



HARRIS-STOWE STATE UNIVERSITY

FACULTY SENATE

MINUTES, SEPTEMBER 14, 2012

2:30PM

I. FACULTY SENATE.....PRESIDENT KERR

A. CALL TO ORDER

President Kerr called the meeting to order at 2:30 p.m. A quorum of Faculty Senators was present and other faculty and staff were in attendance. (See Attachment F for Attendance)

B. AGENDA

President Kerr noted that the agenda for this meeting would focus on the Six Initiatives and Milestones and the Technology Report. However important time sensitive issues concerning the election of the Teacher of the Year process and two Motions for Consideration were on the Agenda for action.

C. APPROVAL OF THE AUGUST 14, 2012 MINUTES

The minutes for the August 14, 2012 were approved with the needed addition of the Power Point Presentation written by President Kerr and Senator Ogar which the Faculty Senate presented in the Pre-Service Fall Institute on August 15. President Kerr agreed to forward that document for inclusion in the August minutes.

II. SIX KEY INITIATIVES & MILESTONES (ATTACHMENT A & D).....PRESIDENT KERR

A. TIMELINES AND OBJECTIVES

The bylaws will be submitted by October 20 to the faculty as a whole and then will be submitted to the Board of Regents in November. Discussion about the timeline ensued.

Vice President Mosley asked whether or not we have a constitution. Senator Ogar replied that the bylaws came out of the constitution. Senator Bowman explained that there is a set of bylaws and constitution from 1998-99. Since we are presently drafting a new document to reflect the changes that have taken place in the institution since 1999, the new bylaws/constitution will be a draft until we have had more time to use it and propose other revisions.

A motion was made by Senator Ogar to post what we have as bylaws with the proviso that it is considered a draft. Senators Bowman and Onwumere asked why we should put the bylaws up if we are going to change them. President Kerr replied that the logic is to get feedback from the faculty at large as well as the senate representatives. There was a 4/4 vote on the motion. President Kerr made a fiat approval to break the tie.

B. MONTHLY MEETINGS BETWEEN PRESIDENT WALKER, DR. DWAYNE SMITH, AND PRESIDENT KERR

President Kerr reported that he has been scheduled to take part in monthly meetings with President Walker and Dr. Dwayne Smith. He reported that they are pleased with the hard work that the Faculty Senate is doing. Out of these meetings have come their requests for the Faculty Senate to host a morning of the HSSU Faculty Institute and also the selection of the Emerson Teacher of the Year award for a member of the HSSU faculty. President Kerr thanked the senate for taking on these responsibilities. He feels that the Faculty Senate's actions in these areas marks a good beginning for establishing the senate's track record as a viable and credible working organization on the HSSU campus.

III. TECHNOLOGY SUBCOMMITTEE REPORT.....VICE-PRESIDENT MOSLEY AND SENATOR GREG CARR

Vice President Mosley presented updates on the Faculty Senate website. She and Senator Carr have been working with Courtney McCall in Public Relations and James Fogt in MIS to create the website. It should be up and running in three weeks. The website needs pictures and con-

tent for the Faculty Senate President, Vice President and Secretary. It will also have a link to MAFS (Missouri Assembly of Faculty Senates). Other elements of the website have been planned to make the Faculty Senate operations transparent and in touch across the campus:

- Public notice of Faculty Senate meetings
- Questions and concerns portal entitled, “What do you think?” This would be a place for faculty to post positive and negative comments. Senator Mosley hopes it will be a positive and morale building section where faculty can recognize their colleagues for exceptional service.
- An intranet for senators which will be password protected to promote discussion between meetings
- Webinars from the senators’ offices
- Distance learning with other universities
- A fund-raising section which will announce carnivals, performances, charity and service opportunities

This communication model prototype will be ready soon. Click on Faculty Senate on the HSSU homepage to access it. Senator Ogar suggested a drop box for the site which will be a blog to have both pros and cons on topics. He commended the Technology Committee for its emphasis on transparency of dialogue for the faculty. President Kerr encouraged all senate members to look carefully at the new website features. We will have an agenda item for the October meeting to discuss and approve the website.

IV. BYLAWS AND CONSTITUTION SUBCOMMITTEE REPORT.....
....CO-CHAIRS SENATOR NDOMA-OGAR AND SENATOR BETTY WALLS

A. STATUS OF REVISED VERSION(S) (ATTACHMENT B)

The subcommittee for Faculty Senate Bylaws and Constitution is currently chaired by Senators Ogar and Onwumere. Senator Walls has declined to participate. Senator Bowman was asked to be a member of the subcommittee but he declined. Before the next meeting a draft of the revisions to the bylaws will be sent to each senator for comment. President Kerr suggested that the subcommittee also request that the senate officers read closely and comment on specific sections before the next meeting. The senate collaborative review and comments will be for-

warded to Senators Ogar and Onwumere who may then incorporate changes to the document. Senator Ogar thought that elaborate changes may require a special markup meeting before October 12.

The Bylaws Subcommittee will have a document for review by October 14 which is the next Faculty Senate meeting. It will continue to be a draft form of the bylaws but the plan is to present the newest document to the entire faculty for their review and approval during October and the bylaws will be offered to the Board of Regents in November. Senator Ogar, however, made clear that the bylaws will be easy to modify as the Faculty Senate works in future projects. New situations and needs will be met with modifications in the working bylaws.

V. FALL FACULTY INSTITUTE.....PRESIDENT KERR AND SECRETARY MARY PIER

President Kerr observed that he had received many positive comments from the Faculty Senate Fall Faculty Institute meeting on September 15. The presentations from the visiting universities were well received. The panel tackled the topic: “Senate Institutional Successes and Challenges – the Role of Faculty in Shared Governance.” Dr. Benjamin Akande from Webster University, Mary Ann Mercante from Maryville University and Dr. Matthew Keefer from the University of Missouri-St. Louis participated in the panel discussion and gave many ideas and examples of how shared governance has worked on their respective campuses.

The presentation by Doris Wallace from the NEA was not as well received. Many faculty questioned her appearance at the Faculty Senate session. She was invited by the Senate with approval of the administration, but there was some confusion on the part of the faculty about the role of the NEA on the Harris-Stowe campus especially since the Faculty Senate is not affiliated in any way with the NEA.

A. BREAKOUT SESSIONS AND FACULTY FEEDBACK

Secretary Pier reported that the feedback from the break-out sessions was spirited and aired many ideas that the faculty had about the concept of shared governance. The questions which faculty discussed are included below:

CHALLENGES AND NECESSITY TO HAVE A WORKING FACULTY SENATE

Before discussing specific concepts on shared governance or commitment on setting a working model of Faculty Senate, it is imperative for the faculty to address the following pressing questions:

1. What is the role of faculty governance at HSSU? What should faculty governance look like, in a normative sense, at HSSU?
2. Whom do we serve? Who are the key stakeholders and what are their “stakes”?
3. How do we serve them?
4. What result(s) do we anticipate?
5. What elements of the university’s legacy should shape or constrain the future?

B. NEXT STEPS TO ASSESS FACULTY ENGAGEMENT

President Kerr suggested that the Faculty Senate form a new subcommittee to follow up the discussion begun at the Fall Institute. The subcommittee would format a questionnaire for all the faculty that would generate metrical data about their concerns and their desires for shared governance to inform future priorities for Faculty Senate actions.

Senators Carr, Guiden, Ogar and Vice President Mosley also expressed a need to plan a future institute that better serves the needs of HSSU. There was a general discussion of what other universities might be invited to discuss their shared governance experiences. Other discussion followed about bench marks, being more pro-active as an organization, efficacy, and becoming a model of loyal opposition to the administration. Clearly the discussion of shared governance will continue.

VI. FALL/SPRING MEETINGS.....PRESIDENT KERR

A. SECOND FRIDAY OF EACH MONTH: PUBLIC FORUM, AGENDA AND

MOTIONS

B. PRIVATE AND CLOSED SESSIONS: TBD

B. AT&T LIBRARY HYRAM SEMINAR ROOM FOR PUBLIC MEETINGS

VII. TEACHER OF THE YEAR SUBCOMMITTEE

A. SENATE SUGGESTIONS AND DRAFT RECOMMENDATION

The Emerson Teacher of the Year nomination was due on Friday, September 21. Dr. Mosley proposed that the voting could be done through email with voting from all fulltime faculty. She planned to have the Human Resources department validate the list of fulltime faculty who would meet the qualifications of the Emerson Teacher of the Year event and the HSSSU IT department would create a method of voting that would be fair. A voter could only vote once and would submit their campus ID to validate the vote.

The Faculty Senate agreed to follow the procedure for this year but several senators wanted to refine the selection process before next year.

B. FACULTY SUBCOMMITTEE WILL SELECT NOMINEE BY 9/23/12

Once the faculty had a chance to vote, the executive committee of the senate would review the process. If there were ties in the voting, the entire Faculty Senate would be contacted to break the tie. The Faculty Senate will submit the nominee for Teacher of the Year to the HSSU Administration by September 24, 2012

VIII. PROPOSALS SUBMITTED

Two proposals had been submitted to the Faculty Senate for consideration:

MOTION FOR CONSIDERATION

SEPTEMBER 14, 2012

Whereas: the Professional Staff have daily contact with and provide service deliverables to HSSU students through university departments and offices;

Whereas: the Professional Staff are aware of and responsive to students' academic difficulties and needs of which faculty may or may not be aware;

Be It Resolved: the HSSU Professional Staff be represented on the Faculty Senate with a seated, non-voting member. This resolution ensures that the Professional Staff, an integral part of HSSU, may voice their concerns and recommendations in support of the University, its mission, and commitment to its students.

Further, this motion recommends that the professional staff provide a fair and impartial means of nominating and electing a non-voting professional staff member to the Faculty Senate, forwarding the elected person's name to the Faculty Senate for confirmation and recognition by October 3, 2012.

Respectively submitted:

Annette Curdt

Interim Director of Student Activities

Harris-Stowe State University

The Faculty Senate read the Motion for Consideration from the Professional Staff. Annette Curdt further explained the problems of the Professional Staff. Senator Onwumere seconded the motion. Senator Bowman stated that the staff was not organized into a coherent group. Vice President Mosley said that the Faculty Senate should reach out to the concerns of the Professional Staff. President Kerr agreed that we should make an effort to help. Senator Guiden called for a vote. The motion was defeated.

MOTION FOR CONSIDERATION

SEPTEMBER 14, 2012

Whereas: the adjunct faculty are an integral part of the educational environment at Harris-Stowe State University and supplement the learning experiences provided by the full-time faculty;

Whereas: the adjunct faculty are held to high academic standards;

Be It Resolved: the adjunct faculty be represented on the Harris-Stowe State University Faculty Senate with a seated, non-voting member. This resolution ensures that the adjunct faculty, an integral part of HSSU, may voice their concerns and recommendations in support of the University, its mission, and commitment to its students.

Further, this motion recommends that the adjunct faculty, as coordinated through respective colleges/schools, provide a fair and impartial means of nominating and electing a non-voting adjunct faculty member to the Faculty Senate, forwarding the elected person's name to the Faculty Senate for confirmation and recognition by October 3, 2012.

Respectively submitted:

Linda Banderet

Adjunct Faculty

Anheuser-Busch School of Business

The motion was read to the Faculty Senate. There was no seconding motion. Senator Bowman made a motion to rescind discussion. The motion was rescinded.

IX. ADJOURNMENT

Senator Carr proposed that in interests of time that the meeting be adjourned. The meeting was adjourned at 3:45.

RESPECTFULLY SUBMITTED:

MARY PIER, HSSU FACULTY SENATE SECRETARY

ATTACHMENT A

- 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

ATTACHMENT B

B. Status of Bylaws

1. Current 2002 Bylaws, styled “Revised Draft 3/18/02, Bylaws, Harris-Stowe State College Faculty Senate, April 2002” (two-page document)

- (a) Mission Statement
- (b) Activities/Structure of the Senate
- (c) Senators
- (d) Consideration of Motions
- (e) Amendments
- (f) Ratification of the Bylaws

2. Benchmark and review local, regional and national bylaws and constitutions.

3. Subcommittee to review and recommend revisions and amendments to 2002 bylaws.

4. Other recommendations for shared governance documents: constitution.

ATTACHMENT C

1. Faculty Personnel, Policies and Procedures Manual.
2. AAUP's "Red Book" (Johns Hopkins Press, 2011).
3. Five-Year Strategic Plan & Supporting Documents.
4. Accreditation reports and findings: shared governance.
5. Engagement model with Board of Regents, President, Vice President of Academic Affairs, deans, and departmental chairs, and the HSSU Faculty Senate three-year model plan.
6. Strategic Goals and Key Initiatives: Key Performance Indicators.
7. Benchmark Missouri, regional and national universities and shared governance practices and strategy plans.
8. State Governance Action Report, Association of Governing Boards of Universities and Colleges, September 2011.
9. Gov. Jay Nixon's annual higher education summit and report(s), August 2011.
10. Missouri Association of Faculty Senates (MAFS).
11. Executive Summary of HSSU faculty governance activity since 2007: failed and passed resolutions, Board of Regents meetings and attendant documentation, engagement and evidence-based practices of shared governance awareness and execution; surveys or documented evidence of outside, third-party interaction on shared governance matters, etc.

Convene Governance subcommittee

Faculty Survey in fall 2012-Spring 2013

Review documentation of and analyze evidence-based practices of shared governance and produce strategy map and objectives gap

ATTACHMENT D

B. Standing Committees

1. Educational Policy, New Programs and Curriculum Committee
2. General Education Committee
3. Rank and Tenure/Sabbatical Leaves and Fellowship Committee
4. University Calendar Committee
5. Assessment of Student Learning Committee
6. Education and Technology Committee
7. Teacher Education Council
8. Business Administration Council
9. Urban Specializations Council

Faculty Involvement subcommittee to review standing committees

Faculty Survey in fall 2012-Spring 2013 (See above at III, A.)

Consolidate Standing Committees

Standing Committee Reports: objectives and metrics

End-of-year reports

ATTACHMENT E



HARRIS-STOWE STATE UNIVERSITY

FACULTY SENATE

August 10, 2012

A Message from President Johndavid Kerr:

The Harris-Stowe State University Faculty Senate and University Assembly are part of the shared governance environment at Harris-Stowe and we are pleased to announce that the recently-elected faculty senate in the spring of 2012 is prepared to move forward on governance matters, as set forth herein. HSSU's nine senators represent each academic unit/department and bring a wealth of experience and expertise to meet the challenges ahead. With state budgetary constraints and administrative "downstream" and "upstream" pressures mounting, the HSSU faculty senate has a lot of work to do in the upcoming academic year. However, the senate is prepared to move forward and work within our shared governance environment and make progress toward milestones for the betterment of faculty, professional staff, and students. Indeed, under my presidency, we will work hard to bring joint and collective effort to the shared governance decision-making process with the governing board, President Walker, and administration.

This website is a testament to the work of the senate this summer and I hope that the site's features and links provide full transparency regarding our agenda, meetings, resolutions, and involvement with Missouri's shared governance system, such as the Missouri Association of Faculty Senates and member universities. Further, we are in the process of ramping up the faculty senate's fall and spring agenda. Under our Six Key Initiatives and Milestones, I have set forth a course of action for the senate to increase faculty governance presence at Harris-Stowe through the passage and adoption of a set of revised bylaws and constitution to be presented to our governing board in November, through increased faculty involvement in academic and curricular decisions, by collecting governance data through a faculty survey to be given in the fall or spring, and through a careful examination of our standing committee system. We plan to accomplish these Initiatives and Milestones through methodical, inclusive, and deliberate due diligence, and by sounding the collective experience and expertise of our faculty, professional staff, and students.

I have briefly mentioned some of the key initiatives and activities envisioned for the next twelve months, and I encourage you to check this site often as we will provide updated messages, documents, and links in an ongoing effort to provide both internal and external stakeholders with information about our senate activities and progress.

Thank you, again, for visiting the HSSU faculty senate website and do not hesitate to contact me or any of the senators with questions, ideas, and suggestions. We are here to help move the needle on supporting and advancing our institution's mission by complementing the shared governance environment in the best interests of everyone.

Kindest Regards,

Dr. Johndavid Kerr

Faculty Senate President

Attachment E

ATTENDANCE LIST, September 14, 2012

KENNETH BOWMAN
GREG CARR
MONEY GUIDEN
JOHNDAVID KERR
Dr. MOSLEY
PETER NDOMA-OGAR
REMIGIUS ONWUMERE
MARY PIER

ABSENT:
BETTY WALLS

FACULTY AND STAFF

MARK ABBOT
ANNETTE CURDT
BRIAN ELSESSER
ADOLPHUS HARDY
DOUGLAS SPENCE
JUDITH STRAUB

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