

XVIII No. 10
Minutes of the Faculty Senate Meeting
March 12, 2014

The Faculty Senate of Southeast Missouri State University met on Wednesday, March 12, 2014, in the UC Missouriiana/Redhawks Room. The following Senators present: Rick Althaus, Doug Atwood, Larry Bohannon, Marcus Bond, Brandon Christensen, Eric Clements, Brooke Clubbs, Wendy Cooper, Kevin Dickson, Joni Hand, Roberta Humphrey, Don Jung, Debra Lee-DiStefano, Ziping Liu, Tiffany Parker, Jian Peng, David Powell, Willie Redmond, Desma Reno, Claudia Ruediger, Seidu Sofo, Carol Veneziano, Candide Walton, Janice Ward, Victor Wilburn, and Diane Wood. Provost Eddleman was also in attendance. The following alternate was present: Martha Cook. Caleb Cockrill was present for Student Government Liaison. Not in attendance or represented by an alternate was: Stephanie Chamberlain, Aaron Tuttle, and Julie Weathers.

Approval of Minutes

The minutes for February 26, 2014 (48.10) were approved.

Old Business

Senator Peng moved to adopt *Bill 14-A-XX Department and Department Chairperson Policy*. Senator Parker seconded. Senator Peng went through the bill and explained the changes that were made. A discussion took place and a vote was taken. *Bill 14-A-11 Department and Department Chairperson Policy* was passed. Senator Peng also moved to adopt *Bill 14-A-XX Department and Department Chairperson Procedures*. Senator Hand seconded. Discussion took place. Senator Dickson moved to amend line 16 by removing the words “consultation with” and replacing it with “a majority vote of,” and removing “all proposed” and replacing it with “those approved.” Senator Christensen seconded the amendment. A vote was taken, the amendment passed, and *Bill 14-A-12 Department Chairperson Procedures* passed.

Senator Althaus moved to adopt *Bill 14-A-XX Normal Load During the Academic Year Policy*. Senator Christensen seconded. Senator Althaus moved to amend line 22 by adding “Credits to contact hour equivalencies are set by the department in accordance with the student credit hour definition (*Handbook*, Chapter 5.A) and their accrediting body, where applicable” and by removing the word “contact” from lines 19 and 21. Senator Dickson seconded. A vote was taken; the amendment and *Bill 14-A-13 Normal Load During the Academic Year Policy* passed with two abstentions. Senator Althaus also moved to adopt *Bill 14-A-XX Normal Load During the Academic Year Procedures*. Senator Clubbs seconded. A vote was taken and *Bill 14-A-14 Normal Load During the Academic Year Procedures* was passed.

Senator Althaus moved to adopt *Bill 14-A-XX Teaching Assignment During the Summer Session Policy* and *Bill 14-A-XX Teaching Assignment During the Summer Session Procedures*. Discussion took place and a vote was taken. *Bill 14-A-15 Teaching Assignment During the Summer Session Policy* and *Bill 14-A-16 Teaching Assignment During the Summer Session Procedures* passed.

New Business

Senator Althaus introduced *Bill 14-A-XX Syllabus Policy* and *Bill 14-A-XX Syllabus Procedures*. He also introduced *Bill 14-A-XX Outside Employment Policy* and *Bill 14-A-XX Outside Employment Procedures*. Discussion about the four bills took place. Senator Althaus will bring the bills back to the next Faculty Senate meeting.

Senator Christensen introduced *Bill 14-A-XX Faculty Tenure and Promotion Policy* and *Bill 14-A-XX Faculty Tenure and Promotion Procedures*. Discussion took place and Senator Christensen will bring the bills back to the next Faculty Senate meeting.

Reports

Chair Lee-DiStefano reported that there was an email sent out to all the colleges that the LGBTQ committee will be formed. Dr. Below will be choosing one faculty member from each college to be on the committee. She then reported that at Dean's Council they discussed human subjects. The IRB that is normally done through a paper process will now be done online, and there will be training to learn how to process the form online. Lastly, she reported that there will be an advising consultant coming to campus. The ad hoc committee will try to make time for faculty to meet with the consultant to give feedback.

Provost Eddleman reported that the Student Life and Leadership Awards event will be held on April 25, at 5:00 pm in the UC Ballroom. Also, the 2014 Employee Recognition Program will be held on May 2 at 3:00 pm in the Donald C. Bedell Performance Hall at the River Campus. He then reported that the Math Summit was hosted on March 7. He stated that 14 Universities showed up and there was discussion and ideas for changes in math requirements and how the University assists with student success in math courses.

The Provost reported that there are only a few days left for the HERI survey to be completed. There was discussion about the length of the survey and some issues with faculty being able to access it. Also, the Chronicle Survey will come out soon. Additional details about this survey will be sent out on March 17.

He reported that the Budget Review Committee met on Monday, March 10 and will be meeting again on March 26. At this time, they will present requests on high-cost programs and recommendations from the subcommittee on special course fees. He also reported that an ad hoc committee is examining the situation with online programs and the capacity to increase the size of selected ones. Additional study is ongoing for other aspects, including recruiting term faculty for online teaching, enhancing articulation agreements with community colleges, identification of "bottleneck" courses, and general and military marketing for online programs.

Lastly, Provost Eddleman reported that Vice Provost Charles McAllister reported that the Academic Program Review Committee met last week and decided that there will be no full reviews this year but reviews for some programs will begin next academic year. The committee is also working to place all programs on a five-year review cycle as specified in the Faculty Handbook.

Student Government Liaison

Caleb Cockrill reported that the Student Government discussed which initiatives would move forward in the upcoming year by order of importance, and they are the Student Involvement Ambassador Committee, Southeast at a Glance, and CTA Safe Ride Program. They are also looking for applicants for Senate next year and the deadline is March 24.

Legislative Committee Reports

Academic- No report.

Compensation- Senator Dickson reported that the committee is involved in the Budget Review process. He stated that they if all division budget requests were filled, there would still be additional base budget and one-time money remaining. He also stated that the committee is working on a bill for part-time and overload pay. They will try to have the bills ready for the next Faculty Senate meeting.

Documents- Senator Clubbs reported that the committee is working on the charges of each committee. They are also looking at timelines for when things should be done.

Governance- Senator Peng reported that the committee has been focused on Chapter 1 section G3 of the Faculty Handbook. They are finalizing the language and will bring it forward to the Senate.

Professional Affair- Senator Christensen reported that the committee met last week and that they have been working hard on getting their bills finalized. He also stated that at the last committee meeting, Senator Parker acted as Chair and did a fabulous job.

Membership- Chair Lee-DiStefano reported that Senator Redmond has sent out an email to all Senators whose terms are ending this year. She stated that these seats need to be filled by the end of the month.

Adjournment

Senator Jung moved to adjourn. Senator Wood seconded. The Faculty Senate meeting adjourned at 5:02 pm.

The next Faculty Senate meeting will be held on March 26, 2014 at 3:00 pm in the UC Missouriiana/Redhawks Room.