



University Senate

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(Minutes to be considered for approval at the Senate meeting on October 19, 1999, 3:00 p.m.)

**SENATE MINUTES
UM-ST. LOUIS
September 14, 1999
3:00 p.m. 222 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:04 p.m.
Minutes from the previous meeting (held April 27, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
(Attachment-1)

Report from the Chancellor -- Chancellor Blanche Touhill
(Attachment-2)

Dr. Judd asked if the enrollment targets were met because 7,000 credit hours were now counted out of the B.F.A. program, Studio Art, and Residence Centers, that were not counted previously. Chancellor Touhill answered yes. Dr. Judd asked why the hours were now applied but not applied before. Chancellor Touhill said that when we go to do new things we have avoided rate reallocations and we have done that by putting units on their own bottom. She said that we have been able then to get the unit on its own bottom and there would be some extra money from the revenues coming in that could now go into the general operating fund. She said that we have also gotten money under Mission Enhancement to institutionalize certain programs, so we have been able to add new programs by using the philosophy of putting them on their own bottom, when there is an excess in revenues they can go into the general operating fund. We have obtained funds through Mission Enhancement to institutionalize those programs.

Dr. Judd said that these are important fiscal positions that were never brought before the Budget and Planning Committee. Chancellor Touhill said that they were absolutely brought before the Budget and Planning Committee. She recalled that Dr. Martinich and Dr. Burger were on Budget and Planning Committee 8 years ago, when we went out to St. Charles and Jefferson County and that was the agreement from day 1. Dr. Judd said that he believed the Chancellor was obligated under our Collected Rules to bring something specific like these particular programs and these credit hours to the present Committee. Chancellor Touhill replied that we have given out the credit hour generation every year to the Budget and Planning Committee, and we have talked about those units where the student credit hours do not go into the general operating fund. She said in Mission Enhancement the outreach to the community was part of the condition upon which we get Mission Enhancement dollars, that was announced to the Deans and the Budget and Planning Committee. Interim Vice Chancellor Wendell Smith said that he did present an overview of the Residence Centers to the Budget and Planning Committee this Spring.

have a Masters and every student a 3.0 GPA, this may be a negative impact. Chancellor Touhill said that this is in our 16,000 student count but that money does not go into our general operating fund, but to the school or college that arranges those programs.

Chancellor Touhill said that Vice President Lehmkuhle talked about the new regulation at a meeting she attended, that students can't bring in more than 15 hours of advanced credit courses without the approval of the institution where they are going to transfer. It would be up to each institution as to how many of those courses to accept, on a one to one basis. Dr. FitzGerald said that it is 5 courses not 15 hours.

Dr. Balbes asked how the courses that are presently taught by part-time Lecturers would be taught. Chancellor Touhill said that she plans to go to the deans and Budget and Planning and the various schools and colleges for their planning and policy committee meetings and talk about various ideas. She said that she would like to have an idea of what we are going to do by say, December or January, so that those people that will not be here on July 1, 2000 would have 6 months notice to make other arrangements. Chancellor Touhill said that she made this comment to give a warning, but did not know the details.

Chancellor Touhill encouraged everyone to attend the Founders Day dinner to honor faculty, staff, students and distinguished alumni. She said that the speaker would be the man who went around the world in the balloon, Dr. Bertrand Piccard.

(September Agenda Attachment-1)

Chancellor Touhill introduced Dean David Young to answer questions regarding the Class Visitation Policy. He was welcomed with much applause.

Dean Young said that the draft policy was generated by Academic Affairs because of an instance where a dean needed to visit a classroom because of student complaints and was told that a written policy was not in place. The policy is not mandatory but does explicitly give the chair or dean the authority to visit a classroom.

Dr. Long asked who raises substantive concerns and decides if they are valid. Dr. Young answered anybody. Dr. Long said that the last sentence of the draft wipes out the collegiality of the previous policy because a dean or anybody else can decide who can visit a classroom. Dr. Young said that he did not believe that was the intent, but the intent is that a dean or chairperson could visit a faculty member or instructor whether they be tenured, non-tenure track, adjuncts or lecturers. Dr. Long suggested that the last sentence be deleted. Dr. Tang-Martinez said that advanced notification should be given for class visitations.

Mr. Mike Bauer asked if the phrase "appropriate as part of the normal annual review process" meant that there was an expectation that tenure and promotion committees throughout the university will strongly encourage class visitation. Dean Young said strongly encourage is his understanding, for tenured track faculty. Mr. Bauer asked if this would be incorporated in the documents for tenure and promotion. Dean Young said that he would hope so. In many units on campus peer review, and peer visitation for classroom instruction is a routine process already for tenured and tenure-track faculty and comments from those reviews are included in the tenure and promotion dossier. Dean Young said that class visitation is another mechanism for evaluating teaching performance other than using student evaluations.

Dr. Korr asked if attitudes toward faculty involvement in the Strategic Plan were unified or broken down by campus IFC members. At Dr. Martinich's invitation, Dr. Zarucchi said that the continuing members were familiar with the document and that it was generated after extremely lengthy discussions and was shared with the IFC members and reported to the Board of Curators in various stages. Dr. Zarucchi said that it is more precise in the final form in terms of the descriptive measures of assessment but those are apparently presented as possible ways to evaluate information, not as mandatory or a scorecard by which specific programs are intended to be judged. She said that President Pacheco was asked at the IFC meeting if programs will be held up to a program of 75 points and he said absolutely not, that this was not the intention of the document. Dr. Zarucchi said that she and other continuing members have a high comfort level and she is in favor of the new document as a declaration of commitment to academic integrity, but that new IFC members seem to be very uncomfortable with the weighty document as a score sheet. She said that Dr. Burkholder had told the IFC that the Strategic Plan document should be reduced to a single page with 3 bullet points.

Dr. Barton requested IFC Representatives from the University of Missouri-St. Louis to continually remind President Pacheco that reallocations on the UMSL campus are much more difficult, he said that it has the smallest number of programs and the smallest amount of budget per student compared with the other campuses. Dr. Martinich said that he would keep this in mind. Dr. Martinich and Dr. Barton agreed that there would be a lot of pain on the UMSL campus for the next five years due to reallocations.

Report from the Student Government Association -- Darwin Butler

Mr. Butler said the Student Government Association would try to fill the vacant position of Vice President on September 17, 1999. Former Student Government Association Vice President, Carrie Mowen, resigned during the summer.

Mr. Butler said that the Student Government Association would be forming committees to look at the student-generated revenues for parking, educational fees, computer fees, etc. Mr. Butler said that he would be setting up a task force and committees to look at the total amount of expenditures, if there were excess revenues, and what was done with the excess revenues. Mr. Butler said that students are concerned with the approved increases over the next five years. He said that students would like to know how much financial aid would increase with the fee and increases. Mr. Butler reported that the Student Government Association had a lot of work to do with the administration to see what could be done to help benefit the students at UMSL.

Report from the Ad Hoc Committee on Campus Governance -- Mark Burkholder
(Attachment-5)

Dr. Cottone spoke in favor of the principles of the draft proposal on Campus Governance. Dr. Cottone said that as last year's ATP Chairperson he was frustrated because he did not see the University Senate as the best forum for discussions regarding ATP matters.

Dr. Martinich spoke in favor of the draft proposal and commended the ad hoc committee members. Dr. Martinich asked if the ad hoc committee discussed the issue of the present by-law requirement that committee chairs be Senators, a topic that had recently been discussed during the Executive Committee meeting. Dr. Martinich asked if the ad hoc committee envisioned committee chairs as voting members of the "Faculty Senate" and "University Council", and if not would committee chairs automatically be ex officio or voice members of the body. Dr. Burkholder said that the ad hoc

Dr. FitzGerald asked if administrative difficulties prompted the proposal. Dr. Ganz replied that the inconsistencies in the present policy prompted the proposal.

Dr. Sork said students should be responsible for their own actions and transcripts should have an indicating mark that would allow other institutions the option of recalculation based on their regulations.

Dr. Zarucchi replied to Dr. FitzGerald's question regarding origination of the "W" grade proposal, saying that she spoke not as Senate Chair but as a participant in the committee discussions. Dr. Zarucchi said that under the current system of "EXC" grade the student is not punished, and if the student received an "F" they are punished. Dr. Zarucchi said the proposal substitutes another neutral grade, the "W", which means that the student signed up for the course, but did not complete the course and the reason is no one else's business. Dr. Zarucchi said she and other faculty were uncomfortable giving the "EXC" grade, in some cases, because regulations require the professor to certify that the student is passing. There are cases, however, when a student may have good reason to drop the course, but is failing. In order to give the student an "EXC", the professor has to lie. Dr. Zarucchi then resumed speaking as Senate Chair.

Dr. Ganz said that present policy allowed faculty to give an "F" to a student that had taken 1 exam during the first 4 weeks and withdrew on the 1st day of the 5th week, and also an "F" to a student that had completed the course, but did not meet the minimum level of expectations.

Dr. Connett said that he did not feel that he was lying when a student requested to withdraw in the 6th week and had failed the 1st exam, because it was still possible for the student to pass the course. Dr. Zarucchi agreed and said that this was the entitlement of the professor. Dr. Martinich made a point of order that Dr. Zarucchi should have appointed a replacement chair during her comment. Dr. Zarucchi apologized to the Senate body.

Dr. Balbes said that the proposal should state that a "W" grade could not be given after a student has taken the final exam. Dr. Ganz said that anything is possible and a faculty member can process a change of grade at any time, up until the point of graduation.

Dr. Martinich said that if a student drops a course after week 4, he does not have to lie when letting the student drop the course. He said that current rules allow faculty members considerable flexibility, and in some courses after 4 weeks the faculty member has sufficient information to make a grade evaluation, and other cases where the faculty member does not and many of those faculty member's syllabus indicate the dates to drop. Dr. Ganz said that he believes the current policy does breed some inconsistencies.

Dr. Martinich said that he doesn't think that inconsistencies are always a problem. Dr. Martinich said that he teaches a course which consists of student teams, and when a student drops a course and walks away from the team late in the semester, it not only affects the individual student, it affects the other students in the team, it also affects the university as a whole and can affect future students.

Mr. Stegeman said that he had talked with students who did not agree with the "W" grade proposal because it was not fair to students who completed the course and received a "D". Dr. Ganz replied that the student who completed the course would receive credit towards graduation requirements.

that time, it was realized that there were not enough faculty parking spaces in the Faculty lots, at all times, for all faculty.

During an April 1999 conversation, Dr. Connett asked Mr. Schuster why faculty members were being ticketed for parking in Student lots and Mr. Schuster replied that Metrolink riders were taking up students spaces and students were being ticketed for parking in Faculty lots, therefore faculty were being ticketed for parking in Student lots. During this conversation, Dr. Connett and Mr. Schuster discussed the 1992 parking resolution, but their interpretations differed. Dr. Connett quoted Dr. Ratcliff, 1991-1992 Physical Facilities and General Services Committee Chair, from the Senate Minutes dated October 13, 1992, "If "Faculty/Staff" lots are full, faculty and staff members may park in "Student" lots but may not park in areas designated for visitors, patients, or handicapped." Also quoted from the October 1992 Minutes, Dr. Sauter asked Dr. Ratcliff for verification, "I would like to verify my understanding that the waiver allowing faculty/staff to park in "Student" lots when "Faculty/Staff" lots are full will extend for the entire day. Dr. Connett said the Physical Facilities and General Services Committee interpreted that "designated area" means that faculty/staff should park in a faculty/staff lot if it is available, if not, faculty/staff could park in the nearest available space, not to include "Patient" or "Handicapped".

Dr. Ratcliff said that the 1992 resolution point number 5 originally read "Students will be ticketed if they park illegally." and the words "faculty, staff and" were added as an amendment from the floor. She said that this was an interesting lesson and example of unforeseen consequences to amendments made from the floor. Dr. Ratcliff said that she found it incredible that faculty were being ticketed when there were no faculty spaces available. Dr. Peck agreed with the policy of parking in the nearest available space if the faculty/staff lot was full.

Mr. Bauer asked who would make a determination that all faculty spaces on campus were in use. Mr. Bauer suggested that all parking designations on campus be dropped and an open parking policy adopted.

Dr. Martinich made a motion to pass the attached parking resolution. Dr. Ratcliff seconded the motion. Dr. Martinich said that there is presently no incentive for faculty to park in student spots, and that certain student lots could be designated "Students Parking Only". Dr. Martinich said that passing the resolution would bring the parking policy back to status quo ante, until we could resolve these other issues, and the policy had been changed by Administrative Services, not by the Senate.

Dr. L. Douglas Smith made a motion to delete the phrase "when faculty-staff parking lots in the area are full" from the resolution. The motion to amend was seconded.

Mr. Bauer asked if the amendment meant that faculty would be allowed to park in "Student" areas whenever they wished. A Senator answered yes.

Dr. Tang-Martinez said that she supported the amendment because faculty parking availability changes throughout the day. Dr. Cohen said that she supports the amendment and it would free up a lot of administrative time unnecessarily spent on irritating faculty. Dr. Cohen said that the appeals process irritated faculty because appeals are not heard in a reasonable fashion.

Dr. Korr called the question. A motion to call the question carried. A hand vote was counted on the amendment vote. The amendment carried with a 35 Aye and 16 Nay vote.

Physical Facilities and General Services-	Lawrence Barton, Chemistry
Research-Fall Panel-	Michael Elliott, Business Administration
Research-Winter Panel-	Stephanie Ross, Philosophy
University Libraries-	Dan Younger, Art and Art History
University Libraries-	Wayne Winter, Business Administration (2-year term)
Video and Instructional Technology-	Joseph Polman, Education
Video and Instructional Technology-	Andy Schloss, Student

The following committee replacements were elected for a one-year term:

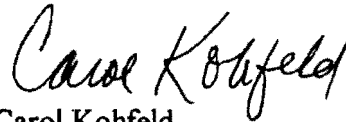
International Relations-	Anne-Sophie Blank, Foreign Languages and Literatures
International Relations-	David Ricks, Business Administration
Research Misconduct-	Wayne McDaniel, Mathematics and Computer Science

Report from the Executive Committee -- Jeanne Morgan Zarucchi

Dr. Zarucchi announced that the International Relations Committee did not have a Senator willing to chair the committee. At the instruction of the Executive Committee, she asked Senate members to waive the by-law requirement requiring that committee chairs be Senators, for this one-time circumstance. Dr. Zarucchi explained that Dr. Chikako Usui had volunteered to chair the International Relations Committee but is not a Senator. A motion was made to allow Dr. Usui to chair the International Relations Committee; the motion was seconded and approved.

Completing the business at hand, the Senate adjourned at 5:12 p.m.

Respectfully submitted,



Carol Kohfeld
Senate Secretary

Attachments:

- 1) Report from the Senate Chair
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from the IFC
- 5) Report from the Ad Hoc Conference Committee on Campus Governance
- 6) Approved Parking Resolution
- 7) Report from the Budget and Planning Committee

Senate Remarks

By Blanche Touhill

September 14, 1999

Enrollment

I am happy to report that working together the campus has made its enrollment targets for fall of 1999.

We have 12,135 students enrolled at UM-St. Louis this fall ... generating 112,709 credit hours. This represents a two-percent increase in credit hours over last fall. This also represents the second straight year of increased credit hour production.

Overall, we experienced a slight increase in undergraduate enrollment and a slight decrease in graduate enrollment. A detailed enrollment report will be available after October 1.

Wait List Change

Several factors were responsible for reaching our fall enrollment targets, including a new procedure implemented this fall to manage our wait list. Prior to the first day of classes this fall, three thousand verification forms were mailed to departments for distribution to the appropriate faculty members. These forms were used to drop students not in attendance the first week of school and to add students into courses where space was available.

This change of procedure was very effective in reducing our wait list and placing students into classes.

Marketing

Last year, after consulting with the Senate Budget & Planning Committee and academic officers, I agreed to allocate \$750,000 to enhance our image and enrollment through increased marketing activities.

A small portion of those funds were used to enhance enrollment this fall, but the vast majority remains available for a new advertising campaign we intend to launch later this year.

We have retained a local advertising company and hired a manager of marketing to create and implement this new campaign. We will premiere the new advertisements on campus shortly before they appear in the media. Details of this event will be distributed in early October.

**REPORT TO THE SENATE BY THE PRESIDING OFFICER,
FACULTY COUNCIL**

September 14, 1999

The Faculty Council held its first meeting of the year on September 9, 1999.

On behalf of the Conference Committee on Governance, committee chair Mark Burkholder presented and led a discussion of his committee's report recommending fundamental reform of faculty governance on our campus. Mark will also make a presentation to the Senate on this subject today, so I will spare you the details.

Presiding Officer Dennis Judd announced that the Select Committee on Fiscal Practices, which the Faculty Council authorized last spring, will soon circulate a report to Faculty Council members. This report will be discussed at the October meeting of the Faculty Council. As always, this meeting is open to all faculty. It will be held on Thursday, October 7, in 72 J.C. Penney.

Submitted by Dennis R. Judd, Presiding Officer

Report on Draft Proposal for "A New System of Governance for UM-St. Louis"

Mark Burkholder, Chair

Conference Committee on Governance

September 14, 1999

The Conference Committee Members are: Nasser Arshadi, Mark Burkholder (chair), Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein.

The draft proposal represents a workable compromise developed after considerable discussion. It does not represent the "ideal" governance structure of any single member of the committee.

The Committee sought to craft a proposal that would meet the following objectives.

1. Strengthen faculty governance.
2. Reduce fractionalization of the faculty as currently occurs with two representative bodies, so that faculty voices are heard through one organization with power to make important decisions.
3. Reduce the size of the governance body to make it more effective and to lessen the governance workload placed on faculty.
4. Reduce the number of committees and make them report to the appropriate governance body.
5. Reform the way representation is currently handled in the Senate, so that the new faculty senators will be elected by their constituencies (units), and places are proportionally allocated among four schools and the College of Arts and Sciences.
6. Maintain the presence of administrators in both bodies to ensure communication between faculty and administration.
7. Maintain the current proportion of student representation in the larger body.
8. Include staff representation in the campus-wide body.

The draft proposal tries to achieve these objectives by creating governance bodies that

1. Are smaller than the present Senate and Faculty Council
2. Make the same group of elected, representative faculty the core in
 - a. A Faculty Senate in which 40 of 43 members would be faculty
 - b. A University Council in which 40 of 60 members would be faculty
3. Have committees assigned to the appropriate body, thus, for example, having the Research Committee and ATP report to the Faculty Senate; but having Physical Facilities and Budget and Planning report to the University Council.
4. Ensure that every department/unit/area with five or more full-time faculty has representation in both the Senate and Council and allowing four schools and the College of Arts and Sciences to select "at large" representatives.
5. Include campus-wide administrators.
6. Ensure student and staff representation in the campus-wide University Council.

The next step in the process of developing the proposal is to hold two open meetings. After those meetings, the Conference Committee will reexamine the proposal in light of suggested improvements and make appropriate revisions. The Committee will then submit its final report to the Chair of the Senate and Presiding Office of the Faculty Council. The Committee believes that the faculty as a whole has the responsibility to make a final decision on the revised proposal, hopefully at a general faculty meeting this semester.

REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

September 14, 1999

The Budget and Planning Committee has met three times since the April Senate Meeting.

At the April 29th meeting, the Committee focused on the FY2000 budget and salary increases.

At the July 27th meeting, I continued the discussion of the implementation of the University of Missouri's Strategic and Resource Plans and distributed to the Committee the budget assumptions associated with this Plan.

At the August 6th meeting, I continued the discussion of the Resource Plan. After reviewing the two recommendations I received, I submitted our plan to the System. Our plan will result in a rate reallocation of \$4.1M over five years. The first year's rate cut will be \$1.6M. I intend to work with the Budget and Planning Committee and other groups on campus to determine where these cuts will be made.

The Committee will meet on Monday, September 20 at 10:00 a.m. in 126 J.C. Penney.