



25 Jan 2018

## Faculty Senate Minutes Jan. 25, 2018

Missouri University of Science and Technology Faculty Senate

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**Volume XI, Number 5**  
**Minutes of the Faculty Senate Meeting**  
**January 25, 2018**

**I. Call to Order and Roll Call**

The meeting was called to order by President Sahra Sedigh Sarvestani. Roll was called by Secretary Steven Corns. Those whose names are **grayed** out below were absent.

Brent Unger, Audra Merfeld-Langston, Mark Mullin, David Westenberg, Craig Claybaugh, Fui-Hoon Nah, Parthasakha Neogi, Jee Ching Wang, Jeffrey Winiarz, (Garry Grubs for) Klaus Woelk, Mark Fitch, Jianmin Wang; Wei Jiang, Chaman Sabharwal, Michael Davis, Levent Acar, (Ali Hurson for) James Drewniak, **Kurt Kosbar**, **Maciej Zawodniok**, Steven Corns, Steve Raper, **Trent Brown**, K. C. Dolan, Norbert Maerz, **David Wronkiewicz**, Kathleen Sheppard, Wayne Huebner, David Van Aken, Akim Adekpedjou, Martin Bohner, S.N. Balakrishnan, Umit Koylu, Ashok Midha, Gearoid MacSithigh, **Otis Register**, Shoaib Usman, Paul Worsey, **Barbara Hale**, Ulrich Jentschura, Amber Henslee

**II. Approval of Minutes**

Sahra Sedigh Sarvestani asked if anyone had any revisions to the draft minutes of the December 7, 2017 that were distributed prior to the meeting. Professor Audra Merfeld-Langston requested that the minutes be amended to reflect her comments pertaining Section V, the discussion of the Office of Diversity and Inclusion and Title IX. Since no precisely stated amendment was proposed, the approval of the minutes was tabled until the next meeting.

Professor Levent Acar proposed that anyone suggesting revisions to the minutes do so prior to the meeting and that the audio recording be made available so the discussion does not have to be spread over multiple meetings. Professor Sedigh Sarvestani concurred that receiving revisions beforehand would be ideal, but is on occasion infeasible, and that the volume of the audio files complicates their dissemination.

**III. Campus Reports**

**A. Staff Council**

Ms. Sylvia Dees reported that Staff Council met earlier in the day to review and vote on their bylaw amendments. Those will be presented to the Chancellor to ensure they are in compliance with policies and procedures. She added that Staff Day is scheduled for May 30. Faculty are again asked to assist. With regards to the Intercampus Staff Advisory Council (ISAC) activities, she reported President Choi's request that a member of ISAC serve on each of the Strategic Planning Committees. She added that she will serve on the Excellence in Planning, Operations and Stewardship Committee. She mentioned that Professor Steven Corns had asked for an update on the Activities Analysis Survey.

Professor Corns added that he asked for the report because there is concern about what is being required of staff and what will be done with information from the survey. Since Mr. John Cook, Vice Chair of Staff Council, is serving on the associated committee, Ms. Dees turned the floor over to him.

Mr. Cook explained that he is on the Activities Analysis Advisory Committee, which has been established in conjunction with the Administrative Review of all four campuses being carried out by the University of Missouri (UM) System. He said that the review began as a rapid assessment of the MU campus by the UM System, but was expanded to include an assessment of all functions and processes involving staff across all campuses. He said that the projected date roll-out date for the related System-wide survey is in mid-February. The survey will be required of all staff and will assess all of the functions and activities associated with processes. The aggregate results will be used at the System level for review of processes and procedures. As details are finalized, information sessions will be scheduled.

Details of the report are available at the following link:

[StaffCouncil.1.25.18](#)

## **B. Student Council**

In Student Council updates, Scottie Thomas reported that there is a new timeline for the Fitness Center project; originally, the project was to be completed by July 2019, but they are now pushing for April 2019. He reported that Student Council will also partner with the Residence Hall Association for Mental Health Awareness Week in February. Activities will be scheduled to raise student awareness of services that are available to them. In addition, they hope to conduct training for student leaders and others to help them recognize and know how to report mental health issues when needed. He stated that Student Council is also working on creating a student emergency relief fund to assist students who are struggling financially and in other ways. Professor Sedigh Sarvestani asked Mr. Thomas to elaborate on their plans to partner with other health agencies. Mr. Thomas explained that our campus counseling center often has interns come in from other agencies to assist them, but because there is no official partnership, the coverage is inconsistent. The goal of this initiative is to form a partnership to cycle among clinical psychology students from other universities around the system and provide an arrangement that benefits both parties. Chancellor Maples added that he had an opportunity to discuss the issue with the regional director of medical outreach services at MU and follow-up discussions are being planned. Professor Sedigh Sarvestani added that on February 6, there will be a webinar and meeting on Faculty Response to Student Mental Health.

Details of the report are available at the following link:

[STUCO.1.25.18](#)

## **C. Council of Graduate Students**

Palash Bhowmik reported that New Student Orientation for graduate students was held on January 12. Summer Research Fellowships will be announced. A total of four fellowships

in the amount of \$1500 each will be awarded (two for Master's students and two for Ph.D. students). The deadline for application is February 15, 2018. Travel grants will be announced soon. CGS would like to increase the amount from the current \$300 per grant, but funds are not available.

Under new initiatives, a badminton tournament is being planned - details should be finalized over the next month. Since S&T has several high-tech research facilities while other universities do not, CGS is exploring the idea of enabling facility-sharing. To increase appreciation of other cultures, language and yoga classes are being planned. Mr. Bhowmik also mentioned that this year faculty are invited to present their research at the Graduate Research Showcase. He added that the faculty are also invited to help organize a research proposal writing boot camp. He introduced CGS Vice President Bader Almutairi to further discuss those plans.

Professor Shoaib Usman mentioned that his department is exploring the creation of a 3 SCH campus-wide class that would help students write better proposals. Chancellor Maples suggested that students could learn to write proposals by being taught to review proposals.

The report is available at the following link:  
[CGS.1.25.18](#)

#### **IV. President's Report**

Professor Sedigh Sarvestani reported that in UM System news, the first round of Strategic Plan Review is complete, and the second round on our campus began yesterday. Each campus is working on revisions and sessions are planned with representatives from each campus. As Mr. Cook mentioned, the Activity Analysis is underway. Ali Hurson is the faculty representative from our campus. She mentioned that discussions continue related to review of policies regarding the probationary period for tenure-track faculty, student medical leave, and a staff leave pool.

Professor Sedigh Sarvestani mentioned that the Missouri Higher Education Core Curriculum Transfer Act provides a 42-hour common core curriculum that will be accepted by all institutions in Missouri. Its main impact on us is through our transfer students. When they transfer here, they will not lose any of those 42 credit hours they have taken. Professor Tom Schuman added that the reason it does not affect us is that the legislation does not require that those 42 hours be applied toward a specific degree. Professor Michael Bruening added that this was a real win for us because the legislature was considering imposing a standard general education curriculum on all state schools and that did not happen.

Dr. Sedigh Sarvestani said that another positive development is House Bill 1465 which will limit our competition from other public Missouri institutions in offering PhD degrees. Chancellor Maples added that it is important to keep in mind that the bill will give us the right of first refusal; if any of the UM campuses decide not to offer a program, others will be able to do so.

She gave a brief update on current Intercampus Faculty Council (IFC) initiatives, which include a review of policies related to non-tenure track faculty and a review of procedures related to teaching evaluations. IFC has been asked to participate in the second-round review of strategic plans. IFC will meet with the Board of Curators on February 1 to discuss intercampus collaboration.

In campus news, she mentioned that in addition to revision of the strategic plan, the search for the Vice Chancellor for Research and Director of Graduate Studies is underway.

In Faculty Senate news, the Public Occasions Committee is discussing the addition of a fall break before Thanksgiving; the Student Affairs Committee is reviewing the Disability Support policies and practices. Review of the faculty bylaws will begin in the immediate future, and review of a procedure for creation and realignment of academic departments will also begin soon.

Lastly, as mentioned by Mr. Thomas earlier, the Student Emergency Fund has been created. The fund will be maintained by the Office of Counseling Services. Professor Sedigh Sarvestani asked that those present visit [carecoordination.mst.edu](http://carecoordination.mst.edu) to learn about what can be donated and ways to give.

Professor Gearoid MacSithigh asked about the structure of the strategic plan. Provost Marley explained that there will be some individuality between the campuses, but there will be a large component that will be common throughout the System. Comments from the first round review are posted at <http://provost.mst.edu/new-strategic-plan/>.

Details of the report are available at the following link:  
[PresidentReport.1.25.16](#)

## **V. Reports of Standing Committees**

### **A. Rules, Procedures and Agenda**

Professor Schuman opened his report by giving a brief history of recent attempts to revise the Faculty Bylaws. He presented the draft charge to the Faculty Bylaws Review and Revision Ad Hoc Committee and requested a sense of the senate regarding that charge:

*“Work with the Provost (or designated representative) to review the Faculty bylaws of the Missouri University of Science and Technology (300.030), revise the existing faculty bylaws to update and correct the bylaws to represent current and proper operation of the university, provide a draft set of revised bylaws for approval by the Senate, provide the draft to UM System for vetting, and obtain approval by the General Faculty.”*

There were no objections to the draft charge.

Professor Schuman explained that the period of review is expected to run from February 1 – December 15, 2018 or until the bylaws are accepted by the Faculty Senate.

**Motion:** The RP&A Committee is nominating the following slate of committee members:

Membership nominations

- CEC
  - Kurt Kosbar (ECE)
  - Mark Schlesinger (MSE)
  - Bill Fahrenholtz (MSE)
  - Sahra Sedigh (ECE)
- CASB
  - Kris Swenson (ENG)
  - Tom Schuman (CHEM)
  - Mike Bruening (HIST)
  - Michael Davis (ECON)
- Ex-officio
  - Ben Trachtenberg (Law professor, Mizzou)

There were no nominations from the floor and there were no objections to the slate. *The slate of committee members was approved.*

## **B. Curricula**

Professor Schuman then presented the Curricula Committee report, stating that the committee met on January 9 and February 7 to review nine degree change requests, nineteen course change requests, and eleven experimental course requests.

**Motion:** The Curriculum Committee moves for Faculty Senate to approve the DC and CC form actions.

*The motion passed.*

Details of the report are available at the following link:

[CCC.Report.1.25.18](#)

[FS.Slides.1.25.18](#)

## **C. Budgetary Affairs**

Professor Mark Fitch gave an update on Budgetary Affairs, reporting that the committee will meet on January 26 to discuss the following referrals and issues:

- Solar house sale
- Distribution of raises given to administrators, faculty, and staff.
- Report on the “big picture balance sheet”, with tracking of changes in each item.
- Balance sheet for the MSU programs.

- How are decisions made about faculty retention packages; fairness of resource allocation across departments.
- Current and next FY budget.

Professor Paul Worsley asked about the sale of the solar house. Professor Fitch explained his understanding that the costs of transporting the solar house to Denver for the competition were quite high, so it was sold to avoid incurring costs to bring it back to Rolla. Professor John Myers added that the City of Denver purchased four solar houses to promote alternate housing in the City.

Details of the report are available at the following link:

[BAC.Report.1.25.18](#)

#### **D. Information Technology and Computing**

John Singler gave an update from ITCC, beginning with the web initiative proposed by President Choi. As previously reported, President Choi had asked Gary Allen to find alternative software for maintaining and creating campus websites. Pantheon was chosen as the alternative, but campuses are not being required to replace terminal four. Therefore, our campus does not plan to replace terminal four in the near future.

Professor Singler reported that ITCC received a referral from Faculty Senate to investigate the claim that a small number of faculty members are able to read every faculty email. ITCC investigated the claim and, for discretion, identifying details were shared by the Faculty Senate President directly with the S&T Information Security Officer, Mr. Karl Lutzen. He investigated the claim and found that only IT information security staff are able to access faculty email and then, only after an electronic records access request is approved. An IT analyzer tool was run to determine access privileges of individuals named in the claim and confirmed that they do NOT have access to all faculty email. An audit of the entire UM System was performed, and showed that only IT information security staff, system and administrators and security analysts can access faculty email – but only after an approved records access request. This audit did not reveal any breaches of security.

Two follow-on questions were referred to the committee for investigation:

1. Is it possible for the individual(s) named in the claim to have access to some (but not all) faculty email?
2. Is it possible for the individual(s) named in the claim to have access to faculty email by means other than their respective email accounts?

Details of the report are available at the following link:

[ITCC.1.25.18](#)

## **E. Facilities Planning**

Professor Maciej Zawodniok gave an update from the recent Facilities Planning Committee meeting discussion of the new Use of Facilities policy. The policy includes details about processes, expectations and procedures for reserving and using campus facilities and clearly identifies responsible parties.

Professor Sedigh Sarvestani asked if controversial groups could be rejected from using facilities, to which Professor Zawodniok replied yes.

Professor Zawodniok went on to say that during the discussion, committee members raised questions related to general space allocation for classrooms, research laboratories and student offices. This is an issue that will be addressed by the new S&T Space Committee. Bih-Ru Lea will represent the Facilities Planning Committee.

Professor Fitch asked about the official charge of the new Space Committee. Chancellor Maples clarified that the Space Committee is not new, but had not been active in recent years. He added that the committee is another way of soliciting input from faculty and staff.

Professor Schuman reminded the body of the procedures to be followed when a new committee is created (CRR 300.030 D.8).

Details of the report are available at the following link:  
[FP.1.25.18](#)

## **F. Administrative Review**

Professor Ali Hurson gave an update from the Administrative Review Committee, stating that the questionnaires have been posted for review. Next steps include fine-tuning the questionnaires and making them available to participants, both of which need to happen within the next two weeks.

Professor Merfeld-Langston asked why Drs. Crow and Lajubutu are not being evaluated on Category 3 – planning and management. Professor Hurson responded that based on the job descriptions they submitted, the committee concluded that Category 3 did not fit their positions.

Professor Fitch asked if it is known when the elimination of the current Vice Provost and Research and the Vice Provost for Graduate Studies positions will be effective. He also suggested that the questionnaires for those positions might contain a statement that although those positions are ending, feedback is appreciated.



Professor Hurson closed his report by asking that any suggestions regarding the questionnaires be sent to him via email.

Details of the report are available at the following link:  
[AR.1.15.18](#)

## **VI. Administrative Reports**

### **A. Chancellor's Report**

Chancellor Maples asked that Andrew Careaga be recognized so he could give an update on House Bill 1465. Mr. Careaga said that according to the UM System on twitter, the bill has passed the house.

Chancellor Maples then gave a brief overview of where funding is in higher education in Missouri relative to the rest of the country. He presented a series of graphs showing the impact of the governor's proposal. He added that the figures on the graphs show the state of funding before last year's decrease. Missouri was 39<sup>th</sup> of all the states in higher education over a five year period before it went down last year. For FY16, Missouri went down \$1100 per FTE, again, before last year's decreases. He added that legislators are aware of this and are very concerned. He discussed higher education support per capita by state and appropriations per FTE in terms of percent of change. He reminded everyone that Missouri requires a balanced budget. The proposed 7.7% cut is across the final version of last year's budget. 10% of the core funding is tied to performance measures, which we have met. That funding should be returned.

The chancellor then gave a brief legislative update. Senate Bill 912 would lift the tuition cap imposed by SB389 and would allow a tuition increase of CPI plus up to 10%. Senate Bill 807 would limit the offering of professional degrees to land-grant universities in Missouri only.

Professor Kate Sheppard asked if the legislators are aware of the impact of the governor's budget and how we could influence them to give us more funding. The Chancellor commented that money tends to go to short-term projects that must be funded. He said that he is spending his Wednesdays with the legislature speaking about all of the positive things that are happening here, but explained that he is looking at and working toward the long term gain.

Professor Gearoid MacSithigh commented that the university system made a tremendous effort last year to find savings in the hope that those savings could be repurposed more productively, to no avail. Chancellor Maples disagreed, saying we made savings to balance our budget.

Professor Ulrich Jentschura asked if endowment funds could be used to provide liquidity. Mr. Mark Mullin responded that most endowments have restrictions on expenditure of funds.

Details of the report are available at the following link:  
[Chancellor.Report.1.25.18](#)

## **B. Provost's Report**

Provost Marley gave a quick follow-up statement regarding the budget, stating that our initial plan is to consider 8% and 13% reductions. He added that the intention is to also create a merit raise pool of about 2%. He said he is committed to targeted reductions as we did last year and targeted reallocations, as we are able. He emphasized that this is not the time for across the board reductions.

Professor Sedigh Sarvestani asked if a raise for staff had been discussed. Provost Marley responded that he understood that a pool for staff raises were also being planned at the same 2% level.

Provost Marley briefly discussed strategic planning and the program review, adding that in some aspects they go hand in hand. He noted that the feedback from those discussions is posted at the strategic planning section on his website. He said that the President has called for some additions, which he would like to have completed this spring.

The Provost thanked the two new chairs who started their service in January: Thomas Vojta, chair of Physics and Kelly Carter, Interim Chair of Teacher Education and Certification.

Provost Marley described the raise pool for salary base increases for those faculty members who complete a post-tenure review with highest marks possible. The chairs and deans came forward with a list for consideration, from which six faculty members were chosen to receive post-tenure increases. Provost Marley congratulated Shannon Fogg, Kamal Khayat, Frank Liou, Susan Murray, Jay Switzer and Reza Zoughi.

In reference to Provost Marley's report that individuals from other System campuses are reviewing our strategic plan, S. N. Balakrishnan asked how much input others will have on shaping S&T's future.

Professor MacSithigh wondered if we will be able to acquire good faculty as a result of the elimination of programs at UMC and Professor Usman asked if we could transfer lines. Chancellor Maples responded that there will not be money to cover additional salaries and the lines were being removed to reduce costs.

Details of the report are available at the following link:  
[Provost.Report.1.25.18](#)

**VII. New Business**  
**- NONE**

**VIII. Adjourn**

The meeting adjourned at 3:24 PM.

Respectfully submitted,  
Steven Corns, Secretary