



**HARRIS-STOWE STATE UNIVERSITY
FACULTY SENATE**

MINUTES , MARCH 21, 2014

2:00PM – 4:00PM

I. FACULTY SENATE..... PRESIDENT KERR

A. CALL TO ORDER.

The meeting was called to order at 2:20 p.m. A quorum was present.

B. APPROVAL OF THE FEBRUARY 21, 2014 MINUTES.

The minutes from February 21, 2014 were approved.

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

The remaining Faculty Senate meetings for the Spring 2014 semester will occur on April 11th and May 2nd.

D. UPCOMING FACULTY SENATE ELECTIONS FOR 2014-15 YEAR.

The election of new senators will take place before the April 11th meeting.

In the College of Arts & Sciences two seats are up for election: Senator Carr's seat is available for a three year term; Secretary Pier's seat is available for a one year term due to her retirement from the University.

In the College of Education Dr. Wall's seat is up for election for a three year term.

In the Anheuser Busch School of Business Dr. Ogar (two year term) is stepping down, and Tiamiyu (one-year term) is also up for election.

Current senators may be re-elected to their seats at the end of their term.

II. SPECIAL REPORTSPRESIDENT KERR

A. RESULTS FROM THE FEB. 17-18, 2014, MAFS MEETING: PRESIDENT KERR IS THE NEW PRESIDENT OF THE MISSOURI ASSOCIATION OF FACULTY SENATES, SERVING A TWO-YEAR TERM, 2014-2016.

President Kerr reported on the Missouri Association of Faculty Senate conference on February 17th and 18th. During the conference Johndavid Kerr was elected as the President of MAFS for a two year term. Johndavid Kerr's election as President of MAFS represents the first time a faculty senator from HSSU has been elected to the presidency of MAFS. He will be working closely with David Russell and Rusty Monhollon and CBHE to make the Missouri State University System more visible to the Missouri legislature to get more funding for higher education. A copy of the HSSU report to MAFS is included in Appendix B of these minutes.

Vice President Weatherford-Jacobs, who also attended the conference, stated: "We are not alone in Missouri. All of the institutions are working together for higher education in Missouri. We need to recognize the value the relationship between the instructor and the student in the classroom as opposed to the online degree which is being offered by WGU. "

President Kerr added that one of the changes he will make as MAFS President is to encourage more lobbying activity by University faculty in the Missouri legislature. The MAFS is going to work as a team to increase the contacts with legislators and to put forth economic data about the worth of the university system education which will bring recognition at a national level.

B. PROGRAM AUDIT COMMITTEE, DRS. MARK ABBOTT AND REMIGIUS OMWUMERE.

Dr. Mark Abbott reported on meetings of the Program Audit committee. They plan to look closely at the ABSB programs in the first year; the College of Education programs in the second year; and the College of Arts & Sciences programs in the third year.

The Program Audit Committee will create an academic profile of each school/college to assess academic performance linked to ACT scores, grades at HSSU and exit exam performance. The Audit will look at socio-economic data of students; they will survey graduates of the program, employers, graduate schools where HSSU students attend, and current faculty and students.

The audit will be made through focus groups of faculty, students, administrators and possibly Board of Regents representatives. The review will include: operations, addition of courses, office management, customer satisfaction and budget issues. Then the Program Audit Committee will make a report including recommendations for change.

By April of 2015 the committee will have collected quantitative data including outcomes from exit exams for the past four years.

Senator Ogar asked about exit exams. He said that currently the exams are administered, but there are no consequences for poor achievement on them. He also noted that the pressure for achieving numbers of graduates makes exit exams less important than they should be.

Dr. Abbott added that engagement with employers after graduation needs a better follow-up by the University. He noted that any STEM programs need special attention because legislators are

looking carefully at the achievement of HSSU graduates in those fields. Career Services and alumni need to offer better services to current students.

President Kerr added that the audit needs to pull in people from other programs as part of the focus groups and include students. The audit will be useful especially if it is combined with better advisement for current students.

Vice President Weatherford-Jacobs mentioned the low response from students when they are given a survey. She also mentioned that faculty needs to be more involved in scheduling the times that classes meet.

Dr. Abbott agreed that the faculty needs to take more control of advisement; however the advisement department, the faculty, and the Deans all need to be on the same page so that the message is consistent to students.

Secretary Pier asked if the Degree Audit Program will be part of the Program Audit. Dr. Abbott replied that it is different and the degree audit will be an online program that students can log in to see requirements and other courses that lead to graduation. So in that sense it will promote higher graduation and student satisfaction with courses. The Degree Audit program is not yet in effect at HSSU.

Vice President Weatherford-Jacobs added that even with the audit programs in place there is a need for good knowledgeable advising for students to know what programs to follow especially when they are changing programs at the University. The student needs to know how to take the best and shortest path to graduation. There is a department at the University for advising and they need to be the best and most approachable office for students.

Dr. Abbott reported that the General Education revisions have gone through the Administrative and Board of Regents approvals and they look to be on track for the Fall 2014 semester. He also said that the voting for the MNEA negotiated contract for HSSU faculty had been voted on and received a 95% approval from the faculty. There will be some final meetings to clarify language before the contracts are issued for the Fall Semester.

The MNEA is also beginning representation discussions for the professional staff, the adjunct faculty and the support staff at the University.

Secretary Pier asked about the revisions to the Criminal Justice Program which had been passed through the Faculty Senate. Dr. Abbott said that the CJ Program has been approved by Administration and they are now discussing an online addition to the program. To take an entire degree online is not now possible at HSSU because the General Education curriculum is not completely available online. But curriculum development is moving in that direction.

Senator Anderson asked if the University is planning to train faculty towards certificates in teaching online courses. Title III money is available.

Vice President Weatherford-Jacobs noted that the online programs would have to be very high quality to compete with other universities and that it may not be in HSSU's best interest because of the large number of students who begin online but do not persist and the drop-out numbers are high.

III. UNIVERSITY BUDGET COMMITTEE..... DR. ROBERT KAMKWALALA

A. UPDATE ON UBC MONTHLY REPORTS AND UNIVERSITY'S FINANCIAL CONDITION.

The HSSU Budget Committee did not meet this month so there is not any new report. Regarding the report that Interim President Gully made to the Faculty Senate last month, the monthly budget reports which are now available to the Faculty Budget Committee will be very useful in the econometric model that Dr. Stewart is crafting to show financial strengths and weaknesses at the University.

Since it is now clear that the HSSU Foundation money is not reported as part of the Budget, discussion followed about clarification of the Foundation's policies. As a public account, the details are available, but the Senate Finance Committee will need to access them and clarify the rules of the HSSU Foundation as well as its financial status.

Grants used by the University from outside sources are also not part of the Budget. The Faculty Budget committee needs to access that information from Heather Bostic's office. She has said that she is willing to work with the Faculty Senate about the actual income from grants and their allocation. Senator Anderson suggested that the Senate benchmark the handling of grants with UMSL procedures.

The operation of the residence halls are also not part of the report and this is an important element to be taken into account while constructing an econometric model of the finances of HSSU since the debt incurred by the University and the vacancies in the halls are creating financial hardship for the University.

The Early Childhood Center is not in the operating Budget. To get a true financial picture of the University, the Faculty Finance Committee will have to access a number of records beyond the published monthly Budget Reports.

The Senate Finance Committee also needs to find out the qualifications of the loan default counselor that the University is planning to hire in May. It is important that the person fits Missouri and National standards.

IV. UNIVERSITY STANDING COMMITTEES

**SUBCOMMITTEE.....CO-CHAIRS REYNALDO
ANDERSON AND KENNETH BOWMAN**

- A. UPDATE ON ASSESSMENT OF STANDING COMMITTEE STRUCTURE AND RECOMMENDATIONS; PROPOSAL PROCEDURES; MEMBERSHIP ISSUES AND RE-ENGAGEMENT.

Senator Anderson discussed the “mission confusion” of the Standing Committees which he said stems from Administrative ad hoc decisions about the role of the committees. President Kerr asked the committee to work to clean up the current lists of members of the Standing Committees.

- B. STANDING COMMITTEE REPORTS FROM CHAIRS. (SCHEDULE)

Senator Bowman reported as Chair of the Ed Policies Committee:

- The Health Care Management program changes are awaiting approval.
- The Engineering, Science and Career Technology programs as well as Mathematics do not need approval. They need internal adjustments.
- Urban Ecology needs approval from MBHE.
- Business Finance needs classification numbers and inclusion of major test results.

Attention needs to be paid to having ten graduates for each program.

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

- A. UPDATE ON DRAFTING PHASE AND FACULTY INVOLVEMENT.
- B. DEADLINE OF MARCH 21, 2014.

Vice President Weatherford-Jacobs had a draft of the tenure policy which she presented.

President Kerr commended Vice President Weatherford-Jacobs, Senator Bowman and Dr, Corbett for their hard work on the Faculty Manual. He would like the completed copy in April 25 to submit to Dr. Dwayne Smith.

VI. ADJOURNMENT

The meeting was adjourned at 4:10.

Appendix A

ATTENDANCE LIST, March 21, 2014

SENATORS

REYNALDO ANDERSON
KENNETH BOWMAN
JOHNDAVID KERR
PETER NDOMA-OGAR
MARY PIER
ODESA WEATHERFORD-JACOBS

FACULTY

MARK ABBOTT
TOM ADAMS
JON CORBETT
ANN PODLESKI

ABSENT

GREG CARR
OWOLABI TIAMIYU
BETTY PORTER WALLS

Appendix B

Report submitted for the February MAFS Meeting from HSSU

HARRIS-STOWE STATE UNIVERSITY FACULTY SENATE

Faculty Senate Report to the Missouri Association of Faculty Senates
February 14, 2014

Submitted by: Odesa M. Weatherford-Jacobs, Senate Vice President

Important Issues

1. The search for the new President for Harris-Stowe State University is moving forward. The HSSU Faculty Senate President, Johndavid Kerr, is a member of the Presidential Search Committee.
2. The University continues to experience limited state funding. Enrollment is now at approximately 1300 students.

3. The Finance Committee is studying issues related to rank and tenure, external funding, recruitment and retention, content and delivery platforms and marketing as it relates to University image and branding. The Committee seeks to gain insight on the best practices in the aforementioned areas.
4. The Faculty Handbook is still a challenge, yet the issue is being addressed. Significant attention continues to be paid to issues related to policy and procedure, hiring procedures, rank and tenure, and best practices in translating those policies related to faculty into a legal document.
5. The HSSU Faculty Senate continues to strive to develop a meaningful and collaborative relationship of shared governance with the Board of Regents and the HSSU administration. Some of the issues that the Faculty Senate and University continue to face are as follows: the terms of the Fall 2014 contract, salary equity, rank and tenure, hiring practices, customer service, marketing of the institution, and student recruitment and retention.
6. Seeking to have greater informed knowledge of Harris-Stowe State University as a whole and operable institution, the Faculty Senate has met with the following individuals:
 - a. Dr. Dwayne Smith, Vice President of Academic Affairs
 - b. Dr. Robert Kamkwala, Member, University Budget Committee
 - c. Ms. LaShanda R. Boone, Vice President for Student Affairs and Enrollment Management
 - d. Mrs. Constance Gully, Interim President, Harris-Stowe State University