

Present: Diane Johnson, Peter Rolnick, Dana Delaware, Nabil Alghalith, Bryce Jones, Susan LaGrassa, Terry Olson, Kathryn Brammall, Doug Davenport, Adam Davis, Scott Olsen, Jennifer Thompson, Jim Pauls, Chris Maglio, John Bohac, Alex Koch, Jerry Mayhew, Daniel McGurk, President Dixon, James Guffey, Jana Morton

CALL TO ORDER

J. Guffey called the meeting to order on October 18, 2007 at 3:05 pm.

IDENTIFICATION OF ALTERNATES & THOSE CARRYING TWO VOTES

Carrying two votes: Diane Johnson & Chris Maglio

APPROVAL OF MEETING MINUTES

Two corrections were made. B. Jones moved to accept the minutes with the corrections. D. Delaware seconded. The motion passed by general consent.

REPORTS

President's Report – Barbara Dixon

The coordinating board is considering adopting a funding formula. Representatives from Truman, Linn Tech, other 4 year institutions and community colleges are discussing this. They are looking at a weighted student credit hour matrix after base funding. The criteria considered would be the mission, performance funding and new initiatives. There has been no resolution yet but models have been developed. A state technical group has been formed to advise HEF and Dave Rector will sit on this committee. They are looking at having a formula possibly ready by fiscal year 2011.

The CBHE has published regulations for implementing Consumer Information pursuant to SB389 which will be implemented by August 1, 2009. This information will effect all students including first-year students. This information will include basic course information, faculty credentials, and student ratings of faculty. Student ratings of faculty will not be made public but will be available to all students, including first-year students.

President Dixon stated that she received the report from the Sabbatical Review Committee. She agrees with the committee's recommendation to increase the number of sabbaticals awarded but she does not want to be restricted to a certain method to achieve this. She feels that we would have better chance of this if she could begin talking with the Board of Governors. She has several options to show them how this could be accomplished. She will begin this discussion with the Board of Governor's chair. She stated that sabbatical funding should not be limited to a percentage of total salaries because of pending retirements. She noted that departments need to take responsibility for creating staffing levels that will accommodate sabbaticals more easily. Guffey inquired as to whether the 80% faculty salary would be retained for full-year sabbaticals. Dixon stated that most universities fund at 50%. Brammall commented that many universities have higher salaries so that 50% of those salaries is more reasonable than 50% of a Truman salary. S. Olsen asked how sabbaticals affect the student/faculty ratio requirements. Dixon responded that the ratio should be based on the actual teaching roster and should not include those on sabbatical. Dixon also discussed the possibility of additional grant-related funding to supplement salary reimbursement for people with sabbaticals. All in all, she believes that solutions can be found as long as she has flexibility in negotiating with the Board. She is particularly in favor of

more control of sabbaticals and sabbatical issues at the departmental level. T. Olson remarked that this could offer an opportunity for departments to build more breadth internally.

Faculty Personnel Policies Committee Update – Chris Maglio

(This item was moved up in the agenda because of scheduling conflicts.) Chris reported that all plans have been sent out. He has received one back so far but has been working closely with several departments by attending meetings and through email responding to questions. He reported that the committee hasn't been able to send consultants to each department as originally planned due to scheduling conflicts. He encourages faculty to tell their departments to continue to send questions to him via email. He agreed to send a progress report via email to department chairs and to the committee chairs for each department so that others will know what is being done and to encourage them to send questions to him. He will not be able to meet the November 1 deadline as planned but believes that most departments will have reports to him before the November Faculty Senate meeting.

Student Senate Report – No report since no student representatives were present.

Faculty Senate President's Report – James Guffey

J. Guffey presented the Charge for Committee for Sabbatical Review:

The Committee for Sabbatical Review is assigned the following charge:

- *Reopen dialog with President Dixon to investigate options for increasing the number of sabbaticals that can be offered each year.*
- *With feedback from reviews of sabbaticals for the last two years, propose any needed refinements to the rubric that has been used on a trial basis for those two year.*
- *Consider the need for changes to the rubric which arise as a result of academic restructuring.*
- *Propose an adapted process and the refined rubric to be presented to Faculty Senate for final adoption no later than the March, 2008 Faculty Senate meeting.*

This was approved by all present. J. Guffey stated that the slate for the committee has been completed and presented to the Provost. The provost will select committee members and the review process will begin.

Discussion then moved to implementation of SB 389, particularly the posting of instructor ratings. Jones would like to see examples from universities that already use this type of process. Rolnick noted that students feel very strongly about this issue. Brammall remarked that there are really two issues: the first is to investigate how faculty are using evaluations and to relay that information to students; the second is to address the need for consumer information. It was noted that some universities create the questions used for evaluation with students. Bohac remarked that a separate instrument could be created along the lines of a customer satisfaction survey. J. Guffey suggested that a committee could be charged to investigate this issue and presented a proposed Charge for Committee to Implement the Instructor Rating Process for review:

The Committee to Implement the Instructor Rating Process is assigned the following charge:

- *Fully understand the CBHE-approved Consumer Information Guidelines and how they can and should be applied to Truman State University.*
- *Facilitate dialog between administration, faculty and students about the implications and potential benefit of posting instructor ratings.*
- *See a beneficial format for the rating instrument and best practice for its implementation.*

- *Report progress to Faculty Senate no later than the March, 2008 meeting so that feedback can be provided and the process can be reviewed and in place before pre-registration for the Fall, 2009 semester.*

It was mentioned that the charge should include a review of the approaches taken by other institutions. All were in agreement. Once this change has been made, an email will be sent to senate members so that suggestions for committee members can be solicited. A committee could consist of someone from the Provost & VPAA's office, two students, four faculty, Julie Lochbaum and Candy Young. An effort should also be made to find out what the VPAA/Provost's office is doing so that the committee does not duplicate this work. This item will be placed on the agenda for November for approval.

It was suggested that we add to the November agenda the possibility to open dialogue with students to discuss how faculty ratings will be used. Many students feel that their complaints are not being heard.

MAFS Report – Kathryn Brammall

K. Brammall reported that each University has their reports posted at www.mafs.org. She reported that a resolution was discussed in regard to what things should be posted on Faculty Senate web sites such as contact person, minutes, agenda, etc.

A discussion will be held on the list serve to consider passing a resolution that officers of Faculty Senate for all schools can get ½ time release time for their time served. Currently, Truman Faculty Senate bylaws allow for adjustment of schedule for the Faculty Senate President only by the VPAA. These bylaws are under study by the governance restructuring committee at this time. Brammall would like to receive comments about release time before the next MAFS meeting.

Brammall reported that a great deal of time was spent at the MAFS meeting discussing with DHE general consul the implications for funding initiated with the passage of SB 389. MAFS expects a good faith effort from all institutions.

ACTION ITEMS

Process for Approving Curriculum Changes Affecting Only One Discipline

Last month a process was approved for a period of one month again and the issue needs to be addressed again. B. Jones proposed an amendment that would incorporate the School of Business to the existing process. After much discussion, it was agreed to adopt the following broad wording to be able to accommodate the difference in structure at the School of Business:

Motion for Approving Curriculum Changes Affecting A Major In Only One Discipline

For 2007-2008, issues of curriculum that are proposed by and why affect a single major will have the following process:

- *Approved by Faculty of that major*
- *Approved by Chair of the Department of that major (where applicable)*
- *Approved by appropriate Dean or designee*
- *Approved by Provost**

**At some point before approval by provost reviewed by All Chairs*

D. Johnson moved to accept the motion with the changes listed above. D. Delaware seconded. The motion passed by general consent.

DISCUSSION ITEMS

There is a need for a special meeting to discuss 5 year reviews for Sociology/Anthropology, Accounting, Economics, and Biology as mandated by the Higher Learning Commission. It was noted that History would like to be added to this list. Presenters will be invited to attend this meeting so that they can present Executive Summaries for each program. The Executive Summaries will be posted on the Faculty Senate web page prior to this meeting. It was agreed to hold this meeting on November 15, 2007. The room and time will be announced at a later date.

D. Johnson moved to extend the meeting fifteen minutes. D. Delaware seconded. B. Jones and J. Bohac opposed. The motion passed by general consent.

CONSENT ITEMS

The following were presented:

THEA 374 History and Literature of Theatre IV (changing LSP designation)
SB #0107 Changes for the African/African-American Studies Minor, effective Fall 2007
Cognitive Science Minor (new minor)
POL 251 Peace and Security (as Social Scientific Mode)
POL 252 Women, Gender, and Politics (as Social Scientific Mode)
BIOL 204 Introductory Microbiology (changing from 3 to 4 credit hours)
PHYS 245 Meteorology (changing prerequisites)
PHYS 246 Astronomy I (changing prerequisites)
CHEM 324 Physical Chemistry I Laboratory (new writing-enhanced designation)
JINS 379 The Epic Tradition
JINS 380 Roads to Dictatorship-Germany
JINS 381 Public Issues and Political Rhetoric
JINS 382 Cybernations and Cyberculture: The Computerized Society
SB #0407 Substitute Resolution Regarding the Posting of Faculty Ratings as Described in SB389

Jones noted that new minors must be a discussion item and then an action item. This was voiced as an objection to the proposed cognitive science minor which required moving that item to a discussion item. Then a motion was made by S. Olsen to move it to an action item. D. Johnson seconded the motion. That motion passed by general consent. After very brief discussion, the cognitive science minor was approved by general consent.

ANNOUNCEMENTS

On behalf of Staff Council, Jennifer Thompson “threw down the apron” and challenged Faculty Senate to compete with the Staff Council’s team at the annual chili cook-off on Saturday of Homecoming Weekend.

ADJOURNMENT

The meeting adjourned at 5:15 p.m. A special Faculty Senate meeting is scheduled for November 15 with the room and time to be announced. The next Faculty Senate Meeting is scheduled for Thursday, November 29th at 3:00 pm in BH 156.