of Department Heads meeting on November 26. He proposed that if the administration fails to reassess its termination of subsidized dental insurance that it include as part of a wellness package for FY 05 a provision for the retention of the semi-annual dental examinations (minus the x-rays) on the current co-pay basis. The cost for the 2,091 university employees would be no more than \$240,000 if everyone avails themselves of the two exams. The cost would be manageable, and it would retain at least a vestige of subsidized dental insurance in the medical insurance package. He also made this same proposal to the president and the board of governors at the last board meeting.
4. Under the direction of chair Rhonda Ridinger, the Budget and Priorities Committee is preparing recommendations relating to a matrix that projects a 10 percent cut for FY 05.
5. If you have not followed the recent press coverage relating to the extent of the budgetary shortfall for the current fiscal year (FY 04), the point is that nobody really knows what it will be. The

Democratic leadership claims that it will be as much as \$1 billion while Republicans argue that it could be less than \$200 million. Of course, much depends on whether state revenues continue to increase in 2004. Whatever the deficit, the FY 05 budget will begin in the red.

6. Mark Richter has recently won the Governor's Award for Teaching Excellence. Congratulations, Mark!
7. Chair Giglio recognized Myril Stewart, Staff Senate representative, who is ending his term on the Faculty Senate.
8. Dr. Reed Olsen, chair of the Academic Relations Committee, reported that University College Council recently sent through a course change proposal to the Committee on General Education and Intercollegiate Programs (CGEIP) changing IDS 110 from zero lecture hours, two lab hours, to one lecture hour, zero lab hours, so the class would meet only once a week. He said the intent is to make the class more focused. At its meeting yesterday, the change was approved by CGEIP. The Academic Relations Committee has been charged to look at the course and pass on its recommendations to the Faculty Senate. Pauline Nugent announced that a meeting was set for 7:30 a.m. tomorrow morning with Drs. Schmidt and Pulley and others concerning the course content of IDS 110 course.

A committee chaired by Earle Doman has been formed to look into the free speech issue.

Dr. Olsen said SMS has one of the most restrictive policies in the State, if not in the nation. The committee should probably have a recommendation on the issue within the next week. This issue may also come before the Senate.

#### ***VOTE ON BYLAWS AMENDMENTS***

Faculty Senate members voted by secret ballot on the two *Bylaws* amendments presented at the November 13 Senate meeting. The first amendment to ART I, Section 3, A, broadens the pool of faculty members who are eligible to be elected to the position of chairperson-elect and Secretary of the Faculty to include tenured faculty members who have completed at least one year of service in the Faculty Senate during the previous six academic years. The second amendment changes the purpose of the University Budget & Priorities Committee under ART I, Section 8, B, (4). The first amendment passed overwhelmingly; the second amendment passed unanimously. They will go forward as **Senate Action 8-03/04** and **Senate Action 9-03/04**.

#### ***REPORT FROM AD HOC HONORARY DOCTORATE COMMITTEE***

Dr. Charles Hedrick, chair of the *ad hoc* Honorary Doctorate Committee, presented the committee's unanimous recommendation that Mr. Harold K. Bengsch be awarded the honorary degree of Doctor of Public Affairs (A.P.D.) in the May 2004 commencement ceremony in recognition of his many extraordinary achievements in the field of public health. Other members of this year's Honorary Doctorate Committee were William Burling, ENG; Ed DeLong, LIB; Melanie Grand, CFS; Paula Kemp, MTH; Carol Miller, FGB; Frank Einhellig, Graduate College; Kathy Pulley, Academic Affairs; and Stephanie Horak, student. Senator Given moved for approval of the resolution (seconded by Senator Buckner). After discussion, the motion passed unanimously by voice vote. It will go forward as **Senate Resolution 8-03/04**.

## ***SENATE RESOLUTION ON SETTING SMSU'S TUITION PRICE***

Senator Wyrick moved for approval of a Senate resolution asking the SMSU Board of Governors to set SMSU's tuition price "at its traditional ranking of fifth- or sixth-highest among Missouri's 13 public four-year institutions" (see attachment to the December Senate agenda). His motion was seconded by Senator Woodall. Senator Burns thanked Senator Wyrick for his work but said the Budget & Priorities Committee, of which he is a member, had been working on a recommendation to administration which conflicted with Senator Wyrick's resolution. Senator Burns moved to postpone the resolution until the January Senate meeting and suggested that the chair of the Budget & Priorities Committee, Senator Ridinger, be invited to comment about the committee's work (seconded by Senator Moseman).

Senator Ridinger commented on discrepancies the Budget & Priorities Committee had with some of the facts in the resolution and said she didn't think it wise to even suggest a reduction in the number of faculty. Although the substance of the resolution is good, she thought the timing could be better. She also preferred not to use specific numbers in the resolution. Since administration intends to go to the Board with the tuition and fee increase in March or later, she said the Senate will have plenty of time to make a resolution at a later meeting. The Budget & Priorities Committee also wants to take a look at the Academic Program Review Committee's report before making a recommendation. After discussion, Senator Wyrick withdrew his resolution.

## ***DISCUSSION PERIOD***

While waiting on Dr. Kane to arrive from class to present the report on this year's Administrators Assessment, Chair Giglio suggested the Senate use the time to discuss issues important to them. Chair Giglio expressed concern that the faculty members serving on the presidential search committee should be endorsed by the Faculty Senate and be in place on the committee early in the process. He asked that Senate members present nominations from the floor. Before presenting, senators should make sure the nominee has agreed to serve. He hopes any faculty member placed on the search committee will ask for input from faculty concerning what attributes and qualifications they wish to see in the next president.

Senator Knapp said he felt that recommendations for salary increases coming from the Senate should first consider and be sensitive to the implications for students and staff. Senator Buckner suggested students should be consulted before recommending a tuition raise.

Senator Helm was concerned with what he perceives as a gap in faculty governance in regard to the way the college deans operate and thought that the college councils should stand in the same relationship to the deans as the Faculty Senate stands to administration. He asked if the MAFS delegate from the Senate (Chair Giglio) could investigate this matter with delegates from other state colleges at the next MAFS meeting to see if other institutions feel the same way. Chair Giglio agreed to do so.

## ***REPORT FROM FACULTY CONCERNS COMMITTEE ON THE ADMINISTRATIVE ASSESSMENT***

Faculty Concerns Committee chair Dan Crafts gave an overview of the "2003 State of SMS Leadership: Faculty Report." This year's response rate was 44 percent, compared to 20 percent in 2001. Ninety pages of written information were received. Dr. Stephen Jones said most of the problems with the last survey, specifically its being on-line, being too lengthy, and not being easily accessible, were corrected with this year's version. He said the comments would be available for faculty to look at but that specific names would be taken out and replaced with general titles.

Dr. Tom Kane distributed two handouts to Senate members. He said the purpose of this assessment is for the leadership culture here, to help them see what faculty want from effective leadership. This is especially critical when some of the leadership is going to turn over. Each individual administrator will receive some form of feedback, and a copy will also be sent to his or her supervisor. The final report will be presented to the Faculty Senate in March or April, and it will then be the Faculty Senate's obligation to decide what to do with the report.

In response to a question from Senate member Reed Olsen about whether or not faculty would be able to see the deans' evaluations, Dr. Kane said it was the opinion of a strong majority of the Faculty Concerns Committee that it would not be conducive to faculty-administrator relationships. Senator McCallister suggested there should be some sort of checks and balances and that the report should not just be placed in a file and ignored. Senator Shufeldt said the general feeling of faculty is that they are not appreciated.

### ***OLD BUSINESS***

There was no old business.

### ***NEW BUSINESS***

Senator Garrison-Kane asked how many faculty would be on the presidential search committee. Chair Giglio said it wasn't known yet. During the last presidential search, there were three faculty members on the committee, but two of them were administrators. During the last search, there was also a separate Faculty Senate committee formed to review the top 8-10 presidential candidates.

### ***ADJOURNMENT***

Senator Drake moved for adjournment at 4:50 p.m. The next regularly scheduled Faculty Senate meeting will be held on Thursday, January 15, at 3:30 p.m. in Plaster Student Union 313.

Robert E. Thurman  
Secretary of the Faculty

Senate Action 8-03/04

Adopted by Senate on December 11, 2003

Right of Challenge Expires January 16, 2004

***AMENDMENT TO BYLAWS - ART I, SEC 3, A***

(New wording in bold and italics; deletions struck through.)

Amend ART I, SEC 3, A, of the *Bylaws*:

ART I, SEC 3 Election of Officers - Faculty Senate

- A ***Tenured faculty are eligible for the position of chairperson-elect or Secretary of the Faculty if by the time they assume office they will have completed at least one year of service in the Faculty Senate during the previous six academic years.*** Heads/ Chairs/Directors of departments/schools are not eligible candidates for the positions of chairperson-elect and the Secretary of the Faculty.

Right of Challenge Expires January 16, 2004

*AMENDMENT TO BYLAWS - ART I, SEC 8, (4) (a)*

Amend ART I, Section 8, B, (4) (a) of the *Bylaws*:

(4) Committee on University Budget & Priorities

(a) Purpose

(aa) Shall examine all proposals for new academic programs or other major initiatives with possible budgetary implications before the Faculty Senate and report to the Chair of the Faculty Senate the examination results prior to the proposals being voted on.

(bb) Shall review and remain informed of the university budget, including capital expenditure plans, as it is developed throughout the year.

(aaa) Shall become and remain familiar with the university planning document(s) that support budgetary planning.

(bbb) Shall send a representative to meet monthly with the Office of Academic Affairs to become informed of, and to understand the rationale for, all Administrative Council deliberations that are likely to have a major effect on future resource allocations, and to express concerns and offer constructive advice, if needed, regarding the direction the university appears to be going.

(ccc) Shall, by October 31 of the Fall semester, become familiar with the university's Process Improvement Committee and other committees, as directed by the Chair of the Faculty Senate, whose functions primarily relate to matters of resource utilization or enhancement.

(cc) Shall be included in university decision-making related to budget planning as follows:

(aaa) State Appropriation Requests

(aaaa) The Budget and Priorities Committee shall submit their recommended State Appropriations request to the Academic Affairs vice president for consideration prior to the June 1<sup>st</sup> annual submission deadline for all Form 5 State Appropriations requests.

(bbbb) Financial Services shall provide to the Budget and Priorities Committee a summary of all internally requested Form 5 decision items by June 30.

(ccccc) The Budget and Priorities Committee shall submit recommendations regarding Form 5 requests to the ~~President~~ *Administrative Council* for ~~his/her~~ *its* consideration by July 15<sup>th</sup>.

(bbb) Internal Operating Budget

(aaaa) Preparation of Internal Operating Budget

- (aaaaa) ~~In late November or early December~~ ***During the fall semester***, the Budget and Priorities Committee shall meet with the Vice President of Academic Affairs to provide recommendations on what should be included in the initial Estimate of Education and General Revenues and Expenditures.
  - (bbbbb) ~~In January~~ ***Before the end of January***, the Chair of the Budget and Priorities Committee shall meet with the Administrative Council when the initial Estimate of Education and General Revenues and Expenditures is presented.
  - (ccccc) The Budget and Priorities Committee shall ~~submit recommendations~~ ***meet with and provide feedback to the Administrative Council*** regarding the Estimate of Education and General Revenues and Expenditures ~~to the President~~.
  - (dddd) During the spring semester the Chair of the Budget and Priorities Committee shall meet biweekly with the Vice President of Academic Affairs to receive updates on the budget process.
- (bbbb) Revisions of ***the*** Internal Operating Budget ***during the current fiscal year*** (except in a declared Financial Exigency)
- (aaaaa) Whenever modification of the budget is proposed to the Administrative Council ***that would result in an increase, decrease, or significant reallocation of funds within the overall budget***, the Office of Academic Affairs shall provide a draft of the proposed modification to the Budget and Priorities Committee within one day after its submission to the Administrative Council.
  - (bbbbb) The Budget and Priorities Committee shall be given the opportunity to submit its recommendation regarding the proposed budget modification to the ~~President~~ ***Administrative Council*** prior to a final decision on the proposal except when a decision is required in less than 48 hours after the proposed modification is submitted to the Administrative Council.
- (dd) Shall review current salaries and salary structure as a part of the budget building process each year and make recommendations for changes in the structure and plan.
  - (ee) Shall keep the Chair of the Faculty Senate currently informed of all university budgetary matters of which it has knowledge and make a report to the Faculty Senate during the Spring semester.
  - (ff) Shall assist the University Planning Advisory Council and other appropriate university bodies in identifying and articulating Faculty Senate concerns about budgeting and planning priorities.

- (gg) Shall monitor SMSU's outlay relating to KOZK, including but not limited to salaries, costs of programming, grant matches, interest on indebtedness, and retirement of revenue bonds, and shall report its findings to the Senate on an annual basis.



***Resolution Conferring Honorary Doctorate Degree  
Upon Mr. Harold K. Bengsch***

**Whereas,** Mr. Harold K. Bengsch has distinguished himself by exceptional service in the Public Health Field;

**Whereas,** His exceptional service to the public has been repeatedly recognized by numerous public agencies, public service organizations, and his colleagues in the field of Public Health;

**Whereas,** He has served for over forty years to improve public health in Springfield, Greene County, and through his publications and public service activities throughout the State of Missouri and the Nation;

**Whereas,** Through his many public service activities he has sought to raise public health awareness and bring about community coalitions to address public health issues;

**Whereas,** He has worked tirelessly to improve access to affordable healthcare for the needy;

**Therefore, Be It Resolved,** That the Faculty Senate of Southwest Missouri State University, meeting on this eleventh day of December in the year two thousand three recommend to the Board of Governors of Southwest Missouri State University that the degree Doctor of Public Affairs (A.P.D.) be conferred upon Mr. Harold K. Bengsch at the Commencement Ceremony in May two thousand four in recognition of his many extraordinary achievements in the field of Public Health.