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# 2014-09-05

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## Missouri State University-West Plains

### Faculty Senate Minutes

September 5, 2014

**In attendance:** Amy Ackerson, Judy Carr, Gary Phillips, David White, Jay Towell, Joseph Rugutt, Alex Pinnon, A. Jerry Trick, Michelle Kwon, Kathy Morrison, Neva Parrott, Karen Ryburn, Connie Morgan, Joyce Jennings-Pineda, Ana Estrella, Rajiv Thakur, Craig Albin, Cleo Cockrum, Leigh Adams, Alexandra Graham, Sylvia Kuhlmeier, Chulapol Thanomsing, Michelle Branton, Dennis Lancaster, Pat Walsh, Renee Moore, Brenda Smith, Cathy-Proffitt-Boys, Ed Birdyshaw, Jacob Poulette, Linda Risner, Barbara Nyden, Jeff Huff, Connie Yates, Cindy Smith.

I. Call to order at 9:00 by Debra Mayers.

II. Additions and Approval of Agenda.

**Motion** to approve agenda by Linda Risner. **Second** by Joseph Rugutt. **Motion carried.**

III. Approval of Minutes of Last Meeting.

Edits made by Joyce Jennings-Pineda. **Motion** to accept minutes by Barbara Nyden. **Second** by Ed Birdyshaw. **Motion** carried.

IV. Ad Hoc Service Learning Committee, Summer Developments

Cathy Proffitt-Boys and Brenda Smith reported that service learning courses in agriculture and child and family development were very successful in engaging students in coursework and in community service.

V. Faculty Handbook Status

Debra Mayers reported that the revised faculty handbook is still being reviewed by the MSU legal department.

VI. Introduction of New Faculty Senate Members.

Debra Mayers introduced Cleo Cockrum, the new per-course faculty representative and Michelle Kwon, new full-time math faculty member.

VII. Transfer Majors Advising and Degree Plans

Debra Mayers introduced plans to create a more specific and detailed advising approach to help transfer students identify and plan their majors and careers. Dennis Lancaster explained that this approach is a marketing tool that is intended to assist students in choosing and planning courses by

offering information about various degrees and how to pursue them. He added that the benefits, consequences, and details of this advising tool will continue to be explored.

VIII. West Plains Chamber Lunch

Debra Mayers reported that MSU-WP is the sponsor of the West Plains Chamber lunch on October 2 and that faculty who wish to contribute material to the attendee folder should submit 100 copies of their materials to Brenda Malkowski by September 26.

IX. Elder Mountain: A Journal of Ozark Studies

Craig Albin presented the new volume of *Elder Mountain* to the faculty.

## X. Chancellor's Update

Dr. Bennett noted that MSU-WP will soon hire a Dean of Academic Affairs, and he stated that he seeks the faculty's input in the hiring of this dean. Dr. Bennett pointed out that he is open to offering the position to the interim dean, Dennis Lancaster, or have the institution perform a complete search.

Dr. Bennett also presented a slideshow, "Year in Review," prepared by an MSU-WP student, William Mahan. This slideshow reviewed the numerous successes that happened on the MSU-WP campus during the 2013-14 year. Dr. Bennett then entertained several questions about the slideshow.

## XI. Study Aboard: India Program

Rajiv Thakur shared several details about the study abroad program that he is developing. The planned international experience will take students on a 16-day trip through India. Rajiv mentioned that several students have expressed interest, and that the program has received the support of the

administration in Springfield. He noted that financial support for this trip will be a special challenge.

## XII. Faculty Emeritus Wall Project

Jerry Trick noted that he welcomes faculty input on three issues related to the Emeritus Wall Project: whether or not to include Dr. Looney, whether or not to combine this project with one being created for staff members, and the creation of a banner or nameplate for this display. Jerry stated that he

would present a proposal concerning these issues.

## XIII. Assessment Committee Report

Gary Phillips reported that the assessment form had been forwarded to faculty and that the due date for assessment reports from faculty is September 15. He also announced that the next assessment committee meeting is scheduled for noon on September 5.

## XIV. Curriculum Committee Report

Leigh Adams projected the required course addition/deletion/change forms on the wall screen and reviewed the basics of how to complete these forms. Leigh also reminded faculty members of the correct line of approval and of the due dates. She also pointed out that faculty members need to monitor

and review all changes made to courses in their departments in order to be aware of those changes and to help identify and eliminate any complications or errors. Leigh also displayed all the changed that have been accepted by the Curriculum Committee since her last report.

## XV. Faculty Evaluation Committee

Phil Howerton stated that the Faculty Evaluation Committee is scheduled to meet at 4:00-5:00 on Wednesday, September 10, in Melton 205. He also stated the committee will be discussing some elements of the division chair evaluations and student evaluations.

## XVI. Experts Training for Committee Chairs

Debra Mayers thanked the committee chairs who participated in the recent training in the use of Experts.

## XVII. Handbook Committee

Barbara Nyden reported that the revised faculty handbook is still being reviewed by the legal department at MSU-Springfield and that will be meeting with Chancellor Bennett to discuss his concerns with the revisions.

## XVIII. Public Affairs Committee

Gary Phillips noted that although the Public Affairs Committee had not yet met, the committee had been involved with the planning of activities related to the Common Reader Program.

## XIX. Common Reader Committee

Ed Birdyshaw expressed thanks to everyone who has contributed to the planning of the Common Reader projects. He noted that two of the events planned for the fall, a film series and a creative arts contest, have already been submitted to

the Dean of Academic Affairs. He also pointed out that it is

time to begin nominating books for next year's program, that he will prepare a proposal of how that selection process will be structured, and that a new committee will need to be formed for next year's program.

#### XX. Student Advisement Committee

Jerry Trick reported that the committee had not yet met this semester.

#### XXI. Institutional Analysis Committee

Kathy Morrison reminded the faculty that if they have identified a campus problem that needs to be researched, they should report that problem to the IAC. She added that the IAC will report its findings to the Faculty Senate in April to be voted on in May.

#### XXII. Advising Concerns

Rajiv Thakur noted that there have several problems related to the advising of students and that perhaps the advising process could be made more coherent.

#### XXIII. The Digital Professor Academy

David White invited faculty members to participate in The Digital Professor Academy. David distributed a handout listed the dates and times of the classes being offered in fall by this academy.

#### XXIV. Dean Hiring Process

In response to Chancellor Bennett's earlier invitation to faculty to voice its opinion on the hiring of a Dean of Academic Affairs, Debra Mayers asked faculty members to share their views. Several faculty members expressed their confidence in Mr. Lancaster. Gary Phillips made a **motion** that the faculty

express its preference for Mr. Lancaster and suggest that he be hired as dean of Academic Affairs. The **motion was seconded** by Jeff Huff. **The motion carried with a unanimous vote of approval.**

#### XXV. Dean's Report

Dean Lancaster requested that degree changes be submitted by December and that course changes be submitted by February. Adding to this, he noted that although the MSU-WP catalog would be available only in electronic format, these deadlines would greatly facilitate the creation of an accurate

and usable catalog. Dean Lancaster called on faculty members to nominate students for the Student Citizenship Award. He said that currently only two students had been nominated, and he pointed out that the Board of Governors had created a Citizenship Award restricted to former West Plains

students and that we should offer some impressive nominees. Concerning the future hiring of faculty, Dean Lancaster noted that approximately 6-7 hires may be conducted during the 2014-15 academic year and that faculty members should be prepared to serve on hiring committees. He added that

the decision to hire at the instructor, assistant professor, or associate professor level for each position may be left to the individual departments to decide.

XXVI. Adjournment was achieved without a motion being made. 11:18