

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

The Faculty Senate held the first meeting of its September session on Thursday, September 8, 2005, in the Traywick Parliamentary Room, PSU 313. Chair Art Spisak called the session to order at 3:34 p.m. Dr. Eric Shade served as parliamentarian.

**Substitutes:** Tyler Barnes for Mike Barnett, SGA; Phil Harsha for David Byrd, ACC; and Erwin Mantei for Kandiah Manivannan, Faculty Concerns Committee chair.

**Absences:** Allison Crocker, Staff Senate representative; Charles Harvey, GSC representative; Norma McClellan, Rules Committee chair; Barbara Turpin, CGEIP chair; and Rod Williams, MIL.

**Guests:** Michael Nietzel, President; Lois Shufeldt, MKT; Harold Falls, BMS; Bruce Johnson, AGR; Elizabeth Carmichael Burton, CASL; Sarah McCallister, HPER; Sue George, ECFD; Linda Johnson, Records & Registration; George Swales, FGB; Bob Lunn, MGT; Barry Wisdom, MGT; Robin Luke, MKT; Shawn Strong, IDM; Bill Cheek, CNAS; Gary Brock, S&A; Paula Kemp, MTH; Kishor Shah, MTH; Carey Adams, COM; George Mathew, MTH; Pauline Nugent, MCL; Gloria Galanes, COAL; Karen Horny, LIS; David Murphy, Institutional Research; Martha Kirker, Assessment; Jim Moyer, REL; Austra Reinis, REL; Skip Phelps, Academic Affairs; Tammy Jahnke, Academic Affairs; Madeleine Kernen, MCL; Paul Langston, Institutional Research; Greg Burris, Administrative and Information Services; Cindy Pemberton, CHHS; Lorene Stone, CHPA; Curt Lawrence, University College; Ryan Sivill, Student Governor, and Steve Koehler, Springfield News-Leader.

***APPROVAL OF MINUTES***

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

***ANNOUNCEMENTS***

1. A summary report of the 2004/05 Senate actions and resolutions was distributed to Senate members. One Senate action (SA 31-04/05—establishment of Faculty Personnel Management Committee) is still awaiting signature from administration. A sheet containing *Notes on Parliamentary Procedure* authored by Eric Shade, Senate parliamentarian, was also distributed.
2. Chair Spisak introduced the 2005/06 Senate officers and chairs of Faculty Senate committees. The committee chairs are listed below: Academic Relations Committee - Tom Kane, Psychology; Budget & Priorities Committee - John Hoftzyer, Economics; Citizenship & Service Learning Oversight Committee - James Baumlin, English; Faculty Concerns Committee - Kandiah Manivannan; Honorary Doctorate Committee - Edward DeLong, Library Science; Judicial Review Committee - Lois Shufeldt, Marketing; and Rules Committee - Norma McCellan, Music.

### ***PRESIDENT NIETZEL'S ADDRESS TO SENATE***

President Nietzel gave a presentation using PowerPoint outlining current initiatives in eight areas concerning budget, provost position, processes, program review, committees, endowments, expectations of students, and Board of Governors. A copy of his PowerPoint presentation can be found at <http://www.missouristate.edu/President/speeches/FS20050908.htm>. Dr. Nietzel answered questions from Senate members after his presentation.

### ***APPROVAL OF NEW MINOR IN CHINESE***

Senator Jolley moved for approval of the new minor in Chinese (seconded by Senator Wyrick). Senator Jolley explained the rationale for the program, and Budget & Priorities Committee Chair John Hoftzyer informed Senate members that his committee had approved the program from a cost standpoint. By voice vote, the motion to approve the new minor in Chinese passed. It will go forward as **Senate Action 1-05/06**.

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

Senator Ridinger, faculty commissioner of the Academic Personnel Review Commission (APRC), presented the Commission's yearly report as required by the *Faculty Handbook*, Section 2.15.3. Dr. Ryan Giedd also serves on the APRC as the administrative commissioner. The function of the Commission is to investigate informal grievances from the faculty and seek resolution.

From September 2004 to September 2005 there were eight complaints deemed grievable by the commission. Three complaints were ruled "frivolous," three complaints were ruled "not frivolous," and two complaints were successfully resolved without ruling. Of the three complaints ruled "not frivolous," administration reversed the decision on two and the third complaint ended in formal proceedings. The hearing officer ruled in favor of the complainant in the formal proceedings; however, administration has indicated it will not affirm the ruling. It will go to the Board of Governors in its September meeting. A complete APRC report can be obtained from the Faculty Senate office.

Senator Wyrick asked how much money the university has been spending to resolve personnel issues and which administrators are causing the complaints to be filed. Chair Spisak agreed to ask Kent Kay for information requested by Senator Wyrick. Dr. Lois Shufeldt commended Senator Ridinger for her work on the APRC.

### ***ADJOURNMENT***

Chair Spisak adjourned the meeting at 5:03 p.m. The September Senate session will be continued next Tuesday, September 13, in Karls 102.

Rhonda R. Ridinger  
Secretary of the Faculty

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

The Faculty Senate held the second meeting of its September session on Thursday, September 13, 2005, in Karls 102. Chair Art Spisak called the session to order at 3:33 p.m. Dr. Eric Shade served as parliamentarian.

**Substitutes:** Phil Harsha for David Byrd, ACC; Michael Roling for Ben Fuqua, AGR; Pauline Nugent for Jason Jolley, MCL; Brenda Goodwin for Rebecca Woodard, HPER; and Tyler Barnes for Mike Barnett, SGA.

**Absences:** Paul Blisard, COU; Carmen Boyd, Instructor representative; Connie Claybough, LAB; Allison Crocker, Staff Senate representative; Clay Franklin, CSD; Terrel Gallaway, ECO; Norm Griffith, Staff Senate representative; Charles Harvey, GSC representative; Susan Hinck, NUR; John Hoftyzer, B&P chair; Jim Kaatz, PLS; Marvel Maunder, CFS; Norma McClellan, Rules Committee chair; Kevin Mickus, GGP; Peggy Pearl, ECFD; Wenping Qiu, FRS; Barbara Turpin, CGEIP chair; Gary Ward, SMAT; Robert Watson, EAD; Rod Williams, MIL; Ryan Sivill, Student Governor; and Colette Witkowski, Associate Professor representative.

**Guests:** Tammy Jahnke, Academic Affairs; Lois Shufeldt, MKT; Elizabeth Carmichael Burton, CASL; Bill Cheek, CNAS; Jim Baumlin, ENG; Jan Bradley, CASL; and Skip Phelps, Academic Affairs.

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

Dr. James Baumlin presented the annual report from the CASL Oversight Committee as required by Senate Action 10-95/96. The Committee's charge is to "monitor and evaluate the CASL Program for the Senate." This past academic year, the Committee approved 21 integrated service-learning syllabi and two service-learning component course syllabi. One of the integrated service-learning syllabus was reapproved. There was a 27 percent increase in students (1,225 students) and a 28 percent increase in student community service hours (37,360.75 hours). Elizabeth Carmichael Burton, associate director of CASL, answered questions from Senate members after Dr. Baumlin's presentation.

CASL Oversight Committee members for 2004-05 were James Baumlin, Chair, COAL; Gary Brock, CHPA, Rebecca Swearingen, COE; Sandra Byrd, COBA; Larry Campbell, CNAS; Carol Shoptaugh, CHHS; and Art Spisak, *ex officio*, Faculty Senate.

***REPORT FROM HIGHER LEARNING COMMISSION***

Dr. Bill Cheek, chair of the Higher Learning Commission, addressed the Senate concerning the Higher Learning Commission Self-Study and 2005 Site Visit. He distributed copies of an Executive Summary of the *HLC Accreditation Self-Study 2005, Building on Excellence: Missouri State University Envisions the Future*. The 15-member Steering Committee has been working on the study for almost three years. A copy of the full Self-Study Report may be accessed at [www.accreditation.missouristate.edu](http://www.accreditation.missouristate.edu). The date of the site visit is set for November 7-9.

## ***RESOLUTION CONCERNING A MID-YEAR SALARY ADJUSTMENT***

Senator Wyrick moved and Senator Woodall seconded a resolution (version revised September 13, 2005) concerning a mid-year salary adjustment. Senator Wyrick said a survey of full professors he conducted recently (33 percent response rate) indicated strong support for a cost-of-living increase. Senator Wyrick's resolution stated: "Whereas section 2.10.1.3 of the *Faculty Handbook* specifies that funds available for distribution as salaries match increases in the cost of living or, if that is not possible, at least three-fourths of funds available for distribution as salaries be paid on a cost-of-living basis to all continuing faculty." It further recommended "that President Nietzel apply at least three-fourths of the funds distributed for salaries during mid-year 2005-2006 to cost-of-living increases."

Upon recommendations by Senators Harsha (subbing for Senator Byrd) and Windborne, Senator Wyrick agreed to take out paragraphs four and six of the resolution as friendly amendments. He also agreed to add the word "financial" before "incentive" in paragraph three for clarity. Senator DeLong suggested that the entire ranked faculty be polled. Skip Phelps, as a member of the Compensation Committee, said the committee has a draft that they are circulating right now, and if a poll is to take place it would need to be done quickly. She added that the Compensation Committee is considering information from a committee report from last year's committee headed by Madeleine Kernen.

Senator Baggett moved to table Senator Wyrick's motion (seconded by Senator Given) so the matter of polling could be considered. Her motion to table was approved by voice vote. Senator DeLong moved to poll the entire ranked faculty for their opinion on the proposed salary adjustment (seconded by Senator Hughes). Dr. MacGregor felt the term "equity" needed to be defined and that any poll should be very clear to what kinds of equity the questions referred. Senator Satzinger said the Salaries and Compensation Committee last year had tried to define "equity" but never was able to do so. Senator Miller expressed her concern with how the questions on the poll should be phrased. She specifically said there should be no long compound sentences; instead, simple, straight-forward questions should be used. And she asked that there be no kind of presumptions stated suggesting that things have been done wrong in the past.

Senator Kyle felt the poll should also include lecturers. Senator Bourhis moved to amend the motion to include all full-time faculty (seconded by Senator Kyle). By voice vote, the motion to amend was approved.

When asked when the Compensation Committee would need the results of the poll, Skip Phelps replied that the Committee recommendations were due by the end of the week. Senator Callahan felt that a poll in this circumstance would be very rushed and thought it would be a good idea to see what the Committee recommended in good faith. Senator Satzinger said he would rather see a poll done after implementation of the adjustments so a more accurate picture could be seen as to how the process worked. Senator Wallentine informed Senate members that he had already polled his departmental faculty, and they weren't in favor of the resolution.

Senator Zimmerman moved the previous question (seconded by Senator Herr), and by voice vote, the motion to end discussion passed. Senator Wyrick moved for a secret ballot vote. According to the *Bylaws*, 20 percent of the senators present is needed for a secret ballot vote. Upon a show of hands, 5 of the 33 senators present voted for a secret ballot vote. Since seven were needed, the motion failed. Senator Wyrick moved to withdraw the motion, but the parliamentarian ruled that the motion was

now the property of the Senate. Senator Wyrick then moved to postpone (seconded by Senator Woodall). After discussion concerning the postponement, Senator Miller moved the previous question (seconded by Senator Reed), and her motion passed by voice vote. By a show of hands, the motion to postpone failed 11 to 18.

Discussion went back to Senator Wyrick's motion to approve a Senate resolution concerning a mid-year salary adjustment. After more discussion, Senator Reed moved the previous question (seconded by Senator Rice), and his motion was approved. By voice vote, Senator Wyrick's motion failed.

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

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

***ADJOURNMENT***

The meeting adjourned at 4:48 p.m. The next regularly scheduled Faculty Senate meeting will be on Thursday, October 13, in the Traywick Parliamentary Room, PSU 313.

Rhonda R. Ridinger  
Secretary of the Faculty

**Senate Action 1-05/06**

**Adopted by Senate on September 8, 2005**

**Right of Challenge Expires October 8, 2005**

***New Minor in Chinese***

A complete copy of the New Minor in Chinese curricular proposal can be viewed in the Faculty Senate office, CARR 314C.