

Missouri State University-West Plains

Faculty Senate Minutes

February 7, 2014

In attendance: Connie Morgan, Aimee Staggenborg, Phillip Howerton, Joseph Rugutt, Jay Towell, Brenda Smith, Linda Risner, Melinda Denton, Alex Pinnon, Ed Birdyshaw, Michelle Branton, Jeff Huff, Jacob Poulette, Ed McKinney, Renee Moore, Sylvia Kuhlmeier, Carla Huddleston, David White, Rajiv Thakur, Craig Albin, Jerry Trick, Gary Phillips, Judy Carr, Barbara Nyden, Joyce Pineda, Barb Caton, James Hart, Lu Adams, Anthony Priest, Amy Ackerson, Cathy Proffitt-Boys, Joyce Dewitt

- I. Call to order: Called to order by Connie Morgan at 0900 1<sup>st</sup> David White 2<sup>nd</sup> Gary Phillips
- II. Additions and approval of agenda 1<sup>st</sup> David White 2<sup>nd</sup> Gary Phillips-Approved agenda
- III. Approval of minutes from 11/1/2013 meeting @ 0916 1<sup>st</sup> Gary Phillips 2<sup>nd</sup> David White-Approved minutes
- IV. University Updates
  - a. Chancellors update: DR Drew Bennett
    - i. Dr Park has resigned-looking to fill position in Math dept.
    - ii. Thank you for drafting self-study for HLC visit
    - iii. Numerous needs were identified by the self-study
    - iv. Board of governors currently in session
  - b. Deans Update: Dennis Lancaster
    - i. Key performance indicators review is underway
    - ii. Transfer rates going down.
    - iii. Working on unveiling evening college next week. AA Gen Studies, ASN and CFD, AA in business to market to adult population
    - iv. Calling for new intersession classes. In community education credit classes. Looking for lifelong Learning for the 1<sup>st</sup> part of the fall semester.
    - v. Need to trend upward for performance standards
    - vi. There will be a town hall meeting for HLC self-study
    - vii. There is a revision of the cap for per-course faculty at 1000 hours per year. (6) Hours in the spring and fall and (3) hours in the summer.
    - viii. Online line classes should be standardized to look the same
    - ix. Discussion about switching over from Blackboard
- V. Old Business
  - a. **Motion:** To make Developmental Education dormant 1<sup>st</sup> Gary Phillips 2<sup>nd</sup> Aimee Staggenborg **PASSED** (1 abstained)
- VI. New business
  - a. Faculty concerns/discussions/requests
    - i. Administrations evaluations tabled until next meeting
    - ii. Discussion made about whether to keep PED100 /KIN100 as part of the gen Ed requirements. PED100/KIN100 changing over to 2 hours credit class. **MOTION:**

to drop PED 100 as required course for AA in general studies and increase electives requirements by 2 credits, but keep as an available class 1<sup>st</sup> Joyce Pineda 2<sup>nd</sup> Gary Phillips (20+/5-) 2 abstain **PASSED**.

- iii. Discussion about four General Ed category names should match those of Springfield. **MOTION:** the four general education category names should match those of Springfield. 1<sup>st</sup> Anthony Priest 2<sup>nd</sup> Amy Ackerson (+25/-0) **Passed**.
- iv. Discussion of faculty using Map Works more
- v. Discussion about having students get to right advisor at point of admission
- vi. Discussion about developing a tracking system for lab paperwork. Making sure students are taking classes they are supposed to take
- vii. Discussion for sequencing of Gen Ed classes for advising students of when and what classes are needed. Also discussion on the gen General Ed degree sheets.

b. Committee updates

i. Assessment committee- Gary Phillips

1. Meeting at 11:30 to wrap up assessments

ii. Curriculum committee- Joyce Pineda

1. Meeting will be on Feb 21 M211 0900.
2. All curriculum changes will be due by 5:00 pm on Friday Feb 14, 2014
3. Gen Ed sub-committee will begin review process in March.
4. Curriculum revisions, changes, deletions, and additions from Nov, 2013 Meeting and Jan 2014 meeting.

a. November 15, 2013 Meeting

i. Course Proposals

1. Course Additions

- a. AGR 170
- b. AGR 242
- c. BMS 111
- d. VIN 110

2. Course Deletions

- a. AGR 130
- b. AGR 135
- c. VIN 210

3. Course Revisions

- a. EPR 225
- b. TEC 220

4. Program Revisions

- a. AAS in Entrepreneurship
- b. Certificate Addition
  - i. Certificate in Wine Business & Entrepreneurship
- c. Certificate Revision
  - i. Certificate in Entrepreneurship

ii. Certificate in Business Management

b. January 17, 2014 meeting

i. Course Proposals

1. Course Addition

- a. CHM 116
- b. CHM 117
- c. ECO 101
- d. EPR 175
- e. MTH 292

2. Course Revisions

- a. AGR 295
- b. ALH 116
- c. EPR 295

3. Course Deletions

- a. CHM 105
- b. ECO 111
- c. IDS 112
- d. MTH 287
- e. MTH 288
- f. RDG 125

4. Program Proposals

a. Certificates

- i. Certificate in Basic Bookkeeping
- ii. Certificate in Basic Office Management
- iii. Certificate in Technology Management

b. Degree Programs

- i. AAS in Business Accounting

iii. Developmental Education committee-Michelle Branton

- 1. NO updates to report

iv. Faculty evaluations committee- Jerry Trick

- 1. Working on 2.8 section of the faculty handbook to update RPT process and faculty evaluations.

v. Handbook committee-Barbara Nyden

- 1. Goals done for Feb meeting. New Handbook in Experts updates to sections of faculty handbook. Can make comments in experts. Will need to vote in May to present handbook revisions to Board of Governors.

vi. RPT committee-Barbara Nyden

- 1. In progress will meet on Feb 21 and Feb 28.

- 2. Division chairs have until Feb 14 to do evaluation and get in
    - 3. Will meet in T 208 1100-1300
  - vii. IAC committee-Joyce Pineda
    - 1. Asked to meet with committee
- VII. Faculty/staff to address the senate
  - a. IDS Updates- Jerry Trick- IDS 112 and RDG 125 have been deleted. IDS 150 will replace content from the deleted classes for study skills and reading. Michelle Branton is writing the syllabus. Call for needing IDS instructors for intersession classes. Will meet on Feb 21 0900 in T210 for those interested. Paid for two hours overload pay.
- VIII. Announcements
  - a. Kids College – Emily Gibson- Will be July 7-10. Invite students 4-8th grade to experience college like classes and the campus. Give introduction to the campus, Faculty teach courses that are of interest to them and fun. Helps bring attention to community events and activities
  - b. Udall Scholarship still available. Students should apply by March 4
  - c. Distance learning has title three funds available for online courses
  - d. Money for developmental/ professional conferences is available. Attendees should be ready to return and share information with other faculty.
  - e. Blackboard Black belt class will be held on Friday Feb 14 from 1000-1500. Limit of 24 people
  - f. Science Olympiad
  - g. Public Affairs committee discussion. Will vote on forming public affairs committee in March.
  - h. **Motion:** to table electronic voting for next meeting 1<sup>st</sup> David White 2<sup>nd</sup> Judy Carr **Passed**
- IX. Adjourn **Motion:** to adjourn 1<sup>st</sup> Judy Carr 2<sup>nd</sup> Gary Phillips. Passes @ 1118