



## University Senate

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(Minutes to be considered for approval at the Senate meeting on January 18, 2000, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
December 7, 1999  
3:00 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:00 p.m.

Minutes from the previous meeting (held November 9, 1999) were approved as submitted.

**Report from the Senate Chair -- Jeanne Morgan Zarucchi**

Dr. Zarucchi recognized Dr. Chuck Korr. Dr. Korr said that he felt the most appropriate place and time to say a few brief words about Dr. Ed Fedder, who had passed away the week prior, was at a meeting of the Senate.

*(Attachment 1)*

**Report from the Chancellor -- Chancellor Blanche Touhill**

*(Attachment 2)*

Dr. McBride said that the Chancellor's report was the first time that he had heard the number of faculty eligible for the early retirement plan. He said that if a high proportion of those eligible retired now it could lead to a substantial amount of money. Dr. McBride said that Ken Hutchinson, UM System Vice President of Human Resources, stated in an article in the Missouri Tribune, that the money would be used for two purposes; to hire back faculty in departments that lost them and reduce the size of the rate reallocations. Dr. McBride asked Chancellor Touhill if she would pledge to return the early retirement money back to the colleges to replace faculty and reduce the rate reallocations.

Chancellor Touhill said the first purpose of this plan, according to Dr. Pacheco, is to soften the blow of the rate reallocations and the second purpose is to renew the faculty. She said that she agreed with the goals, but is working with the Academic Officers for guidelines to accomplish those goals.

Dr. Ratcliff asked if there was any progress in the search for the Vice Chancellor of University Relations. Chancellor Touhill said that the search had not been started, but would be started at the beginning of next year.

**Report from the Faculty Council Presiding Officer -- Dennis Judd**

*(Attachment 3)*

Dr. Judd recognized Dr. Dick Schwartz to present a report concerning the Performing Arts Center.

*(Attachment 4)*

Dr. Ratcliff asked if Kirkegaard had just redone the numbers or reengineered the building. Dr. Schwartz said that the music theater hall was substantially reengineered, particularly the windows. He said that the window structure, if achieved as planned, should work quite well. It has big dead air space and very thick laminated sheets of glass without any glazing and no steel to conduct sound through the windowpanes themselves. He said he was confident that they have achieved, at least in theory, something that should work quite well. Dr. Schwartz said as far as the main hall is concerned, the main issue had been the roof. They have increased the thickness of the walls of the building to 16 inches plus the 4 inch brick facing that decreases the sound penetration through the wall, but as far as he knows they have not increased the thickness of the roof structure, that is impossible without a lot more supporting trestle work and expense. He said it was possible that they have put more dead air space in somewhere that he is not fully aware of and that would help give more attenuation. Dr. Schwartz said this is the information that he would like to know, where the additional dB came from over what they stated a year ago.

Dr. Ratcliff asked how often the most audible flights would pass over the Performing Arts Center. Dr. Schwarz answered pretty infrequently, the loudest ones. He said that there are not many large 747 flights out of St. Louis; most of the military flights, if not all of them, are daytime flights.

Dr. Korr thanked Dr. Schwartz for his time and effort and suggested that the information be forwarded to the Senate Committee on Physical Facilities for follow-up. Dr. Connett said that although he was not familiar with the legalities, the Committee could consult with those writing the contracts and felt it was very important for the committee to follow up on this issue.

Report from Intercampus Faculty Council -- Joseph Martinich

Dr. Martinich said that before Thanksgiving Dr. Zarucchi sent out a notice to all faculty informing them about the president's creation of a Post-Tenure Review Committee. He said that IFC representatives were asked to put forward 3 names from each campus. Dr. Martinich said that the original plan was that Dr. Burkholder, himself and Dr. Zarucchi, the UMSL IFC Representatives, would review those names and then put forward the three names. He said that after receiving the nominations and volunteers, they concluded that there is a body that is representative of the faculty and should make the decision. He said that they have brought forth 5 names; Silvia Madeo, Professor, Business Administration; David Ronen, Professor, Business Administration; Patricia Somers, Associate Professor, Education; Teresa Thiel, Professor, Arts and Sciences, Biology; Jeanne Morgan Zarucchi, Professor, Arts and Sciences, FLL.

Dr. Martinich proposed a temporary suspension of the rules motion to restrict the voting to elected Faculty Senators and the Presiding Officer of the Faculty Council. Dr. Martinich made this motion, it was seconded. The motion passed unanimously.

Dr. Burkholder, Arts and Sciences, History and Dr. Harold Harris, Arts and Sciences, Chemistry, were nominated from the floor. Dr. Williamson asked if they were voting regardless of the field of study. Dr. Martinich said there were no restrictions on discipline put forward by the president.

Ballots were counted by Dr. Kohfeld, Senate Secretary, and announced at this meeting. Elected were Dr. Silvia Madeo, Dr. Teresa Thiel and Dr. Mark Burkholder.

Report from the Bylaws and Rules Committee -- Lois Pierce  
*(Attachment 5-Amendments)*

Dr. Zarucchi announced that voting on amendments would be by a show of hands and voting on the Revision to the Faculty Bylaws would be by written ballot. Dr. Pierce asked that discussions be limited to 10 minutes for each amendment. Attendees were polled regarding the time limit on amendments and a consensus was in favor of the time limit.

Dr. Pierce said that the Bylaws and Rules Committee overall supports the Revision to the Faculty Bylaws document and have incorporated changes that were discussed at the November meeting. She said the final document includes only 1 Amendment section, section D, and the other change to the document is the reference to the Barnes College of Nursing.

Dr. Martinich made a motion to insert the term "full-time" before the term non-regular faculty in section C.1.a., line 2. The motion was seconded, and approved by voice vote. Dr. Pierce allowed the motion from the floor because it was an editorial change to the document.

Approved Amendment Submitted by Margaret Cohen. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee recommended passage of this amendment. Vice Chancellor Jack Nelson explained that the term affiliate is a new title created in the last 6 months and in effect has the same meaning as lecturer. After much discussion on the terms used for full-time non-regular academic faculty, the amendment was approved by voice vote.

Not Approved Amendment Submitted by Gail Ratcliff. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee decided that since a recent change was proposed to the current wording on committee members' leaves of absence, they would not recommend passing a change at this point. Dr. Ratcliff said that her rationale for submitting the amendment was that the current rule has been inconsistently applied, particularly for faculty who go on leave in the winter semester. She said that currently faculty are replaced when they give notification. Some faculty know that they are going on leave in the winter and declare it in the fall and they are replaced for the entire year. She said that there are other faculty who wait until they actually leave until they give notification and are not replaced for the fall, only the winter. She said another reason for the submitted amendment was the large amount of work done on Committee on Committees. Dr. Ratcliff said there are a lot of Senate Committees and it is increasingly difficult to find people to serve. She said that this amendment would streamline the process of finding replacements.

Dr. Barton recalled that he brought this same issue to the floor in October and again asked for a clarification on the term leave of absence. Dr. Pierce answered that a leave of absence is determined by Academic Affairs and they submit a list to the Senate. Dr. Nelson concluded that a leave of absence is reported to the Senate if a leave of absence form has been submitted to Academic Affairs.

A voice vote followed by a hand vote was taken, and the amendment did not pass.

Approved Amendment Submitted by David Klostermann. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee recommended passage of this amendment. A voice voted was taken and the amendment was approved.

*Not Approved Amendment Submitted by Steven Spaner. (See Attachment 5-Page 2)*

Dr. Pierce said that the Bylaws and Rules Committee was not able to recommend passage of this amendment as it is now and the amendment needed feedback from all of the units on campus.

Dr. Spaner was willing to withdraw the amendment if further discussions were allowed as New Business, but this was not allowed because the motion was already the property of the assembly. It was agreed that Dr. Spaner's proposal would be discussed under New Business, and the amendment was defeated by voice vote.

*Approved Amendment 1 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)*

Dr. Pierce said the Bylaws and Rules Committee voted to approve this amendment. Dr. Pierce explained that students would be responsible for electing students to committees. A voice vote was taken, and the amendment was approved.

*No Vote Amendment 2 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)*

After much discussion on whether this amendment should be disregarded or voted on because of the approval of Mr. Stegeman's Amendment 1, it was pointed out that the amendment "Explanation" clearly stated that "if the above amendment is adopted, then it does not seem necessary for students to be represented on the Faculty Senate Committee on Committees because the students will be electing themselves". No vote was taken.

*Not Approved Amendment 3 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)*

Dr. Pierce said the Bylaws and Rules Committee asked that she talk with Mr. Stegeman and explain to him that they were not willing to approve the amendment with 2 students, but would recommend approval for 1 student to serve on the Steering Committee. Dr. Pierce said Mr. Stegeman was not able to be present today but he agreed to change the amendment to include 1 student. Dr. Jones moved unanimous consent to suspend the rules for the purpose of having one amendment to this amendment. The motion was seconded and approved. Although the motion was not approved unanimously, Dr. Long explained that the motion could be passed with 2/3 approval.

Mr. Bauer questioned the Bylaws and Rules Committee rationale for recommending only 1 student on the Steering Committee. Dr. Pierce said that the Steering Committee would have essentially only 5 members: 3 faculty, the Chair of the Senate, the Secretary of the Senate and the Chancellor. She said that if 2 students were on the committee it would have an unbalanced faculty student ratio. Dr. Long said that the term is Faculty Senate and his understanding was to produce separate bodies that fed into a common body. Dr. Long spoke against the amendment and said if we were to adopt this, in the same spirit, we should perhaps have faculty sitting on the board of the Student Government Association. Mr. Bauer said the decisions of the Steering Committee affect the University Assembly as a whole and students, as members of the Assembly, should have representation on a Steering Committee. Dr. McBride said that the Governance Committee rationale was that the current Executive Committee is quite large and was purposely kept small to make it more workable and by adding a student it would become disproportionate to other representatives of the faculty.

Dr. Ratcliff spoke against the amendment and said the Governance Committee started off with a set of principles, first was that faculty had the responsibility and should make the decisions on academic matters and second that faculty should strengthen faculty governance. She said that the Steering Committee represents both bodies but the Faculty Senate is going to be dealing with the most important work, academic

matters. She agreed that faculty are not inserted into the student government or the staff association. She said this needs to be the place where the faculty decided on issues of faculty governance.

A voice vote was taken, and the amendment did not pass.

*Not Approved Amendment 4 Submitted by Joshua Stegeman. (See Attachment 5-Page 4)*

Dr. Pierce said the Bylaws and Rules Committee does not recommend passage of this amendment. Dr. Pierce added that the Curriculum and Instruction Committee would have 2 student members and moving the committee to the Assembly would not change that they already have a chance to provide discussion on curriculum. Dr. Pierce said that it is not appropriate to have student members on the ATP Committee. Dr. Smith spoke against the amendment and added that if the Curriculum and Instruction Committee would move to the Assembly it could cause a problem if it only reported twice per semester. Mr. Bauer spoke in favor of the move and said that items like Academic Calendars should be discussed in Assembly meetings. Dr. Burkholder pointed out again that students would be members of the committee.

A voice vote was taken, and the amendment did not pass.

*Not Approved Amendment 1 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce reported that the Bylaws and Rules Committee recommended passage of the amendment and noted that the argument against the 3 year staggered term is that it would allow more continuity on the committee to carry on business from year to year. She said an argument for the amendment is that more faculty would have the opportunity to serve on the IFC. Dr. Pierce pointed out that IFC members could be reelected.

Dr. Burkholder spoke against the amendment and in favor of 3 year staggered terms on IFC. He said that experience on the committee provided continuity that would be very useful in IFC discussions.

A voice vote was taken and the amendment did not pass.

*Not Approved Amendment 2 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce said the Bylaws and Rules Committee wanted to point out that the 2 processes might have different results. The person that received the next highest vote may not be the person that the department wanted. On the other hand there are a lot of mail ballots and I understand that it places a burden on the Senate office to send out new mail ballots every time someone resigns.

Dr. Ratcliff spoke against the proposal and said she agreed that there would be a different outcome in elections with alternates and re-elections. She also wanted to point out that the newly proposed body is significantly smaller than the current Senate and the rate of replacements would be lower.

Dr. Burkholder spoke against the amendment and said under the new procedure that it would be possible within a large department that the vote might be 15 to 1 and the second choice by the department might be someone else besides the faculty member who came in second in the original election and might cause unintended results.

A voice vote was taken and the amendment did not pass.

*Approved Amendment 3 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce said the amendment was a clarification to the proposed Bylaws. A voice vote was taken and the amendment was approved.

No Vote Amendment 4 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce announced that a vote was not needed and referred to the amendment by Mr. Stegeman.

No Vote Amendment 5 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce announced that a vote was not needed and referred to the amendment by Mr. Stegeman.

Approved Amendment 6 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce said that the Bylaws and Rules Committee recommends the amendment for consistency to the proposed Bylaws.

A voice vote was taken, and the amendment was approved.

Approved Amendment 7 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 7)

Dr. Pierce said that the Bylaws and Rules Committee recommends accepting this proposal

A voice vote was taken, and the amendment was approved.

Not Approved Amendment 8 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 7)

Dr. Pierce said that Dave Klostermann's amendment was similar to this amendment and if this amendment passed then we would also take care of the Klostermann amendment.

Dr. Martinich pointed out the Director of Telecommunications was not needed on the committee. Dr. Wendell Smith said in this instance he would recommend that the Director of Instructional Technology Center and the Coordinator of Campus Computing be members of the Computing and Instructional Technology Committee.

A voice vote was taken, and the amendment did not pass. [Please refer back to Acting Dean David Klostermann's amendment that was passed in place of this amendment.]

*(Attachment 6-Revision to the Faculty Bylaws)*

A written ballot was taken on the Revision to the Faculty Bylaws, and was passed by a vote of 44 in favor, 13 against. The Revision will be submitted to a vote of the full-time regular faculty in January 2000.

Report from the Appointments, Tenure, and Promotion Committee -- Bruce Wilking  
*(Attachment 7)*

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill  
*(Attachment 8)*

Report from the Curriculum and Instruction Committee -- David Ganz  
*(See Agenda Attachment 4)*

Dr. Ganz explained the rationale for the revision to the previously approved Academic Calendars for 1999-2000, 2000-2001. Dr. Spaner asked how the maximum/minimum load would be affected during summer

sessions. Dr. Ganz said that this was up to the academic units, and a normal load in the intersession is 1 course, summer session is 2 courses, but many exceptions are made.

Dr. Cohen asked if it would be a disadvantage to approve a change to the Academic Calendars for the next three years. She said that it might be better to approve the calendars year by year because this is a pilot program. Dr. Burkholder agreed that the additional summer sessions are a pilot program, but that a pilot program may take 3 years. He said that it would take time to get the word out about the summer sessions. Dr. Ganz agreed that a pilot program would need a 2-year minimum.

The question was called, seconded and approved. A voice vote was taken to approve the 1999-2000 and 2000-2001 Academic Calendars. Both were approved.

Dr. Ganz explained that the Curriculum and Instruction Committee felt very strongly that the Academic Calendar should provide the same amount of class days each semester for Monday through Friday. Dr. Ganz said for that reason the committee proposed to start the 2001 Fall semester on Wednesday, August 22. The question was called, seconded and approved. The 2001-2002 Academic Calendar was approved.

*(Attachment 9)*

All action items were approved except for the Change in Minor-Philosophy. Dr. Ganz announced that he was told before today's meeting that the Change in Minor-Philosophy was tabled at the college level and he asked Dr. Burkholder for clarification. Dr. Burkholder replied that he had moved to table it at the college level.

*(See Agenda Attachment 4)*

Report from the Physical Facilities and General Services Committee -- William Connett  
*(Postponed)*

Report from the University Libraries Committee -- Harold Harris  
*(Attachment 10)*

#### New Business

Dr. Spaner made a motion to establish a Senate Ad Hoc Committee on Appointments, Tenure, and Promotion. The committee charge would be to investigate and review the pros and cons of implementing the proposed ATP Bylaw change from the School of Education and report a recommendation to the Senate at the April 2000 meeting. Proposed membership of the Ad Hoc Committee: One regular full professor and one regular associate professor elected by each of the tenure granting academic units, i.e., College of Arts and Sciences, School/College of Education, School/College of Business Administration, College of Nursing, School of Optometry, plus one regular professor of either associate or full rank holding a joint appointment in two units and one regular at-large regular professor of either associate or full rank, each of the latter to be elected by the current University Senate. Election of committee members should be completed by the February 2000 meeting of the University Senate. Nominations for the joint appointment and at-large members should be submitted to the Senate Chair. The motion was seconded.

Dr. Martinich said he supported the general idea but made an amendment to the motion to parallel the current composition of the ATP Committee. Dr. Connett spoke against the amendment and said that the ATP Committee was currently working on this charge. Dr. Korr said that he agreed with Dr. Martinich's amendment, but thought that Dr. Spaner's original motion to appoint a faculty member with a joint appointment very innovative. Dr. Spaner opposed Dr. Martinich's amendment to the original motion, and

said that the tenure granting units are the Colleges and the Schools and those are the units that should be proposing, debating and formulating, at least the sense of, the original bylaw amendment to move for the recognition of the individual academic units.

Dr. Korr made a motion to add a faculty member with a joint appointment to the task force. He added that it made more sense to have a new ad hoc committee, because the members of the ATP Committee may not have originally known that they would have to deal with the much more politically involved question of trying to restructure the campus tenure and promotion guidelines. The amendment to the amendment was seconded. This amendment states that there would be 7 unit representatives plus 3 at-large members (1 at large member with a joint appointment). Dr. Burkholder spoke in favor of this motion. A voice vote was taken and approved the amendment to the amendment.

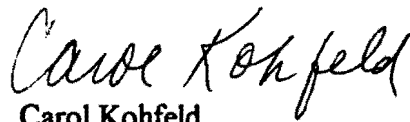
A voice vote was taken on the original amendment it was also approved.

Dr. Connett spoke against the motion as amended and said that best way to handle the issue would be to refer it to the ATP Committee. Dr. Connett said that the ATP members have already put a lot of effort into the changes and that ATP Committee members do know the amount of work that is involved with the committee before they make a commitment.

Dr. Spaner said he was assuming that the recommendation for membership on the ad hoc committee was with no reference to rank.

A quorum was called, and there being an insufficient number of Faculty Senators present, the Senate adjourned at 5:06 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Carol Kohfeld".

Carol Kohfeld  
Senate Secretary

Attachments:

- 1) Remarks by Dr. Charles Korr
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from Dr. Richard Schwartz
- 5) Amendments to the Governance Proposal
- 6) Revision to the Faculty Bylaws-As Amended
- 7) Report from the Appointments, Tenure, and Promotion Committee
- 8) Report from the Budget and Planning Committee
- 9) Academic Calendars-1999-2000, 2000-2001, 2001-2002
- 10) Report from the University Libraries Committee



IN MEMORY OF DR. EDWARD FEDDER

REMARKS BY DR. CHARLES KORR  
SENATE MEETING -- DECEMBER 7, 1999  
UNIVERSITY OF MISSOURI - ST. LOUIS

*The Senate meant a great deal to Ed Fedder. For those of us who came here as young faculty, many of us owed the recognition to Ed that spending one afternoon a month was not very much of an investment of time into something that could have such a dramatic effect on the lives of faculty and students alike. Ed had a marvelous capacity for deflating pomposity and hypocrisy. He was a man of enormous integrity and I can say, for myself and some of my colleagues, that in my close to 30 years here there was no one who had a greater effect beneficially on my career and my attitude towards this profession than did Ed Fedder.*

*As the sometimes delivery boy for the ephemeral committee on intellectual purity, I know that Ed was able to get his word out to a much broader community than that which merely existed in the Senate. He also had the fortune for the campus and the personal misfortune to be the chairman of this body in what was its most tempestuous and disagreeable single year. He carried that out with the same grace and integrity with which he did everything.*

*For those of you who knew Ed, it is very easy to say how much we will miss him. For those of you who did not, I wish you would have had the pleasure to do so.*

*Thank you.*

December 7, 1999

## Senate Remarks

By Blanche M. Touhill

### Curators Professors

I am happy to report that Dr. Frank Moss of physics and astronomy and Dr. Patricia Resick of Psychology have been named Curators' Professors – the highest academic rank in the University of Missouri System. The Board of Curators considered and approved the nominations forwarded from this campus during its meeting last week in Columbia.

I want to congratulate these individuals for the extraordinary contributions to this campus and to the students they teach. I also want to commend the academic affairs office and all those responsible for putting together the nominations sent to the curators.

### Early Retirement

Also at its December 3rd meeting, the Board of Curators approved an early retirement plan. This plan is for all employees, faculty and staff. To be eligible for this plan an employee must, as of Sept. 1, 2000, be 55 years of age and have ten years of service to the institution. This campus has 84 staff members and 112 faculty members eligible for early retirement under this plan.

Eligible employees have until February 29, 2000 to elect for this early retirement option. If you have any questions about calculating eligibility or benefits, please contact Human Resources Director Peter Heithaus. Don Driemeier also will be available to work with individuals in exploring this option.

### Schools Seek New Name

The School of Education and the School of Business Administration, with the recommendation of their faculties, have requested to be renamed the College of Education and the College of Business Administration. The Office of Academic Affairs is considering these requests. I encourage you to contact Dr. Jack Nelson if you have any comments in regard to this issue.

## **Senate Remarks**

**By Blanche M. Touhill**

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### **Winter Enrollment**

I am pleased to report that present indications are that we will have a very healthy Winter semester enrollment. Present indications are that we will be up, both in head count and in student credit hours, in all areas, undergraduate and graduate, except Nursing. As of December 1, Winter registrations were running 18 percent ahead of last year.

This is very good news and if these predictions hold up it will mean that there is no need for costs cuts this year and perhaps that the budget cuts we are planning for next year can be marginally reduced.

I do believe that this upturn in enrollments is traceable, in large part, to our current extensive marketing campaign. I also want to thank all those in student affairs, and throughout the campus, who have worked so hard to recruit new students, and all advisors and faculty who have contributed to our effort to increase our retention rates. I believe our efforts are paying off.

### **Ear Marked Funds**

Largely through the efforts of our lobbyist, Steve Knorr, the University of Missouri is scheduled to receive over \$54 million in direct federal funding. This campus will receive about \$2 million for two projects, both proposed by the School of Education. While this is good news, we can, and should, do better. I am encouraging units to develop more ambitious proposals so that in coming years we can attract substantially greater federal funding, and a larger share of the total funding going to the University of Missouri.

### **Strategic Plan**

One of the points made in the recent System review of campus practices is that we have not, in the past, had a strategic plan with goals, objectives and action steps. Accordingly, I am appointing a campus wide committee to develop such a campus strategic plan that does prioritize and integrate unit goals.

## **Senate Remarks**

**By Blanche M. Touhill**

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**Dr. Manuel Pacheco is very supportive of campuswide Strategic Planning and has offered to provide a System officials to serve as facilitators for this campus. I have discussed this offer with the Academic Officers and the Senate Budget and Planning Committee.**

**I hope to have the committee in place before the end of this semester and I expect it will complete its work by the end of the winter semester.**

**Most of the faculty who will serve on the committee selected from the list of faculty involved in school and college planning. In addition, vice chancellors, academic officers, the chair of the University Senate, the presiding officer of the Faculty Council as well as individuals representing staff, students and the community will be included on the committee.**

**I expect the committee to begin by reviewing the plans already developed or under development by various campus units and then to integrate those plans, or revisions of them, into a single campus plan. I expect the committee to share this plan, as it evolves, with the entire campus community by hosting open meetings.**

**I will ask the Academic Officers and the Senate Budget and Planning Committee to review the document.**

## **President Visits Campus**

**I want to remind you that Dr. Pacheco will be visiting campus tomorrow from 3:30 to 4:30 p.m. in Room 200 of Lucas Hall to discuss the System Strategic and Resource plans. I encourage you to attend.**

## **Questions Anyone**

**I have and will continue to answer questions that arise from the floor of Senate meetings. But, in the future, I also will address any questions that have been submitted to me seven days in advance. This relates particularly to complicated questions that might require some research.**

## REPORT OF THE PRESIDING OFFICER TO THE SENATE

December 7, 1999

The Faculty Council met on December 2, 1999, to discuss the report of the Select Committee on Fiscal Practices, the report prepared by Vice President James Cofer, Controller Nikki Krawitz, and Assistant Vice President Larry Gates, and Chancellor Touhill's Open Report to the Campus Community. After some discussion, the Faculty Council approved, by a vote of 15 to 6, the following motion:

The Faculty Council finds that the faculty of the University of Missouri-St. Louis has often been excluded from meaningful participation in major initiatives and governance processes of the campus. The members of the Faculty Council call for greater faculty involvement in planning and decision-making in all major initiatives and programs. In order to restore the confidence of the faculty in her administration, Chancellor Touhill must implement steps to meaningfully involve the faculty in planning and governance. At future meetings the Faculty Council will consider whether effective steps have been taken.

Based on the discussion at the meeting, I also want to report that the members of the Faculty Council respond positively to the Chancellor's recent proposal to appoint a task force to prepare a campus-wide strategic plan, and her announcement that she would participate in a formal question-and-answer period during each meeting of the Senate.

December 7, 1999

Senate Remarks  
Dr. Richard Schwartz  
Performing Arts Center

Most of you are aware that Kirkegaard & Associates were on campus a couple of weeks ago to present a sound demonstration of their anticipated sound levels in the 3 venues of the new Performing Arts Center, as it's been proposed. A number of people attended those presentations and there was also a chance for discussion after the presentations. I think it was a very worthwhile episode.

I had some questions that remained after that conference, the reply to which I just received a couple of days ago, so I have not had too much time to prepare what I have to say today. But I do want to comment upon first of all the sound issue. Information that I had in hand, at the time I requested the sound demonstrations, was effectively a year old, which was the latest information that had been provided to me. At that time the sound attenuation factors that were being planned for the facility were, in my opinion, not adequate to meet the requirement for the Performing Arts Center.

The engineers and architects have been working on this issue quite hard now over the past year, and they have come up with new values for the sound attenuation factors for the new center. It turns out that they are substantially better than first thought. In other words, as I understand it, they have improved the construction to achieve attenuation which will effectively keep the interior space, particularly the main auditorium and the music hall, workable as performing spaces. The lobby will of course still be somewhat noisy, but only the very loudest overflights will be perceptible in the two main venues, the music theater and the main hall. And by that I mean the loudest overflights of things like 747 aircraft and the military jet fighters, they will still be audible but will not be particularly bad, in terms of what was presented in the sound demonstrations.

Therefore the numbers which I now have in hand, indicate that the sound problem has by and large been resolved. There is one question I have, to which the sound engineer in Chicago has not yet responded. How have they managed to achieve the additional attenuation in the main hall? Because I spent some time with them a year ago talking about all of the possible fixes to reduce the noise penetration by a few dB, and their new numbers are up to +/-10 to +/-15 dB greater attenuation than they thought was possible a year ago. So I'm not quite sure what they have done with the proposed construction, particularly in the roof structure which was the weakest area for sound. But I accept them at face value, these are professional people and they know what they are doing.

December 7, 1999

Senate Remarks  
Dr. Richard Schwartz  
Performing Arts Center  
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Given those facts I have composed a memo to Don Driemeier, the last two paragraphs of which I would like to read to you. They are two recommendations which came to my mind that I think in the long run, could serve the purpose of getting the best possible Performing Arts Center that we can on this campus and preserving against possible pitfalls which could arise as the construction proceeds.

There are two issues which I would recommend that you consider. First, on the sound issue, Kirkegaard has now stated the transmission loss values which they intend to achieve in each of the three venues. I still think that it would be wise to write a contingency clause enforcing the achievement of these values to within  $\pm 3$  dB at each frequency (this is a factor of 2 in actual sound intensity). Should something be seriously wrong with the calculations and/or construction, the University would then have recourse to correct the problem without additional cost.

The second issue is that of liability for potential aircraft accidents at or near the site of the Center. It is my understanding that the Center is to be used almost exclusively for non-academic purposes, and in fact will charge admission for performances and fees for arrangement of special events. It would be wise to check the degree to which the University or the State is willing to cover the liability under such circumstances. An aircraft crashing into the building during a performance would be an incredible tragedy, potentially causing the death of 1000 or more people (I remind you that an Ozark airliner crashed about 200 yards from the proposed site in 1973 with the loss of 38 lives). The building should be indemnified for just this circumstance, either by the University (State) or by a private insurance company. A liability figure of \$100 million, large as it may sound, might cover only about 100 deaths in such an event. Contrary to popular opinion, there is a much higher probability of an airplane crash on the north end of north campus since over 90% of the flights into and out of Lambert pass over that portion of the campus. The mathematical calculations of risk are straightforward, and I suggest that any reputable insurance company would be happy to provide the calculation and the indemnification.

**APPROVED AND NOT APPROVED  
AMENDMENTS FOR THE  
GOVERNANCE PROPOSAL  
December 7, 1999**

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**APPROVED 12-7-99**

Submitted by Margaret Cohen.

300.040, section C.1.a

For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with full-time non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, **affiliate professor**, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

Rationale: Affiliate is a new designation added this fall by the Office of Academic Affairs.

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**NOT APPROVED 12-7-99**

Submitted by Gail Ratcliff, seconded by Joyce Corey.

Section C.4, paragraph 5, sentence 6

If a faculty member of a Senate committee is to take a YEAR'S leave of absence (or semester's leave in the case of the independent Fall and Winter panels of the committee on Research), a substitute shall be elected to serve for the duration of the leave.

Section D.4, paragraph 3, sentence 6

If a faculty member of an Assembly committee is to take a YEAR'S leave of absence, a substitute shall be elected to serve for the DURATION OF THE LEAVE.

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**APPROVED 12-7-99**

Submitted by David Klostermann.

Section D.4.f -- Committee on Computing and Instructional Technology

I would like to suggest that the director of the Instructional Technology Center be listed as a member. ITC brings to the committee knowledge and expertise regarding distance education technologies (ISDN, ITV, satellite, and Internet) and a staff resource for faculty development and support services that are integral to the campus' efforts in distance education and technology-related matters. It is also forming new collaborative efforts with Campus Computing in support of these areas. Given this, I suggest that this position be specifically added to the list of committee members.



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**NOT APPROVED 12-7-99**

Submitted by the Steven Spaner.

**PROPOSED WORDING (NEW WORDING IN CAPS)**

- C.4.d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected 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. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.
- i. IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO REVIEW AND APPROVE THE INITIAL GUIDELINES AND CRITERIA AND ANY CHANGES TO THE GUIDELINES AND CRITERIA FOR APPOINTMENTS, TENURE AND PROMOTION OF EACH UNIT OF THE UNIVERSITY. THE COMMITTEE SHALL RECOMMEND CHANGES TO UNIT STANDARDS AS IT DEEMS NECESSARY BASED ON GRIEVANCE AND APPEAL CASES THAT THE COMMITTEE HEARS FROM TIME TO TIME.
  - ii. IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO HEAR FACULTY GRIEVANCES AND APPEALS OF UNIT APPOINTMENTS, TENURE AND PROMOTION DECISIONS. SUCH GRIEVANCES AND APPEALS SHALL FOLLOW THE PROCEDURES OUTLINED IN THE ACADEMIC GRIEVANCE PROCEDURE (COLLECTED RULES AND REGULATIONS: 370.010).
  - iii. THIS COMMITTEE MAY BE CALLED UPON BY A UNIT COMMITTEE ON APPOINTMENTS, TENURE AND PROMOTION FOR ADVICE, GUIDANCE, AND RULINGS REGARDING INDIVIDUAL CASES BUT IT SHALL NOT BE THE RESPONSIBILITY NOR THE PREROGATIVE OF THIS COMMITTEE TO RULE, ADVISE, OR OTHERWISE HAVE INPUT ON INDIVIDUAL CASES DURING THE NORMAL PROCESSING OF AN INDIVIDUAL APPLICATION FOR APPOINTMENT, TENURE, OR PROMOTION.

**Rationale:**

The University of Missouri - Saint Louis (UMSL) is 35 years old this year. It has by all accounts -- the Chancellor's annual addresses, outside evaluating and accrediting organizations, and alumni successes and testimonials -- one of the finest faculties of any comparable university. In short, UMSL is now a mature institution of higher education. The centralized evaluation of appointment, tenure, and promotion (ATP) applications had a fundamental and foundational role in the building of the current high quality and diverse faculty at UMSL today, but the nature and specificity of today's knowledge and expertise requires a decentralization of the decision function to the relevant disciplines. The Curators state in the Collected Rules and Regulations, Section 310.020,

"Recommendations in matters of appointment, reappointment, non-reappointment, promotion, tenure, and dismissal shall be by the appropriate faculty ...." The appropriate faculty is the faculty in the applicant's discipline. The present centralized ATP review process at UMSL is not shared by any other campus of the UM system. The Bylaws of UM-C, UM-R, and UM-KC charge their tenure committees with the function of hearing grievances over and appeals of unit tenure decisions. Likewise, a centralized ATP review process is an uncommon system at other institutions of UMSL's size and standing. Therefore, this amendment is in keeping with the Bylaws of the other three UM campuses and in keeping with the Collected Rules and Regulations, Section 310.020.

**APPROVED 12-7-99**

1. Motion that all student members of the University Assembly be elected by voting student members of the Assembly for service on the University Assembly committees. (Change Article D, Section 4, clause 4, "Faculty and student members of all standing Assembly committees shall be elected by all voting members of the Assembly. Staff members shall be selected by the Staff Association.")

**Amendment:** All student members of the University Assembly will be elected only by voting student members of the Assembly for service on standing University Assembly committees.

**Explanation:** The Faculty Senate standing committee student members are selected by only students and do not presently serve on the Committee of Committees, so why shouldn't students be selected in the University Assembly in the same manner in which they are selected in the Faculty Senate? Furthermore, the Staff Association selects its staff members, so if this specific groups elects its own members to the standing committees of the University Assembly, then the students, a specific group, should also be able to select their own members to serve on the standing committee of the University Assembly.

**NO VOTED NEEDED 12-7-99 (See "Explanation" below.)**

2. Motion that students be represented on the Committee on Committees for the Faculty Senate committee, if the above amendment is not adopted. (Change Article C, Section 4, clause a - Committee on Committees).

**Amendment:** Three students shall serve on the Committee of Committee for the Faculty Senate to aid in the selection of student members of the standing committees for the University Assembly.

**Explanation:** The rationale for this amendment stems from the first amendment. The students feel that if the University Assembly as a whole will vote on both faculty and students for service on the University Assembly standing committees, then since the faculty maintain representation on the Committee of Committees for the Faculty Senate which decides which faculty will serve on the Faculty Senate and University Assembly, then the students should maintain that same freedom. However, if the above amendment is adopted, then it does not seem necessary for students to be represented on the Faculty Senate Committee on Committees because the students will be electing themselves.

**NOT APPROVED 12-7-99**

3. Motion that students be represented on the Steering Committee. (Change Article C, Section 4, clause b - Steering Committee).

**Amendment:** Two students shall serve on the Steering Committee for the Faculty Senate and the University Assembly.

**Explanation:** The students feel it is necessary to have student representation on the Steering Committee considering its responsibilities delineated in clause b. Since the decisions of the Steering Committee affect the University Assembly, it seems appropriate that since students may body of representation is the University Assembly, that the students would be represented on all committees that affect the University Assembly. This amendment is very important to the student senators.

**NOT APPROVED 12-7-99**

4. Motion that the Curriculum and Instruction Committee of the Faculty Senate be moved to the University Assembly. (Move Article C, section 4, clause c - Committee on Curriculum and Instruction to Article D, section 4, clause g, re alphabetize subsequent letters for proper organization).

**Amendment:** The Curriculum and Instruction Committee shall be recognized as a standing committee of the University Assembly under Article D, section 4, clause g - Committee on Curriculum and Instruction.

**Explanation:** The rationale of this amendment is that since the students do not have representation on any one of the tenure committees in the Faculty Senate, and considering the discussion heretofore of the proposed post-tenure review board by President Pacheco, then the students feel their only channel to discuss issues regarding tenure may be through the Curriculum and Instruction Committee.

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Submitted by Jeanne Morgan Zarucchi.

**1. NOT APPROVED 12-7-99**

**Current Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Proposed Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis Faculty to serve **two-year** staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Rationale:**

Silvia Madeo intended to propose this last Spring.

**2. NOT APPROVED 12-7-99**

**Current Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. . .

**Proposed Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department, parallel unit, School, or College will select as a replacement the faculty member who received the next-highest number of votes. If no alternate is available another mail ballot will be conducted as in C.1.d and C.1.e. . .

**Rationale:**

There are too many replacements for mail ballots to be practical in every case.

**3. APPROVED 12-7-99**

**Current Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators.

**Proposed Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators, and the chair of the Steering Committee shall be the Senate Chairperson.

**Rationale:**

Clarification

**4. NO VOTE 12-7-99 (Refer back to Josh Stegeman's amendments.)**

**Current Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator 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. . . .

**Proposed Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator 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, and one student . . . . .

**Rationale:**

A student should serve on the Committee on Committees.

**5. NO VOTE 12-7-99 (Refer back to Josh Stegeman's amendments.)**

**Current Version:**

300.040 C.4.a.ii -- Committee on Committees -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing state-wide committees for election by the Assembly or appointment by the Chancellor.

**Proposed Version:**

300.040 C.4.a.ii -- Committee on Committees -- -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty and student members of all standing committees of the Assembly; (2) faculty and student members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. . . .

**Rationale:**

According to the proposal students serve on Senate committees and should be nominated by a member of Committee on Committees.

**6. APPROVED 12-7-99**

**Current Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

**Proposed Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; with students and student organizations; and with staff and staff organizations. . . .

**Rationale:**

Reference to staff has been included for consistency.

**7. APPROVED 12-7-99**

**Current Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly meeting.

**Proposed Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly and each Senate meeting.

**Rationale:**

The Budget and Planning Committee should continue to report to each Senate meeting.

**8. NOT APPROVED 12-7-99 (Refer back to David Klostermann's amendment.)**

**Current Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), one representative selected by the Staff Association, . . .

**Proposed Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting); the Director of Telecommunications (non-voting); the Director of the Instructional Technology Center (non-voting); one representative selected by the Staff Association, . . .

**Rationale:**

These two individuals presently serve an important role on the Video and Instructional Technology Committee.

**APPROVED BY THE SENATE ON DECEMBER 7, 1999**

**REVISION TO THE FACULTY BYLAWS**

**UNIVERSITY OF MISSOURI-ST. LOUIS**

Bd. Min. 3-19-71; Amended 10-12-73, 2-18-77, 12-15-78, 6-18-82, 2-11-83, 6-24-83, 5-4-84, 5-3-85, 7-29-88, 3-10-89, 6-22-90 & 5-3-91; Revised 1-29-92; 5-8-92, 5-6-93; 3-29-94; 3-24-95; 4-25-96; 5-29-97; 10-16-98; Amended 5-27-99.

**300.040 FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

**A. FACULTY**

1. Membership -- The Faculty of the University of Missouri-St. Louis shall consist of the President, the Chancellor, all persons with regular full-time academic appointments, and others elected by the faculty. Elected members so designated by the faculty shall be non-voting members.

2. Functions -- The Faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty [Senate], and to the [University Assembly] within the University of Missouri-St. Louis.

3. Meetings -- The Faculty of the University of Missouri-St. Louis shall meet at least twice each year and at such additional times as the President, Chancellor, or the Faculty itself may determine. Upon written request of twenty-five members of the Faculty, the Chancellor shall call a meeting within two weeks.

a. The President, or in the President's absence, the Chancellor, or in the Chancellor's absence, a member of the Faculty designated by the Chancellor shall preside at each faculty meeting.

b. A quorum shall consist of ten percent of the voting members of the Faculty.

c. Proceedings in Faculty meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order* except where otherwise provided for in these Bylaws or the regulations of the University of Missouri-St. Louis.

d. The Chancellor shall appoint each year a Secretary of the Faculty who shall keep an official record of the proceedings of each meeting and shall transmit copies of the minutes to each member of the faculty. A copy of the official minutes shall be kept on file in the offices of the Registrar and the Vice Chancellor for Academic Affairs and shall be available to each member of the Faculty.

4. The Intercampus Faculty Council-- Three campus representatives will serve on the Intercampus Faculty Council. Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. The Senate Chairperson shall serve as an ex officio member of the Intercampus Faculty Council.

## **B. STUDENT BODY**

1. Membership -- The student body of the University of Missouri-St. Louis shall consist of all persons who are officially enrolled as regular full-time or part-time students in the University of Missouri-St. Louis.

2. Functions -- The student body shall have the responsibility to participate in the recommending and implementing of educational policy, particularly in the areas of academic and student affairs. The student body may, through its official representatives, make recommendations to the Vice Chancellor of Student Affairs or the Chancellor concerning general policy matters affecting the University of Missouri-St. Louis.

## **C. FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

(Hereinafter referred to as Senate)

1. Membership -- The voting members of the Senate shall consist of elected voting representatives of the full-time regular and non-regular faculty and, as non-voting members, the Chancellor; the Vice Chancellor for Academic Affairs; and the Dean of the Graduate School.

a. For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with full-time non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, affiliate professor, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

b. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate at-large representation, and hereinafter will be referred to as "faculty" to differentiate them from the Faculty as a whole.

c. Elected faculty members of the Senate shall serve three-year staggered terms with one-third of the body elected by the faculty annually. Any elected member of the Senate may be re-elected. The term of office of all Senators shall begin on the first day of August following their election.

d. Each department or parallel unit of the College of Arts and Sciences, Barnes College of Nursing, School of Business, School of Education, and School of Optometry and other parallel units with at least five tenured or tenure-track faculty will elect one representative by mail ballot distributed and tallied by the Faculty Senate.



e. Following the election of the department and parallel unit representatives, an election will be held by mail ballot distributed and tallied by the Faculty Senate in each College and School for at-large representatives. The number of at-large representatives will be determined by the number of faculty (as determined in C.1.a) and as determined at the beginning of each fall semester with each specified school or college having a minimum of one at-large representative.

i. Each College faculty will vote for its College representatives and each School faculty will vote for representatives of its School.

ii. The total number of at-large College and School representatives will be one-third of the number of representatives in C.1.d.

iii. For the purpose of determining the allocation of at-large seats, a faculty member with a joint appointment shall be counted as a member of the unit which receives the greater share of the faculty member's time. If a joint appointee's time is equally distributed between units, the faculty member may select the unit in which to be counted. However, a joint appointee who is serving a continuing term on the Senate will be assigned to the unit from which he/she was originally elected to the Senate. Joint appointees may vote only on the nominating ballot of the unit in which they are counted in determining the allocation of Senate seats.

f. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation as spelled out in C.1.d and C.1.e.

g. Elections of all Faculty representatives shall occur before April 1 of each year.

h. A subcommittee of the Senate Steering Committee (4.b) shall be established to supervise the election of faculty members to the Senate and distribute and tally the ballots. The Subcommittee shall consist of the Senate Chairperson; the Chairperson of the Committee on Committees; and the Senate Secretary, who shall maintain a complete record of the votes received by all candidates.

i. If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. If a Senator should take a leave of absence for an academic year, an alternate shall be selected in the same manner to serve only during the duration of the leave of absence.

j. If an elected faculty Senator qualifies for service as an ex officio Senator, he/she will be moved immediately into the ex officio category. In accordance with the bylaws, a replacement will be designated to serve for the remainder of the academic year in which the vacancy occurs if the ex officio status is permanent. The balance (if any) of the faculty member's elected term will be filled at the next spring election of Senators.

2. Functions -- It shall be the responsibility of the Senate to exercise those functions of the Faculty (see Section 300.040 A.2) not reserved by the Faculty as a body or specifically delegated to the University Assembly (Section 300.040 D).

3. Meetings and Officers -- The Senate shall meet regularly each month during the academic year or in special meetings as called by the Steering Committee of the Senate. The Steering Committee shall call a special meeting of the Senate on request of the Chancellor or of any five members of the Senate. Proceedings in Senate meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order*. A quorum shall consist of a majority of the elected faculty Senators. Following each election, the newly-constituted Senate shall meet for the sole purpose of selecting the Senate Chairperson, the Secretary of the Senate, and the Committee on Committees.

a. The elected officers of the Senate shall be the Senate Chairperson, who must be a voting faculty Senator, and the Secretary of the Senate, who must be a voting faculty Senator. The elected officers of the Senate shall serve for one year, beginning on the first day of August following their election. The elected officers may be re-elected.

b. The Senate Chairperson, or in the Chairperson's absence a voting member of the Senate designated by the Chairperson, shall be the presiding officer at each meeting of the Senate.

c. The Secretary of the Senate shall distribute the agenda to all members of the Senate at least three working days in advance of each meeting, shall keep minutes of each meeting of the Senate, and shall distribute a copy of the minutes of each meeting to all members of the Senate. The Secretary shall also maintain the official roster of the Senate, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Senate -- All members of the faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Senate committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Senate committees. With the exception of the Committee on Committees and Steering Committee, faculty members of the standing committees of the Senate shall be elected each year at the second organizational meeting of the Senate.

Faculty members of all standing Senate committees shall be elected by all voting members of the Senate.

Student members of standing Senate committees shall be elected by voting student members of the Assembly.

All standing and *ad hoc* committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators, and the chair of the Steering Committee shall be the Senate Chairperson.

At least one elected member of each standing and *ad hoc* committee of the Senate shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of a Senate

committee is to take a leave of absence (or semester's leave in the case of the independent Fall and Winter panels of the Committee on Research), a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee.

Newly elected members of standing Senate committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Senate or to the appropriate administrative officer.

The Senate shall establish the following standing committees:

a. Committee on Committees -- The Committee shall consist of one elected faculty Senator 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. The members of the Committee shall serve for one year. They shall be elected at a special meeting of the Senate called each spring, immediately following the election of the Senate. The Committee shall be convened by the newly elected Senate Chairperson, who shall assist the Committee with electing its chairperson. The Committee on Committees shall be responsible for nominating for election all faculty members of the committees of the Senate and the University Assembly. The chair of the Committee shall be a faculty Senator.

i. It shall be the responsibility of the committee to nominate for election by the Senate: (1) faculty members of all standing committees of the Senate; (2) faculty members of *ad hoc* committees of the Senate, when so instructed by the Senate. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Senate or appointment by the Chancellor.

ii. It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Assembly or appointment by the Chancellor.

iii. In preparing lists of nominees, the Committee may consult with the Chancellor, the Vice Chancellors, the academic deans or equivalent, and department chairpersons.

iv. Nominations made by the Committee shall be presented to the Senate or University Assembly as relevant. Members of the Senate shall have the right to make additional nominations from the floor for Senate committees. Members of the Assembly shall have the right to make additional nominations from the floor for Assembly committees.

b. Steering Committee of the Faculty Senate and University Assembly (hereinafter referred to as the Steering Committee) -- The Steering Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of the Steering Committee, the Chancellor, the Secretary of the Senate, and three elected Senators. Chairs of Senate and Assembly Committees will be asked to attend Steering Committee meetings when their committees have items for the agenda of the next Senate or Assembly meeting. It shall be the responsibility of the Steering Committee:

i. To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

ii. To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

iii. To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.

iv. As an agency of the Senate and Assembly, to maintain avenues of communication with the Faculty and student body of the University of Missouri-St. Louis, with campus administrative officers and the governing board of the University.

v. To establish all guidelines for elections for membership in the Senate and Assembly and to supervise said elections.

During the month of April the Steering Committee shall examine its membership to determine which members will be absent during the summer session. Steering Committee members who will be absent shall designate their replacement from among the members of the Senate. If the Chairperson and/or Secretary of the Senate shall be absent, a summer replacement will be elected at the Steering Committee's April meeting. The minutes of that meeting shall include the summer roster. In the event of the need for emergency action during the summer, the Steering Committee will be empowered to act in behalf of the Senate and Assembly and will be obligated to report its action to the Senate and Assembly in the fall.

c. Committee on Curriculum and Instruction -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the Director of Admissions (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.

i. The committee shall have general responsibility for recommending to the Senate policies and procedures in the areas of curriculum and instruction. It shall also recommend policies regarding graduation requirements, special honors programs, and academic publications such as catalogs and schedules of courses. Furthermore, it shall also recommend general policies and procedures governing the evaluation of academic instruction and advisement.

ii. The committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be cleared through this committee.

iii. New degrees and degree programs proposed by the separate schools, colleges, or such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

iv. Curricular additions and changes will be sent by the appropriate dean or equivalent to the Committee to be examined for overlap and duplication. In the absence of overlap and/or duplication, such proposals will be reported to the Senate.

d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected 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. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.

i. Initial academic appointments to the University of Missouri-St. Louis recommended as tenure appointments shall be submitted by the Department or Division concerned through the Dean or equivalent of the appropriate school, college, or other parallel unit. The Dean or equivalent shall forward the Department's or Division's recommendations with the Dean's or equivalent's own recommendations for approval or disapproval. After consideration, the Committee on Appointments, Tenure, and Promotion shall submit its recommendations to the Chancellor.

ii. Tenure recommendations for Faculty holding term appointments, and recommendations for promotion above the rank of assistant professor, shall be made in accordance with the procedure outlined above.

iii. It shall be the responsibility of this committee, together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

e. Committee on Research -- The Committee shall consist of two panels, one meeting in the Fall semester and the other meeting in the Winter semester. Each panel shall include the senior campus research administrator (non-voting); five faculty members

from the College of Arts and Sciences (and no more than two from any one division of the College); and one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Fall and Winter panels shall meet jointly in the Fall to elect a committee chairperson, to clarify program objectives, to coordinate deadlines, to set guidelines for research proposals and awards, and to recommend policy to the senior campus research administrator. The panels shall meet separately to elect their respective panel leaders in the Fall. Thereafter, the panels shall meet during their semester of service to advise and make recommendations on:

(1) Competitions for internal grant funds, including financial support during the Summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations, and

(2) Nominations for campus, University, and external research awards that are available campus-wide.

ii. The panels shall also meet jointly after the Winter panel has completed its work in order to review procedures and develop recommendations for the following year's committee to consider.

iii. The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

iv. Panel members are ineligible to receive funding and awards under the jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee's jurisdiction during the entire year of his/her service as chairperson.

f. Committee on University Libraries -- The Committee shall consist of the Director of Libraries (non-voting); eight faculty members elected by the Senate, no more than five of whom may be from a single college, school, or other parallel unit; and two students. The Committee shall:

i. Advise the Director of Libraries on policy issues, including budgetary issues;

ii. Serve as a liaison between the libraries and the University community via the University Senate;

iii. Advise the University administration about policies and recommendations adopted by the Senate or the Committee; and

iv. Consider any matter referred by the Senate, the Director of Libraries, or any member of the campus community.

g. Committee on Faculty Teaching and Service Awards -- The Committee shall consist of the following faculty members elected by the Senate: five faculty members from the College of Arts and Sciences (no more than two from any one division of the

College); one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time; and two students. The Committee shall:

- i. Formulate and publish guidelines for campus, University, and external teaching and service awards that are available campus-wide;
- ii. Solicit nominations for these awards; and
- iii. Recommend candidates to the Chancellor.

Members of the Committee are ineligible to receive awards under the Committee's jurisdiction during the entire period of their service on the Committee.

h. 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 the following faculty elected by the Senate: 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.

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.

i. Academic Advisory Committee -- The committee shall consist of the Vice Chancellor for Academic Affairs and the following faculty elected by the Senate: 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.

The Committee shall have the general responsibility of making recommendations to the Vice Chancellor of Academic affairs on academic issues affecting the University.

j. Committee on Bylaws and Rules for the Faculty Senate and University Assembly -- The Committee shall consist of six faculty members elected by the Senate who are broadly representative of the Faculty, and two students. The Committee shall:

- i. Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.
- ii. Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.
- iii. Compile and maintain a current set of Senate Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.

- iv. The Committee may initiate proposals for Bylaws changes.
- v. The Committee shall recommend approval or disapproval of each proposed Bylaws change within two Senate meetings following receipt of the proposal.
- k. *Ad Hoc* Committees -- As the need arises, the Senate shall establish or recommend to the Chancellor establishment of *ad hoc* committees.
  - i. *Ad Hoc* Senate committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each *ad hoc* committee shall be determined by the Faculty Senate.
  - ii. *Ad Hoc* Administration - Senate Committees shall be recommended to the Chancellor by the Senate to include a specific number of appointed and elected members. The faculty elected members shall be chosen by the Senate as provided above.
- l. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.



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#### **D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

(Hereinafter referred to as Assembly)

1. **Membership --** The voting members of the Assembly shall consist of the elected members of the Faculty Senate; the Chancellor; the Vice Chancellor for Academic Affairs; the Dean of the Graduate School; the Vice Chancellor for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of the Faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors not already included, deans of all colleges and schools (whether or not their faculties are represented), the Director of the Libraries, and the President of the Student Government Association.

Elected faculty members of the Assembly shall serve three-year staggered terms co-terminous with their service in the Faculty Senate. Elected student members of the Assembly will serve a term of one year and shall be elected by the student body each year. Any elected member of the Assembly may be re-elected. The term of office of all Senators shall begin on the first day of August following their election. Staff members will be selected by the Staff Association.

Each year during the winter semester student members shall be elected at large without regard to departmental, school, college, or divisional affiliation. To qualify for service on the Assembly, a student must be enrolled in good standing, must not be on disciplinary probation, must have a cumulative grade point average calculated by the University of Missouri-St. Louis to be at least 2.0, and must have completed a minimum of nine hours of academic credit at the University of Missouri-St. Louis. Qualified students who are interested in becoming members of the Assembly shall make their candidacy known to the Vice Chancellor for Student Affairs by March 1 of each year. The Vice Chancellor shall verify that the candidates satisfy all requirements for service on the Assembly. Not later than March 15 of each year, duly registered students shall elect the appropriate number of student senators from the list of eligible candidates making themselves available. Only eligible students who file their candidacy in advance may be elected.

2. **Functions --** It shall be the responsibility of the Assembly to exercise those functions of the faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. **Meetings and Officers --** The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Faculty Senate and the University Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert's Rules of Order. A quorum shall consist of a majority of the elected representatives.

a. The elected officers of the Assembly shall be the same as those for the Faculty Senate.

b. The Chairperson, or in the Chairperson's absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly. The Secretary shall distribute the agenda to all members of the Assembly at least three days in advance of each meeting, shall keep minutes of each meeting of the Assembly, and shall distribute a copy of the minutes of each meeting to all members of the Assembly. The Secretary shall also maintain the official roster of the Assembly, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Assembly -- All members of the faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly.

All faculty members of the University Assembly will be elected only by voting faculty members of the Assembly for service on standing University Assembly committees.

All student members of the University Assembly will be elected only by voting student members of the Assembly for service on standing University Assembly committees.

All staff members shall be selected by the Staff Association.

At least one elected member of each standing and *ad hoc* committee of the Assembly shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of an Assembly committee is to take a leave of absence, a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee

Newly elected members of standing Assembly committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations; and with staff and staff organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

The Steering Committee of the Senate shall serve the same function for the University Assembly.

The Assembly shall establish the following standing committees:

a. Administrator Evaluation--the Administrator Evaluation Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.

i. This committee shall be chaired by a faculty member.

ii. This committee shall consist of at least five faculty members representing at least three schools or colleges, one student, and one staff member.

iii. This committee is responsible for distributing an approved evaluation form to the faculty of the UM-St. Louis, collecting forms, and tabulating the results.

iv. This committee shall present the results to the Steering Committee for review. Upon approval of a report, the report is to be distributed to all members of the Assembly.

b. Budget and Planning Committee -- The voting members of the Committee shall consist of the Chancellor, who shall serve as Chairperson; the Senate Chairperson; the President of the Staff Association; 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. Faculty representatives shall be elected by the Assembly for staggered three-year terms. Ex-officio, non-voting members shall include the vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

This committee is a response to the mandate of Section 140.020 of the Collected Rules: "Faculty must be meaningfully involved through regular on-going mechanisms with the total University fiscal situation. Appropriate committees with faculty members at the system and campus levels shall be created and designated to advise in education planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources."

The committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The committee shall report on its work at each Assembly and each Senate meeting.

c. Committee on Recruitment, Admissions, Retention, and Student Financial Aid -  
- The Committee shall consist of the Vice Chancellors for Academic Affairs and Student Affairs (both non-voting), the Director of Admissions (non-voting), the

Director of Student Financial Aid (non-voting), six faculty members and two student members. The Committee shall be chaired by a faculty member. The Committee shall:

- i. Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid;
- ii. Monitor recruitment, admissions, retention, and student financial aid activities and report on a regular basis to the Assembly; and
- iii. Rule on appeals made by applicants regarding admission to the University and student financial aid.

d. Committee on Student Affairs and Student Publications -- The Committee shall consist of the Vice Chancellors for Student Affairs and Administrative Services (both non-voting), the President of the Student Government Association (non-voting), the Editor of the Current, the Advisor to the Current (non-voting), four faculty members and four student members. Its members shall be broadly representative of the various academic disciplines, schools, colleges, and other parallel units which may be created from time to time.

The Committee on Student Affairs and Student Publications shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Chancellor of Student Affairs, and for recommending and reviewing policy concerning student publications which are directly funded by the University. The responsibilities of the committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. Committee on Physical Facilities and General Services -- The Committee shall consist of the Vice Chancellor for Administrative Services (non-voting), six faculty members including at least one from the north and one from the south campus, three students, and one representative selected by the Staff Association.

The committee shall have general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly and review and process complaints and suggestions regarding physical facilities and services.

f. Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), the Director of the Instructional Technology Center (non-voting), one representative selected by the Staff Association, 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.

- i. The Committee shall be responsible for reviewing general policy issues regarding campus computing and video instruction, including on-campus computer classrooms and laboratories and their maintenance, scheduling, and supporting resources and for monitoring the quality and effectiveness of video and instructional technology.
- ii. Provide advice regarding video production programming.
- iii. Provide advice on acquisitions of audio-visual and video telecommunications equipment for the campus and provide input on campus policies and operational procedures related to facility and equipment utilization and services.
- iv. Coordinate the activities of video-enhanced instruction on the campus for the purpose of securing funding.
- v. Serve as an advisory body for the development and implementation of video technology as a component of integration with digital voice and data systems, both on the campus and in the University of Missouri System.
- vi. Oversee distance learning policy, including but not limited to property rights of Faculty and workload and credit implications for Faculty.

The Committee shall present timely reports and recommendations to the Assembly and to the Coordinator of Campus Computing. The Committee shall coordinate with the Committee on University Libraries and with any other committees on telecommunications and technology on issues of mutual concern.

g. *Ad Hoc* Committees -- As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of *ad hoc* committees. *Ad Hoc* Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each *ad hoc* committee shall be determined by the University Assembly.

h. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Assembly. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Steering Committee if a report to the Assembly is necessary.

## **E. AMENDMENTS**

1. Proposed changes to these Bylaws shall be submitted to or initiated by the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Faculty Senate or University Assembly as appropriate. The appropriate body shall then recommend passage or rejection of the proposed amendment(s) by majority vote. Upon passage of an amendment by the Senate or Assembly, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis. Ballots shall be mailed individually to all persons eligible to vote. Bylaws changes recommended by the Senate or Assembly shall be adopted by a majority of votes cast by the Faculty.
2. Senate Operating Rules may be amended by majority vote of the Senate.
3. Assembly Operating Rules may be amended by majority vote of the Assembly.

Attachment 7

Report to the Senate from the ATP Committee  
December 7, 1999

This Fall, the ATP Committee has been enagaed in revising the campus' tenure and promotion guidelines. This revision is driven by Executive Order 6A in the UM System Collected Rules and Regulations and by a desire to make the tenure and promotion process better defined and more uniform across units. Our goal is to complete a draft of the guidelines by the end of the calendar year and distribute copies to all faculty members in early January. Open meetings are tentatively scheduled for January 25 and January 31 for discussions of the revised document. (2:00 p.m.)

Respectfully submitted,  
Bruce Wilking

## **REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE**

December 7, 1999

At the December 1<sup>st</sup> meeting, the Budget and Planning Committee started hearing presentations by the unit managers. Evening College, Nursing, Honors College and Student Affairs made presentations concerning the budget implications of the President's Strategic Plan.

These presentations will continue through the month of December according to the following schedule:

Wednesday, December 8, 1999

9:30 a.m. – 11:30 a.m.

126 J.C. Penney

Presentations: CAD, Continuing Education & Outreach, Education, Library, Administrative Services

Wednesday, December 15, 1999

10:00 a.m. – 12 Noon

331 SSB

Presentations: Arts & Sciences, Engineering, Managerial & Technological Services, Public Policy

Wednesday, December 22, 1999

10:00 a.m. – 12 Noon

126 J.C. Penney

Presentations: Business, Graduate School, International Studies, Optometry, University Relations

These dates and locations are also posted on the Web under the Senate home page.



**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 1999-2000**

<b>1999</b>	<b>FIRST SEMESTER</b>	
August 23	Monday, classes begin 8 a.m.	M 15
September 4	Saturday, Labor Day holiday begins 3 p.m.	T 16
September 7	Tuesday, classes resume 8 a.m.	W 15
November 23	Tuesday, Thanksgiving holiday begins 11 p.m.	R 14
November 29	Monday, classes resume 8 a.m.	F 14
December 8	Wednesday, classes end 11 p.m.	Total 74
December 9, 10	Thursday/Friday, Intensive study days*	
December 13	Monday, final examinations begin	
December 21	Tuesday, first semester closes end of day	

<b>2000</b>	
January 9	Sunday, mid-year commencement

<b>2000</b>	<b>SECOND SEMESTER</b>	
January 10	Monday, classes begin 8 a.m.	M 15
January 17	Monday, Dr. Martin Luther King holiday	T 15
March 25	Saturday, spring recess begins 5 p.m.	W 15
April 3	Monday, classes resume 8 a.m.	R 15
May 1	Monday, classes end 11 p.m.	F 15
May 2, 3	Tuesday/Wednesday, Intensive study days*	Total 75
May 4	Thursday, final examinations begin	
May 11	Thursday, second semester closes end of day	
May 13	Saturday, annual commencement	

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000).

**2000 SUMMER SESSIONS**  
**I. INTERSESSION (4 WEEKS)**

May 15	Monday, classes begin 8 a.m.
May 29	Monday, Memorial Day holiday
June 9	Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 12	Monday, classes begin 8 a.m.
July 4	Tuesday, Independence Day holiday
August 2, 3, 4	Wednesday/Thursday/Friday final examinations
August 4	Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 12	Monday, classes begin 8 a.m.
July 4	Tuesday, Independence Day holiday
July 7	Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 10	Monday, classes begin 8 a.m.
August 4	Friday, session closes end of day

August 6	Sunday, summer commencement
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**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 2000-2001**

**2000**

**FIRST SEMESTER**

August 21	Monday, classes begin 8 a.m.	M	15
September 2	Saturday, Labor Day holiday begins 5 p.m.	T	16
September 5	Tuesday, classes resume 8 a.m.	W	15
November 21	Tuesday, Thanksgiving holiday begins 11 p.m.	TH	14
November 27	Monday, classes resume 8 a.m.	F	14
December 6	Wednesday, classes end 11 p.m.	Total	74
December 7, 8	Thursday/Friday, Intensive study days*		
December 11	Monday, final examinations begin		
December 19	Tuesday, first semester closes end of day		

**2001**

January 14 Sunday, mid-year commencement

**2001**

**SECOND SEMESTER**

January 15	Monday, Dr. Martin Luther King holiday	M	15
January 16	Tuesday, classes begin 8 a.m.	T	15
March 24	Saturday, spring recess begins 5 p.m.	W	15
April 2	Monday, classes resume 8 a.m.	TH	15
May 7	Monday, classes end 11 p.m.	F	15
May 8, 9	Tuesday/Wednesday, Intensive study days*	Total	75
May 10	Thursday, final examinations begin		
May 17	Thursday, second semester closes end of day		
May 19	Saturday, annual commencement		

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000).

**2001**

**SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 21	Monday, classes begin 8 a.m.
May 28	Monday, Memorial Day holiday
June 15	Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 18	Monday, classes begin 8 a.m.
July 4	Wednesday, Independence Day holiday
August 8, 9, 10	Wednesday/Thursday/Friday final examinations
August 10	Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 18	Monday, classes begin 8 a.m.
July 4	Wednesday, Independence Day holiday
July 13	Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 16	Monday, classes begin 8 a.m.
August 10	Friday, session closes end of day

August 12 Sunday, summer commencement

**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)**  
**UNIVERSITY OF MISSOURI - ST. LOUIS**  
**ACADEMIC CALENDAR FOR 2001-2002**

**2001**

**FIRST SEMESTER**

August 22	Wednesday, classes begin 8 a.m.	M	15
September 1	Saturday, Labor Day holiday begins 5 p.m.	T	15
September 4	Tuesday, classes resume 8 a.m.	W	15
November 20	Tuesday, Thanksgiving holiday begins 11 p.m.	TH	15
November 26	Monday, classes resume 8 a.m.	F	15
December 10	Monday, classes end 11 p.m.	Total	75
December 11	Tuesday, Intensive study day*		
December 12	Wednesday, final examinations begin		
December 20	Thursday, first semester closes end of day		

**2002**

January 13	Sunday, mid-year commencement
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**SECOND SEMESTER**

January 14	Monday, classes begin 8 a.m.	M	15
January 21	Monday, Dr. Martin Luther King holiday	T	15
March 23	Saturday, spring recess begins 5 p.m.	W	15
April 1	Monday, classes resume 8 a.m.	TH	15
May 6	Monday, classes end 11 p.m.	F	15
May 7	Tuesday Intensive study day*	Total	75
May 8	Wednesday, final examinations begin		
May 16	Thursday, second semester closes end of day		
May 18	Saturday, annual commencement		

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor.

**2002**

**SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 20	Monday, classes begin 8 a.m.
May 27	Monday, Memorial Day holiday
June 14	Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 17	Monday, classes begin 8 a.m.
July 4	Thursday, Independence Day holiday
August 7, 8, 9	Wednesday/Thursday/Friday final examinations
August 9	Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 17	Monday, classes begin 8 a.m.
July 4	Thursday, Independence Day holiday
July 12	Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 15	Monday, classes begin 8 a.m.
August 9	Friday, session closes end of day

August 11	Sunday, summer commencement
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**University Senate Committee on Libraries**  
**December 7, 1998**  
Harold H. Harris

The Senate Committee on Libraries met briefly on November 23, for updates on the status of the search for a new University Librarian, and on budget concerns for the Library. Acting Director of Libraries Sandy Snell expressed to the Committee her concern about the impact of the impending campus-wide reallocation process. The Libraries report on the impact of reallocation will be presented to the Senate Budget and Planning Committee as part of its meeting tomorrow, December 8, 9:30-11:30 in 126 J. C. Penney Building. A second budgetary concern is centered on the continuing increases in the costs of library materials, especially journals. As you may know, inflation in this category has been increasing substantially faster than the consumer price index and the higher education price index. It is projected that a shortfall approaching 500 K\$ for the 2001 calendar year would result from the continuation of recent trends, even without a mandated real-money decrease in the library budget. The Committee anticipates being involved in helping to devise rational procedures by which allocations of library resources would be made, not only for journals and books, but also for electronic materials, which are becoming increasingly important to students and faculty.

The Search Committee for the University Librarian has been meeting regularly all semester, under the chairmanship of Jerry Durham, Dean of the School of Nursing. Three finalist candidates have been identified, and interview trips to campus are being arranged in January. The faculty at large will be invited to meet with each candidate and to participate in the selection process by providing written evaluations of those interviews. I regret that I am not able at this meeting to disclose the names of the remaining candidates, because some of the second-tier applicants have not yet been formally notified of their status. The Search Committee will be notifying you as soon as possible about the interview schedule.

Hal Harris