

Minutes of the March Session of the Faculty Senate

The Faculty Senate held the first meeting of the March session on Thursday, March 12, 2020, in PSU 313. Chair Saibal Mitra called the session to order at 3:30 p.m. Mike Hudson served as parliamentarian.

Substitutes: Mark Paxton for Sarah Wilcoxon, TD

Absences: Kathy Adams, Clin Fac Rep; Louise Bigley, NR; Richard Johnson, IT; Robert Joseph, DS; Jill Layman, AN; Jessica Long, MG; Cedric Mbanga, FG; Will McClain, PS; Paula Patterson, MU; Ralph Shain, PH; and Lloyd Smith, CS,

Guests: Clif Smart, Office of the President; Frank Einhellig, Office of the Provost; Cathy Pearman, FHRC; Hugh (last name illegible), KIN; Chris Craig, Office of the Provost; Julie Masterson, Grad College; Angela Young, Office of the Registrar; Nathan Hoff, Office of the Registrar; Katrina Chavez, Office of the Registrar; Pamela Carnell, RFT; Ximena Uribe-Zarain, CLSE; Stacy Rice, FCTL; Jason Hausback, MUS; Priscilla Skeeters, Bookstore; and Stephanie Hein, Hospitality Leadership.

APPROVAL OF MINUTES

The February 2020 minutes were approved as posted.

ANNOUNCEMENTS

1. If necessary, a carry-over meeting will be held on Tuesday March 24, PSU 315A.
2. Faculty Senate primary election for Professors, Assistant Professors, Instructors and Clinical Faculty will open on Fri 3/20 and close Friday 3/27.
3. Constitutional Amendment: A letter from the FS office has gone out to all ranked faculty. This letter has two attachments: one on the changes in the language of the constitution and the other on the Background and Process regarding this change. Another email will go out from the Faculty Senate office with a link in it. Please click on the link to vote. The voting will begin on March 20 at 8 a.m. and end at 5 p.m. March 25.
4. The Curricular Action Workgroup met to discuss the ability to have curricular proposals edited during the curricular process and determined the following: Substantive and Non-Substantive proposals follow the same curricular process. The workgroup created a list of edits/errors that can be addressed without rejection of the proposal by contacting the submitter/department and adding a note instead of rejecting the proposal. This list will be part of training resources for reviewers/approvers beginning Fall 2020. This training will help catch issues earlier in the process as well. Significant errors such as course title errors or content ambiguity are not editorial in nature. Faculty will have access to a curriculum website and resources, beginning Fall 2020, allowing us to focus on addressing issues before a proposal is submitted. It is the recommendation of the workgroup that proposals that have incorrect information be rejected or denied and a new proposal submitted.
5. President Smart gave an update on the university's COVID-19 plan and a strategy to deal with the mitigation of the virus. The plan is to transition seated classes after spring break week and have classes delivered in alternative ways for two weeks. We do not plan to close campus. Provost Einhellig spoke about the plan for alternative delivery which will utilize Blackboard, Collaborate Ultra and Zoom web conferencing. The Faculty Center for Teaching and Learning will be holding special sessions the week of March 16-20 in Meyer Library Rm 206 to assist those who need it with Blackboard, Blackboard using Collaborate Ultra, help with creating and recording video lectures using desktop recording application, and help with using Zoom web conferencing.

VOTING ON PROPOSED CHANGES TO BYLAWS

Charge 1: **Passed**

Charge 2: **Passed**

ELECTION FOR FACULTY STUDENT JUDICIAL COMMISSION

Mark Richter, Chemistry
David Zimmerman, Psychology
Will McClain, Plant Science

REPORT FROM NOMINATING COMMITTEE

Chair-elect Cameron Wickham reported that the committee has nominated Dr. Catherine Jolivette for chair-elect and Dr. Lanya Lamoria for Secretary of the Faculty. There were no nominations from the floor.

REPORT FROM FACULTY HANDBOOK REVISION COMMITTEE

Cathy Pearman presented the report. 4.5.1.1 on teaching load--teaching load language that will be in the handbook
A motion was made by Melinda Novik to move 4.5.1.1. to the floor for discussion. Cathy Pearman answered questions from the Senate.

4.5.1.1 Teaching load for all faculty is determined in accordance with the University's Faculty Workload Policy (see Appendix A). Department personnel or governance documents also address teaching load and other aspects of workload.

The words Faculty Workload Policy are linked to OP3.33.

The motion to accept the revised language passed.

REPORT FROM MENTAL WELLNESS TASK FORCE

Catherine Jolivette presented the report. (Power Point linked with these minutes on the Faculty Senate Website.)

REPORT FROM COMMITTEE ON FACULTY CONCERNS

Jason Hausback and Ximena Uribe-Zarain presented the report on the Academic Administrators survey and answered questions from the Senate.

Due to the hour and loss of quorum, Chair Mitra adjourned the meeting at 5:05 p.m. and will reconvene March 24th in 315 A.

Minutes of the March Session of the Faculty Senate

The Faculty Senate held the second meeting of the March session on Tuesday, March 31, 2020, via Zoom online, due to the extended spring break and stay-at-home order. Chair Saibal Mitra called the session to order at 3:30 p.m. Mike Hudson served as parliamentarian.

Substitutes: Cindy MacGregor for Jef Cornelius-White, Prof Rep.

Absences: Marlin Barber, HI; Louise Bigley, NR; Kim Finch, CL; Thomas Franklin, CD; Rich Garrad, BS; Alex Hamwi, MK; Richard Johnson, IT; Robert Joseph, DS; Sung-Wang Kang, SW; Paula Patterson, MU; Mark Paxton, MJ; Patti Salinas, CR; Margaret Weaver, EN; Sarah Wilcoxon, TD; and Scott Zimmerman, Assoc Prof Rep.

Guests: Cathy Pearman, FHRC; and Katrina Chavez, Office of the Registrar.

ACTION ON CURRICULAR PROPOSALS

New Program: Graduate Certificate in College Teaching

Moved by Senator Kayla Lewis

APPROVED

SA 48-19/20

New Program: Online Teaching and Learning Graduate Certificate Program

Moved by Senator Kayla Lewis

APPROVED

SA 49-19/20

New Program: Graduate Certificate in Comprehensive Systems of Support

Senator Kim Finch was not present and a motion was made to postpone this proposal to the next meeting.

POSTPONED TO APRIL

New Program: Graduate Certificate in Special Education Technology & Innovation

Senator Kim Finch was not present and a motion was made to postpone this proposal to the next meeting.

POSTPONED TO APRIL

New Program: New Interdisciplinary Program: Student Mental Health, Family, and Community Support Graduate Certificate

Moved by Senator A. Minor Baker

APPROVED

SA 50-19/20

New Program: Crime Prevention Graduate Certificate

Senator Patti Salinas was not present. Senator McClain made a motion to postpone this proposal to the next meeting.

POSTPONED TO APRIL

New Program: Recreation and Parks Administration Graduate Certificate

Moved by Senator Melinda Novik

APPROVED

SA 51-19/20

New Program: Essentials of Hospitality Management Undergraduate Certificate

Moved by Senator Yoshimusa Nancy Kageyama

APPROVED

SA 52-19/20

New Program: Advanced Hospitality Leadership Undergraduate Certificate

Moved by Senator Yoshimusa Nancy Kageyama

APPROVED

SA 53-19/20

New Program: Lodging Management Undergraduate Certificate

Moved by Senator Yoshimusa Nancy Kageyama

APPROVED

SA 54-19/20

New Program: French for the Professions Undergraduate Certificate

Moved by Senator Heidi Backes

APPROVED

SA 55-19/20

New Program: Undergraduate Certificate in French Translation

Moved by Senator Heidi Backes

APPROVED

SA 56-19/20

New Program: Undergraduate Certificate in French for Communication

Moved by Senator Heidi Backes

APPROVED

SA 57-19/20

New Program: Basic Spanish Communication Undergraduate Certificate

Moved by Senator Heidi Backes

APPROVED

SA 58-19/20

New Program: Data Analytics in Accounting Graduate Certificate

Moved by Senator Michael Hammond

APPROVED

SA 59-19/20

New Program: The Modern Global Economy Undergraduate Certificate

Moved by Senator Haydory Akbar Ahmed

APPROVED

SA 60-19/20

New Program: General Economics Undergraduate Certificate

Moved by Senator Haydory Akbar Ahmed

APPROVED

SA 61-19/20

New Program: New Interdisciplinary Program: Undergraduate Certificate in Nonprofit Leadership

Moved by Senator Suzanne Walker-Pacheco

APPROVED

SA 62-19/20

New Program: New Interdisciplinary Program: Minor in Nonprofit Leadership

Moved by Senator Suzanne Walker-Pacheco

APPROVED

SA 63-19/20

Senator MacGregor (subbing for Senator Cornelius-White) made a motion to reconsider the changes made to the Faculty Handbook approved in the first meeting of the current March session. Senator MacGregor explained that the governing policy needs to have the language about Faculty Workload.

The motion to reconsider passed.

Senator Macgregor made a motion to preserve the current language under 4.5.1.1 as a governing language and keep the additional language referring to the Operating Policy 3.33 which would also be in the appendix of the Faculty Handbook.

4.5.1.1. Teaching Loads

Workloads for tenure-track faculty with standard appointments involve significant responsibilities for Research and Service in addition to Teaching responsibilities. Accordingly, average departmental Teaching loads for full-time research-active faculty should approximate 18 equated hours per academic year, and no faculty should be expected to teach more than 24 equated hours per academic year. Annual Teaching loads should typically be 24 equated hours per academic year for full-time Instructors with normal service loads, and up to 30 equated hours per academic year for full-time instructors with little or no Service expectation. Teaching assignments for Clinical and Research faculty will vary depending on details of their appointments.

Language approved at Faculty Senate Meeting on March 12

4.5.1.1 Teaching load for all faculty is determined in accordance with the University's Faculty Workload Policy (see Appendix A). Department personnel or governance documents also address teaching load and other aspects of workload.

(The words Faculty Workload Policy are linked to OP3.33.)

Operating Policy 3.33 to be included in FH as Appendix A.

Faculty Workload Policy for Springfield and Mountain Grove Campuses

[Op3.33 Faculty Workload Policy for Springfield and Mountain Grove Campuses](#)

Senator Cornelison made a motion to postpone the discussion on the amendment until the April session.

The motion to postpone passed.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Chair Mitra adjourned the meeting at 4:42 p.m.

Beth Walker
Secretary of the Faculty

Senate Action 48-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

New Program: Graduate Certificate in College Teaching

Senate Action 49-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

New Program: Online Teaching and Learning Graduate Certificate Program

Senate Action 50-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

**New Program: New Interdisciplinary Program: Student Mental Health, Family, and
Community Support Graduate Certificate**

Senate Action 51-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

New Program: Recreation and Parks Administration Graduate Certificate

Senate Action 52-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

New Program: Essentials of Hospitality Management Undergraduate Certificate

Senate Action 53-19/20

Adopted by Senate on March 31, 2020

**Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020
Right of Challenge Expires April 23, 2020**

New Program: Advanced Hospitality Leadership Undergraduate Certificate

Senate Action 54-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: Lodging Management Undergraduate Certificate

Senate Action 55-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: French for the Professions Undergraduate Certificate

Senate Action 56-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: Undergraduate Certificate in French Translation

Senate Action 57-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: Undergraduate Certificate in French for Communication

Senate Action 58-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: Basic Spanish Communication Undergraduate Certificate

Senate Action 59-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: Data Analytics in Accounting Graduate Certificate

Senate Action 60-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: The Modern Global Economy Undergraduate Certificate

Senate Action 61-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: General Economics Undergraduate Certificate

Senate Action 62-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: New Interdisciplinary Program: Undergraduate Certificate in Nonprofit Leadership

Senate Action 63-19/20

Adopted by Senate on March 31, 2020

Faculty Senate Chair Must Be Notified of Intent to Challenge By: April 8, 2020

Right of Challenge Expires April 23, 2020

New Program: New Interdisciplinary Program: Minor in Nonprofit Leadership