

**Minutes of the Joint Meeting of the
University of Missouri-St. Louis
University Assembly and Faculty Senate
February 18, 2014 - 3 p.m.
202 JCPenney**

The meeting of the Faculty Senate was called to order at 3:00 p.m. by the Senate Chair, Dr. Chris Spilling. Dr. Spilling asked for approval of the minutes from the meeting on January 28, 2014. Hearing no objections, the minutes were approved as written.

Report of the Chairperson, Dr. Chris Spilling:

Dr. Spilling reported that at a recent Interfaculty Council (IFC) meeting, they discussed four documents which have been distributed to the senators prior to this meeting. The four documents are:

- Faculty Workload Draft
- Inter-campus Course Sharing
- Records Management - Grade Book Retention
- A New Approach to Intellectual Property for Industry Funded Research

Dr. Spilling explained that the IFC representatives have been asked to share the faculty workload draft document with the faculty on each campus and request feedback. He asked if anyone had any comments or questions about the document. He stated that the faculty could also send any comments to him or any of the IFC representatives and they will share them at the next IFC meeting.

Dr. Spilling reported that he has been contacted by the office of Dr. Betsy Rodriguez, UM System Vice President of Human Resources. They would like to present the recommendations of the Total Rewards Benefits Task Force to the faculty and staff on the UMSL campus. Dr. Spilling said that we are working with them to coordinate a date and time. The meeting is expected to be held in April. He will keep the faculty and staff updated when the meeting date is confirmed.

Dr. Spilling announced that the Homecoming Chili Feed Event co-sponsored by the Faculty Senate went very well on February 5. He explained that a competition between the colleges produced five different chilis and faculty members volunteered to serve the chili. About 150 attendees bought \$5 tickets and voted for their favorite chili. He announced the winner of the best chili was the winning combination of the College of Nursing and College of Optometry. Dr. Spilling asked the deans to come forward and he presented the "Golden Ladle" award for creating the best chili.

As a result of the first Homecoming Chili Feed Event, the proceeds of the tickets went to a local charity, the Pagedale Family Support Center. Dr. Spilling invited Chancellor George and Sodexo Catering General Manager Gary Prellwitz to present a check for \$730 to the Pagedale Family Support Center representative Ms. Aleshia Patterson. Ms. Patterson acknowledged UMSL's generous donation. The presentations were followed by a warm round of applause.

Report of the Chancellor, Dr. Tom George:

Chancellor George just returned from Jefferson City where Legislative Day was being held. He explained that on Legislative Day, staff, faculty, alums, and other UM System supporters meet with key legislators at the State Capitol. Chancellor George reported that President Wolfe and the

chancellors from all four campuses met with Governor Nixon and other legislators to inform them of higher education needs. He stated that it was a productive session. Chancellor George also reported that Governor Nixon has nominated UMSL's Tracy Mulderig as the new student curator on the Board of Curators.

Report of the Staff Association, Ms. Meg Naes:

Ms. Naes reported that the Intercampus Staff Advisory Council (ISAC) recently held elections for calendar year 2014. Ms. Naes will continue to serve as vice chair of ISAC for 2014. She explained that many ISAC discussions have focused on communications between campus staff and the Human Resources offices. Ms. Naes pointed out that the UMSL Staff Association has a good relationship with the Human Resources office.

Ms. Naes reported that as stated earlier this year, one of the goals of the Staff Association was to increase communication. In order to do that, an UMSL Twitter account has been established to provide updates and meeting information. Ms. Naes reported that the Staff Association also recently initiated a staff appreciation event that was a big success. The Staff Association created "Staff Appreciation Grams". The grams were little notes of thanks that were sent to staff to let them know they were appreciated. Ms. Naes commented that it was impressive to see how many people wanted to thank a colleague. Ms. Naes also reported that the Staff Association's Annual Trivia Night will be held on March 8 at St. Ann's Parish. Tickets are \$10 per person. She invited everyone to attend.

Report of the Student Government Association, Mr. Bennett Felton:

Mr. Felton reported that the students have written a resolution regarding the students' attendance at committee meetings. He read the following resolution which was presented and passed by the student assembly on November 15, 2013.

WHEREAS, the senators of the Student Government Association (SGA) discussed their experiences in committee meetings and expressed concern that their busy schedules and commitments are not taken into consideration when the faculty schedule meetings;

WHEREAS, the shared governance structure at UMSL emphasizes student input on all decisions;

WHEREAS, other members of the SGA expressed interest in being notified of committee meetings in order to have their voices heard with senators and faculty.

THEREFORE,

RESOLVED that student senators request that committee meetings are scheduled at times when one or more students are able to attend;

RESOLVED that students will explicitly offer their opinions and experiences as students, and all members of the committees are encouraged to act in a professional manner;

RESOLVED that meetings for non-standing committees shall be scheduled a recommended 1-week in advance;

RESOLVED that the appointment of senators to committees will occur after the scheduling of standing committees to best match up students with meetings that fit their schedules;

RESOLVED that an officer of SGA Executive Committee shall publicize committee meeting times and senate reports via MyGateway, TritonSync, and SGA meetings so that the student body may participate in open meetings and be notified of updates at committee meetings;

RESOLVED that student senators will publicize monthly meeting times for Faculty Senate and University Assembly via MyGateway and TritonSync and will be responsible for notifying the student body of these meetings.

Mr. Bennett commented that he wanted to keep the University Assembly informed of the resolution. Dr. Joe Martinich suggested that this resolution be discussed by the Bylaws and Rules Committee.

Be-Inspired Campaign Presentation, Mr. Greg Nelson:

Mr. Nelson, University Advancement, invited the attendees to view the Be-Inspired video. Dr. Ed Bennett encouraged the faculty and staff to consider donating to this campaign to benefit the university.

Bylaws and Rules Committee Report, Dr. Benjamin Torbert:

Dr. Torbert reported that the Bylaws & Rules Committee recommends the following changes:

- Update the UM System Faculty Bylaws 300.040 for Recruitment, Admissions, Retention & Student Financial Aid (RARSFA) Committee **mission statement** to reflect change in the title of Dean of Enrollment and to include the Director of Student Retention Services.
- Update the UMSL Senate Operating Rules for the RARSFA Committee **membership** to include the Director of Student Retention Services.

Dr. Torbert presented the current and proposed changes (**in red**) below:

Proposed Change to UM System Faculty Bylaws 300.040 Para D 4 (c) (2):

Current RARSFA Mission Statement:

Committee on Recruitment, Admissions, Retention, and Student Financial Aid - The Committee shall:

- (1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly;
- (2) 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.
- (3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

Proposed RARSFA Mission Statement – change paragraph (2):

- (1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly;
- (2) Recommend policies and procedures to the Assembly, the **Dean of Enrollment**, the **Director of Student Retention Services**, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid.
- (3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

Proposed Change to RARSFA Membership - UMSL Faculty Senate Operating Rules - Para 11 (c):

Current RARSFA Membership:

The University Assembly Committee on Recruitment, Admissions, Retention, and Student Financial Aid shall consist of the following voting members: six eligible faculty members and two students. Non-voting members of the Committee shall consist of the Provost, the Vice Provost for Student Affairs, the Dean of Enrollment, and the Director of Student Financial Aid. The Committee shall be chaired by a faculty member.

Proposed RARSFA Membership:

The University Assembly Committee on Recruitment, Admissions, Retention, and Student Financial Aid shall consist of the following voting members: six eligible faculty members and two students. Non-voting members of the Committee shall consist of the Provost, the Vice Provost for Student Affairs, the Dean of Enrollment, the **Director of Student Retention Services**, and the Director of Student Financial Aid. The Committee shall be chaired by a faculty member.

The Senate/Assembly voted in favor of both changes.

Other Business:

Dr. Spilling asked if there was any other business. Dr. Lynn Staley commented that she had some questions about the Faculty Workload draft document that was discussed earlier. She was concerned that the role of non-tenure track faculty was not clear in the document. Dr. Spilling thanked Dr. Staley for bringing that to the attention of the IFC representatives. He asked her to send her detailed comments to him. Dr. Spilling stated that he would share her concerns at the next IFC meeting. He agreed that the document needed further clarification.

There being no other business, the University Assembly meeting was adjourned at 3:45 p.m.

Faculty Senate Meeting

The Faculty Senate meeting was called to order at 3:50 by Senate Chair, Dr. Chris Spilling.

Dr. Spilling did not have any additional comments for the Chair's Report.

Chancellor George reported that there has been a 2% increase in credit hours this semester.

Curriculum and Instruction Committee Report, Mr. Michael Allison:

Before presenting the list of program proposals, Mr. Allison briefly spoke to the Senators about the process that the Curriculum and Instruction Committee uses in considering proposals that appear to be a duplication of programs. He stated that occasionally it has been an issue when the committee is reviewing proposals for minors and certificates. Mr. Allison explained that if the C&I Committee believe that two program proposals are a duplicate, the process is as follows:

- The C&I Committee Chair contacts the department and asks if they would like to withdraw one of the proposals. If so, the other proposal moves forward.

- If the department decides that they want to submit both proposals, a department representative is invited to the next meeting of the C&I Committee and explains the rationale behind each proposal.
- If the C&I Committee recommends approval, both proposals are presented to the Senate with the Committee's recommendation.
- If the C&I Committee does not recommend approval of both proposals, the department is notified and offered two choices – to withdraw one of the proposals; or to present both of the proposals to the Faculty Senate – one proposal will be recommended by the C&I Committee and the other proposal will not be recommended.
- In the case of both proposals being presented, the Faculty Senate would make the final decision.

Hearing no questions about the above process, Mr. Allison then presented the following program proposals:

- Addition of the Minor in African/African American Studies
- Change in the Marketing Emphasis for the B.S. in Business Administration
- Change in the Professional Writing Certificate
- Change in the Creative Writing Certificate
- Change in the Spanish Concentration for the B.A. in Modern Languages
- Change to the Graduate Certificate in Museum Studies
- Addition of the Psychiatric-Mental Health Emphasis for the Masters of Science in Nursing
- Addition of the Post-MSN Psychiatric-Mental Health Nurse Practitioner Certificate
- Addition of the Certificate in Child Advocacy Studies
- Addition of the Industrial/Organizational Emphasis for the M.A. in Psychology

All voted in favor of all of the proposals.

Executive Session:

The Senate met in Executive Session to consider candidates nominated to receive honorary degrees.

There being no further business, the meeting adjourned at 4:25 p.m.

Respectfully submitted,

Joseph Martinich
Assembly/Senate Secretary

(Minutes written by Loyola Harvey, Faculty Senate Office)