

Minutes of the April Session of the Faculty Senate Missouri State University

The Faculty Senate held the first meeting of its April session on Thursday, April 10, 2008, in Plaster Student Union, Room 313. Chair Tom Kane called the session to order at 3:31 p.m. Dr. Eric Shade served as parliamentarian.

Substitutes: Kishor Shah for Xingping Sun, MTH; Arden Miller for Carol Shoptaugh, PSY; and Ron Netsell for Lisa Wood, CSD.

Absences: John Bourhis, Professor rank representative, COM; Neal Callahan, Associate Professor representative, IDM; Norm Griffith, Staff Senate representative; Diana Haytko, MKT; Joseph Hulgus, Graduate Council chair; Julie Masterson, Rules Committee chair; Steven McCrary, IDM; Dale Moore, Staff Senate representative; Gerald Moseman, CLSE; Bill Piston, HST; Jenifer Roberts, FID; Greg Skibinski, SWK; Miles Walz, MIL; Kyle Winward, Faculty Concerns Committee chair; and Tom Wyrick, Budget & Priorities Committee chair.

Guests: Lynn Cline, LIS; Edward DeLong, LIS; John Catau, Office of the Provost; Belinda McCarthy, Office of the Provost; Chris Craig, Office of the Provost; Paula Kemp, MTH; Tom Plymate, GGP; Art Spisak, Honors College; Marcia Morriset, Honors College; Deborah Cron, CSD; Genny Cramer, former Senate chair; Jim Giglio, former Senate chair; and Lois Shufeldt, former Senate chair.

APPROVAL OF MINUTES

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

ANNOUNCEMENTS

1. The Senate will again conduct an evaluation of the process used in the performance evaluation and compensation procedures for faculty. Please encourage the faculty to respond when the evaluation is made available in the next few weeks.
2. \$210,000 was provided by the President and Provost for the special equity pool this year. Equity adjustments will target at the most underpaid and highest performing faculty. However, focusing all of this money on the lowest quartile this year would produce a problem because those in the lowest pay quartile, a good proportion of newly promoted faculty, would leap over faculty, including more senior faculty, in the second pay quartile. This year, equity will be distributed to the highest two performing categories and faculty with three or more years in the third highest performance category. The intent is to raise the floor of the CUPA compensation ratio to the highest possible level. For instance, if a possible target was 90%, then all eligible faculty below 90% would be brought up to that target whether they were in quartile 1 or 2.

3. The Provost has convened a committee to investigate the possibility of a Public Affairs Minor. This committee has been formed based on the prior experiences of the Senate's Academic Relations Committee and the SGA.
4. A retirement reception for long-time friend of the Senate Peggy Pearl will be held Friday night, April 11, in PSU 400. An invitation has been extended to all senators who wish to attend.
5. A reminder that the Public Affairs Conference begins on Tuesday. Please encourage your students to attend and participate in Missouri State's Annual and traditional event to advance the public affairs mission.

CANDIDATE FORUM FOR 2008-09 SENATE CHAIR-ELECT AND SECRETARY OF THE FACULTY

Each of the candidates for Chair-elect (Margaret Weaver and Rebecca Woodard) and for Secretary of the Faculty (Eric Bosch and Maria Michalczyk) gave a brief opening statement. Senate members were given an opportunity to ask questions of each of the candidates.

ELECTION OF 2008-09 CHAIR-ELECT AND SECRETARY OF THE FACULTY

Immediately following the candidate forum, ballots were distributed to Senate members for voting on the above positions. Margaret Weaver from the English Department was elected as the 2008-09 Chair-elect of the Faculty Senate, and Eric Bosch from the Chemistry Department was elected as the 2008-09 Secretary of the Faculty.

RESOLUTION FOR VIRGINIA NELSON

Rhonda Ridinger moved a resolution honoring Virginia Nelson, Faculty Senate Administrative Specialist, who is retiring in May after 16 years of service to the Faculty Senate. Joining Senator Ridinger in the reading of the resolution were other past-Senate Chairs and this year's and next year's Senate chairs: Drs. Genny Cramer, Paula Kemp, Tom Plymate, Jim Giglio, Lois Shufeldt, Art Spisak, Tom Kane, and Pauline Nugent. A lovely bouquet of flowers was presented to Ms. Nelson, and on behalf of the Faculty Senate past-chairs, current chair, and next year's chair, Lois Shufeldt presented Ms. Nelson with a retirement gift. Approval of the resolution was indicated by applause, and the resolution will go forward as **Senate Resolution 10-07/08**.

ELECTION OF UNIVERSITY HEARING COMMITTEE MEMBERS

Ballots were distributed to Senate members for voting on the University Hearing Committee (UHC), a new committee provided for in the *Faculty Handbook*. Out of 30 names received from the College Councils, Senate members were instructed to vote for 24 members. In accordance with Section 13.7.1.1 of the *Faculty Handbook*, "24 tenured faculty members shall be elected by the Faculty Senate to serve three-year staggered term as the University Hearing Committee." At least three members from each college are to be on the UHC. Those elected will be randomly assigned a one-, two-, or three-year appointment. Five-member University Hearing Panels (UHP) will be selected as needed from this pool. The results of the election are listed below.

College of Arts & Letters: Sam Dyer, COM; Kris Sutliff, ENG; James Parsons, MUS; and Julie Johnson, MCL.

College of Business Administration: John Satzinger, CIS; Carol Miller, FGB; Steve Thomas, MGT; and Melissa Burnett, MKT.

College of Education: Bill Agnew, CLSE; Donna Beardsley, RFT; and Sue George, CEFS.

College of Health & Human Services: Carmen Boyd, BMS; Ron Netsell, CSD; Rhonda Ridinger, HPE; Carol Gosselink, PSY; and Gary Ward, SMAT.

College of Humanities & Public Affairs: Tom Dicke, HST; Jack Knight, PHI; and Patrick Scott, PLS.

College of Natural & Applied Sciences: Chris Barnhart, BIO; Tony Toste, CHM; Dan Crafts, HRA; Paula Kemp, MTH; and Robert Whitaker, PAM.

REPORT ON TIME-LIMITED AND NON-TENURABLE TEACHING FACULTY

In accordance with Senate Resolution 15-91/92, Associate Provost Chris Craig presented the “Preliminary Report on the Analysis of Instruction at MSU (Time Limited),” a copy of which was distributed to Senate members. In answer to a question, Dr. Craig said the new Senior Instructor position will be implemented in the next cycle of evaluations, and external reviews will not be a part of the expectation. He promised to report back to the Senate with more data and comparisons as agreed to last September between Chair Kane and Provost McCarthy.

REPORT FROM ACADEMIC RELATIONS COMMITTEE

Arden Miller, chair of the Academic Relations Committee, moved for approval and Senator Weaver seconded a Senate action concerning the Senate’s involvement in reviewing and recommending approval of off-site and collaborative academic programs before any final formal agreements are finalized. After discussion, the motion was approved by voice vote. It will go forward as **Senate Action 23-07/08**.

Dr. Miller also presented a report from the Academic Relations Committee and the Provost on the use of benchmark data (e.g., Delaware data, benchmark peers, and CUPA).

REPORT FROM FACULTY HANDBOOK REVISION COMMITTEE

Lynn Cline, chair of the Faculty Handbook Revision Committee (FHRC), presented Faculty Handbook revisions in Sections 3, 4, 5, and 9 of the *Handbook* (Attachment 2 to the April Senate agenda). Senator Ridinger moved the revisions to the floor, and Senator Finch seconded her motion. If approved, the revisions will be implemented beginning with the fall semester of 2008. The FHRC withdrew two changes presented in its report: on page 2, the change to Section 3.3.1 was withdrawn; and on page 4, the shaded material in Section 3.4.2 was withdrawn.

Chair Kane advised the Faculty Senate would go through the revisions section by section. On page 12, Section 4.6.2.2, Senator Buckner said the first sentence of the section, “...a probationary faculty member

must apply for tenure/promotion no later than the sixth year of employment...” was misleading. Provost McCarthy told Senate members the contract letter says the 5th year and would supersede what is said here.

Senator Finch offered a friendly amendment to change the reference to “non-reappointment” on page 11 to agree with the revision on page 5 under Section 3.11 where the wording was changed from “non-reappointment” to “nonrenewal of contract.”

On the bottom of page 13 under Section 4.6.4, second sentence, Senator Buckner said it is not stated that the results of the departmental personnel ratings have to be forwarded. Lynn Cline said the committee was focusing on probationary issues and that it is not stated anywhere that the personnel ratings go forward. Senator Buckner also had questions on the third sentence of the same section. Senator Weaver offered a friendly amendment that the FHRC look at the wording in this section, and Mr. Cline agreed that the Committee could work on the wording in this section.

ADJOURNMENT

As the time was getting late, Chair Kane suggested the meeting be adjourned until next Tuesday, April 15, at 3:30 p.m. in Glass 101. Senator Cline moved and Senator Michalczyk seconded a motion to adjourn at 5:26 p.m. It was agreed that Senator Netsell (substituting for Senator Wood) would provide a written amendment to Section 4.6.4 for next Tuesday’s meeting. Chair Kane encouraged Senate members to bring any amendments they may have in written form for next Tuesday’s meeting and suggested they contact John Harms or Steve Thomas if they have questions on the above section. Other relevant documents, such as the compensation plan, may be found on the Provost’s website.

Rebecca Woodard
Secretary of the Faculty

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Missouri State University***

Due to a lack of quorum, the second meeting of the Faculty Senate's April session scheduled for Tuesday, April 15, 2008, in Glass 101, was canceled by Chair Tom Kane at 3:43 p.m. Before Dr. Nietzel's budget presentation at next Tuesday's meeting, a motion to postpone the FHRC revisions until the next Senate session will be entertained.

Substitutes: Deborah Cron for Lisa Wood, CSD; and Paula Kemp for Xingping Sun, MTH.

Absences: John Bourhis, Professor representative; Ann Branstetter, CGEIP chair; Roberto Canales, PAS; Kurt Chaloupecky, ACC; Jeremy Chesman, MUS; Andrew Cline, MJF; Kelly Copeland, GSC representative; Gay Ellis, Non-Tenure Track Instructor representative; Martha Finch, REL; Ben Fuqua, AGR; David Goodwin, PEC chair; Ben Goss, MGT; Norm Griffith, Staff Senate representative; Bart Hammig, NUR; Diana Haytko, MKT; Jan Hendrix, Tenure Track Instructor representative; Dennis Hickey, DSS; Shyang Huang, P&A; Joseph Hulgus, Graduate Council chair; Beth Hurst, RFT; Richard Johnson, CIS; Dan Kaufman, PHI; Rick Martin, CSC; Julie Masterson, Rules Committee chair; Steven McCrary, IDM; Maria Michalczyk, A&D; Arden Miller, Academic Relations Committee chair; Dale Moore, Staff Senate representative; Eric Morris, COM; Gerald Moseman, CLSE; Alessandra Pires, MCL; Kyle Rieman, SGA; Lynn Robbins, BIO; Jenifer Roberts, FID; Greg Skibinski, SWK; Miles Walz, MIL; Cindy Wilson, CEFS; Kyle Winward, Faculty Concerns Committee chair; Tom Wyrick, Budget & Priorities Committee chair; and Scott Zimmerman, Assistant Professor representative.

Guests: Edward DeLong, LIS; and Lynn Cline, LIS.

Rebecca Woodard
Secretary of the Faculty

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The Faculty Senate held the third meeting of its April session on Tuesday April 22, 2008, in Glass 101. This was a joint meeting with Staff Senate so both groups could hear President Nietzel's presentation of the 2008-09 budget. Chair Tom Kane called the session to order at 3:33 p.m. Dr. Eric Shade served as parliamentarian.

Substitutes: Gary Ward for Michael Hudson, SMAT; Paula Kemp for Xingping Sun, MTH; and Debbie Cron for Lisa Wood, CSD.

Absences: Drew Beisswenger, LIS; John Bourhis, Professor rank representative; Ann Branstetter, CGEIP chair; Jeremy Chesman, MUS; Gay Ellis, Non-Tenure Track Instructor representative; Martha Finch, REL; Ben Fuqua, AGR; David Goodwin, PEC chair; Ben Goss, MGT; Norm Griffith, Staff Senate representative; Bart Hammig, NUR; Diana Haytko, MKT; Jan Hendrix, Tenure-Track Instructor rank representative; Joseph Hulgus, Graduate Council chair; Rick Martin, CSC; Julie Masterson, Rules Committee chair; Steven McCrary, IDM; Maria Michalczyk, A&D; Dale Moore, Staff Senate representative; Gerald Moseman, CLSE; Robert Owens, FGB; Kyle Rieman, SGA; Jenifer Roberts, FID; Chuck Rovey, GGP; Carol Shoptaugh, PSY; Greg Skibinski, SWK; Miles Walz, MIL; Kyle Winward, Faculty Concerns Committee chair; Tom Wyrick, Budget & Priorities Committee chair; and Scott Zimmerman, Assistant Professor rank representative.

Guests (partial listing—Staff Senate members also attended the budget presentation): Michael Nietzel, President's Office; Belinda McCarthy, Office of the Provost; Edward DeLong, LIS; Roger Duclos, Computer Services; Victor Mathews, CHPA; Lorene Stone, CHPA; Paul Kincaid, Assistant to the President; Kent Kay, Financial Services; Greg Burris, Administrative & Information Services; Ken McClure, Administrative Services; Mary Routh, Human Resources; Julie Dubinsky, Human Resources; Lyn McKenzie, Human Resources; Jill Murphy, Human Resources; Linda Stephens, Human Resources; Karen Horny, Meyer Library; Neosha Mackey, Meyer Library; Tammy Jahnke, CNAS; Brent Dunn, University Advancement; Frank Einhellig, Graduate College; Bob Jones, PSY; and Sarah McCallister, HPE.

REPORT FROM FACULTY HANDBOOK REVISION COMMITTEE

A motion moved by Senator Cline and seconded by Senator Buckner to postpone discussion on the Faculty Handbook revisions until the May Senate session was approved.

PRESENTATION ON 2008-09 BUDGET

President Nietzel gave a PowerPoint presentation on Missouri State University's 2008-09 budget. A copy of the budget presentation is posted on the President's website at the following address: <http://www.missouristate.edu/president/53954.htm>. After his presentation, President Nietzel answered questions from those in attendance. The budget will be presented to the Board of Governors at the May 15 Board meeting but not formally approved until its June meeting.

UNFINISHED BUSINESS - There was no unfinished business.

NEW BUSINESS - There was no new business.

ADJOURNMENT

Chair Kane adjourned the meeting at 4:41 p.m. The next regularly scheduled Faculty Senate meeting will be the 2008-09 organizational meeting which will be held on Thursday, May 8, at 3:30 p.m. in PSU 313.

Rebecca Woodard
Secretary of the Faculty

Right of Challenge Expires May 14, 2008

***Senate Action Concerning Off-Site and
Collaborative Academic Programs***

Whereas, off-site and collaborative academic programs between Missouri State University and other institutions often require substantive alterations of existing curricula, degree programs, budgeted resources, and/or their implementation; and

Whereas, increasing the number of collaborative and off-site programs is important to the University's growth and quality of its programs; therefore, be it

Resolved, that the Executive Committee of the Faculty Senate shall review all proposals for off-site and collaborative academic programs with other institutions and, when feasible, its recommendation will be solicited before any final formal agreements (including but not limited to Coordinating Board of Higher Education submission or a "Memorandum of Understanding" regarding those programs). Before providing its recommendations to the Administration, the Executive Committee may consult with those departments, colleges, and other program units affected by the proposed off-site or collaborative arrangement, the Budget & Priorities Committee of the Faculty Senate, and the Faculty Senate, as the Executive Committee deems appropriate. It is the responsibility of the Executive Committee of the Faculty Senate to communicate the results of their investigations to the Faculty Senate and departments affected by the new program.

Faculty Senate Resolution Honoring Virginia Nelson

Whereas, Virginia Nelson has faithfully and diligently served the Missouri State University Faculty Senate through its most challenging years; and

Whereas, Virginia Nelson has brought superb organization, continuity, professionalism, and a welcomed sense of humor to the Faculty Senate office and has adapted admirably to each new senate chair providing support and friendship in ways that have allowed each of us to do our best work for the faculty; and

Whereas, she has been an "encyclopedia" for all the Senate Chairs, is a wonderful friend to all of us, and has been a great help with the formation and offering of the Honorary Doctorate Degree; and

Whereas, Virginia Nelson has maintained a remarkable professionalism, perspective, and good humor while bringing each new Faculty Senate Chair "up to speed", and

Whereas, Virginia has always made the senate office a friendly oasis and has served the faculty well in innumerable ways throughout her years of service; and

Whereas, Virginia has provided much needed continuity in the Faculty Senate office; has maintained its historical archives in a neat and orderly manner; has routinely assisted in updating the *Constitution and Bylaws* of the Faculty; has served as a valued resource relative to curricular change and its routing for faculty, staff, and administrators across campus; has exhibited honesty and integrity in her professional conduct; has treated others with kindness and caring; and

Whereas, Virginia, who has come to represent the heart and soul of the Faculty Senate, has had the highly unique and certainly difficult, if not downright vexing, job of breaking in a new and raw Senate Chair nearly every May and yet has been so gracious, helpful, and professional to every one of us; and

Whereas, Virginia's inexhaustible patience and her willingness to listen were invaluable as new issues and challenges arose (often on a daily basis) and none of us would have survived our 'tour of duty' without her; and

Whereas, the Faculty of Missouri State owe Virginia enormous gratitude for providing stability and consistency to Faculty Governance, managing curricular affairs, and serving to enhance and multiply the effectiveness of every Senate Executive Committee; therefore, be it

Resolved, that the Faculty Senate formally recognizes the outstanding work that characterizes Virginia Nelson's service on behalf of the Missouri State University Faculty; and be it further

Resolved, that the Faculty Senate fully supports the awarding of Emerita Status to Virginia Nelson in recognition and appreciation of 16 years of dedicated service.