

SENATE MINUTES
UM-ST. LOUIS
March 26, 1996
3:15 p.m. 126 J. C. Penney

The meeting was called to order at 3:15 p.m. Minutes from the previous meeting (held February 20, 1996) were approved as submitted.

Report from the Chairperson - Dr. Lois Pierce

The Board of Curators met at UM-St. Louis on February 22 and 23. Much of the meeting was taken up with discussions of property acquisitions and physical improvements to the campuses. Members of the executive committee were invited to a breakfast meeting with the Curators where the focus of much of the discussion was on how to provide the best education to students. Although discussion began with talk about expanding graduate level programs, the discussion quickly moved to providing quality education to undergraduates. The Curators are interested in faculty feedback and continued talking informally with faculty after breakfast.

During the Board meeting the Curators did approve the academic calendar for 1997-98. After the meeting, Rolla filed a protest essentially saying it would consent to the calendar this time, but wanted more input in the future.

The Curators were given a report on faculty achievements, one of several reports the Board has requested to receive on a regular basis. Many UM-St. Louis faculty were listed and it was gratifying to see, in a report to the Board, how well the UM-St. Louis campus compares to the other campuses.

Follow up on information discussed at the last Senate meeting: attached to the minutes of that meeting is information on how the current benefits package compares to those of other institutions. Also attached is more specific information on the recommendations of that committee and the costs of those recommendations. Recall that the president has indicated he is unwilling to fund recommendations that cost money, although he also has said he is continuing to analyze benefits in relation to other priorities. IFC sent a letter to the president asking him to reconsider his reluctance to put money into benefits. In his reply he expressed disappointment that IFC had not suggested how to fund the additional costs. He did restate that repairing the damage done over the past several decades to faculty infrastructure is a high priority item. Because there still may be some questions about the UM benefits package and how it compares to others, the Faculty Council and Senate are planning to put together an information meeting for faculty. Professors Feigenbaum and Burkholder have agreed to speak.

During the past five-years, student fees have increased at about 12% annually. Now that the plan is coming to an end, President Russell has appointed a student fee task force which has been charged with reviewing how fees are determined and making recommendations to him. The task force has drafted recommendations that have been circulated to each campus. A report summarizing the recommendations of that committee will be given at the close of today's meeting.

Information has recently been received from Vice President Richard Wallace's office about the availability of a System faculty exchange program. This program was suggested by Chancellor Touhill in 1989 and implemented shortly thereafter. There are benefits to both the receiving and sending campuses--faculty continue to receive salary, benefits and \$500 per month. This year Vice President Wallace has received inquiries, but no takers for the exchange. He has asked the Senate chairs on each campus to inform faculty of the program. Professors Paul Roth and Bob Gordon have participated in the program and anyone who is interested may wish to speak to them. Copies of the description of the program are available by calling the Senate office.

Also discussed briefly at the last Senate meeting was the issue of educational policy. It was announced that the campus Budget and Planning Committee would hold meetings during which issues will be discussed concerning the expansion of instructional technologies to cover the campus' growing geographical service area. After speaking with many people and the Chancellor, the Senate C & I Committee is also being asked to explore these issues. After a

productive discussion with the Chancellor at the last executive committee meeting, that committee approved forming a task force to further discuss these issues. The task force will include 5 Senate appointees, 5 Faculty Council appointees and 2 administrators. Professor Larson and the senate chair are working together on appointments to the group.

Report from the Chancellor - Dr. Blanche Touhill

Academic Affairs:

A North Central Accreditation team visited campus last week to review the merger of Barnes College with UM-St. Louis' School of Nursing. It is the chancellor's impression that the accreditation team left with a very positive feeling about the way the campus has incorporated the new college. These visits are time consuming and appreciation to those who participated in the process was extended by the chancellor.

The search committee that will recommend a new dean for the School of Business Administration will meet on March 28 to select a committee chair and create guidelines for its search.

The search for the associate vice chancellor for enrollment services is progressing in a timely manner. The committee is reviewing applications and should begin interviewing candidates shortly. The search for an admissions director has been set back; the individual selected as the top candidate by the search committee has withdrawn.

Dr. Wright has indicated that the composition of the search committee for the dean of the Honors College should be completed this week.

Administrative Services:

Renovation of the building on the former site of Cardinal Newman College started yesterday. The 18,000 square foot building will house the Bachelor's of Fine Arts program which is the new program in cooperation with the St. Louis Community College. The facility is scheduled to open in August.

A review of all emergency lighting systems has been completed by the Office of Institutional Safety. All systems in Lucas Hall and SSB are now in working condition. Parts to repair the emergency lighting systems in the Computer Center Building have been ordered as well as more than 80 additional lighting units which will be installed throughout the campus to ensure that stairwells and hallways are lit during a power outage. Installation of these systems will begin this week.

Also this week, we expect to receive construction bids on the Southwestern Bell TeleCommunity Center that will be located on the North Campus near the MetroLink station. An opening of this facility to the public in November is anticipated.

University Relations:

The Center for International Studies is sponsoring a conference Friday, March 29 from 2 p.m. to 6 p.m. commemorating 175 years of Greek independence. During this program, the campus will formally announce the name of the new professorship in Greek studies. This professorship was endowed last year with gifts from the Greek government and the local Greek community.

The Chancellor's Report to the Community has been set for May 21 at the American's Center. Each year a volunteer is honored at this event. This year this segment has been expanded to include two volunteers. One individual will be honored for efforts which have benefited the entire university; the other individual for efforts which

have benefited a single unit. All are encouraged to nominate individuals. The deadline for nominations is April 1. Nominations should be sent to the attention of Kathy Osborn in University Relations.

Student Affairs:

University Meadows Apartments will hold an open house for current residents Tuesday, March 26, and another open house on Thursday, March 28, for prospective residents.

For the past several months, the University has supported a master calendar on the World Wide Web. This calendar is a useful tool for on and off campus constituents interested in educational and social activities. Each person is encouraged to begin putting appropriate events on the calendar for the 1996-97 academic year.

A question was raised from the floor concerning rumors about a possible relocation of the Mercantile Library. The Chancellor acknowledged that she too has heard these rumors.

Inter Campus Faculty Council - no report

Faculty Council Report - Dr. Charles Larson

Toward the end of this semester, the Faculty Council and the Senate will jointly sponsor an open discussion with system officials on staff benefits, with special regard to the University's retirement plan. For many retirement may once have seemed a horrible fate, but one that was fortunately in the nearly-incalculable reaches of the distant future. Now, retirement, like us, may have gotten better looking with age and proximity. This meeting will help us understand how much tender loving care our plan has for our well-being. Stay tuned for date and place of the meeting. Complete geriatric facilities will be available at the meeting site.

An update on a matter from the last report of the Faculty Council: Chancellor Touhill has written rejecting the Faculty Council's recommendation on term limits for deans. The day after receipt of her letter, the Post Dispatch reported that two eminent professors at the University of Missouri-Columbia had returned University prize money because this was the only avenue they felt they had to protest what they considered malfeasance on the part of their dean. The knowledge that a sister campus shares this campus' organizational dilemma is scarcely comforting. The University as a whole would do well, in the Faculty Council's opinion, to take as an administrative model something other than the ancien régime in Haiti who, let us recall, named Papa Doc Duvalier as President-for-life.

Report from Student Government Association - Ms. J. Elizabeth Titlow

Hunger awareness week went very well. A number of offices and organizations on campus participated. T shirts are still available. The banquet was reasonably well attended.

Student volunteers are needed for an open house scheduled for Sunday, March 31.

Several handouts were distributed from the UM - Columbia campus concerning the addition of the category of sexual orientation to the UM system's non-discrimination clause. The UM - St. Louis campus was asked to support this issue. Several comments from the Senate constituency supported active involvement with this effort.

The Spring Dance will be held on Saturday, April 13 at Stouffer's Concourse Hotel. The evening, to include a sit down dinner, is \$7 per person, \$10 per couple. All are encouraged to participate.

COMMITTEE REPORTS:

Report from the Senate Executive Committee - Dr. Lois Pierce

The Faculty Handbook Task Force has met several times during which it reviewed other faculty handbooks and then put together a suggested table of contents for the UM - St. Louis Faculty Handbook. Also noted were additional areas that probably needed to be further explored by Academic Affairs. Vice Chancellor Wright has received the recommendations of the task force and will be working with his staff to gather the relevant information.

The Executive Committee recommended that a Task Force on Educational Policy be formed. This effort is presently in the process of implementation.

The committee also discussed and recommended that the Ad Hoc Committee on Assessment be converted to a standing committee of the Senate. This recommendation will be forwarded to the Committee on Rules and By-Laws.

Student Senate Elections - Dr. Bruce Wilking

Senate Student Elections were held on March 6 and 7. Polling places were open on the north and south campuses in the morning and early evening. A total of 19 eligible students filed for 25 student seats. As each of the candidates required at least one vote to be elected, all 19 students were promptly elected to serve on the Senate. Thanks were extended to the member of the Student Election Subcommittee, Ms. Scotty Hampton and Ms. Barbara Pecoraro, for their hard work in publicizing the elections and organizing students to work at the polls. Paul Travers was also thanked for his invaluable assistance in staffing the south campus polls.

Funding for Results - Gary Burger (Chair, Assessment of Educational Outcomes)

Funding for Results is a CBHE initiative to improve instruction with segregated funds being disbursed by CBHE to those with approved programs. This campus submitted a proposal for a seamless university, working in conjunction with the community colleges and selected programs at this campus. CBHE will be circulating a questionnaire to the faculty to learn what they know about this initiative and their support of it.

The North Central Accreditation team observed weaknesses in the campus assessment of outcomes among graduate programs. The Committee for the Assessment of Educational Outcomes will look into ways of addressing this concern. The North Central will return during the 1997-98 academic year. Possible devices include exit survey questionnaires and the five year program reviews wherein a survey of graduate alums is conducted.

Committee on Video and Instructional Technology - Dr. Fred Willman

See attached report

Committee on Computing -- Dr. Susan Sanchez

See attached report

Committee on Faculty Teaching and Service Awards - Dr. Edward Andalaft

The committee wishes to remind the University Community that it is accepting nominations for the Governor's Award for Excellence in Teaching and the Emerson Electric Teaching Award. Nomination materials were distributed in late February. Deadline for submission of nominations is Friday, April 19, 1996. Nominees for other teaching awards during this academic year will automatically be considered for these awards, and need not be resubmitted.

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

See attached report

This report elicited a number of questions including topics of visitor parking (lack thereof), classroom remodeling and backup systems during emergencies.

Committee on Recruitment, Admissions, Retention, and Student Financial Aid - Dr. Deborah Larson

The Senate committee on Recruitment, Admission, Retention, and Student Financial Aid met last month with Chancellor Touhill to discuss recent suggestions by the Board of Curators that differentiating admissions standards among the four campuses might better serve the University of Missouri system.

Currently, all four campuses have the same baseline admission requirements in terms of test scores and class rank; high school unit requirements will be raised across the board for freshmen entering Fall 1997.

Chancellor Touhill's concern was that raising the required admission test scores and class rank on the other campuses would make UM-St. Louis a fourth choice for students who could not get into other UM campuses, while raising ours to keep pace would inadequately serve the St. Louis community.

In fact, as committee members suggested, raising our required test score/class rank number would not necessarily adversely affect the number of freshmen entering UM-St. Louis. In addition, the committee believed that the Board should wait to determine what effect the increased high school units would have on admission of freshmen and on the quality of admitted students before making yet another change in admission standards. Certainly, no changes should be made without significant faculty input and consultation.

When this issue was raised at a breakfast with the curators, President Russell and several board members were quick to concede that changes in admission policy would require IFC and other inter-campus faculty discussion and approval.

Members of the Senate Admissions Committee have met during the last month with two candidates for the Director of Admissions position. Before the committee could meet with a third, he withdrew his name from consideration for the position. Since the search committee had found the other two on-campus interviewees less than satisfactory, Acting Associate Vice Chancellor Tom McPhail suspended the search for a Director of Admissions until Fall. In the interim, Don Morris will continue as acting director.

Committee on Research -- Dr. Sharon Levin

See attached report

Report of Student Fee Task Force - Jackie Lukitsch

An executive summary of the recommendations of the task force was distributed (copy attached). There was considerable discussion particularly focusing on persons' lack of awareness of the recommendations. Expressions of concern involving fee adjustments at the graduate level resulted in a passed motion to the IFC to oppose any action to adopt the measures included in the document until such time as adequate consultation with appropriate parties takes place. Matters of procedure were criticized.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

David R. Ganz / gma

David R. Ganz
Senate Secretary

Attachments:

Committee Reports:

Video and Instructional Technology
Computing Committee
Committee on Physical Facilities and General Services
Senate Committee on Research
Executive Summary - Report of the Student Fee Task Force

Senate Committee Report
Video and Instructional Technology Committee
March 26, 1996

The committee has been dealing with a number of issues which include:

Academic Quality--who makes decisions about quality that are related to the

- technical side of instruction that involves video and instructional technology
- academic side of instruction that involves video and instructional technology
- multi-campus projects/courses
- residenc center courses

The need for **training/orientation** for faculty members teaching courses that utilize video and instructional technology. Attached to this is a draft of a document put together by Wendell Smith that describes faculty support alternatives for multimedia and distance education instruction. I am requesting that this be distributed with the minutes of this senate meeting.

We are continuing work on a directory of video and instructional related resources which will be published and distributed to the faculty by the Instructional Technology Center in the fall.

Submitted by

Fred Willman, Chair

FACULTY SUPPORT ALTERNATIVES FOR
MULTIMEDIA AND DISTANCE EDUCATION INSTRUCTION

As UM-St. Louis increasingly utilizes instructional technologies in the delivery of educational resources it is recognized that faculty have varying levels of insight in the optimal utilization of these new and emerging resources to accomplish specific and desired educational outcomes.

The following listing of multimedia and distance education support alternatives are identified as relevant complements from which faculty can custom design their inservice needs.

	All Faculty	Faculty Instructing on Video Network
Multimedia Seminar A Level (1/2 day) B Level (1 day)	x x	* x
Multimedia Faculty Laboratory A) Open access base support B) Assigned shared graduate T.A. (On case by case basis)**	x	x x
Multimedia Software A) Access via lab B) Personal copy	x	x x
Seminar on Distance Learning Video Instruction A) Introduction (1/2 day) B) Advanced applications (1 day)	x	* *
Video Vignette Production (Shared student T.A.)**		x
Seminars on Internet A) Resource access (1/2 day) B) Creating an instructional home page (1/2 day) C) Developing a self contained course (1 day)	x x x	* * x
Developmental expense for 1st time instructional preparation, attendance at externally provided distance learning seminars, and special E & E needs \$500		x

x Optional

* Core Recommendation

** T.A. Support Calculated at one T.A./Five Courses

Report

Senate Computing Committee

March 26, 1996

The Senate Computing Committee met and discussed a draft of an editorial policy for World Wide Web pages that has been prepared by Joan Rapp and Jerrold Siegel. It will meet again re: this policy before the next Senate meeting.

The Committee would like to announce that Instructional Computing has hired Chet Hutchinson as a manager for the operation of the labs and classrooms on the UMSL campus. Chet will serve as the point person for

- * end user support
- * equipment needs/problems
- * software problems
- * physical facilities
- * occasional use scheduling of the labs and classrooms

He will also be meeting with a small work group of interested faculty to address issues related to the labs and classrooms.

The Committee would also like to draw your attention to the Summer Institute courses that are being sponsored jointly by Instructional Computing, the Instructional Technology Center and the Libraries. You should have received a mailing with information about the courses, which cover a variety of issues related to the use of technology. These include web design, e-mail, resource search, and new technologies.

COMMITTEE ON PHYSICAL FACILITIES AND GENERAL SERVICES

Senate Meeting, March 26, 1996

The committee has met three times since last reporting to the Senate at the November meeting. The following represents a summary of committee activities.

1. Custodial Services

Committee met with Dave Martin, Supervisor of the Custodial Staff and received a report on the regular work activities for custodial staff. He described crew sizes, work schedules and normal expectations of users of facilities. The buildings Clark Hall, SSB and Tower, CCB, Lucas Hall, General Services Building and the Blue Metal Building are all on an external contract. All other buildings are handled by permanent staff. Considering the number of square feet to be serviced, the current budget is 32% of the budget we had for custodial staff 25 years ago! He indicated that the number to be called for custodial matters was 6305 but if all else fails, call Betty Covington at 5206.

2. Community activity

An issue which carried over from last year related to the committee's meeting with the Chief of Police concerns the campus's relations with the neighboring communities. There appears to be concern in the various surrounding communities about the campus "Master plan" and how it will affect them. An immediate concern was the planned realignment of West Drive so that it exits Natural Bridge Road opposite Clearview Drive in Belnor. There are also concerns about the acquisition of property by the campus which removes it from municipality's tax roles. The committee recommended that the campus host an event for community residents at which they might be provided with information about campus development. The chair met with Ms. Betty Van Uum and the outcome is that there will be an event hosted jointly by the campus, our local State Senator Wayne Goode, State Representative Rita Days and County Council Member Charles Dooley. It will be held on Thursday, April 18 at the new apartment complex on campus. Besides campus officials attending to explain features of the Master Plan, we hope several campus groups will be represented including the Center for Molecular Electronics, the International Center for Tropical Ecology, the Observatory, the Mark Twain Complex and Seton Hall. The chair has been serving on the planning committee. The committee agreed that it was imperative that the communities be informed immediately about the plan for roads. The chair was instructed to ask Deputy Chancellor Driemier to write to the mayors. This was done last month.

3. Recycling

The committee has expended quite a bit of time discussing recycling. Mr. Martin also described the recycling program. The large brown plastic 96 gallon bins, located in various places in buildings, were to be filled by building users. The idea is to use the small

blue garbage containers in offices and to empty them daily into the large ones. The Chair was encouraged to send out a notice to all campus employees describing the program. The memo was to come jointly from the Director of Institutional Safety, Robert Roeseler and myself. Since then the large containers have been removed and individuals are encouraged to use the blue bins in offices. A sub committee, the *Advisory Committee on Recycling* has been established. It is chaired by Paul Travers. The idea was for the committee to help improve campus awareness of the program. Mr. Schuster indicated that additional blue bins for the offices would be made available and they would be emptied twice per week. Those requiring additional bins should contact Dave Martin. Mr. Schuster said that the collectors had been switched to *Waste Management of St. Louis* and that under a new agreement there were many fewer restrictions on what could be collected as "recyclable". This has resulted in an increase in the amount of potential collection for recycling. Currently material for recycling is collected once per week but it could increase to four times per week under the new contract. The cost is currently 1.5c per pound but the new contract does not charge anything for paper. The potential is 10,000 lbs of recyclables per week but we are only achieving 20% of this at the moment. The idea is to establish credibility for the recycling program and the sub-committee is expected to help achieve that goal. The next phase in the recycling program will be plastic and glass.

4. Entrance to the South Campus

The intersection at the South Campus entrance is recognized as a major safety hazard. The committee has communicated with the Chancellor, Betty Van Uum, a Bistate Board Member, and Mr. Schuster about this problem. The onus is on Bistate to solve a problem they have caused by having buses use an entrance which is clearly too small. Mr. Schuster indicated that a plan had been submitted to BiState involving the widening of the road, moving the light pole (UE will do it if BiState suggests it) and demolishing the adjacent building (the old travel agency). The cost of the plan was \$3-400K. We await a response from Bistate.

Items reported to the committee by Vice-Chancellor Schuster

Provided details about the noise levels in various buildings from planes and compared them with airport data.

He is almost ready to present the budget and plans for resurfacing of the South Campus West Entrance Drive from the Music Building to the campus apartments.

In response to a request from South Campus residents he promised to improve the lighting and audio-system in the South Campus auditorium.

Reported that all the roofs on the South Campus have been replaced except the library and that will be replaced. The Stadler Hall roof has been replaced and Benton Hall will get a new roof. Bids for the latter job will go out soon.

The fiber-optic cabling of the campus is almost complete and the Center for Molecular Electronics building will be completed by August.

Renovation of 11 acres of the old Logan College property, which is now University property, is underway. The Studio Art Program will occupy 18,000ft² of renovated space. The intramural playing fields will also be located there.

A consultant has been hired for work on renovation of the Plaza and the new Communication Arts Building is the top priority for new construction. Needed is \$500K for programming and planning of the project.

Construction of the Child Advocacy Center was to begin in January on the South Campus and the Mount Providence School property will be purchased soon and we are expected to take possession in 2-3 years. The most probable use of the facility is that it will house the School of Education. The Missouri Highway department may not realign I-70 but will consider construction of a distribution road/exit at Florissant Road. There may be constructed a bridge between Mount Providence and the Mark Twain Building.

Other activities of the Administrative Services department include the leasing of the Administration Building from the Daughters of Charity. With respect to dormitories, there are 215 beds available and currently 130 of them are in regular use. The Passionist House, on Glen Echo Drive is now our property and it may be used as an International Training Center. The cost of staying there is \$21.50 per day, based on usage at 180 days per year. For 270 days per year the cost would be adjusted down.

Uncle Chunks on Florissant Road is now owned by the University.

In response to a question about the power outage and the absence of emergency lights in Lucas Hall, Mr. Schuster explained that the emergency generator had been out for two months and there was a problem in obtaining parts. Jim Hickerson was to make sure that temporary spotlights are installed. The power outage was a *Union Electric* problem. We have a manual emergency back-up cable system. A feed cable was "lost" at the Page substation. UE has automatic switching capabilities, but it does not extend to us. Mr. Schuster will try to persuade UE to provide us with automatic switch over capabilities.

Parking Lot B and West Drive have been resurfaced.

The University Park Apartments, owned by the University, have been raised and this will provide spaces for 510 cars which can be constructed at a relatively inexpensive cost. The student lot will be provided with shuttle service to and from campus.

The new parking lot on the South Campus was constructed with minimal deleterious effect on trees and this is appreciated by South Campus residents.

Mr. Schuster indicated that parking fees fund a pool which will be used to replace the parking garages. Sverdrup has been hired to plan the new garage across Bugg Lake from the Science Complex, West Drive Garage. The latter will contain closed circuit TV for safety. Care will be taken to preserve the old trees and construction is expected to start before the end of the calendar year. This project will be financed by bonds. Campus parking is generating \$8 - 900K per year and these funds go towards the cost of campus police and maintenance of grounds. Twenty to twenty-five per cent per year is generated from the faculty and staff salary pool.

The committee will continue the discussion on parking at the next meeting. The keying policy will also be discussed at the next meeting. The committee agreed to attempt to devise a policy which better keeps track of keys and establishes a policy which guarantees that keys are returned when individuals leave the university. It was also agreed to invite Marvin Emas to the next meeting.

Finally we encourage campus colleagues to bring issues pertaining to facilities and general services to members of the committee.

Lawrence Barton,
for the committee.
March 25, 1996



To: Lois Pierce, Senate Chair
From: Sharon Levin, Chair
Senate Committee on Research
Date: March 26, 1996
Re: Committee Report

A handwritten signature in cursive script that reads "Sharon Levin".

The Senate Committee on Research has two items to report.

(1) Upon the recommendation of the committee, the Chancellor has agreed to modify the way in which Indirect Cost Revenues are distributed. Specifically, beginning immediately, faculty members generating external grants with indirect costs will have 15% of the indirect cost recovered earmarked for their use. This means that now 28.33% of the indirect costs will go to the individual's department, 28.33% to the Office of Research Administration for grant programs administered by the Senate Committee on Research, and 28.33% will remain in the generating operating fund. Previously, the split was one-third each. We believe that by increasing incentives, individual grant activity will be further stimulated.

(2) The Winter panel has met and reviewed a total of 29 requests for \$269,284 in research support. Twenty applications (69%) received funding; a total of \$164,800 (61% of requested) was awarded. [Since approximately \$190,000 was available in the research fund, funds will once again be carried over to the next academic year.] This means that for this academic year, the committee has made research awards totaling \$316,053.

DRAFT

Executive Summary

Report of the Student Fee Task Force
University of Missouri
1996

The principal recommendations of the Student Fee Task Force of the University of Missouri are the following:

- Adjust undergraduate fees (resident and nonresident) annually at the rate of the Higher Education Price Index, unless special needs arise.
- Adjust Master's program fees (resident and nonresident) and resident Ph.D. program fees upward over the next three to five years to the Public AAU median.
- Lower nonresident Ph.D. fees to the resident Ph.D. level, thereby eliminating the nonresident differential for Ph.D. programs.
- Allow campuses flexibility in setting professional school fees. Establish a task force to examine professional school fees during calendar year 1996.
- Reevaluate fees for the MBA program.
- Enable graduate programs to levy special fees on a discipline by discipline basis to offset unique costs associated with specialized programs of graduate education.