



## **HARRIS-STOWE STATE UNIVERSITY FACULTY SENATE**

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**MINUTES , FEBRUARY 15, 2013**

**2:30PM – 4:00PM**

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

**A. CALL TO ORDER**

The meeting was called to order at 2:50 p.m. There was a quorum present.  
The next meeting will be March 15.

**B. APPROVAL OF THE JANUARY 11, 2013 MINUTES**

Senator Weatherford-Jacobs motioned for the acceptance of the January minutes. Senator Ogar seconded the motion. The minutes were accepted by a voice vote.

**C. WELCOME NEWEST SENATOR, HATTIE WEAVER**

Dr. Hattie Weaver from the College of Education has been selected to join the Faculty Senate to replace Dr. Mosley.

**D. SELECTION OF VICE PRESIDENT**

Dr. Mosley had been the Vice President of the Faculty Senate and there was a discussion about election of a new Vice President. Senator Carr suggested that we wait until all Senators are present.

Subsequent discussion followed that the Faculty Senate needed a person as acting Vice President. President Kerr appointed Senator Weatherford-Jacobs as Acting Interim Vice President until a formal election is held.

**II. SIX KEY INITIATIVES & MILESTONES (ATTACHMENT  
B).....PRESIDENT KERR**

**INITIATIVE TWO: IMPROVED SHARED GOVERNANCE**

**A) WEBSITE**

The Senate discussed the launching of the Faculty Senate Website. Senators Carr and Pier met with Karen Esselpreis in IT to organize and distribute the information on the site. The website will be listed on the HSSU home page under Faculty Resources. All information on this website will be available to all faculty, administration, staff and the public including:

Welcome Letter From The Faculty Senate President  
Mission Statement  
Next Meeting  
Link To Minutes  
Link To By-Laws  
How To Make Proposals And Reports  
Status Of Motions  
Standing Committees  
Form For End Of Semester Committee Report  
Duties Of The Senators  
Shared Governance  
Faculty Institutes  
Missouri Association Of Faculty Senates  
American Association Of University Professors

An additional communication among the Senators will be available through MYHSSU. Senators will have a course listed on their individual E-Racer pages that will create a forum for Senate discussions and news between meetings. It will be a permanent selection not tied to semesters so that it will be available during summers and other times when the university is not in session.

The purpose of these electronic links will be to promote transparency in the activities and agendas of the Harris-Stowe State University Faculty Senate throughout the university community and the public.

## **B) STANDING COMMITTEES**

Dr. Dwayne Smith, Vice-President of Academic Affairs, has requested that the HSSU Faculty Senate collect reports from all of the university Standing Committees. Their reports and requests for action-based proposals will go first to the Faculty Senate. The first reports from the committees will be submitted in April as year-end summaries of the standing committees' activities. They may also include minutes of all meetings from the academic year.

Secretary Pier suggested that the reports should be formatted for data that is needed during accreditation visits. She is working with Meaghan Effan to construct a form for the heads of the Standing Committees so that their reporting will be written in a standard report that covers accreditation concerns.

## **C) FACULTY GOVERNANCE ALIGNMENT:**

1) The Senate moved to a discussion of the current Shared Governance initiatives which have been submitted to Dr. Dwayne Smith. President Kerr explained that the By-Laws, which the Senate had approved in November, have been submitted by Dr. Smith to the Board of Regents subcommittee on Academic Affairs. The By-Laws are expected to be voted on by the Board of Regents at their next meeting.

President Kerr assured the Senate that President Walker has declared that Faculty Senate is authorized and validated under the 2002 By-Laws. The approval of the new By-Laws by the Board of Regents is a legal gate-keeping function.

2) The Faculty Senate continues to work on Shared Governance through the implementation of:

2012-13 By-Laws  
Submission of a Budget for the Faculty Senate  
Standing Committees of HSSU  
A transparent website to report activities  
Membership in the Missouri Association of Faculty Senates

3) SENATOR BOWMAN'S CULLING OF SHARED GOVERNANCE DOCUMENTS

4) VICE PRESIDENT WEATHERFORD'S APPROVED MOTION TO REVIEW SHARED GOVERNANCE DOCUMENTATION

The Faculty Senate continued to discuss the topic of shared governance. Senator Bowman has forwarded a quantity of historical documents which mapped flow charts of governance of Harris-Stowe State College and then the university.

The relationship of the Faculty Senate to the Administration and the flow of proposals from Standing Committees to implementation through either the Senate or the Office of Academic Affairs, University President and Board of Regents has changed and evolved. The Faculty Senate feels the need to review the flow chart and duties of each governing organization to make clear the present governance at the university.

Vice President Weatherford-Jacobs proposed that the Senate review and clarify the governance from the existing documents and work with the Administration to agree on current governing policies. Her proposal was approved by the Senators.

#### 5) FACULTY MANUAL: EDUCATION POLICY COMMITTEE REPORT

##### A) EDUCATION POLICY MEETINGS AND STATUS OF REVISION(S) AND TIMEFRAME(S) TO DATE OF COMPLETION

Senator Bowman reported that the Educational Policy Committee was almost ready to submit the revised Faculty Manual for the Senate's discussion and approval. Some procedural changes in the manual will be for election of committee chairs and department heads.

The manual also recommended some consolidation of Standing Committees. Specifically he mentioned that the General Education Committee should become a Department of the university instead of a Standing Committee. Senator Bowman asked that all Senators read the revised manual carefully before the March meeting so that it can be sent to the Board of Regents in April.

#### 6) SGA INVOLVEMENT

##### A) STUDENT SENATE'S SGA INITIATIVES AND ENGAGEMENT WITH FACULTY SENATE

Senator Carr reported that his sub-committee is meeting with students from the Student Government Association. The students are anxious to become involved in making changes on the campus as far as having more agency in their choices of activities. President Kerr agreed that he had been part of some interesting conversations in this regard during his trip with the Mock Trial Team in Kansas City. President Kerr also mentioned the outstanding job our students did at the Mock Trials where they got a standing ovation from the other university students.

Senator Carr would like to involve the SGA in a Retention Symposium in the near future.

### III. ADJOURNMENT

Despite other items on the Agenda, the Faculty Senate adjourned at 4:12 p.m.

The issues of Faculty Survey, MAFS , Senate budget and pre-planning for the Fall Institute will be taken up in the March meeting.

**ATTACHMENT A**

**ATTENDANCE LIST, February 15, 2013**

KENNETH BOWMAN  
GREG CARR  
JOHNDavid KERR  
PETER NDOMA-OGAR  
REMIGIUS ONWUMERE  
MARY PIER  
ODESA WEATHERFORD-JACOBS

**ABSENT**

MONEY GUIDEN  
HATTIE WEAVER

**ATTACHMENT B: SIX KEY INITIATIVES & MILESTONES**

- 1) Propose a revised set of bylaws (and constitution) to the full faculty for public comment and, upon a formal vote by the faculty senate, present a recommendation to the Chief Academic Officer and University President that a final recommendation for formal vote and adoption be presented to the Board of Regents;
- 2) Involve all faculty and academic units in an improved shared governance relationship with other governance entities by including faculty in the following institutional aspects:
  - a) Academic and curricular recommendations;
  - b) The planning and drafting process regarding the faculty policy and procedures manual and other institutional governance measures;
  - c) The study and incorporation of some of the recommendations and findings on faculty governance issues by accreditation bodies such as the

- Higher Learning Commission and by national entities, such as the Association of Governing Boards of Universities and Colleges;
- d) A university-wide dialogue on what further measures can be taken to improve the educational experience of HSSU students, including retention and recruitment measures;
  - e) A process of realigning and consolidating, when feasible, the standing committees to reflect a greater shared governance environment in support of HSSU's mission and strategic plan; (ATTACHMENT D)
- 3) Conduct a faculty survey to profile and study faculty concerns and ideas to empower faculty, to address morale, and to foster improved lines of communication between the administration and faculty by setting up accountability measures for incremental change;
- 4) Provide a transparent, best-of-breed website that openly advocates for shared governance and that provides links to including, but not limited to, news and Missouri governance issues, resolution forms, meeting minutes and agendas, webcasts of monthly meetings, and governance-related hyperlinks;
- 5) Build a working relationship with other Missouri Association of Faculty Senate university members;
- 6) Find university funding for the faculty senate in support of its needs to study and incorporate best practices by attending conferences and building partnerships with other universities;

### **Milestone 1: Faculty Senate and Student Learning**

—The Faculty Senate will:  
encourage student-centered pedagogy within colleges/schools  
recommend educational resources to enhance student learning  
suggest opportunities for field study to assist in the students' professional development

### **Milestone 2: Faculty Senate and the Faculty At-Large**

—The Faculty Senate will:  
implement strategies to support the faculty by developing a viable template for shared governance  
provide an outlet to air reasonable concerns and grievances regarding university issues

provide literary and technological resources as it relates to the Faculty Senate

**Milestone 3: Faculty Senate and the Administration**

—The Faculty Senate will:

partner with the administration to create effective student retention and student learning strategies

work with the administration to implement a higher level of shared governance between the administration and the faculty

institute cooperatives with other state institutions' Faculty Senates and administrations

These minutes have been respectfully submitted by Mary Pier, Senate Secretary