**Faculty Senate Meeting Minute Notes**

**Meeting 5 May 2015 3:00—5:00**

**Plaza Room, Administrative Center (Volker Campus)**

**Present:** Peggy Ward-Smith, Kathleen Kilway, Buddy Pennington, Nancy Stancel, Virginia Blanton, Laurie Ellinghausen, Viviana Grieco, Tom Mardikes, David Van Horn, Dee Anna Hiett, Zach Shemon, Roger Pick, Marilyn Taylor, Ed Gogol, Jerry Wyckoff, Katherine Bloemker, Yugi Lee, Mark Johnson, Carolyn Barber, Eduardo Abreu, Margaret Brommelsiek, Mark Sawkin, Brenda Dingley, Susan Sykes Berry

**Absent:** Connie White, Julia Atiles, Christopher Holman, Sean O’Brien, Tarak Srivastava, Orisa Igwe, Jacqueline Hawkins

**Excused:** Carole McArthur, Michael Wacker

**Welcome and Announcements**

Chair Ward-Smith welcomes everyone to the final meeting of the academic year. Senators can continue to run for their unit indefinitely. If either senator has changed in a unit, please notify a member of the Faculty Senate Executive Committee.

**Approval of Agenda**

Agenda is approved.

**Grievance Process CRR 370.010** (Denis Medeiros)

Every year there are between 3 -6 grievances. 3 is about average and 6 is quite a few. There is a broad range of grievances. It was designed to deal with an imbalance in power like a chair and dean.

The first thing to ascertain is whether the person would like to go through with this and to offer alternatives. There is an ombudsperson that the person could talk to and there are also mediation services. Informal resolutions are recommended.

There are some positive aspects. In one instance, a faculty member filed a grievance because this person felt like the faculty review was capricious and arbitrary. The grievance panel moved forward on it and found that there was no criteria developed to deal with the faculty review and within six months there were guidelines in place. That was a win-win.

As soon as a person files a lawsuit, the process is over. The grievance process is meant to decrease litigations. The directions on how to file a grievance are listed online: <http://info.umkc.edu/facultyaffairs/conflict-resolution-resources/academic-grievances/>

The Faculty Senate should develop SOPs for the grievance procedure. The grievance panel has 90 days to file, but what happens if this is the summer or over winter break? It is hard to find people to serve on committees during these times. How are decisions made to accept or reject? What happens if there is another complaint during the process—does the clock reset? Is another process started? Should the panel be involved in the promotion and tenure process?

The panel cannot ask leading questions, but many people have issues with this. The panel should ask very general and neutral questions.

To help with this, an orientation should be developed and happen every autumn for those individuals serving on the GRP. Many times it is difficult to get representatives to serve because it is an intensive service commitment.

The most difficult part is recommendations to the Chancellor. The grievance panel is just a recommending body and he can reject or accept the recommendations, or both. Similarly, he can accept or reject the findings.

There are four types of findings:

1. Find the person who filed the grievance is right
2. The person filing is right in part, but it is more equally shared
3. There was no incident
4. The respondent was significantly harmed by the grievant

The other part is because the GRP is going through 300-400 emails—often it will find something that is not functioning. The panel can make recommendations on this also. There should be an SOP on this process.

Chair Ward-Smith and Vice Chair Kilway will sit down with Becky and draft a document, which will be sent out to people who have served on grievance panels and then that revised document will be brought back to Faculty Senate.

**Latin Honors Policy Change** (Peggy Ward-Smith)

This policy was not worded in a way that reflected the intent. Student Affairs wanted it to be worded differently. It was intended so that separate diplomas could be awarded Latin Honor’s for that degree. The intent was never to keep someone from getting Latin Honor’s per diploma. This change will become effective Fall 2015.

**Online Course and Instructor Certification Policy** (Peggy Ward-Smith)

This is the online certification policy. The hiring commission is recommending that either an instructor or the course be certified. This has gone through the online committee and the deans office and it starts in Fall 2018, so between now and that date UMKC needs to demonstrate some progress.

The Higher Learning Commission does not require it, but does recommend it. The theory behind it is that courses advertised as online should be certified. For an instructor’s course to be targeted in the catalog as online then it should be certified. This policy has not been approved.

Faculty Senate is requesting comments on this and it will be on the agenda of the first meeting in the fall. The next meeting to provide input will be on the 29th of May.

**IFC Update**

May 14th is the final IFC meeting of this academic year. The document sent out from the health sciences is on the agenda. This documents deals with the “for cause” drug testing and also drug testing for all students going into clinical. The “for cause” testing must first be passed at IFC before the Health Sciences can pass the document and it will not deal with the clinical testing.

**Upcoming Events**

There are dean evaluations for Fall 2015 for Dean White, Dean Postlethwaite, and Dean Vaught, who are all aware of this and will get their initial letter in July. In August, Faculty Senate will ask for all voting faculty.

Ideally, at the same time, changes will be made to the SOPs and CRRs and Faculty Senate is taking volunteers.

The online Title IX training response was 94%, which was the highest of any other campus. The longer Title IX training involving mandatory reporting had a completion rate of 82%. Only one campus was ahead of us and had 84%.

The equity panel training takes two days and it will now be moved around, so that the trainings are not all in Columbia. The equity panel will be at UMKC in either October or November. The training is similar to the grievance panel procedures training. It is a hearing panel and is not a resolution panel. The information is presented to the panel, which makes recommendations. The goal is to ensure the procedure is perfectly implemented and followed. The panel issues a recommendation to the Provost who makes a recommendation to the Chancellor. Faculty senate encourages senators and faculty to be involved with these panels

The LGBTQIA student group is still working on a statement of respect and inclusivity to be included in the syllabi. This will be developed in the fall.

The syllabi requirements will be on Blackboard and the Provost’s office will send out a link for the faculty who do not use Blackboard.

Fitness for duty collective rules needs someone from the libraries as well as someone from law and medicine. The terms are not clear, but it does need volunteers from each unit.

The general education coordinator job position is open. If you know someone who is interested, please forward that information to Jennifer Friend ([Friendji@umkc.edu](mailto:Friendji@umkc.edu)).

There are four outstanding individuals from the search committee who will be brought to campus and faculty is encouraged to attend. The question and answer section will be taped, but faculty is encouraged to attend as many as possible. There will be an opportunity to go to dinner. The time and date will be forthcoming. Please attend, ask questions and provide feedback.

**Adjournment**

Meeting adjourned at 4:30 p.m.