

**Minutes of the Meeting of the
University of Missouri-St. Louis
University Assembly
February 20, 2018 - 3 p.m.
202 JCPenney**

The meeting of the University Assembly was called to order at 3:00 p.m. by the Senate Chair. Dr. Pamela Stuerke asked for approval of the minutes from the Assembly meeting on Nov. 14, 2017. The minutes were approved as written.

Report of the Chairperson, Dr. Pamela Stuerke:

Dr. Stuerke welcomed UM System President Mun Choi to the University Assembly meeting. She reported the following information:

- There has been a change in the Senate Parliamentarian. Dr. Sanjiv Bhatia was serving as Parliamentarian, but will be away this semester for a family emergency. Ms. Mimi Duncan has agreed to serve as Parliamentarian while Dr. Bhatia is away.
- The nominations for the Chancellor's Award for Excellence are due March 1.
- The nominations for the Trailblazer's Awards are due to the Office of Diversity and Inclusion by February 28.
- Dr. Stuerke announced that the Office of Diversity will host a Mobile Tour event on campus called "Check Your Blind Spot" on March 6. Members of the UMSL community will have an opportunity to enter the mobile tour vehicle and engage in various activities to raise their awareness about unconscious bias.
- Dr. Stuerke reminded the University Assembly that the Homecoming Chili Cook-off will be held on Feb. 22 and encouraged everyone to attend.

Report of the Chancellor, Dr. Tom George:

- Chancellor George reported that the new president of the UMSL Chancellor's Council is Mr. George Paz. Mr. Paz is the chairman of Express Scripts and an UMSL alum. He said that UMSL is fortunate to have Mr. Paz serve this 3-year term.
- Chancellor George stated that student credit hours are up 1%. Applications are up 28% for the fall semester. He said that now we have to turn those applications into enrollments.
- Chancellor George announced that several faculty have received recent awards as follows:
 - History Professor Laura Westhoff has received the Eugene Asher Distinguished Teaching Award from the American Historical Association. Dr. Westhoff will also receive an Outstanding Teaching Award from the governor later this spring.
 - Mr. Jim Widner, Director of UMSL's Jazz Studies program, received the Outstanding Jazz Educator Award. Mr. Widner has now received the award twice – an extremely rare feat.

- Chancellor George stated that *US News and World Report* announced that UMSL's Online Bachelor's Programs were 23rd in the nation; *College Choice* reported that UMSL's Online Bachelor's in Criminology and Criminal Justice was 8th in the nation; and *Affordable College Online* reported that UMSL's Online Education/Teaching Degrees were also 8th in the nation.
- Chancellor George reminded the attendees that Homecoming activities are being held this week and encouraged the campus community to participate.

Remarks from UM System President, President Mun Choi:

- President Choi greeted the University Assembly. He said he was impressed with today's visits to the Missouri Institute of Mental Health (MIMH) and the Bridge Program. President Choi met with UMSL administrators to discuss the Strategic Plan and the Academic Program Review. He also met with those who are working with UMSL's Cybersecurity program. President Choi talked to the Assembly about the state budget and how the UM System campuses are affected by the proposed cuts. He stated that UM System's rapport with the legislators has improved over the past couple of years and that the legislators recognize that our institutions are an investment for the state's future. He stressed the importance of making a case regarding Senate Bill 389 and increasing tuition. He announced that Legislative Day will be held on Feb. 28 at the Doubletree Hotel in Jefferson City. He explained that this event will allow each campus to engage legislators and their staff. Each campus will highlight the impact our universities are making through research to show the legislators that our institutions deserve to be supported.
- President Choi explained the significance of UM System staff completing the activity analysis. The results of the analysis will help UM System find ways to be more efficient.
- President Choi explained that Chancellor George recently sent an email message to the campus community which addresses what to do in an active shooting scenario. He encouraged everyone to review the video that was included in that message. He asked that faculty take five minutes to show the video on the first class of every semester to remind students of what to do in that situation. He asked everyone to be prepared and understand what to do in case of an emergency. President Choi answered questions from the University Assembly.

UMSL Campus Police Safety Report, Captain Marisa Smith:

Captain Smith explained the importance of safety on the UMSL campus. She followed up on President Choi's comments regarding the active shooting scenario video. Captain Smith encouraged the attendees to contact the UMSL Campus Police Department if anyone had questions about the video or safety training. She explained that safety is primary because it affects learning, job performance, recruitment, and retention. She explained how campus safety statistics are reported according to the Clery Act. She displayed statistics from 2014-2016 which showed that UMSL's campus is much safer than Washington University or St. Louis University.

Report of the Staff Association, Ms. Jessica Long-Pease:

- Ms. Long-Pease reported that the Intercampus Staff Advisory Council (ISAC) met last week. The meetings will now be held monthly instead of quarterly. The members of ISAC are

reviewing their constitutions across the four campuses. They are discussing commonalities and differences and examining how they could be aligned.

- The Staff Association will host the Focus on the Future event again for staff enrichment from March 27-29. She asked Assembly members to please encourage staff to attend one of the sessions.
- All staff members are required to complete the Activity Analysis. Staff members should complete the survey by March 2.
- The Staff Association is working with the Chancellor's Diversity Council to work on goals that resulted from last year's climate survey.

Report of the Student Government Association (SGA), Mr. Sean Burkett:

- Mr. Burkett invited everyone to participate in the Homecoming activities this week.
- Mr. Burkett asked that students who are interested in serving on the Student Government Association file their applications by March 2. Mr. Burkett asked the faculty to encourage their students to get involved.
- The Intercampus Student Council has held meetings to discuss the recommendations for the student representative to the Board of Curators. This year the student curator will be from Rolla. Three recommendations have been forwarded to the governor.
- Mr. Burkett referenced the SGA resolution regarding shared governance that was presented at the November Assembly meeting. He stated that "on the record," the resolution that was presented at the November Assembly meeting was **not** the same resolution that was passed by the Student Government Association. He said that the SGA plans to request that the tabled resolution be taken "off the table". He asked that the resolution be withdrawn from the Assembly. He suggested that the assessment of shared governance be referred to the Student Affairs Committee which is made of faculty, staff, and student members so that they can collaborate to achieve our common goals.

Bylaws & Rules Committee Report, Dr. Larry Irons & Dr. Alice Hall:

Dr. Stuerke explained that these changes are proposed from the Ad Hoc Committee on Shared Governance and endorsed by the Bylaws & Rules Committee. Dr. Irons and Dr. Hall presented the following proposed changes (in red) to CRR 300.040.

- Para B.2. ~~Functions~~ Responsibilities –
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 recommendation to the Vice Provost for Student Affairs or the Chancellor concerning general policy matters affecting the University of Missouri-St. Louis.
- Para D. Staff
1. Membership –Non-academic staff members participate in shared governance through the UMSL Staff Association, whose membership includes all benefits eligible administrative, service and support staff of the University of Missouri-St. Louis.

2. Responsibilities - The staff of the University of Missouri-St. Louis, through its official representatives, shall have the responsibility of considering methods and means by which employment conditions may be improved and the operating efficiency of the University of Missouri-St. Louis increased; receiving and considering matters concerning working conditions; making such recommendations that it deems appropriate, and communicating problems of mutual concern to the University of Missouri-St. Louis administration.

➤ Para E. University Assembly

2. ~~Functions~~ Responsibilities – The Assembly provides a forum for many of the major stakeholders of the University, including administrators, faculty, staff and students, to work together. ~~It shall be the responsibility of the~~ The Assembly may exercise those ~~functions-responsibilities~~ of the Faculty (see Section 300.040 ~~A B 2 3~~) that are delegated by the Faculty as a body.

➤ Para E(4)(b) Budget and Planning Committee

This Committee makes recommendations to the Faculty Senate, the Chancellor and Vice Chancellor for Administration and Finance on matters concerning the long-range vision of the campus; plans to fulfill this vision, and budgetary matters as a consequence of the vision. This includes, but is not limited to, significant matters of a budgetary nature, and policies and priorities for strategic action plans. The Committee studies the campus budget, keeps informed of its preparation and status, and consults with and advises the Chancellor on significant matters pertaining to budgetary affairs.

The University Assembly voted in favor of the proposed bylaws changes above.

Dr. Stuerke explained that the next proposed bylaw change came from the Ad Hoc Committee on Adjunct Representation. Dr. Stuerke reminded the Assembly that this ad hoc committee was created in response to a recommendation from the Senate's 5-year review. The mission statement of the Ad Hoc Committee on Adjunct Representation is as follows:

- 1) Survey adjunct faculty to see whether there is substantive interest in taking part in shared governance (that is, helping to shape the University's goals, strategies, policies, and procedures by participating in the University Assembly, Faculty Senate and their committees)
- 2) If there is interest, propose a means through which adjunct faculty can participate.

The committee distributed a survey to adjunct faculty and received the following responses:

- Question 1: Do you feel adjunct faculty representation would help to address needs and concerns specific to adjunct faculty?

Total Responses = 105; Yes = 77; No = 2; Maybe = 19; Uncertain = 7

- Question 2: Are you, as an adjunct faculty member, interested in having a representative voice in shared governance at UMSL?

Total Responses = 105; Yes = 68; No = 11; Maybe = 14; Uncertain = 12

- Question 3: If shared governance procedures are expanded to include adjunct faculty, would you be willing to serve in some capacity (such as on a committee or as a representative)? This would, at this time, be voluntary service (including regular attendance at daytime meetings), without additional financial remuneration from the university.

Total Responses = 105; Yes = 30; No = 24; Maybe = 26; Uncertain = 25

As a result of this survey, the Ad Hoc Committee submitted the following proposal to the Bylaws & Rules Committee. The Bylaws & Rules Committee agreed to the proposal and presented the following recommendation to CRR 300.040:

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

A long discussion ensued amongst the University Assembly. The members discussed the pros and cons of this proposed change. **The University Assembly voted in favor of the above bylaw change.**

The Assembly considered the following proposed change to the Senate/Assembly Operating Rules:

- University Assembly:
Para 1. Elected faculty members of the Assembly shall serve three-year staggered terms co-terminus with their service in the Senate. Elected student members of the Assembly will serve a term of one year and shall be elected by the student body each year. **Elected adjunct faculty members will serve a term of one semester and will be elected by the adjunct faculty each semester.** Selected staff members of the Assembly will serve a term of one year and shall be selected by the Staff Association. 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.
- **Para 3. During the week before the start of the fall and spring semesters, two adjunct faculty members, each from a different parallel unit, shall be elected to serve as at large representatives on the Assembly. To be eligible for election to the Assembly, adjunct faculty members must have taught at UMSL for at least three semesters within the past five academic years at the time of their election, and must be teaching, or have been contracted to teach, at UMSL during the semester(s) they serve on the Assembly. Adjunct faculty who are interested in running for election to the Assembly shall make their candidacy known no later than two weeks prior to the start of the semester. Only eligible adjunct faculty who file their candidacy in advance may be elected. Of the slate of adjunct candidates, the two nominees from different parallel units with the most votes will be elected to serve on the Assembly.**

The University Assembly approved the above changes to the Senate/Assembly Operating Rules. There were three abstentions.

Mr. Irons presented the following proposed change to the Senate/Assembly Operating Rules. The proposed change would add staff members to the Recruitment, Admissions, Retention, and Student Financial Aid (RARSFA) Committee as follows:

- University Assembly Committees:
 - c. The University Assembly Committee on Recruitment, Admissions, Retention, and Student Financial Aid shall consist of the following voting members: six eligible faculty members, two students, **and two staff members elected by the Staff Association**. 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 University Assembly voted in favor of the above proposal. There were three abstentions.

Budget and Planning Committee Report, Dr. Greg Geisler:

Dr. Geisler reported that the Budget and Planning Committee met on Feb. 5 and discussed the highlights from the following agenda items:

- Chancellor's update on the budget
- CFO's update on this fiscal year's budget and the 5-year Financial Plan
- Provost's update on Strategic Plan
- Larry Eisenberg's update on Campus Master Plan

Dr. Geisler reported that another meeting is expected later in the semester.

Other Business:

In light of productive discussions in the Student Affairs Committee, Senator Lynn Staley made a motion that the "tabled" SGA resolution (regarding shared governance) that was presented by Mr. Ryerson at the November Assembly meeting be taken "off the table." The motion was seconded. **The motion to remove the resolution from the table passed with one vote against and two abstentions.**

SGA President Sean Burkett said that the SGA does not support the resolution, but would like to continue to pursue discussions about shared governance through the Student Affairs Committee. Staff Association President Jessica Long-Pease commented that the Staff Association supports the SGA in approaching discussions regarding shared governance in a mutually beneficially manner. Senator Staley made a motion that the discussion of this proposal be closed and called for a vote on the resolution. **The Assembly voted against the resolution with one vote in favor. The resolution failed.**

There being no other business, the University Assembly meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Erika Gibb
Senate/Assembly Secretary

(Minutes written by Loyola Harvey, Faculty Senate/University Assembly Office)