

Faculty Senate Meeting
July 8, 2013
Noon-2:00pm

Gwyneth Williams, Faculty Senate President, Presiding

Members Present: John Aleshunas, Jef Awada, Larry Baden, Glen Bauer, Juraj Bohus, Carla Colletti, Don Conway-Long, Paula Hanssen, Victoria McMullen, Warren Rosenblum, Chris Sagovac, J.P. Palmer-Schuyler, Marty Smith, Roy Tamashiro

Faculty Senate Website

Gwyneth reported that the Faculty Senate website can be accessed through the Webster University homepage by clicking on the Faculty option, and then choosing Faculty Senate. The Faculty Senate webpage lists Senate membership, Senate and Faculty Assembly minutes as well as other useful information.

Faculty Senate Minutes

In order to save time reading/editing minutes during Senate meetings, a signup sheet was sent around the room and each Senator was asked to sign up for three meeting slots to review minutes prior to Senate/Assembly meetings.

During the past year, Cynthia has been digitizing and cataloging the Faculty Senate minutes. This will make searching minutes for a specific item much easier and quicker.

A motion was made and seconded to approve the May 2nd Senate minutes, as amended; motion carried.

A motion was made and seconded to approve the May 9th Senate minutes, as distributed; motion carried.

Fall Institute Plans

The 2013 Fall Institute topic is Faculty Showcase. The announcement will be sent out next Monday, July 15th, due to the very tight timeline. The Fall Institute Committee will be selecting proposals for the Institute based on the Boyer Model for Professional Development. The deadline for proposal submission will be September 6th with faculty being notified by September 13th of accepted proposal, This allows four weeks to prepare for the Showcase.

A discussion followed regarding the invitations sent to the Administrative Council for the Friday afternoon session and dinner. Members of Administrative Council will be invited for the afternoon sessions and dinner.

Miscellaneous

Our BallotBox subscription will expire in August, 2013 and will need to be renewed for electronic elections. The cost of a one-year renewal is \$356.

Broken links have been found as Webster is migrating to the new website. If a broken link is identified, contact Digital Communications and Marketing to report it.

The University Policy Handbook has been unavailable several times lately. Gwyneth contacted Pete McEwen, Digital Marketing and Communications, and he gave her the following URL to access the University Policy Handbook: <http://198.246.0.40>. DeLyle Bowen, Communications Coordinator, is responsible for updating the University Policy Handbook. She would like to see the University Policy Handbook on the internet so that it is available for off campus access as well as format changes so that University Policy Handbook information is more easily printed. She may attend a future Senate meeting to discuss this further.

Eric Goedereis has agreed to serve on the Insurance Committee in Mary Ann Drake's absence.

Gwyneth met with Gary Renz and Joe Stimpfl and both are willing to represent the faculty in the budget process. They both stated that in serving in this capacity, they did not want access to any information that could not be shared with the Faculty Senate. Gwyneth is trying to set up a meeting with Provost Schuster, Dr. Gunderson, Gary, and Joe for early August to begin this process.

University Policy Handbook Change

Provost Schuster has signed off on the University Policy Handbook change on Faculty Status Review Procedure for Candidates for Senior Academic Administrator. This is a codification of existing practices that were used when President Stroble and Provost Schuster were hired.

DeLyle Bowen will make the above change in the University Policy Handbook.

Faculty Assembly Meetings

Discussion took place regarding other venues for the Faculty Assembly meetings besides the Emerson Library Conference Room. There are two good locations in the East Academic Building – EAB 102 and EAB 253/262. Either EAB room can accommodate our needs and can be set up for snacks to hold a faculty social after the Assembly meeting.

The decision was made to try a new venue for the Faculty Assembly meetings. By a show of hands, it was unanimous to move the September 10th Faculty Assembly meeting to EAB 102. Sodexo will provide snacks for a social after the Assembly. Discontinuing the Fall/Spring Senate luncheons, will free up funds for Sodexo to cater the event.

Centennial Celebration

At the June Senate meeting, Gwyneth asked the Senate to be thinking about ideas for the faculty to participate in the upcoming Centennial Celebration. Chris Sagovac suggested that faculty center ideas on student learning and healing (the community as well as the University). One suggestion: using money to set up student scholarships since investing in students is central to our mission and our image. Another suggestion: to have a presentations focusing on the history of St. Louis and women's education with inclusion of the Sisters of Loretto.

It was decided that a university wide committee should be formed with representatives from each school and college. An email will be sent to the Faculty Assembly asking for volunteers for consideration and names will be brought back to the Faculty Senate for final approval.

Grievance Procedures

The Grievance Policy and Procedure was shared with the Senate.

The formal Grievance Procedure involves selecting a panel from a pool of individuals known as the Dispute Resolution Committee. The Senate must identify 10 fulltime faculty representatives to serve on the DRC. Though this was done several years ago, the senate has not populated the committee in recent years, and needs to do so. The DRC also has 10 staff members from the WSA and 10 students from the SGA.

Because Human Resources oversees the Grievance process, Gwyneth will be meeting with Betsy Schmutz about the Dispute Resolution Committee. Each senator was asked to forward to Gwyneth two names of senior fulltime faculty who would be good people to serve on the DRC. She and Marty will then look at the pool of names, pare the list down, and then contact those on the list to see who is able/willing to serve.

Human Resources will conduct the training for the DRC.

Merit Pay Procedures

Discussion took place regarding whether to appoint a subcommittee or have a separate task force to make Merit Pay recommendations. Faculty need to have a discussion about how merit pay should be awarded as well as research various models of merit pay based systems.

As time is an issue, this needs to go forward to the November Faculty Assembly so that we are not caught in the same position as last spring with regard to raises. There are many issues to deal with: specific parameters for determining merit, the philosophical issues, and a timetable.

A literature review will be assembled and a rationale will be made for the beginning of a structure for merit pay or no merit pay. The literature review will be circulated and then several Senators will formulate questions to begin the process.

Relationship with Foreign Campuses

Gwyneth received an email from Ralph Olliges stating that the Vienna campus has now come up with a draft for a Vienna Faculty Senate. She asked for Senate volunteers who were involved last year to look at the Vienna proposal and to provide feedback. Glen Bauer and Carla Colletti volunteered.

Faculty Assembly Agenda

Possible agenda items were discussed for the September 10th Faculty Assembly, but nothing was determined.

It was mentioned that only full-time status or status-track faculty, adjuncts appointed to the assembly, deans, the Associate Provost, and the President and Provost should attend the Faculty Assembly meetings unless the Senate President invites others to attend.

A recommendation was made to announce what a quorum is for the semester. This should not include those faculty on leave or serving at other campuses.

A motion was made and seconded that the Faculty Senate meet on August 29th. All were in favor; motion carried. President Stroble and Provost Schuster will be invited to the August 29th meeting.

With no further business, the meeting adjourned at 2:00 p.m.