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Faculty Senate Meeting Minutes March 19, 2020

Missouri University of Science and Technology Faculty Senate

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Volume XIII, Number 6
Minutes of the Faculty Senate Meeting
March 19, 2020
Meeting held via Zoom

I. Call to Order and Roll Call

The meeting was called to order by President Steve Corns. Roll was called by Secretary Kelly Homan. Those whose names are **grayed out** below were absent.

Brent Unger, Jorge Porcel, Terry Robertson, Mark Mullin, David Westenberg, Craig Claybaugh, Fui-Hoon Nah, Parthasakha Neogi, Jee Ching Wang, Amitava Choudhury, Klaus Woelk, Joel Burken for Stuart Baur, Mark Fitch, William Schonberg, Michael Gosnell, Chaman Sabharwal, Michael Davis, Mahalet Fikru, Ali Hurson, Kurt Kosbar, Sahra Sedigh Sarvestani, Maciej Zawodniok, Venkat Allada, Steve Raper, Sarah Hercula, Dan Reardon, Ralph Flori, Jonathan Obrist-Farner, Kathleen Sheppard, William Fahrenholtz, Jeff Smith, Alvan Akin for Akim Adekpedjou, Matt Insall, S.N. Balakrishnan, Jie Gao, Kelly Homan, Ashok Midha, Lonnie Pirtle, Samuel Frimpong, Shoab Usman, Ulrich Jentschura, Alexey Yamilov for Michael Schulz, Amber Henslee, Michelle Schwartz

II. Approval of Minutes

The minutes of the February 20, 2020 meeting were presented. Dr. Corns called for a vote and the minutes were approved.

III. Campus Reports

A. Staff Council

Barbi Spencer did not present a report on behalf of staff council.

B. Student Council

Kaiden Kessinger presented for Student Council and indicated that Student Council will be holding meetings via Zoom. The upcoming meetings will be to elect positions for next year's officers, changes that may occur from the Committee for Effective Teaching recommendations and consider changes for commencement.

Student Council sent out a Google form for students to fill out if they are having difficulties with the transition to online classes.

Student Council has a new student body President, Lawrence Heinemeier who will take over on May 1st.

C. S&T General Education Oversight Committee

Jim Musser presented for the General Education Oversight Committee (GEOC). The Higher Learning Commission (HLC) noted in a report that S&T student learning outcomes were 10 years old: furthermore, S&T had not reviewed them and did not have a plan or procedure to review them. HLC recommended that S&T invite campus constituents to work together to create student-learning outcomes (SLO's) and to create a committee to oversee general education.

The HLC report mentioned three conclusions; general education is not well defined, is not communicated clearly and has not been implemented consistently.

The GEOC was given a charge and a set of goals: to define what general education at S&T is, and what it should be. When that is done, policies and procedures for reviewing a general education will be an ongoing process. The committee developed SLO's will be reviewed by the University Assessment Committee.

The GEOC membership consists of faculty representation from each department. The committee will select a chair. The committee will communicate to faculty general education program options, mandated elements and committee recommendations.

The GEOC has plans to include identifying the current S&T general education plan, learning about general education from external sources, identify or write SLO's and to educate and involve stakeholders. General education refers to the education that we expect all graduates of S&T to have.

IV. President's Report

President Corns presented and began with a reminder that the Center for Advancing Faculty Excellence (CAFE) has many resources available to faculty during the online teaching transition. CAFE is in charge of the master mentoring program, which would be a great resource to reach out to as well.

The COACHE survey is still open and participation has been great so far. The survey will remain open until the first week of April.

Ben White and Neil Outar are no longer planning on speaking at the April Faculty Senate meeting.

The open forum with Matt Gunkel will still happen via Zoom but has not been scheduled at this time.

At the Intercampus Faculty Cabinet (IFC) meeting on March 13th, moving online was discussed. By the time the IFC meeting was almost over, word was handed down that the decision had been made to take coursework online.

IFC had additional discussion with President Choi about academic pluralism and reaching out to the conservative caucus and how that ties in with some inclusion issues.

Standard operation procedure, if you are a professor and give an interview, you are seen as representing Missouri S&T.

The Tier 3 research board submission deadline has been extended.

V. Reports of Standing Committees

A. Public Occasions

Sahra Sedigh Sarvestani presented for the Public Occasions Committee (POC). The POC moves for the adoption of the following calendar for the 2021-2022 academic year.

FALL SEMESTER 2021

International Student Orientation	August 10, Tuesday
Freshman Orientation Begins	August 15, Sunday
Transfer Transitions	August 19, Thursday
New Graduate Student Orientation	August 20, Friday
Open Registration Ends	August 22, Sunday
Fall semester opens 8:00 a.m.	August 23, Monday
Classwork begins 8:00 a.m.	August 23, Monday
Labor Day Holiday	September 6, Monday
Career Fair	September 28, Tuesday
Fall Break Begins 8:00 a.m.	September 30, Thursday
Fall Break Ends 8:00 a.m.	October 4, Monday
Mid-Semester	October 16, Saturday
Thanksgiving vacation begins 8:00 a.m.	November 21, Sunday
Thanksgiving vacation ends 8:00 a.m.	November 29, Monday
Last Class Day	December 10, Friday
Final Examinations begin 7:30 a.m.	December 13, Monday
Final Examinations end 5:00 p.m.	December 17, Friday
December Commencement - 10 a.m.	December 18, Saturday
Graduate and Undergraduate Degrees in Designated Departments	
December Commencement - 3:30 p.m.	December 18, Saturday
Graduate and Undergraduate Degrees in Designated Departments	

SPRING SEMESTER 2022

International Student Orientation	January 10, Monday
New Graduate Student Orientation	January 14, Friday
Open Registration Ends	January 17, Monday
Martin Luther King, Jr. Recognition Holiday	January 17, Monday
Spring semester opens 8:00 a.m.	January 18, Tuesday
Classwork begins 8:00 a.m.	January 18, Tuesday
Career Fair	February 15, Tuesday
Spring Recess begins 8:00 a.m.	March 17, Thursday
Mid-Semester	March 19, Saturday
Spring Recess ends 8:00 a.m.	March 21, Monday
Spring Break begins 8:00 a.m.	March 27, Sunday
Spring Break ends 8:00 a.m.	April 4, Monday
Last Class Day	May 6, Friday
Final Examinations begin 7:30 a.m.	May 9, Monday
Final Examinations end 5:00 p.m.	May 13, Friday
Spring Semester closes 6:00 p.m.	May 13, Friday
May Commencement – 6 p.m.	May 13, Friday
Graduate and Undergraduate Degrees in Designated Departments	
May Commencement – 10 a.m.	May 14, Saturday
Graduate and Undergraduate Degrees in Designated Departments	
May Commencement – 3:30 p.m.	May 14, Saturday
Graduate and Undergraduate Degrees in Designated Departments	

***SUMMER SESSION 2022**

Open Registration Ends	June 5, Sunday
Summer session opens 8:00 a.m.	June 6, Monday
Classwork begins 8:00 a.m.	June 6, Monday
Independence Day Holiday (observed)	July 4, Monday
Final Examinations begin 8:00 a.m.	July 28, Thursday
Final Examinations end 12:30 p.m.	July 29, Friday
Summer Sessions closes 12:30 p.m.	July 29, Friday

*Schedule shows the regular eight-week Summer Session.
Other special four-week course sessions may be scheduled.

CLASS SESSIONS (EXCLUDING FINAL EXAMINATIONS)

	M	TU	W	TH	F	Total MWF	Total TR
Fall Semester	14	15	15	14	14	43	29
Spring Semester	14	15	15	14	14	43	29
Summer Semester	7	8	8	7	7	22	15

The faculty is reminded of the religious and other holidays that a substantial number of students may wish to observe.

Motion passes.

B. Effective Teaching

Dan Oerther was not present and consideration of the Committee for Effective Teaching (CET) proposal was tabled.

B. Personnel

David Westenberg presented for the Personnel Committee (PC). There were three referrals to the committee; review of the workload policies, updating procedures for the confidential report between department chairs and faculty members and an investigation into the policies to clarify rights and responsibilities of emeritus/emerita faculty.

After reviewing the workload policies, it was found the current policies meet the guidelines spelled out by the CRR's. It was not clear in the referral if some kind of standard structure for all departments was needed. Please refer any recommendations on moving forward to the Personnel Committee if you have any ideas.

The confidential report between the department chairs and faculty members is outdated and does not include any wording about Deans. The PC made a motion to change the wording to the red text.

It is the responsibility of both the faculty member and the chair to ensure that the annual conference, as recorded herein, provides the faculty member with sufficient information to set goals for the following year's performance. The signed original is retained in the faculty member's personnel file in the department. **Copies of this document are for chair and faculty member**

only but available to Dean, Provost, and Chancellor as necessary for Post Tenure Review.

Adopted at April 25, 1991 Academic Council Meeting. Revised at {date to be determined} Faculty Senate Meeting.

A friendly amendment was made to change the wording to;

It is the responsibility of both the faculty member and the chair to ensure that the annual conference, as recorded herein, provides the faculty member with sufficient information to set goals for the following year's performance. The signed original is retained in the faculty member's personnel file in the department. **A copy of the final report is provided to the faculty member. The signed original is retained in the faculty member's file in the department and is made available to the Dean, Provost, or Chancellor upon request.**

Adopted at April 25, 1991 Academic Council Meeting. Revised at {date to be determined} Faculty Senate Meeting.

The friendly amendment *passes*.

The amended motion *passes*.

The PC was asked to review the rights and responsibilities of Emeritus/Emerita faculty. The PC is currently waiting on feedback from Human Resources to be able to provide some resolution.

D. Intellectual Property

Jonathan Kimball presented for the Intellectual Property Committee (IPC). The trend for royalty income, patents and copyrights issued/granted, active license/options and active caseload is up. Missouri S&T is on track for another record year on royalty income after a record last year. Disclosures received is down.

Under the old system, the cost of patent filing was borne by UM System. The new way of doing things will see all costs borne by the campus. Previously one-third of the royalties went to the inventor, then patent expenses covered, then split equally among UM System, VCR and the department. The new system will see the patent expenses covered first, then one-third to the inventor and two-thirds to the campus. The distribution of the two-thirds will likely be explained at the April board meeting and will be effective for FY21. Consideration may be pushed to the June meeting due to recent circumstances.

Keith Strassner is retiring. So the IPC proposed a resolution honoring his service to the university.

Resolution from the Intellectual Property Committee, presented March 19, 2020

Whereas Keith Strassner joined the University of Missouri-Rolla as Director of Technology

Transfer and Economic Development in 2005; and

Whereas campus royalty income from its patent portfolio has risen from less than \$20,000 annually to greater than \$680,000 annually under Mr. Strassner's leadership; and

Whereas Mr. Strassner was instrumental in the development of the Missouri University of Science and Technology Innovation Park, including the Technology Development Center, a LEED Silver certified building that anchors the park; and

Whereas Mr. Strassner has demonstrated both a passion for the University's economic development mission and a willingness to help faculty, staff, and students engage in technology transfer activities,

Be it resolved that the Faculty Senate of the Missouri University of Science and Technology does hereby sincerely thank Keith Strassner for every job well done and wish him continued success in his future endeavors.

Adopted this 19th day of March 2019, at the meeting of the Faculty Senate of Missouri University of Science and Technology.

Motion to accept the resolution *passes*.

E. Information Technology / Computing

John Singler presented for the Information Technology Computing Committee (ITCC). The three finalists for the CIO search were interviewed and the process will be complete soon. Please submit any CIO feedback to John Singler or submit it online.

After further testing, Microsoft 365 will be coming to campus. All Google tools will remain, with both Microsoft 365 and Google tools available for use. There are no security concerns and two-factor authentication will be required. Physical USB security keys would be recommended to minimize the disruption that two-factor authentication causes while maintaining security.

F. Budgetary Affairs

Budgetary Affairs did not have a report.

VI. Administrative Reports

A. Chancellor's Report

Chancellor Deghani wanted to thank everybody for all of the work that has been going on. Today, everyone will receive a message that will say what is required to work long distance from home remotely.

After Spring break, there will be a town hall Zoom meeting because we want to have a sense of campus community for students and faculty. This will allow everyone to come in and tell us what's been working for them, what hasn't been working and so on and

so forth.

A subset of our community is at the edge right now and that is the international students. I ask that every opportunity that you get to please reinforce the support of the faculty, the staff, the university, the institution for our international students. Particularly the Chinese students that are or are really, sensitive. Now we will put a note, together we will email it to them stating that the institution is supportive of them and we stand by them. These moments highlight the character of a university, such as ours, that you know we stand by our most vulnerable group of people in the times of crisis like this. I just wanted to thank all of you. For the faculty, you are working with our students and they are under more stress than we can ever imagine. We will have a graduation ceremony. We don't know when that will be but they will be invited back and they will have a graduation that that they can participate in. I ask that our faculty now be a little more than just a teacher and be sensitive to their needs.

B. Provost's Report

The Provost would like to thank everyone for the incredible efforts that the faculty has put forward in helping to transition this entire educational enterprise, at least for the remainder of this semester to an online delivery platform. There will be additional challenges. At the forefront right now is simply the transition to online learning. We have a great learning transition team that is headed by Dean Drowne, Dean Wlezien, Kathy Northcutt, Caprice Moore and others, and they are doing a great job.

The transition to telework has been at the forefront and that will become even more important. Our campus is open and the default is that people are reporting to campus and doing their work on campus unless an arrangement is made to do otherwise. All personnel will be expected to telework. There are other phases that are that are potential phases. Phase three is a complete shutdown of campus and no one is on campus and then a Phase four is a shutdown of campus.

There is an online discussion to potentially extend the deadline for declaring a class pass/fail. I would appreciate Faculty Senate feedback regarding that option.

VII. New Business

President Corns had an item for new business voting via Zoom. April is traditionally when we vote on all the committee memberships and clickers are typically used. Faculty Senate does not hold votes by email, but for April, one option is sending faculty senators a survey to capture votes.

VIII. Adjourn

Motion to adjourn. The meeting adjourned at 4:32 pm.