

***Minutes of the January Session  
of the Faculty Senate  
Missouri State University***

The Faculty Senate held its regularly scheduled meeting on Thursday, January 19, 2006, in the Traywick Parliamentary Room, PSU 313. Chair Art Spisak called the session to order at 3:31 p.m. Dr. Eric Shade served as parliamentarian.

**Substitutes:** David Ashley for Jim Hutter, PEC chair; Kevin Pybas for Jim Kaatz, PLS; Melida Gutierrez for Kevin Mickus, GGP; and Mary Jane Pardue for Janice Windborne, MJF.

**Absences:** Paul Blisard, COU; Connie Claybough, LAB; Norm Griffith, Staff Senate representative; Phil Harsha, ACC; Charles Harvey, GSC representative; Susan Hinck, NUR; John Hoftyzer, Budget & Priorities Committee chair; Kandiah Manivannan, FCC chair; Dale Moore Staff Senate representative; Wenping Qiu, FRS; Mark Trevor Smith, ENG; Barbara Turpin, CGEIP chair; Dale Walton, DSS; and Rod Williams, MIL.

**Guests:** Lisa McEowen-LeVangie, LIS; Kim Bell, Records & Registration; Theresa McCoy, Computer Services; Ken Cloud, Computer Services; Nicole Rovig, Records & Registration; Skip Phelps, Provost's Office; Frank Einhellig, Provost's Office; Tammy Jahnke, Provost's Office; Pauline Nugent, MCL; Kishor Shah, MTH; Lois Shufeldt, MKT; Dalen Duitsman, NUR; Don Simpson, Enrollment Services; Greg Burris, Administrative and Information Services; Pete Richardson, MGT; Paul Langston, Institutional Research; Lyn McKenzie, Human Resources; and John Black, General Counsel.

***APPROVAL OF MINUTES***

The minutes of the December Senate session were approved as distributed.

***ANNOUNCEMENTS***

1. Provost Search: the search committee is proceeding on schedule. It will pass on a list of recommended candidates (4-6) to Dr. Nietzel on Monday. Dr. Nietzel in turn will select a number of candidates for on-campus interviews.
2. The Compensation Committee will report its recommendations on all four of its charges to Dr. Nietzel within a week. Dr. Nietzel's plan is to disseminate the committee's recommendations via his January 27<sup>th</sup> Friday Focus and then to have a Town Hall meeting on January 31<sup>st</sup> on the topic. (Skip Phelps, Committee chair, later said that the report may not be in time for the Friday Focus.)
3. The Futures Task Force will report its recommendations to Dr. Nietzel within a week. Dr. Nietzel's plan, as with the Compensation Committee, is to disseminate the Task Force's recommendations via his January 27<sup>th</sup> Friday Focus and then to have a Town Hall meeting on January 31<sup>st</sup> on the topic.

4. At the recommendation of the Intercollegiate Athletics Committee a new committee on Athletic Facilities Planning Committee is being formed up by Greg Burris, Vice President of Administrative and Information Services. The Senate Executive Committee was asked for and submitted recommendations for faculty representatives for that new committee.
5. The Board of Governors, which is in the process of being expanded so that it is more representative of the state at large, will no longer meet monthly. Instead, an Executive Committee for the Board will be formed in the near future to handle monthly business, while the full Board will meet seven times a year at selected times. The next scheduled meeting for the full Board is March 10th.
6. The first pieces of the revised version of the Faculty Handbook are now posted on the web for review comment: [www.missouristate.edu/provost/handbooks.htm](http://www.missouristate.edu/provost/handbooks.htm). Drafts will eventually come to Faculty Senate for its recommendations.

#### ***REPORT FROM AD HOC PROCESS IMPROVEMENT COMMITTEE***

Mr. Greg Burris, chair of the *ad hoc* Process Improvement Committee, presented a report on two of the committee's charges: (1) identify a set of up to 15 "peers of aspiration" and (2) recommend a consumer price index (CPI) that should be used to benchmark salary targets over time for all workforce categories. The Committee's report is available on the web at [www.missouristate.edu/president/committees/pic/default.htm](http://www.missouristate.edu/president/committees/pic/default.htm).

The "peers of aspiration" list will primarily be used for three purposes: (1) to provide a comparison group that can be used as benchmarks when comparing public performance measures; (2) to analyze their operations and seek out "best practices" to emulate to make Missouri State more effective and/or efficient; and (3) to analyze their salary levels as one component toward identifying salary goals for Missouri State University. The committee's purpose for being at the Senate meeting was to collect feedback. The report will next go to Administrative Council and the Board of Governors for approval and will then be put into the long-range plan.

Senator Wyrick questioned whether the universities should be called "peers" instead of "peers of aspiration." Senator Bourhis said in the past the peer lists have been used when the administration wanted to accomplish something, but conversely not used when the faculty wanted something accomplished. Pete Richardson, a member of the committee, said the intent was that the peer list should be used to show external constituencies what other institutions are doing. Senator Kaufman commented that all the criteria were quantitative, not qualitative, that there didn't seem to be any guiding philosophy, and that it was too abstract. Senator Brinker remarked that diversity also needed be considered. When Senate members were asked whether any of universities on the "peers of aspiration" list stood out as one which should not be there, two were mentioned: University of Wisconsin— La Crosse (regional and under an umbrella) and College of Charleston (city name).

Mr. Burris said the committee recommended use of the CPI-All Urban Index and that the month of December would be used for comparison purposes. The committee is working on the task of developing two recommended salary objectives— one for classified staff and one for faculty, unclassified staff, and administrators, and the committee hopes to have a recommendation soon.

Faculty wishing to provide feedback to the committee on the “peers of aspiration” or the CPI can go to the following website: [www.missouri.edu/president/committees/pic/comment.asp](http://www.missouri.edu/president/committees/pic/comment.asp).

### ***REPORT FROM ACADEMIC RELATIONS COMMITTEE ON UNIVERSITY SGA TEACHING EVALUATION INSTRUMENT***

Senator Carol Miller, chair of the Academic Relations Subcommittee considering the University SGA Teaching Evaluation Instrument, reported on the subcommittee’s findings. The following set of five teaching evaluation questions would be asked, along with a question asking what grade the student anticipated receiving in the course, with the questions answered on a 1 to 5 Likert scale:

1. The course as taught was intellectually challenging.
2. Overall, the instructor’s presentations were understandable.
3. The instructor was generally accessible to respond to students’ questions.
4. The instructor stimulated my interest in the subject.
5. Overall, I learned a great deal from this course.

“My Information” would be used to administer and disburse the feedback on the instrument, and only Fall and Spring semester courses evaluated. SGA would be responsible for publicizing dates of access. Students would access feedback through “My Information,” while faculty access to feedback would be through Faculty/Advisor Resource Center pages. Feedback summaries would be retained and accessible for a period of five years, and only classes with ten or more students would be reported. The system would be implemented in the Fall 2006 semester.

After Senator Miller’s report, Senator Kane, chair of the Academic Relations Committee, moved a Senate action resolving “that the five faculty evaluation questions (and the anticipated grade question) listed in the Academic Relations Committee Report shall be adopted as the University SGA Faculty Evaluation questionnaire” and further resolving “that the electronic gathering, reporting and accessing of the results of the University SGA Faculty Evaluation questionnaire shall be administered electronically through “My Information” for students and accessible by the faculty member being evaluated through the Faculty/Advisor Resource Center, in accordance with the Feedback and Implementation criteria of the Academic Relations Committee Report attached to this resolution.” His motion was seconded by Senator Rice.

Upon being asked whether there was an agreement that administration would not use the information, Senator Miller said a general sentiment of the Senate was that the information would not be used for promotion and tenure. Senator Kaufman commented that he felt the evaluation was going to be another instrument that would increase grade inflation. Mike Barnett, SGA president, said another website is already available containing the information (Rate My Professors), but it is a pay site. Senator Given pointed out that the pay website does not ask what grade the student is going to receive and that this proposed instrument is better.

Senator Satzinger moved to amend the last paragraph of the Senate action to include wording, “if the faculty member agrees to participate,” after “shall be administered electronically through ‘My Information’ for students” so that faculty would have an option as to whether they wanted to participate in the evaluations (seconded by Senator Fuqua). Senator Miller remarked she saw a big problem with the “opt out” wording and that she felt either all faculty should do the evaluations or none should. If faculty were required to participate, Senator Wyrick commented that wording should be added to the *Faculty Handbook* as to how it can be used. Another point discussed was whether

students should be required to participate by using some sort of encumbrance to ensure their participation.

After discussion, the above motion to amend failed by voice vote. Senator Bourhis moved to postpone the vote on the Senate action until the next Senate meeting (seconded by Senator Zimmerman), and by voice vote, the motion to postpone passed.

### ***REPORT FROM RULES COMMITTEE***

Dr. Norma McClellan, chair of the Rules Committee, presented a report on four of the Committee's charges:

1. **Consider a longer (e.g., two years) term for the Faculty Senate chair.** The committee discussed the viability of increasing the term of Senate Chair and voted unanimously to keep the term as it currently stands.

2. **Add a process to elect the chair of the Budget and Priorities Committee. Please determine when the election will take place and codify how the election should be conducted.**  
The committee recommended that Section 8B (4) (b) be changed to read: "The chairperson-elect of the Faculty Senate shall call the organizational meeting of the committee within seven (7) school days after the first Fall Faculty Senate meeting and preside until the membership has elected a chairperson who shall serve a one-year term and may be reelected for succeeding terms."

3. **Add the Academic Administrators Assessment survey to be conducted by the Faculty Concerns Committee every other year. Rectify timing of odd and even years (alternates years with Faculty Concerns Survey). Possibly reconsider recording date (November). In the past, the Faculty Concerns Survey has had trouble reporting by the November date.**

The committee recommended the following changes to the *Bylaws*:

Section 8B (2) (a)

gg (line 412) replace "odd-numbered" with "even-numbered"

(line 415) replace "November" with "February"

Add:

hh Shall conduct an Academic Administrators Assessment survey of all full-time faculty during the Fall semester of odd-numbered years. A report to include analysis of survey results and any appropriate recommendations arising from the survey shall be distributed to the Faculty Senate members in time to be included on the agenda for the February meeting. To facilitate comparison with earlier surveys, data for department heads and deans shall be tabulated, analyzed and reported separately.

4. **Consider reducing the membership of the Faculty Concerns Committee to one or two representatives per college (6-12 Committee members) instead of one member per department (40+ members).**

The Rules Committee recommended no change in the membership makeup of the Faculty Concerns Committee.

As required by the *Constitution and Bylaws of the Faculty*, Senate members will vote on the *Bylaws* changes at the next regularly scheduled Faculty Senate meeting.

### ***REPORT FROM COMMITTEE ON STUDENT FEES***

Senator Satzinger, a member of the *ad hoc* Committee on Student Fees, reported on the Committee's findings in the absence of its chair, Dianne Strickland. The recommendations below indicate the direction in which the committee is moving, but additional time will be needed to allow more specific recommendations. The committee recommended that differential fees (one amount for lower division and one amount for upper division), based on competitive forces and cost differentials, be instituted at Missouri State University to achieve an increase in funds over time. The committee also recommended that in order to gain maximum information regarding the setting of student fees that the recommendation to the Board of Governors should be made as late as possible to meet the Board deadline.

At the conclusion of his report, Senator Satzinger moved the following recommendation from the committee (seconded by Senator Wyrick): "The committee recommends that this committee continue to meet through May 15, 2007." After discussion, the above motion passed by voice vote.

### ***REPORT FROM PUBLIC HEALTH TASK FORCE***

Senator Richard Myers, chair of the above Task Force, presented the report from the Public Health Task Force. Membership and charge of the 12-member Task Force can be found at the following website: <http://www.missouristate.edu/President/committees/publichealth/default.htm>. Health is one of the five themes of the University, and a School of Public Health has been established. Other schools of public health reviewed were found to be self-supporting. Dr. Myers said the recommendation from the Public Health Task Force will be on the website probably next week. Part of their probable recommendation will be the implementation and support of the School of Public Health.

### ***UNFINISHED BUSINESS***

There was no unfinished business.

### ***NEW BUSINESS***

There was no new business.

### ***ADJOURNMENT***

The meeting adjourned at 5:25 p.m. The next regularly scheduled Faculty Senate meeting will be on Thursday, February 9, in the Traywick Parliamentary Room, PSU 313.

Rhonda R. Ridinger  
Secretary of the Faculty