

(to be considered for
approval at 1/21/97
Senate meeting)

**SENATE MINUTES
UM-ST. LOUIS
December 3, 1996
3 p.m. 222 J. C. Penney**

The meeting was called to order at 3 p.m. Minutes from the previous meeting (held November 5, 1996) were approved as submitted.

Report from the Chairperson -- Dr. Lois Pierce

The Chair began by reporting that the Intercampus Faculty Council has forwarded recommendations on English language proficiency to Interim President George, who has shared them with the chancellors. President George has requested a response from each campus by December 20.

The recommendations are as follows:

Student evaluations of all teaching faculty shall include a question regarding the instructor's ability to communicate effectively.

Department chairs shall promptly report to the Dean instances in which significant numbers of students indicate English language fluency was a problem in learning and provide a plan to the Dean for addressing each individual situation.

Each campus shall report these data annually to the Vice President for Academic Affairs.

The University of Missouri System shall provide the resources to the campuses to enhance performance of the identified instructors.

The Chair reminded senators that these recommendations came about because of proposed legislation that would require professors and graduate teaching assistants who had not been educated in English-speaking schools to be tested for proficiency in the English language. Provisions of the bill include a hot line to which students could report faculty they find difficult to understand and institutional fines of \$10,000 for each course taught by a professor or graduate teaching assistant who is in non-compliance with the law.

The Chair invited feedback on the IFC's recommendations and reported that they are intended for implementation by Winter 1997.

Turning to the presidential search, the Chair reported that Curator Fischer met with the IFC and responded favorably to suggestions about the composition of the faculty review committee. The original plan was that the Committee be comprised of two Curators' Professors from each campus and the IFC Chair. The IFC recommended instead that the committee include a combination of Curators' Professors and faculty who have received teaching awards. It was decided that each of the chancellors will be asked to send forward four names: two Curators' Professors and two professors who have received teaching awards, and two campus representatives will be selected from that list. The list is due very soon, the Chair said, encouraging senators who wish to nominate candidates for the Committee to communicate with the Chancellor without delay.

The Chair commented that many of the potential applicants for the presidency at UM are candidates for positions at other institutions. Understandably, these individuals wish to limit themselves to one search at a time, so they have not been applying for our vacancy in the numbers that might otherwise have been the case.

In closing, the Chair announced that the Chancellor's report would be delayed until later in the meeting and that there would be no reports from the Budget and Planning Committee or from the Student Government Association.

Report from the Faculty Council -- Dr. Herman Smith

(see attached)

Report from the Intercampus Faculty Council -- Dr. Susan Feigenbaum

(see attached)

Dr. Charles Korr inquired about the narrow pool from which the faculty review committee will be drawn. The Chair reported that the addition of faculty recipients of teaching awards represented a compromise. Curator Fischer was not open to allowing faculty-wide selection. Dr. Feigenbaum indicated that the IFC is urging that the finalists make a public presentation, but she acknowledged that the Curators are somewhat negative about this suggestion. Dr. Korr observed that an Assistant Professor wouldn't be hired without such an appearance. Dr. Feigenbaum underscored the desirability that the finalists have in their background a full-time regular faculty appointment.

Report from the Executive Committee -- Dr. Lois Pierce

(see attached)

Report from the Committee on Bylaws and Rules -- Dr. Jane Williamson

On behalf of the Committee, Dr. Williamson presented proposals to delete one Operating Rule and to add or amend four bylaws. Two proposals, one that includes the Advisor to the Current as a non-voting member of the Committee on Student Publications, the other that changes to standing committee status the Committee on the Assessment of Educational Outcomes, were approved by the Senate without dissent (see attached).

Dean William Darby took exception to the rationale of a proposal to delete an Operating Rule that recognizes the Joint Undergraduate Engineering Program as a unit parallel to the professional schools for purposes of Senate representation and representation on the Committee on Committees and the Committee on Curriculum and Instruction. The rationale stated that those teaching in the program do not meet the bylaw definition of "faculty" (persons with regular full-time academic appointments at the University of Missouri-St. Louis). As a result, the unit cannot be deemed parallel to the professional schools and individuals teaching in the program are ineligible to hold a voting faculty seat on the Senate and faculty seats on Senate committees. The rationale continued: "As a courtesy, the Dean of the Joint Undergraduate Engineering Program is specified as an ex officio Senate member. When necessary, the Senate Committee on Curriculum and Instruction can consult with the Dean on curriculum proposals."

Dean Darby pointed out the grammatical error ("can" should read "may") and urged that the rationale be further amended to replace "can" with "will." This prompted the current Curriculum and Instruction Committee chairperson, Dr. Lawrence Friedman, to protest. It goes without saying, he commented that the Committee has the obligation and responsibility to consult with the initiator of proposals when questions arise. As an example, he pointed to the Committee's practice of inviting a representative to meetings at which new program proposals are considered.

Dean Darby said he previously had not understood that the Engineering program, as presently constituted, would never have a representative on the C&I Committee. He also expressed concern that for the purposes of accreditation, the rationale clearly state that Engineering faculty are full-time regulars at Washington University.

Following a brief further discussion during which Dean Darby offered to work with the Bylaws Committee in revising the rationale, the Operating Rule change and other amendments pertaining to Engineering were tabled.

Report from the Committee on Computing -- Dr. Susan Sanchez

(see attached)

Following her report Dr. Sanchez was asked by Dr. Joseph Martinich why faculty couldn't access the menu displayed in the student computing labs. Dr. Sanchez deferred to the Coordinator of Campus Computing, Dr. Jerrold Siegel, who confirmed that although it is possible to create the student environment, it is not possible for faculty to see the same menu that students see in the laboratories.

Professor Ganz reported that the School of Business Administration had received complaints that the student computing labs were closed over the Thanksgiving holiday.

Responding to the news that Windows '95 will be installed in some classroom machines in CCB, Dr. David Ronen stressed the importance that these classrooms be identified in time for scheduling.

Following several other comments and clarifications, Dr. Sanchez yielded the floor.

Report from the Committee on Physical Facilities and General Services -- Dr. Lawrence Barton

(see attached)

Dr. Cohen asked who is presently responding to 911 calls from the South Campus. Dr. Donald Driemeier, Deputy to the Chancellor, said he believed there could be two responses, but the question of who is in charge remains unresolved.

Report from the Chancellor -- Dr. Donald Driemeier for Chancellor Blanche Touhill

On the Chancellor's behalf, Dr. Driemeier reported that the membership of the Mercantile Library was scheduled to meet the following day to consider bylaw changes that would allow for the transfer of Mercantile's collections and assets to UM-St. Louis. Anticipating a favorable vote, the University is working on a transition plan. Dr. Driemeier credited Library Director Joan

Rapp and Vice Chancellors Krueger, Osborn, and Schuster for laying much of the groundwork.

Next, Dr. Driemeier updated senators on the progress of searches for deans of Optometry, Business Administration, Nursing, and the Honors College. The search committee for the Optometry deanship has been finalized and will meet later in December. Dean E. Terrence Jones has agreed to chair the committee. The search committees for the Business Administration and Nursing deanships have met with finalists and are preparing a report for the Vice Chancellor for Academic Affairs. The Honors College search committee has begun reviewing the more than 50 applications and nominations it has received. Dr. Driemeier also reported that a decision on an interim dean in Optometry is imminent.

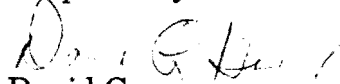
More than 325 people participated in the second annual UM-St. Louis Family Recreation Night held November 15. Numerous games and events were featured.

The annual Holiday Fest will begin on December 4 with a reception and tree trimming in the University Center lobby. Kwanzaa will be celebrated with events sponsored throughout December and January by the Counseling Services' Helping Hand Project. The Chancellor's annual Holiday Dinner will be held on December 18.

In closing, Dr. Driemeier reported that despite inclement weather, most University construction and renovation projects remain on schedule. The parking lot adjacent to the North Campus MetroLink station has been resurfaced, and construction on the Kathy J. Weinman Children's Advocacy Center is proceeding toward a May or June opening.

Following brief comments about the University's relations with the community of Normandy, the Senate adjourned at 4:20 p.m.

Respectfully submitted,


David Ganz
Senate Secretary

Attachments: Report from the Faculty Council
Report from the Intercampus Faculty Council
Report from the Executive Committee
Bylaw amendments (2) endorsed by the Senate
Report from the Committee on Computing
Report from the Committee on Physical Facilities and General Services

(minutes written by Ms. Joan M. Arban, Senate Executive Assistant)

Faculty Council Report to the Senate
December 3, 1996
Herm Smith, Presiding Officer

Sometimes the unintended consequences of our actions prove more interesting than those intended. A month ago I invited Dean Wartzok and Senate Chair Pierce to discuss the merits and demerits of moving the Senate Committee on Research to the Faculty Council to make the Council more like Faculty Senates elsewhere in American academe. I discovered non-Faculty Council members who do not understand our bases of representation. It was beneficial to all, I believe, to re-affirm that we are elected as representatives of particular constituencies, and that our committees -- like the Senate's -- often consist of non-Council members. I invite the Senate to look at our bylaws, posted on our home page, to dispell some common misconceptions.

Some faculty had privately asked why I didn't ask for moving all committees of concern only to faculty. However, I believe that I can safely say that the majority of Council members felt that it would be better for the Council to focus on committees that tackled issues not addressed by the Senate. As a result, I was asked to pursue two issues that faculty feel are not presently addressed by any university body.

First, I was asked to sleuth the question of the Disappearing Full-Pay, Half-Year Sabbatical. None of us is quite sure who killed the victim or why; so I have invited Vice Chancellor Wright (an innocent bystander as he was not present when the crime was committed) to speak to the Faculty Council at this Thursday's meeting concerning who done it. It appears as if some administrators in University Hall (and even Curators) believe that the current percentage of faculty taking sabbaticals is "too low" -- 6% versus an expected 14% (1 every seven years). Those faculty who were present when Dr. Full-Pay was replaced by Dr. Half-Pay suggested that a reincarnation of Dr. Full-Pay Half-Year Sabbatical might save some eight percent ($14 - 6 = 8$) of the faculty from becoming what the administration and faculty both would like to discourage--a proliferation of Drs. Deadwood. It was even suggested that many multi-national corporations now encourage a mimicking of this old tried-and-true academic institution to revitalize their work forces. Consequently, the Faculty Council has asked for information on how much it would cost this university to bring about this reincarnation.

Second, some faculty wonder whether the process of promotion from Associate to Full Professor is gender-blind. Using the three-year data set provided by Vice Chancellor Krueger's office a few years ago, I did some analysis of promotion patterns. These data suggest that there are no apparent gender-differences for those faculty who are brought forward for promotion to Full Professor. Nevertheless, it was pointed out that we have data only on cases brought forward. Consequently, I have appointed an ad hoc committee to investigate further. The statistical analyses that I have done resides on our home page. The Steering Committee at its meeting last week started discussions on what kinds of data would be most appropriate to the investigation.

Thank you, I will happily entertain any questions that you might have for me now.

**IFC Report
UM-SL Senate Meeting
December 3, 1996**

The IFC met in Columbia on November 14, 1996. It discussed the issue of English Proficiency in Teaching, revising its previous guidelines to state that "Student evaluation of all teaching faculty shall include a question regarding the instructor's ability to communicate effectively in English." President George will distribute this policy to each campus' Chancellor.

The IFC again addressed the question of a common calendar, agreeing to a general principle regarding Winter break; that is, that it will take place the last full week of March. In 1998-99, this will begin as previously approved, on March 22, 1999.

President George, Ken Hutchinson, Ralph Caruso and Jim McGill joined the meeting, along with Curator Stephenson. The issue of omission of sexual orientation in grievance procedures was raised. President George was sympathetic to the issue, and stated that he is formulating a constructive approach for the Curators to remedy the omission. By the end of January, the President will make a decision about what he will propose to the Board concerning changes in the Collective Rules. The President discussed changes in the Institute for Instructional Development: small grant opportunities will remain but a new, bigger vision is important for focussing the resources. \$850,000 will be reserved pending further discussion, leaving \$250,000 to fund small projects or provide fellowships to faculty to participate in training programs. The President has written the GOs to establish 2 taskforces -- 1. to investigate competitiveness of UM research ,i.e., ways in which extramural competitive funding can be sought in the context of this University; and 2. to explore UM public policy roles and initiatives. The President applauded the partnership between the Mercantile Library and the St. Louis campus. Jim McGill and Ken Hutchinson summarized the status of the vision plan proposal. The IFC discussed the employee time costs related to interfacing with the health insurance plan. Ralph Caruso shared "A Plan for an Integrated Student System", which will be reviewed by a newly appointed committee prior to final recommendation and implementation.

Curator Fischer joined the meeting to discuss the status of the Presidential search. The criteria and rating sheet for candidates was distributed. There are 72-74 resumes under consideration; a few more potential applicants on the fence that the committee would like to see apply formally. The search committee would like to see at least a few sitting presidents at land-grant institutions apply. The problem is the public nature of the application process and its ramifications for the applicant's current position. There are 50 applications worthy of consideration; 10-12 would be eminently qualified to be president. The field will be narrowed to 3-5 candidates. At that time, a committee of 9 faculty will review these applicants; at this time, the Board sees that this committee will be comprised of the chair of IFC and two Curators' professors from each campus. The IFC suggested alternative methods by which faculty representatives may be selected; Curator Fischer said he would report these back to the Board. Names of candidates must be made public, by law, before a final decision is made. The IFC stressed the importance of academic experience of a candidate, including prior experience as a fulltime faculty member. The paring down process will probably occur in December, prior to the appointment of new curators.

Finally, the IFC reviewed Executive Order #21 concerning students with disabilities.

Submitted by

Susan Feigenbaum

Executive Committee Report

The Executive Committee is bringing forward the report of the Educational Policy Task Force for your information. The task force was formed at the suggestion of the Executive Committee and reported back to the Executive Committee. We are doing this after a great deal of discussion about where we are with distance learning.

It is obvious that the context of higher education is changing and that we as a university must be responsive to these changes. Students have more choices of courses at more locations and at more times than in the past. More campuses are offering courses through distance learning. On a regular basis I receive reports from other universities presenting the annual report of their distance programs. We must be able to meet the needs of students either through video courses or the residence centers. If we don't have a presence in the area and the state we will begin to lose students.

On the other hand, distance learning is an expensive venture. It requires orientation and support for faculty using facilities. It means more faculty time spent on preparation and interacting with students through the Internet. It may mean having assistants placed at distance sites or faculty traveling to other sites on a regular basis. Many of us aren't used to traveling to off campus sites or using the kinds of technology involved in sending courses to other sites. Faculty should be compensated for the additional time and effort it takes to put together video courses.

As faculty begin offering courses through the video and at the residence centers, will they be replaced by new faculty teaching courses on campus? Will we maintain the same number of students, but have them reside throughout the state rather than the St. Louis area? What will this mean in terms of faculty covering courses? It is important that long term planning be implemented as we move into this area.

Quality is an issue, not just whether or not the professor conveys the information in a form that is understandable, but once the course is offered, should it continue to be offered. What additional accommodations should be made? We need to develop ways to incorporate ongoing quality checks for any courses that are offered off campus.

Because the Executive Committee believes that many of these questions still need to be addressed before we send a final set of recommendations to the chancellor, we will continue to discuss these issues over the next several months. Our report to the chancellor will build on the recommendations of the task force which we support. Our concern is how those recommendations will be implemented.

The Chancellor has asked that these discussions take place in Budget and Planning. I have requested that the Exec. Comm. be invited to any Budget and Planning committee meeting where the recommendations are discussed, but have also suggested that the Ex Comm will use the information from those discussions to develop its report.

**UM-ST. LOUIS
BYLAW AMENDMENT PROPOSAL**

Current Version:

300.040 C.4.j. Committee on Student Publications -- The committee shall consist of the editor of the Current, two Faculty members and two student members elected by the Senate and two Faculty or staff members appointed by the Chancellor. The Committee...

Proposed Revision:

300.040 C.4.j. Committee on Student Publications -- The Committee shall consist of the Editor of the Current, the Advisor to the Current (non-voting), two faculty members and two student members elected by the Senate, and two faculty or staff members appointed by the Chancellor. The Committee...

Rationale:

The Senate Committee on Bylaws and Rules accepts the wisdom of a recommendation by the Student Publications Committee that the Advisor to the Current be included as an ex officio member of that committee. Because the Advisor will be serving as a resource person for the Committee, Bylaws and Rules believes that non-voting status is appropriate.

**UM-ST. LOUIS
PROPOSAL FOR NEW BYLAW**

to be inserted as
300.040 C.4.t.
(and remaining
paragraphs to
be relabeled)

Committee on the Assessment of Educational Outcomes -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the administrative appointee in charge of assessment (non-voting); two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. All faculty and student members shall be elected by the Senate.

The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

Rationale:

In keeping with a motion which was approved by the Senate on March 26, 1996, to change to standing committee status this annually-reconstituted ad hoc committee of the Senate.

SENATE COMPUTING COMMITTEE REPORT

December 3, 1996

The Senate Computing Committee has several items to report.

(1) First, the Senate Computing Committee has recommended that a system of faculty liasons be used to improve communications between faculty and campus computing staff regarding computing issues. Liasons would be selected (either appointed or elected) from each department on campus. Large departments or Schools (e.g., Business and Education) can appoint two liasons if they wish. The liasons would facilitate communication of two types.

(a) As is currently the case for library liasons, requests from faculty or staff for new (or upgraded) software would be channeled through their computing liason. This is needed both to insure that software requests are made in sufficient time for the software to be available when classes start, and to identify potential conflicts so that solutions can be worked out before crises arise. For example, many programs are no longer downward-compatible, so problems/examples using the old version may no longer function under the new version. Such instances must be identified, because in many instances it is not possible to maintain both versions on the network. (The Senate Computing Committee will develop a policy to help resolve such conflicts.) Software requests is an on-going activity amenable to standardization.

(b) The computing liasons will also improve the information flow from campus computing to the faculty and staff in their area. Liasons will be teamed with specific contact persons from computing staff. Sessions will be held at the beginning of each semester to orient the liasons to the issues facing campus computing: both on-going issues (see (1) above) and current issues (e.g., changes in server status, dial-up facilities, etc.). The liasons can discuss changes pertinent to their department with their own faculty and staff. The liasons can also bring concerns, suggestions, or questions from their departments back to their computing staff contact. The Senate Computing Committee believes this aid in smooth transitions as the instructional computing environment is continually updated.

Department heads should be receiving a letter from Jerry Siegel in the near future requesting names of faculty.

(2) As an additional effort to facilitate communication, a new campus computing web site is under development. Although not yet complete, it is accessible by clicking "Computing" from the campus home page. It provides an overview of campus computing in six categories:

For Students, For Faculty, For Staff,

Account Information & Policy, Computing Facilities, Get Involved!

and also has links to

State of Campus Computing, Who's Who in Campus Computing, Related Home Pages

The 'State of Campus Computing' will contain information about current computing usage statistics, current projects, known problems, and future plans.

(3) During the last month, campus computing tested new dial-up equipment from two vendors, under both light and heavy loading conditions. New equipment has arrived which allows one to upload files as well as download files in a reasonable amount of time. The number of lines will also increase dramatically (from about 78 to about 200 lines) pending availability from Southwestern Bell.

(4) Updates on instructional computing facilities:

Dual boot systems with Win 3.1 and Win 95 will be available on all instructor's stations by summer 1997; about 100 machines in one classroom and one lab will be Win 95 by Fall 1997.

When the network was reconfigured at the beginning of the semester, faculty lost the ability to access lab/classroom software from their offices. It appears that they will now have the ability to access specific software packages but not the complete menu and environment found in the labs and classrooms. Further details will be made available in the future.

(5) Two faculty members of the Senate Computing Committee will serve on UM-system subcommittees related to computing. Don Greer will serve on the Standards subcommittee (chaired by Jerry Siegel) to review and update the standards, review the comments from the recent CIO article, and update the current minimum standards for faculty desktop machines. Larry Davis will serve on the e-mail subcommittee, which will recommend a single e-mail platform and common directory for the University to conduct its business.

COMMITTEE ON PHYSICAL FACILITIES AND GENERAL SERVICES-Dec., 3, 96.

The committee met in the conference room of the Center for Molecular Electronics building, on Nov. 21, for what turned out to be a memorable meeting.

There appears to be real progress on solving the problem at the entrance to the South Campus. After we had written letters to Chancellor Touhill and John Leary, Executive Director of Bi-State Development Agency, we received a letter from Mr. Leary indicating that he has asked his General Manager Steve Willis to meet with Vice-Chancellor Schuster to solve the problems. Chancellor Touhill has taken similar action.

Several projects on the campus appear to be stalled. For example, the painting of the stripes on roads and completion of the Center for Molecular Electronics building, among many others, should have occurred months ago. Apparently the administration is having difficulty in having contractors complete jobs in spite of withholding payment. Contractors are typically involved in several projects simultaneously.

Vice Chancellor Schuster reported to the committee as follows:

As part of the proposed agreement with Bi-State and the South Campus entrance, we will provide expanded parking at the MetroLink South station. This action depends on the Daughters of Charity accepting the campus offer to buy the rest of their property.

A design for permanent signs to be mounted on the east sides of Lucas and Clark Halls, the University Center and the T.J Library has been developed. He agreed to extend the plan to the west sides of Lucas and Clark.

Plans to improve ADA accessibility to Seton Hall and the Nursing Administration Building have been approved by the Daughters of Charity and plans to improve parking which would increase safety and ADA access are about to be implemented.

The internal entrance to the U-Mart on the South Campus has been completed but the opening of the coffee bar in Marillac Hall has been delayed until, Jan. 6, 1997 because of legal issues.

Statistical data for 28 comparable urban universities indicate that violent and property crimes here are the lowest. Another set of statistics indicates that among 8 comparable institutions, the operating costs for facilities operations at UM-St. Louis are the lowest.

The (9)911 system has been implemented but there are still problems on the South Campus. Although the announcement indicated that calls would automatically go to the dispatcher and would identify the source of the call, the City of Normandy believes that the South Campus is under its jurisdiction and that such calls should go directly to St. Louis County.

Other issues presented included problems with parking lot A, recycling (a report will be issued in January), and rekeying. The Card Swipe system will be installed, eventually, for all exterior doors to buildings with dormitory facilities, the Computer Building, and the Center for Molecular Electronics building having the highest priority. The interior doors will be the responsibility of departments, etc. and that will be a problem since each door lock will cost about \$600 to modify. The advantages of the system are substantial. The key issue will continue to be a subject for discussion by the committee. A real problem is that there are far too many keys unaccounted for and there are no ways of enforcing key return except for charging a deposit on all keys. The Senate was not in favor of that when we last raised the issue.

We adjourned the meeting at 4:10 on Nov. 21, but discovered that we were locked in a small room in an empty, unheated building. Fortunately a committee member had a cellular phone so we were able to call for help. Promptly the locksmith, Marv Emas came and picked the lock and liberated us. There were some very anxious moments.