

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

The Faculty Senate held its regularly scheduled monthly meeting on Thursday, September 13, 2007, 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:** David Byrd for Kurt Chaloupecky, ACC; Jack Knight for Dan Kaufman, PHI; Carol Miller for Rob Owens, FGB; Kishor Shah for Xingping Sun, MTH; and Bart Hammig for Rose Utley, NUR.

**Absences:** Ann Branstetter, CGEIP chair; Roberto Canales, PAS; Martha Finch, REL; Norm Griffith, Staff Senate representative; Orlando Hodges, SGA; Mary Ann Jennings, SWK; Dale Moore, Staff Senate representative; Rich Moore, MIL; Peggy Pearl, CEFS; Jenifer Roberts, FID; and Hong Zhang, CIS.

**Guests:** Brent Dunn, University Advancement; Elizabeth Carmichael Burton, CASL; Shellie Jones, CASL; Chris Craig, Provost's Office; John Catau, Provost's Office; Lynn Cline, Meyer Library; Edward DeLong, Meyer Library; Nicole Rovig, Registrar's Office; and Tom Tomasi, Academic Integrity Committee.

***APPROVAL OF MINUTES***

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

***ANNOUNCEMENTS***

1. Information concerning the Board of Governors' Citizen Scholar Award was distributed, and Chair Kane reminded Senate members the applications were due by September 21. The awards will be presented at the October Board of Governors meeting.
2. Information on the honorary doctorate degree was distributed, and Senate members were asked to solicit nominations and forward them to Dr. Paula Kemp, the committee chair, by September 30.
3. After colleges submitted workload policies to the Provost Office, the following clarification was communicated by the Provost to Deans:

The instructional area, *thesis supervision*, is a routine part of graduate education; in some professional programs the activity is referred to as a research project, or portfolio, but it covers any project that requires *intensive individual supervision*. Faculty assignments must take into account these activities when allocating workload within each department - this is university policy. This can be done by reducing the teaching load of individuals who chair a number of committees (over time or simultaneously), or providing a small stipend for such activities, or having limited

enrollment courses taught by a faculty member who supervises a number of students each semester.

If faculty members haven't seen a copy of their workload policy, they should communicate with their dean's office. There is a Workload Policy Committee in place which will be addressing other workload issues.

4. A "Summary of 2006/07 Senate Actions and Resolutions" was distributed to Senate members. All Senate actions were approved with the exception of Senate Action 27-06/07, which would have added the Faculty Personnel Management Committee to the Faculty *Bylaws* as a standing committee. The disapproval of this Senate action will be discussed later in today's meeting under Senate agenda item I.
5. The Leadership Assessment and Priorities Committee is developing an academic administrator evaluation that will be implemented in the spring of 2008. This evaluation will include faculty input and will be used for decisions about merit and the reappointment of department heads and deans.
6. Academic Council has agreed to implement faculty-elected advisory councils to provide faculty input into hiring, budget, program, and other initiatives for each of the colleges. The details are being sorted out and will be contingent on future Senate approval.

#### ***ADDRESS TO SENATE BY VICE PRESIDENT FOR UNIVERSITY ADVANCEMENT***

Mr. Brent Dunn, the new Vice President for University Advancement, addressed the Senate. One of his first tasks will be to hire staff members such as a new Director of Development, a position in Planning Giving, another position in Alumni Activities, and a couple of College Directors of Development positions. Ten cities have been identified in efforts to connect with MSU alumni rather than concentrating on Kansas City and St. Louis. He hopes to involve faculty more and is planning fund-raising seminars for faculty and staff. Changes in technology used to contact alumni are also being considered.

#### ***REPORT ON COMPENSATION 101 DOCUMENT***

Chris Craig, Associate Provost, spoke on merit considerations and the complicated provisions of Senate Bill 389, which will require posting information related to faculty, such as what sections faculty are teaching, their credentials, information about instructors and teaching assistants, and how many classes are taught by teaching assistants. Dr. Craig said faculty conversations need to be held and recommendations given to him concerning how the required provisions of the bill should be met. He mentioned that Dr. McCarthy is on a subcommittee gathering more details concerning this, and she will share more information with faculty as it becomes more clear what information is needed. In order to collect data, a diversity climate survey will be distributed next week to faculty, staff, and students.

Dr. Craig said the "Report on Compensation 101" document developed from Compensation Committee discussions and input from deans. The above document and other compensation documents may be found at <http://www.missouristate.edu/provost/27645.htm>. Conversations concerning the document need to be held now and time lines created or revised. Dr. Miller said faculty are worried about arbitrary percentages being fairly assigned and the process hurting collegiality. Dr. Craig agreed to take her concerns to the Compensation Committee chair for discussion.

### ***REPORT ON FIRST-YEAR EXPERIENCE***

Dr. John Catau, Associate Provost, reported on the “Greater Expectations” conference in Vermont that he and several other University members from Student Affairs and Academic Affairs attended this summer on ways to improve the first-year experience for students. The eleven-member Committee has developed an action plan and time-line, along with five initiatives: (1) identify a public affairs theme for a year and use the theme to plan various events throughout the year; (2) re-exam and re-structure the IDS 110 course; (3) re-exam SOAR to better engage students; (4) try new methods to engage commuter students; and (5) set up Living/Learning communities.

### ***REPORT FROM CITIZENSHIP & SERVICE-LEARNING OVERSIGHT COMMITTEE***

Ms. Elizabeth Burton, associate director of the Citizenship & Service-Learning program, presented the CASL Oversight Committee’s report in the absence of the Committee chair, Dr. James Baumlin. A copy of the CASL Annual Report for 2007 was also distributed, which can be viewed at <http://www.missouristate.edu/casl/12405.htm>. According to the Oversight Committee’s report, 17 first-time syllabi were approved and 6 were reapproved during the year. Also, a total of 1,339 students contributed 32,358 hours of service to the community through the CASL program in 2006-07.

### ***REPORT FROM ACADEMIC INTEGRITY COUNCIL***

Dr. Tom Tomasi presented changes and additions to the *Student Academic Integrity Policies and Procedures* document. The changes had already been approved by the Academic Integrity Council in Spring 2007 (see Attachments 2 and 3 to the September Senate agenda). Dr. Tomasi said most of the changes were to clarify procedures in the document, and the committee did not find them to be major revisions. Senator Buckner moved to recommend approval of the revisions (seconded by Senator Haytko). By voice vote, the Senate endorsed the changes to the *Student Academic Integrity Policies and Procedures* document. It will go forward as **Senate Resolution 4-07/08**.

### ***REPORT FROM ACADEMIC PERSONNEL REVIEW COMMISSION***

Dr. Arden Miller, faculty commissioner of the Academic Personnel Review Commission (APRC), presented the Commission’s yearly report as required by the *Faculty Handbook*, Section 13.5.3.1.4. Dr. Miller said the Commission had four calls concerning potential cases, but only one major case resulted. In most instances, either the case didn’t fit within the mandate of the APCR or the department head took care of it. The one case considered by the Commission was determined to be a prima facie case, and a financial settlement resulted in the resolution of the case.

### ***PRESIDENT’S DISAPPROVAL OF SENATE ACTION 27-06/07***

In order to receive approval on Senate Action 27-06/07 from the President, Chair Kane said Item (aa), “Shall provide faculty input to Academic Council about the allocation of faculty lines,” under “Purpose” needed to be deleted from the action. The Senate would then need to send forward the revised Senate action to Administration for approval. However, in talking with Dr. McCarthy about this, she has said that the Provost’s Office would agree to report the following to the Faculty Senate each April:

- (a) percentage of FTE faculty who are tenure track, full-time tenure track and per course faculty members;

- (b) comparison of the current faculty composition at Missouri State over time;
- (c) comparison of the current faculty composition to comparable external benchmark institutions (e.g., benchmark peers, Delaware data, benchmark peers/CUPA data); and
- (d) strategic issues associated with both the current and future composition of full-time faculty at Missouri State.

Chair Kane said the Faculty Senate could do nothing and let the information come from the Provost's Office, leave as is, amend the action, or consider an alternative means to track the lines and bring up as an alternative action. Senator Bourhis proposed that the Faculty Senate do nothing. After further discussion, Chair Kane suggested Senate members bring a revised action to the floor at the next Senate meeting if they wished to do something about the disapproval of Senate Action 27-06/07.

***UNFINISHED BUSINESS*** - There was no unfinished business.

***NEW BUSINESS*** - There was no new business.

***ADJOURNMENT***

Chair Kane adjourned the meeting at 4:54 p.m. The next Faculty Senate meeting is scheduled for Thursday, October 11, beginning at 3:30 p.m. in PSU 313.

Rebecca Woodard  
Secretary of the Faculty

***Resolution Endorsing Changes to the  
Student Academic Integrity Policies and Procedures Document***

***Resolved***, That the Faculty Senate endorses the changes to the *Student Academic Integrity Policies and Procedures* document, as presented by Dr. Tomasi at the September 11 Faculty Senate meeting.