



# HARRIS-STOWE STATE UNIVERSITY

## FACULTY SENATE

MINUTES, DECEMBER 6, 2013

1:00PM – 2:30PM

**I. FACULTY SENATE..... PRESIDENT KERR**

**A. CALL TO ORDER.**

President Kerr called the meeting to order at 1:35. A quorum was present.

**B. APPROVAL OF THE NOVEMBER 8, 2013 MINUTES.**

The minutes from the November 8 and November 15 were approved.

**C. SPRING 2014 CALENDAR: MEETING TIMES FROM 2:00-4:00 P.M.**

The schedule of meetings for the Spring Semester was announced. It was decided to extend the monthly Friday meetings by half an hour from 2-4:00. The Spring Faculty Institute will be from January 8-10 2014. The Faculty Senate will conduct the January 8<sup>th</sup> program for the Institute.

Monthly meetings will be held on January 24, February 21, March 21, April 11, and May 2.

**II. SPRING AGENDA .....PRESIDENT KERR**

**A. ENGAGEMENT WITH THE BOARD OF REGENTS,  
ADMINISTRATION AND DEANS AND APPEARANCES BEFORE THE  
SENATE: TIME FORMATS AND ADVANCE COMMUNICATIONS.**

The Senate discussed the format for future meetings where board members, administrators, staff, and other faculty are invited to participate in Question and Answer sessions. An agenda was approved for visiting participants:

1. The questions would be submitted to the person in advance;
2. The visitor would be asked to limit answers to 5-7 minutes;
3. There would be a 10-15 minute opportunity for questions and answers.

If the person would like to use a PowerPoint to present for the Faculty Senate, it should be emailed to the Senators prior to the meeting for review and possible questions.

In the case of Standing Committee reports, they could be submitted in writing before the meeting to the Senate. The Head of the Standing Committee would be present for questions and answers in a 10 minute time limit. Emphasis would be on action items of the Standing Committee.

The Faculty Senate intends to have question and answer sessions with the full cabinet, the deans and the Board of Regents during the Spring Semester 2014 using this format. .

People who give reports will also have the opportunity to make Amendment Edits after the meeting before the minutes are published on the Faculty Senate website as part of the minutes approval process.

**B. FACULTY-CENTRIC INITIATIVES: UNIVERSITY SHARED  
GOVERNANCE AND AAUP-MAFS PRACTICES IN SUPPORT OF  
FACULTY; ANONYMOUS OPEN FORUM FOR FACULTY.**

The Senate discussed ways in which the faculty could be more participatory in voicing concerns and needs through the Faculty Senate. Open discussion and an anonymous open forum will be planned as part of the Faculty Institute on January 8. Another idea was to have a regular schedule of happy hours off campus as an informal exchange for ideas.

Questions were raised by Senator Carr about the accomplishments and outcomes of Faculty Senate actions. When resolutions are passed what action has been taken?

President Kerr promised to give an Executive Summary at the Faculty Institute so that all faculty would be aware of the work of the Faculty Senate during the Fall Semester 2013.

Senator Tihamiyu and Vice President Weatherford-Jacobs both stressed that the Senate needs to be more pro-active. When the Senate interviews guests the emphasis would be on the desired outcome. Vice President Weatherford-Jacobs observed that we have been in a listening mode, but we need to move to an execution mode in our meetings.

### **C. ACADEMIC PROGRAM PROPOSALS AND FAST-TRACK PIPELINE.**

Proposal SB82013: The Senate would like a monthly update report from Admissions about new students and dropped students. Present Faculty Senate members approved the proposal unanimously.

It was also decided to invite LaShanda R. Boone, Vice President for Student Affairs and Enrollment Management and Courtney McCall who is Associate Vice President for University Relations to the January meeting of the Senate to ask specific questions about the outreach for new students.

Senator Tihamiyu and Vice President Weatherford-Jacobs both had ideas for raising community awareness about Harris-Stowe. They proposed inviting each faculty member to produce an article suitable for publication in *The St. Louis American* which would have information of current interest and academic news about Harris-Stowe. The HSSU Information Office could send these for publication on a regular basis each week. They also felt that the HGA building needed more signage to direct visitors and students to appropriate offices and make the entrance to every building more welcoming, clean and bright.

### **D. PROGRAM AUDITS AND RECOMMENDATIONS.**

Secretary Pier asked about the status of the Criminal Justice Program revision (SB62013) that had been approved by the Faculty Senate on November 8. President Kerr answered that the Criminal Justice Program had been submitted to Dr. Smith and that he had agreed to move it forward.

Other issues concerning Academic Program Proposals especially capstone courses and degree audits have been mentioned but not officially proposed by the faculty. Senator Carr suggested that the Senate needs time to review these changes. They should be submitted as proposals a month in advance of consideration at the Faculty Senate meetings. Senator Carr also mentioned that the degree audit policy could be used as a recruiting as well as a retention tool.

**III. SENATE FINANCE/COMPENSATION COMMITTEE..... VICE-PRESIDENT WEATHERFORD-JACOB, CHAIR OF THE COMMITTEE**

- A. UPDATE ON COMMITTEE PROCEEDINGS AND RECENT MEETING WITH INTERIM PRESIDENT CONSTANCE GULLY.**
- B. UPDATE ON PLAN TO CONSTRUCT AN ECONOMETRIC MODEL.**

Vice President Weatherford-Jacobs reported on the Finance Committee meeting with Interim President Gully on December 3rd. The committee reviewed the monthly reports which the Harris-Stowe Finance Department makes to the Board of Regents. President Kerr asked that Vice President Weatherford-Jacobs prepare a summary report of the meeting to make a general overview of the types of reports. Questions from the Senators concerned the underlying assumptions that the Senate Finance Committee had about the reports and questioned what the university does with unclaimed funds from budgeted activities.

Vice President Weatherford-Jacobs reported that the Senate should continue to invite Dr. Kamkwala to each meeting to give a brief update each month. President Kerr will invite him to the January meeting so that the Senate will continue to follow the expenditures and financial activities of the University. He mentioned the materials needed for the econometric model that is being generated by Dr. Stewart to get a clearer picture of University finances over the entire fiscal year. President Kerr, Board of Regents Cook and Interim President Gully are also conferring to set the agenda for a future meeting between the Senate Finance Committee and the sub-committee of the Board of Regents which is concerned specifically with financial matters. At the top of the Senate concerns are salary parity and pay for adjunct faculty.

**IV. TECHNOLOGY COMMITTEE REPORT .....SECRETARY PIER AND SENATOR GREG CARR**

- A. UPDATE ON LATEST DEVELOPMENTS.**

The Senate discussed the new HSSU web page which is currently on the website in a proposed format. Consensus of the Senate members was that the page does not show Harris-Stowe as a serious academic institution. Seventy percent of the page is related to non-academic student

affairs. Senator Carr agreed to advise Vice President Fogt that the page should highlight academics and our beautiful campus.

**V. FACULTY MANUAL..... SECRETARY MARY PIER**

A. UPDATE ON DRAFTING PHASE AND FACULTY INVOLVEMENT.

B. REWRITE OF SHARED GOVERNANCE AND APPLICABLE PROVISIONS AS TO RANK AND TENURE; FACULTY HIRING PRACTICES; CONTRACTUAL PROVISIONS, TERMS AND CONDITIONS OF EMPLOYMENT.

Secretary Pier reported that the Faculty Manual was almost complete but that it needed a review of each chapter by interested faculty. Vice President Weatherford-Jacobs is reviewing Chapter 7 Promotion and Tenure Policies; Senator Carr is reviewing Grievance Policies; Senator Tiarniyu is reviewing Chapter 3 Faculty Appointments, and President Kerr is reviewing Chapter 2 Governance Policies. Other faculty will be asked to review the other chapters before it is submitted for approval by the Faculty Senate in Spring Semester 2014.

**VI. SPRING FACULTY SENATE INSTITUTE.....SENATOR GREG CARR AND SENATOR OGAR**

A. UPDATE ON CO-CHAIR MEETING WITH ACADEMIC AFFAIRS PLANNING COMMITTEE AND JANUARY'S INSTITUTE.

Senator Carr reported on the plans for the Faculty Senate morning of the Spring Faculty Institute. The overall theme of the Wednesday meeting will be enhancing a culture of scholarship and making academic excellence our priority at Harris-Stowe State University. President Kerr will make a report of the Faculty Senate initiatives. A panel of faculty will discuss the theme. Dr. Kamkwala, Dr. Kant, Dr. Eisel, and Dean Martin will be invited to join the panel.

## **VII. RESOLUTIONS**

Proposal SB82013: The Senate would like a monthly update report from Admissions about new students and dropped students. Present Faculty Senate members approved the proposal unanimously.

Proposal SB92013: There needs to be an addition to the Faculty Senate By-Laws. It would be a Commitment Clause: If a Senator misses three out of four meetings during a semester the Senate will ask for a reason. The Senate may need to recall the Senator through his or her Dean and ask for another faculty member from that College/School. This Proposal was discussed and will come to a vote at the January meeting.

Proposal SB102013 was made by Senator Tiamiyu: At Harris-Stowe State University Graduation Ceremonies the Faculty Senate should wear distinctive stoles and lead the head of the line of faculty as they march into the ceremony. The purpose of the proposal is to provide an opportunity to symbolize the concept of shared governance by making the Faculty Senate more visible to the Board of Regents, the administration, the faculty, the students and the community. Present Faculty Senate members approved the proposal unanimously

## **VIII. ADJOURNMENT**

The meeting was adjourned at 4:00.

Respectfully submitted,

Mary Pier Faculty Senate Secretary

**ATTENDANCE LIST**

**DECEMBER 8, 2013**

**SENATORS**

GREG CARR

JOHNDAVID KERR

MARY PIER

OWOLABI TIAMIYU

ODESA WEATHERFORD-JACOBS

**ABSENT**

REYNALDO ANDERSON

KENNETH BOWMAN

PETER NDOMA OGAR

BETTY PORTER WALLS