

LVIII No. 8
Faculty Senate Minutes
November 8, 2023

The Faculty Senate of Southeast Missouri State University met on Wednesday, November 8, 2023, in the Redhawks Room of the University Center. The following Senators were present: Michael Aide, Christopher Baldwin, Larry Bohannon, Christopher Bradley, Eric Clements, Jenny Cropp (Chair-Elect), Erin Fluegge (Chair), Pam Gershuny, Stephanie Hallam, Monica Kearney, Andy Liu, Kim Louie, Haley Love, Kelly McEnerney, Jenna Moore, Joe Murphy, Josh Newth, Peter Oman, Tim Schmidt, Mike Taylor, Misty Tilmon, and David Yaskewich. Vice-Provost Doug Koch and SGA representative David Oliver were also present. The following alternates were present: Belinda McMurry and Robin Smith.

Chair Fluegge called the meeting to order at 3:01 p.m. and asked for a motion to approve the minutes from the last meeting on October 25, 2023. Senator Bohannon made the motion which was seconded by Senator Murphy. The minutes were unanimously approved and will be posted on the webpage. She then asked for a motion to consider the first reading of **FS Bill 24-A-X “Revising Tenure and Promotion: Dossier.”** Senator Schmidt made the motion; seconded by Senator Taylor. Senator Schmidt provided some background to the bill. Electronic submission of tenure and promotion materials started 10 years ago; however, there were issues. Over the last few years, Workflow has been used to submit some materials and binders have been used for supporting materials and to back up records of service. The vision is to bring all materials online. The new procedure would still use Workflow to submit primary documents, but there would be a designated folder through OneDrive, and faculty would set up storage in the folders in the format that their departments use for records of service. Beginning Fall 2026, all faculty will be required to move to cloud storage for supporting materials. In the interim years, faculty have the option to continue to use binders. Faculty who wants to begin using the OneDrive folders for supporting documentation for Tenure, Promotion, and Merit may request the folder by using this mySEMO link:

<https://my.semo.edu/pages/faculty-resources>

There was much discussion concerning links—whether they will be required. According to Senator Schmidt, links will not be required and the language in the bill will be changed to reflect that. Senators had questions about response time in Workflow as well as file types. Also, comments were made about the references to Cloud storage and a suggestion offered is to use “university designated electronic storage.” **FS Bill 24-A-X “Revising Tenure and Promotion: Dossier”** will go out to departments for discussions and feedback.

Up next, Senator Schmidt called for a motion to suspend the regular rules of operation; seconded by Senator Moore. The motion was unanimously approved. Chair Fluegge then called for a motion to consider **Resolution 24-1 Faculty Senate Liaisons and Alternate Faculty Senate Liaison for the Student Government Association.** Senator Moore made the motion; seconded by Senator Schmidt. Senator Newth introduced the resolution and informed the senate that one of the governance committee’s charges was to come up with a way to create consistent faculty representation at SGA meetings. Their proposal consists of three non-senators to volunteer to serve as faculty senate liaisons to SGA for one semester at a time. Essentially, this would be a pilot program. A concern was expressed over the language in the resolution about the role and responsibilities—about providing guidance, support, and mentorship. The language was changed

so that the faculty senate liaison would be providing an update on faculty senate activities. Also, another concern expressed was that a call from the membership committee would prompt more action if there were no volunteers to fill the vacancy. Senator Oman said that he did not hear any justification for the need to have SGA representation and that a precedent would be established since there is nothing in writing that compels faculty to attend SGA meetings. Senator Aide commented that one advantage to having faculty representation at SGA meetings is to have very detailed information about the desires of the students brought back to the senate. Chair Fluegge called for a vote on the resolution, and it passed. There was one no vote.

Next on the agenda, Chair Fluegge introduced Dr. Heather McMillan from the Department of Management. Dr. McMillan gave a presentation of her course templates that she created on Canvas. In order to get to the course templates, from the Canvas page, go to “Import from Commons”, type in “CTL”, and select “CTL Module Templates.” According to Dr. Koch, using these course templates will provide course consistency throughout the institution. He also said that CTL and Southeast Online will provide assistance with creating course templates.

Dr. Koch talked with the senate about state statute 173.1004 which requires faculty credentials and evaluations be posted on the website and be available to the public. Southeast has not been in compliance with the statute. As a result, a dashboard has been developed so that every faculty member, including teaching assistants, will be listed with their credentials and evaluations. There will be two evaluations and will open at the same time. The two questions are: My instructor cared about my student learning and my instructor successfully contributed to my better understanding of the course. These questions were faculty senate approved. The dashboard will be available at the end of November and will be located on the institutional research website. Faculty will be emailed so that their information can be verified.

Chair’s Report:

Chair Fluegge passed around the sign-up sheet for SGA meetings. She also announced an event, 2nd Annual women in STEM Event. It is free, open to students and will be held on Friday, November 10 from 8:30 am – 1:30 pm at the River Campus. Flyers were also passed around about the Redhawk food pantry drive which has been organized by CTS, PSC, and the faculty senate. The drive runs through November 30. She also informed the senate that Hayley Hanson and her team sent the first round of updates and revisions to the handbook. Chair Fluegge gave an update on centralized scheduling. Training has started for administrative assistants this week and also noted that the River Campus is exempt from centralized scheduling. Dayna Northington and Amy Hancock will be guests at the next meeting on November 29.

Provost’s Report:

Dr. Koch discussed course duplication. Fourteen courses were submitted and sent to department chairs to discuss. Course duplication among general education courses continue to be reviewed.

SGA Report:

David gave an update on the LGBTQ+ resource center—Dr. Bouzihay met with SGA. The center is open from 9 to 5, M-F, closed for lunch from 1:30 to 2. David is going to schedule a meeting with Dr. Vargas to discuss lobbying for state appropriations. He said there was a long discussion about having another River Campus representative.

Academic Affairs: Will meet next week via email to discuss the fall graduation resolution.

Compensation: Met and continuing to work on the sick leave policy

Documents: Met with Chair Fluegge and will have new business to work on

Governance: Met and worked on the resolution that was presented today

Professional Affairs: Will continue to work on FS Bill 24-A-X “Revising Tenure and Promotion: Dossier” and received names from HR so that work can begin on the Emeritus bill.

Membership: Call is still out for the facilities management advisory committee

Announcements:

Moore: Fall for Dance, Bedell Performance Hall, November 16-18, 7:30 pm and November 19, 2 pm

Bohannon: Taking students to the MSTA Convention

Murphy: November 10, 2:45 to 4:30, Department of Chemistry and Physics is hosting a forensic chemistry alumni panel; last two days of Space Week events

McMurry: November 15, MODOT will be on campus for the annual bridge breaking competition—400 students—Academic Hall from 9 to 2 pm

Adjournment: Chair Fluegge called for a motion to adjourn. A motion was made by Senator Taylor and seconded Senator Schmidt. The Faculty Senate adjourned at 5:04 p.m.

The next Faculty Senate meeting will be held on Wednesday, November 29 from 3-5 in the Redhawks Room of the University Center.