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***Minutes of the Faculty Concerns Committee Meeting on  
September 23, 2008***

The Faculty Concerns Committee held its monthly meeting for September on September 23, 2008, in Plaster Student Union, Room 315. Jef Cornelius-White, chair, opened the meeting at 3:30 p.m and minutes were kept by Joan Test, secretary. Refreshments were served.

**In Attendance:** Ruth Barnes, Patricia Cahoj, Connie Claybough, Jef Cornelius-White, Daniel Crafts, Michael Craig, Thomas Dickson, Keith Ernce, David Hays, Caroline Helton, Rajinder Jutla, Kyoungtae Kim, Judith Martin, William Meadows, Ronald Netsell, Gabriel Ondetti, James Philpot, Emmett Redd, Micheal Roling, Reza Sedaghat-Herati, Sharmistha Self, Yili Shi, Rathel Smith, Tracy Stout, John Strong, Joan Test, Duat Vu, Randall Wallace, Yang Wang, Margaret Weaver, Cameron Wickham. Pauline Nugent, Faculty Senate Chair, attended briefly.

**Absences:**

Larry Burt, Elizabeth Dudash (meeting conflict), Thomas Kachel, Frank Kauffman, Melody Lapreze, Duane Moses (medical leave), Stevan Olson, Allen Schaefer, Johnny Washington, Brooke Whisenhunt (on leave)

**Substitutions:** (none)

***Approval of Minutes***

Minutes of the previous FCC meeting (April 29, 2008) were approved. Motion to accept made by Dick Smith, seconded by Keith Ernce, motion carried.

***Purpose of the Faculty Concerns Committee***

Reviewed the purpose as written in the Handbook on Committees

[http://www.missouristate.edu/assets/provost/committees\\_handbook\\_2007-2008.pdf](http://www.missouristate.edu/assets/provost/committees_handbook_2007-2008.pdf)

**Purpose:** Shall act as a board for continuous review of the broad area of faculty rights and responsibilities; shall, as directed by the Faculty Senate, discuss with the University Administration matters pertaining to remuneration, professional advancement, faculty-administrator relationships, and working conditions; shall serve as the vehicle through which the faculty, Faculty Senate, and Administration may initiate issues or matters of concern for discussion and consideration; shall invite the submission and receive items of concern from faculty members, administrators, or groups of the same for discussion; shall gather data from appropriate individuals or groups to be used in making a determination as to whether each item submitted warrants action by the Faculty Senate; shall use surveys and other appropriate instruments to provide information to supplement informal communications about faculty concerns.

**Membership:** Shall be elected from members of the ranked faculty of their respective departments for a three-year term. Each academic department within the University shall elect, by majority vote, one such person to serve on the Committee.

The committee will review anything related to faculty rights and responsibilities. FCC deals with general concerns, rather than specific individual cases. However, we can hear individual concerns, see if there is a general issue involved, and refer individual cases to appropriate venues.

***Sign in, attendance and substitutes at meetings***

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To increase attendance and transparency, FCC will put attendance in the minutes of each meeting. Please have a substitute come in your place if you cannot attend.

***Discussion of charges to the Faculty Concerns Committee for 2008-2009 and formation of committees to work on charges***

This year's charges are:

CHARGE 1: Conduct the Faculty Concerns Survey in November 2008 and provide a summary of the results to Senate in the spring semester.

CHARGE 2: Review the Compensation Committee's "Best Practices" document in relation to the Senate Executive Committee's compensation assessment, which is on-line at the Senate website, and consult with the Chair of the Faculty Division of the Compensation Committee (John Harms) and offer suggestions. *Rationale: Faculty input prompted the "Best Practices" document.*

CHARGE 3: Review the "Faculty Workload Practices" document and make recommendations regarding the teaching of independent studies, particularly in the summer. *Rationale: The current document does not address how the teaching of an independent study is calculated in regards to workload.*

CHARGE 4: Review and, if necessary, develop appropriate questions to add to the Faculty Morale Survey to address the issue of the existence and source of grade inflation pressures. *Rationale: Senate resolution 4-03/04.*

After some discussion it was decided to form committees to work on the charges. Committee members and a summary of the discussion of each charge follows below:

***Charges 1 and 4, SURVEY:***

Committee members for charges 1 & 4:

Dick Smith, co-chair

Sharmistha Self, co-chair

Patty Cahoy

Tracy Stout

Joan Test

Jef Cornelius-White

Charge 4 comes from concerns raised in faculty senate and student government. New concerns to address this year and add to the survey are grade inflation, public affairs issues, and possibly other major university goals. The survey will be done online this year.

***Access to survey data and anonymity of respondents:***

The FCC did not see all the data from last year's survey; we should clarify who will be seeing the data and know this ahead of time.

To ensure anonymity, no one outside the survey subcommittee should have access to demographic data. Results are only reported in aggregate form and this should be made clear. Survey will go through IRB approval. In the cover letter, make clear that not all information is required to be given.

Cameron Wickham asked: Why does the survey ask for those particular demographic points? The committee will give this some thought on this year's survey.

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**CHARGE 2: Best Practices**

Committee members for charge 2:

Judith Martin, chair

Ruth Barnes

Dale Crafts

Gabriel Ondetti

Emmet Redd

Cameron Wickham

This committee needs to have a discussion of the documents and then formulate conclusions

*How seriously will suggestions be taken on best practices?*

The “best practices” document has approval from the president; it was generated by a committee formed by president and includes several faculty and administrators. There was a concern that it address a majority of the concerns from the compensation assessment last year. There is also concern that there might be other issues on compensation that were not addressed. An honest answer to the question is, YES bring feedback, it will be definitely heard and welcomed, there is more flexibility. (Margaret Weaver)

*Who worked on the best practices document, and what will be done with results?* (Judith Martin)

There was a survey from the faculty senate about how well the compensation system is working. The results from this were used to construct the best practices document. I don't think the climate survey was used; it would be a good idea to consult the climate survey also in this process. (Margaret Weaver)

**CHARGE 3: Faculty Workload Policy**

Committee members for charge 3:

Keith Ernce, chair

David Hays

Caroline Helton

Raj Jutla

Emmett Redd

Duat Vu

*What is the history of the faculty workload policy?*

The current concerns are about how people are compensated for things that are not part of the regular teaching load. The current workload policy is endorsed all the way up, but no members present were sure which committee did this. Tom Kane will know about faculty workload policy history.

***Pauline Nugent, Chair of the Faculty Senate spoke to the committee***

Thank you for serving on this committee! It is the first time I have seen so many people attending. It is very important to have faculty ownership of what is happening around here.

We have a listing of all advisory committees. I have been insistent that these committees not be appointed but be elected. I also have recommended that budget & priorities committee people sit in on

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advisory committees. If you feel something has been overlooked, please let us know—we are human, do let us hear from you.

### ***Other issues***

*Should we have a subcommittee that would look at new concerns?*

(no motions or decisions made on this yet)

*Should all colleges be represented on each committee?*

Not necessarily, unless someone has a concern about this. Everyone on the Faculty Concerns Committee will eventually hear approve the committees' work.

*Is it still policy that we will form advisory committees to the Deans?* (Gabriel Ondetti)

The Faculty Senate did not approve this (Jef Cornelius-White)

Pauline Nugent, Faculty Senate Chair, who attended briefly, has charged all Deans to form an advisory committee. An elected representative from each department would serve on the advisory committee. That would serve the intent of the original suggestion. (Margaret Weaver)

*Can we get lead time on the recommendations we will vote on in future?* (Ron Netsell)

Subcommittee reports will be sent out in advance (3 days) by email so members can consider them in advance. They will be sent out the Friday before the Tuesday meetings.

Health, Physical Education, and Recreation department has *concerns about the wellness plan* on campus; other conditions besides smoking should be considered. There could be other areas that would be more helpful for wellness/health care. Other kinds of incentives should be considered. (Keith Ernce) Some members thought it would not be a good idea for the FCC to look at this issue. Others thought we could discuss ways to better incentivize; there will always be a surcharge or cost. This would make health plan more costly. (John Strong) It was suggested that Keith Ernce could write a proposal in order to consider this issue.

*Process for bringing new ideas to the Faculty Concerns Committee:*

Put together a charge so we can deal with the issue, make as clear a proposition as possible, and then we will distribute ahead of time. So that members can get input from their departments, send to the chair (Jef Cornelius-White) or secretary (Joan Test) ahead of time, and they will distribute to all FCC members.

Breakout to sub-committees to organize meeting plans occurred last.

Meeting adjourned at 5 p.m.

Next meeting will be held on Tuesday, October 28, at 3:30 p.m. in PSU 315.