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Faculty Senate Minutes October 18, 2007

Missouri University of Science and Technology Faculty Senate

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Volume I, Number 3
Minutes of the Faculty Senate Meeting
April 17, 2008

I. Call to Order, Roll, and Approval of Minutes

The meeting was called to order at 13:30 by President Frank Blum and roll was taken. The following absentees were noted: Stanley Woronick, Morris Kalliny, Ronaldo Luna, Thomas Weigert, Don Wunsch, K.M. Isaac, Bill DeMalade, Paul Worsey, Gary Mueller, Robert DuBois.

II. Approval of February 21, 2008 Meeting Minutes

The meeting minutes of February 21, 2008 were approved as submitted.

III. Campus Reports and Responses

a. President Report – Frank Blum

A request was sent out by Vice Provost Schwartz requesting that departments elect representatives for the FS Tenure Committee. The Bylaws state that the term for the FS Tenure Committee should be 1 year. The dates listed on the Registrar's web page have been changed to be consistent with this Bylaw.

The Board of Curators breakfast was a success. The breakfast featured slides of numerous S&T faculty accomplishments as well as presentations from the human-powered vehicle team and mucking teams. The Curators always seem to be impressed when they see the quality of the activities on our campus.

The board approved a 4.1% tuition increase. UM is in the higher end of Midwest fees, but middle after financial aid is subtracted.

The house passed a version of the Tax Payer Bill Of Rights (TABOR) which would severely limit State revenue.

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/President.Report.04.15.08.pdf>

b. Administrative Report – Provost Wray for Chancellor John F. Carney III

President Gary Forsee has 4 items on his agenda this year. (i) 4.2% increase in core operating budget, (ii) \$38 million “Preparing to Care” initiative, (iii) \$3.55 million request to upgrade faculty salaries, and (iv) \$2.6 million budget increase request for UMSL.

The Spring Commencement will be 2 ceremonies this year. The speaker will be Dr. William Wulf, former president of NAE. Both ceremonies will be held in the Gale

Bullman Multipurpose Building. The Graduate Ceremony will be Friday, May 16 at 6:00 p.m. and the Undergraduate Ceremony will be Saturday, May 17 at 11:00 a.m.

The State of the University address will be April 23, 12:00 Noon at St. Pat's A&B.

c. Administrative Report – Provost Wray

Provost Wray gave reports on the offices of Academic Affairs, Graduate Studies, Sponsored Programs, School of Extended Learning and Undergraduate Studies.

Enrollment Report: Enrollment is projected to be up for next year. Applications, admissions and housing contracts all show an increase compared to this time last year, or any year in recent history.

Graduate Studies: The final draft of the graduate catalog should be posted by April 18, 2008 for review and will be submitted for vote by graduate faculty in May.

Sponsored Programs: The number of proposals awarded, total dollar amount, research expenditures, and F&A recovery are all up for this year. FY08 technology transfer activities through March 2008 showed 20 disclosures received, 21 patent applications filed, 4 patents issued, 13 license/options signed and \$306,768 in licensing income.

School of Extended Learning: S&T has a linkage agreement with the University of Botswana for Mining Engineering in a 3+2 program. Students from UB will attend 3 years at UB & then transfer for the final two years at S&T. In addition to traditional offerings, a second offering of Robotics camp has been added at the request of a school district in Illinois, a new music camp "Miner Jam" is scheduled and S&T will also host a new group, Missouri Music Ambassadors for 130 top high school students.

Office of Undergraduate Studies: Clicker Faculty Learning Community Session with Stephanie Rose, Turning Technologies Representative, 4/25/08, 11:45-12:35 p.m. and Clickers in the Classroom Informational Meeting, 4/25/08, 2:45-3:30 p.m. in the Havener Center.

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/DrWray.FS.Report.04.17.08.ppt>

d. Staff Council Report – No Report

e. Student Council – Alex Dempsey for Beth Groenke

There will be a meeting with the Missouri Higher Education Consortium on April 26, 2008. The Student Compensation Ad-hoc Committee has finalized their decisions regarding student fees. New officers and the executive core have been elected: President, Andrew Ronchetto; Vice President-external, Dianna Meyers. Student Council is currently working on the student interest survey.

f. Council of Grad. Students – R.K. Singh

Executive Board Elections were held on April 1 & 2, 2008: President, Rakesh Gudavarthy; Vice President, Amendra Koul; Secretary, Amardeep Kaur; Treasurer, Xuhui Lu. The Graduate Research Showcase was April 14, 2008. Salaries for Executive Board members will be voted on at the next Council of Graduate Students meeting.

IV. Reports of Standing and Special Committees

a. Curricula Committee – Keith Nisbett

There was approximately 20 DC forms, 90 CC forms. **A motion to approve the submitted forms posted on the web with the exception of form CC7404 was passed unanimously.**

A motion to postpone action on form CC7404 until the FS June 19, 2008 meeting was passed unanimously.

A motion to approve the Discipline Specific Curriculum Committees (DSCC) as proposed by the Provost was passed unanimously. A copy of the DSCC list is shown in Attachment 1 of the minutes.

Details can be found at the following links:

<http://facultysenate.mst.edu/documents/DSCC.Table.02.11.08.pdf>

<http://facultysenate.mst.edu/documents/DSCC.Proposal.03.05.08.pdf>

A motion to approve the Global Studies Advisory Committee as a Special Program to oversee a Global Studies Minor was passed unanimously.

There were concerns about the Special Program for the Residential College. **A motion to commit the Residential College Special Program to the Student Affairs Committee was passed unanimously.**

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/Curricula.03.08and04.08.pdf>

b. Public Occasions – K. Kosbar for G. Venayagamoorthy

A motion to approve the Public Occasions for the 2008-09 Academic Year posted on the web was approved unanimously.

Details can be found as Attachment 2 to the minutes or at the following link:

<http://facultysenate.mst.edu/documents/POCommittee.04.17.08.pdf>

c. Budgetary Affairs – R. Brow

A bar chart was presented illustrating administrative and faculty salaries for the past five years. The raises given to faculty and administrators were comparable in 2004, 2005 and 2006. Administrators received significantly higher raises than faculty in 2007.

For faculty raises this year (FY08), the total raise pool was 4%, with 3% from the state appropriations and 1% from other university sources. The salary strategy and timeline for FY09 is projected to be the same as for this year. The projected raise pool is 4%, with 3% from state appropriations and 1% from other university sources. Raise worksheets are due to the department chairs by April 22nd. Administration Department worksheets are due by May 5th. By May 23, raise worksheets from Academic Departments must be provided to the VPAA for review. By June 3, verified worksheets are to be provided to the Provost & Chancellor with departmental recommendations for the 1% holdback. By June 15, final S&W decisions will be reported to chairs and directors. Faculty and staff will be notified by June 30.

A motion for the Faculty Senate to endorse and commend the Provost for this attempt to provide timely notification to the faculty of this year's raises and process was passed unanimously.

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/BA.04.17.08.ppt>

d. SB 389 Ad Hoc – S. Raper

The Ad Hoc Committee recommends the following four questions regarding SB 389:

1. I would tell other students that the instructor was an effective communicator.
2. I would tell other students that the instructor described and consistently followed course and grading policies.
3. I would tell other students that the instructor was prepared for class.
4. I would recommend this instructor to other students.

The Ad Hoc committee recommends that the data will be collected using the current CETI process and paper-based form using a five point scale as follows:

1. Strongly Disagree
2. Disagree
3. Neutral
4. Agree
5. Strongly Agree

The Ad Hoc Committee recommends the results from these questions will be shown for each course the instructor teaches, reporting only the most recent evaluations for each course.

A motion to recommit the proposal back to the SB 389 committee was not passed.

The following amendment was proposed and passed unanimously.

Question # 1: I would tell other students that the instructor was effective in communicating the content of the course.

A motion to endorse the proposal from the SB 389 committee to be forwarded to the Vice Provost SB 389 task force was passed unanimously.

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/SB389.Ad.Hoc.04.17.08.pdf>

e. Conflict of Interest Ad Hoc – K. Krishnamurthy

Ad Hoc Conflict of Interest reported on policy, structure, oversight, responsibilities and dispute resolution.

Details can be found at the following link:

<http://facultysenate.mst.edu/documents/COI.04.17.08.ppt>

f. Intellectual Property Ad Hoc – D. Myers

No report given due to time restraints. Don Myers will present the Intellectual Property Ad Hoc report at the next Faculty Senate meeting on June 19, 2008.

V. Old Business

a. Report on Current Referrals and Actionable Items

None due to time restraints

b. New Referrals

None due to time restraints

The meeting was adjourned at 15:30.

Respectfully submitted,
Doug Carroll, Secretary

Attachment 1: Discipline Specific Subcommittees (DSCC) – Four Subcommittee Model

Subcommittee Name	Departments	Programs
Arts and Humanities	Arts, Languages, and Philosophy English and Technical Communication History and Political Science	English (BA) History (BS, MI) Philosophy (BA, MI) Technical Communications (BS, MS, MI)
Engineering	Civil, Architectural and Environmental Chemical and Biological Electrical and Computer Engineering Management Geological (Sciences and) Engineering Interdisciplinary Materials Science and Engineering Mechanical and Aerospace Mining and Nuclear	Aerospace Engineering (BS, MS, PhD, MI) Architectural Engineering (BS) Biomaterials (MS) Ceramic Engineering (BS, MS, PhD) Chemical Engineering (BS, MS, PhD, DE) Civil Engineering (BS, MS, PhD, DE) Computer Engineering (BS, MS, PhD) Electrical Engineering (BS, MS, PhD, DE) Engineering Management (BS, MS, PhD, MI) Environmental Engineering (BS, MS) Geological Engineering (BS, MS, PhD, DE, MI) Geotechnics (ME) Interdisciplinary Engineering (BS) Manufacturing Engineering (MS, ME)

		Materials Science and Engineering (MS, PhD) Mechanical Engineering (BS, MS, PhD, DE) Metallurgical Engineering (BS, MS, PhD) Mining Engineering (BS, MS, ME, PhD, DE, MI) Nuclear Engineering (BS, MS, PhD, DE, MI) Petroleum Engineering (BS, MS, PhD, DE, MI) Systems Engineering (MS, PhD)
Sciences	Biology Chemistry Computer Science Geological Sciences (and Engineering) Mathematics and Statistics Physics	Applied and Environmental Biology (MS) Applied Mathematics (BS, MS, MI) Biological Sciences (BA, BS, MI) Chemistry (BA, BS, BS non-ACS, MS, MST, PhD, MI) Computer Science (BS, MS, PhD, MI) Earth Sciences (MST) Geology and Geophysics (BS, MS, PhD) Mathematics (MST, PhD, MI) Physics (BS, MS, MST, PhD, MI)
Social Sciences	Business Economics Psychology	Business Administration (MBA) Business and Management Systems (BS) Economics (BA, BS, MI) Information Science & Technology (MS, MS, MI) Psychology (BA, BS, MI)

* MI denotes minor.

Discipline Specific Curriculum Committees: Background and Proposed Structure

Per Section 6.e of the UMR Faculty Bylaws, Faculty Standing Committees: Discipline Specific Curriculum Committees (DSCC's), this letter and attached table constitute the proposal for the formation of the DSCC's. The table identifies the formation of four DSCC's:

1. Arts and Humanities
2. Engineering
3. Sciences
4. Social Sciences

The list of programs included in the table was prepared using information from the Registrar's website. This information should accurately reflect the current degree programs. As prescribed in the Missouri S&T Faculty Bylaws, each degree program is associated with one, and only one, DSCC. I propose that each DSCC shall have one representative from each academic department, as reported in the table, with the exception of departments which contain degree programs from different discipline areas. This representative shall be elected by the faculty members from their department and shall serve to represent the interests of each degree program associated with their department. Membership of each DSCC ranges from three representatives for Arts & Humanities and Social Sciences to 9 for Engineering. For departments with degree programs in multiple areas (e.g., engineering and science), the degree program is assigned to the appropriate DSCC. At this time, only Geological Sciences and Engineering has programs from more than one discipline area. I suggest the department be given the discretion to either elect one representative to serve on each DSCC, or that it elect a single representative that may serve on either DSCC, as appropriate based on the program curriculum matter to be considered.

Academic Rationale

Regarding the academic rationale underlying the proposed DSCC's, all engineering disciplines are grouped, as are all science disciplines. The grouping of Mathematics with the science disciplines reflects a typical historical grouping of these disciplines, as does the grouping of the disciplines in the Arts and Humanities DSCC. Lastly, the Social Sciences DSCC reflects a grouping that includes the traditional

social sciences of Psychology and Economics, as well as Business. While this reflects a new discipline grouping for this campus, a brief review of information available via the internet regarding other institutions revealed numerous instances of the pairing of Business with Social Sciences. I would also note that in our campus recruiting activities, Business is paired with Psychology. Therefore, I recommend the association of Business with Psychology and Economics in the fourth DSCC.

DSCC – Bylaws Aspects

Each BS, MS, ME, and PhD degree program is represented on one and only one DSCC. Each degree minor is also represented on one and only one DSCC. The proposed representative structure is based on academic departments. I have proposed this structure, in part, because the academic department, not the degree program, is most often described in the Collected Rules and Regulations, as well as the Missouri S&T Faculty Bylaws, as the unit level at which faculty and curricular issues are managed. For example, as indicated in our Faculty Senate approved procedures, we have department level Promotion and Tenure committees, not program-level Promotion and Tenure committees. Also, the Department Chair, not the Program Head, makes promotion and tenure recommendations.

In the Collected Rules and Regulations, the role of the Department, again not the program, is clearly indicated. For example, a faculty member holds his/her appointment in a department, not the program. Also, in the required revisions of the Collected Rules and Regulations that were necessary to accommodate our new administrative structure, the focus of the revisions was on departments, not individual degree programs contained within a department.

While the section of the Missouri S&T Faculty Bylaws that describes the formation of DSCC's discusses academic program representation, all other discussion in our Bylaws refers to departments as the "primary functional units of the campus" (Section D.1.a). Also, this section of the Bylaws suggests that changes in curriculum start at the department level, not the program level (see Section D.1.c – Departments, Responsibility and Authority). Further, our Bylaws note that: the authority to propose curriculum changes "may be initiated by the department." Also, this section of the Bylaws indicates that "each department shall have delegated to it... the curriculum of the department..." Finally, under the section on Special Programs, the discussion is based on the "Academic Department Structure," not the program structure.

Based on this review of the Bylaws, I believe that DSCC's should be formed based on department-level representation, not at the program level, in the structure that is indicated in the attached table. Please contact me if you would like to review this proposal.

Attachment 2: Public Occasions Committee Report to the Faculty Senate

April 17, 2008

The Public Occasions Committee recommends that the Faculty Senate recognize the following Public Occasions for the 2008-09 Academic Year:

- Open House & Family Day – Saturday, September 27, 2008
- Homecoming – Friday & Saturday, October 17 & 18, 2008
- Open House – Saturday, November 8, 2008
- Open House - President's Day – Monday, February 16, 2009
- Open House - Good Friday – Friday, April 10, 2009

Attachment 3: Proposed Special Program: Global Studies Minor

Proposed Global Studies Minor

http://facultysenate.mst.edu/documents/global_studies_minor_proposal.pdf

PROPOSED SPECIAL PROGRAM: GLOBAL STUDIES MINOR

Submitted by: Warren K. Wray, Provost and Executive Vice Chancellor

To: Frank Blum, President, Missouri S&T Faculty Senate

Overview and Academic Rationale

Background

A multi-disciplinary undergraduate minor program in global studies is proposed to help address a national priority identified by the National Science Foundation:

“For the United States to remain at the forefront of world science and technology, it needs an educated science and engineering workforce capable of operating in the international research environment and a global market.”

This proposal was submitted to the Provost’s office for consideration and for approval by the Faculty Senate by:

1. Dr. Neil Anderson, Geological Engineering
2. Dr. Joel Burken, Environmental Engineering
3. Dr. Curt Elmore, Geological Engineering
4. Dr. Bill Fahrenholtz, Ceramic Engineering
5. Dr. Julie Gallaway, Economics
6. Dr. Jim Martin, Psychology
7. Dr. Melanie Mormile, Biological Sciences
8. Dr. Jeff Smith, Ceramic Engineering

Academic Rationale

Students who complete this minor will have an increased awareness of the society, culture, technical issues, and/or language of at least one country other than the United States prior to the completion of their Missouri S&T undergraduate experience. This awareness will aid in the preparation of Missouri S&T students to be successful in an increasingly global workforce. Any Missouri S&T student enrolled in an undergraduate degree program is eligible for the Global Studies minor program, which consists of 12 credit hours from an approved list of classes and at least 2 weeks of experience in a foreign country acquired during a Missouri S&T class or research project, an approved Missouri S&T extracurricular activity, and/or an approved Missouri S&T study abroad activity.

Program Academic Aspects

The Global Studies Minor requires 12 hours of coursework and an international experience. Specific details on these requirements are provided below.

Courses

The Global Studies Minor requires at least one three hour course “focusing” on the society, culture, and/or language of a foreign country. Representative courses include those that meet this criterion from the Arts, Languages, Humanities, or Social Sciences. The other nine hours within the minor may come from any course that includes at least 25 percent international studies content as determined by the Advisory Committee. The Committee of Program Representatives (hereafter referred to as the Advisory Committee) will develop and maintain a list of approved courses that satisfy the “focus” or “international studies content” requirements. “International studies content” is defined as course content addressing countries or regions outside of the United States. “International studies content” does not include content that is universal but rather that which addresses specific countries or regions outside of the United States. To satisfy the multi-disciplinary aspect of the minor, no more than six hours may be taken from a single Missouri S&T degree program.

Any Missouri S&T faculty member may nominate (in writing to the Advisory Committee) specific courses for inclusion in the minor program. The Advisory Committee will also consider courses reported in the Missouri S&T Undergraduate Course Catalog for addition to the list of approved courses. The Advisory Committee will develop and maintain a written policy for reviewing courses nominated for inclusion on the minor course list. The Advisory Committee will also periodically review previously approved courses to ensure that program requirements are met by these courses.

The initial list of courses recommended by the Advisory Committee shall be provided to the Campus Curriculum Committee for review and approval via the standard “DC” form process. Modifications to the list of approved courses may be proposed by the Advisory Committee. As for other curriculum changes, these changes will utilize the standard “CC” form and process (approval by the Campus Curriculum Committee, Provost and Faculty Senate). Changes in the lists are inevitable and the Advisory Committee will provide its recommendations for curriculum changes to the Campus Curriculum Committee on either a biannual or annual frequency.

International Experience

The minor requires personal experience in a foreign country. Students will participate in one or more Missouri S&T-sponsored trips to a foreign country for no less than 14 days total. The trips may be a part of Missouri S&T classes and/or an OURE project-related trip, an extracurricular activity including Missouri S&T’s Engineers Without Borders field trips, and/or Missouri S&T sanctioned study abroad. The Advisory Committee will develop and maintain a written policy for reviewing and approving Missouri S&T-sponsored activities proposed to satisfy the International Experience requirement. Students shall receive approval in advance for their International Experience.

Advisory Committee Function, Membership and Election

Advisory Committee Function

A Global Studies Advisory Committee will be organized following the approval of this proposal. One of the charges of the committee will be to advise undergraduate students pursuing their Global Studies minor. Additional duties of the committee include the identification of courses

for inclusion to the curriculum and the approval of international activities consistent with the Global Studies Minor.

Membership

Members of the Advisory Committee will consist of eleven full-time, ranked faculty according to the following distribution from participating academic departments:

- Four members from the departments that are included in the Engineering Discipline Specific Curriculum Committee (DSCC);
- Two members from the Science DSCC;
- Two members from Social Sciences DSCC;
- Two members from Arts and Humanities DSCC; and
- One at-large member.

Nomination and Election of Advisory Committee Representatives

Nominations will be solicited by the office of the Vice Provost for Academic Affairs in August of each year, except during the first year of the program, during which nomination and election of committee representatives will occur following approval of the program. Individuals initially elected to serve as representatives will thus serve longer terms, with the exception noted below. As indicated in the Faculty Bylaws, election of members of the advisory committee will be by and from members of the faculty. Self-nominations are permitted. Following the standard practice of the Rules, Procedure & Agenda committee, the names of all nominees submitted will be on the ballot that is forwarded to the faculty; none will be removed. The role of the office of the Vice Provost for Academic Affairs will be solely to administer the process.

The election of committee members will be conducted by the Office of the Vice Provost for Academic Affairs in September of each year. All faculty members from the academic departments associated with the Engineering DSCC will vote for four representatives. The four individuals receiving the highest vote totals will be elected as the representatives. An analogous procedure will be used to elect representatives from the Science, Social Science, and Arts and Humanities Departments, with each of these discipline areas electing two representatives. The at-large member will be the nominee receiving the greatest number of votes.

Advisory Committee members shall serve for a term of two years. Committee members may be re-elected and may serve consecutive terms. The terms of the five of first committee members will be one year, in order to establish a process whereby one half of the committee membership is elected annually. The Program Leader will determine which five initial committee members will serve a single year term with balance among the various disciplines.

Program Leader

The Advisory Committee will elect its own chairperson who will also serve as the Program Leader. The Program Leader will have ultimate responsibility for maintaining lists of approved courses and international experiences. The Program Leader will convene the committee when appropriate for establishment and maintenance of lists of approved courses, to discuss advising issues that arise, and to conduct other business pertinent to the program.

The Program Leader is the only designated signature authority for the program and is responsible for working with the Registrar to see that “Global Studies Minor” is noted appropriately on the student transcript. The Program Leader also has the responsibility to respond to inquiries regarding the program, to serve as a “point of contact” for the program, and to interface with the Provost’s Office and Campus Curriculum Committee, as required.