

**Faculty Senate Minutes**  
**Tuesday January 19, 2010**  
**Rm 106, University Center, 3-5pm**

**Present:** Ebersole, McArthur, Fincham, Ward-Smith, Rice, Fieldman, Johnston, Alleman, Hopkins, Wang, Nilsson, Holsinger, Humrichouser, Krause, Beard, Luppino, Dinakarandian, Carbone, Wyckoff, Stancel, Plamann, Ziskin, Potts, Madison-Cannon, Williams, Yang, Foxworth, Krantz, Fincham

**Visitors:** Provost Hackett, Jake Kupiec (Special Assistant to the Provost for Strategic Initiatives)

**Excused:** Hunter, Bethman, Gardner, Pick, Davies

**Absent:**

Welcome-3:02, Called to order by the Chair Gary Ebersole

**Informational Items**

On Thursday April 8<sup>th</sup>, there will be an All Faculty Meeting at the Chancellor's Residence from 12:00-2:00; lunch will be provided.

The Board of Curators will be on campus next Thursday and Friday. Faculty Senate will be hosting a faculty luncheon with the Board of Curators on that Thursday.

The new website has been launched; if you have any corrections that need to be made to committee memberships, terms of service, or other corrections that you see, please let Secretary McArthur know.

There will be a series of community forums on healthcare. The first will be January 30 at 9:30 at the Law School with the main presenter starting at 10:00. Senator McArthur stated that the first two days are full. The healthcare forum is to help bring the public up to speed on what is happening with healthcare. There will be a total of three forums that have been arranged and are supported from faculty mainly from UMKC, as well as community, business leaders, and some individuals from KU.

**Approval of Agenda**

Chair Ebersole made a correction. Doug Swink, the Registrar, has asked to have his item postponed to next meeting.

The new template for standard class hours will follow Provost's report.

A motion was made to approve the agenda. Moved by Senator Fincham, Senator Johnston seconded, and all were in favor

### **Approval of Minutes for December 15, 2009**

The minutes from previous meeting were distributed electronically. Senator Fieldman made a correction to the date of next meeting at the end of the report which should be January 19th. The minutes were accepted unanimously.

### **Provost's Report**

Provost Hackett brought Jake Kupiec with her. Ms. Kupiec does many different things for the Provost, including help with website redesign. She is working with the Provost on developing better communications. She noted that we are over-relying on email and need to develop better methods. This is not about decreasing communication, but providing for more efficient communication.

Ms. Kupiec said there are two aspects to this. One is for mass email. This policy only applies to email that individuals cannot opt out of. This would not apply to other list-serves, like departments or organizations. Chair Ebersole asked who was included in the UMKC All list? Ms. Kupiec said that it included everyone affiliated with the university.

The second aspect is to consider what other communication vehicles could be used to get the word out about other programs. There are other methods, but they are harder to identify. Email isn't always the best vehicle. Ms Kupiec noted that this is especially true for students. They don't all use email, and only want to receive important things from UMKC. One method is blackboard login page, which hasn't changed much, but could be used more effectively. Another page is the email login page or the University homepage. The hope is that we can stimulate more efficient communication. The problem is that a lot of the emails going out now and many are deleted by their recipients without being read.

Provost Hackett said that another approach being taken is a University newsletter that is monthly. Her office is working on a weekly format. Ms. Kupiec said that a weekly version would be shorter, but would be more timely. She hoped that people would use this as a repository of information. Emails can't be put into a repository for in-depth information. Using something like UMMatters helps to create this repository. Something that is being considered is to use the university Wordpress site, which would allow for immediate searching. Provost Hackett noted that most Universities like UMKC have a newsletter in place already. It would also make sense to have a section for Faculty Senate and Staff Council. It will take time to build, but the hope is that it will be effective and something that can be built on. It is hoped this strategy will remove clutter from mail boxes. This should not create problems for communication, as we will still have the ability to create customized distribution lists.

It was noted by several that the current filters for spam are not keeping out as much email as they used to, and are blocking other emails that should make it to someone's inbox. Provost Hackett said that she will talk to Mary Lou Hines about this and ask her to come to a Faculty Senate meeting to provide more information.

Senator Hopkins said that this is a good idea, and asked if it will involve a new hire? Provost Hackett said that it will not involve anyone new, as there is already someone who can do this. A

further question was asked if this will involve new policies and editorial guide lines? Ms. Kupiec said that this will evolve over time. What they want to do is to make an online form for someone to submit something and then make decisions about what will be included. It was noted through further discussion that there would not be an attempt to censor information outside of established policies. Their main focus is to increase communication and provide a forum for discussions to take place.

It was also noted that no new software will need to be installed on computers to use these features as it is all web based.

### **Discussion Item: New Template for Standard Class Hours**

Chair Ebersole asked the Provost to comment on the standard class scheduling. This was something that probably went to chairs and directors and came out about a week before they had to have the fall schedule submitted. He asked the Provost to talk about impetus behind policy and how to move to address issues raised concerning how it might impact our programs.

Provost Hackett said that this change came from the Registrar's Office. Her understanding is that this is a long standing policy that has not been enforced. She had meetings last year about the issue of classroom availability. One of the things that she became aware of was that we don't have sufficient classrooms available. The last time an analysis was carried out, we were told that we needed more classrooms. In the short term, the problem is inefficient use of existing classrooms and the only way to increase capacity is more efficient use through better scheduling. She had meetings last year with Deans, Associate Deans, Chairs, and Student Affairs. One problem is that over half of classrooms are scheduled by units and not centrally scheduled. Another is that last year there were bottlenecks in ILE classrooms. The Provost asked Mary Lou Hines to work on fixing this problem. The full mediation costs for a fully stocked ILE classroom is about \$40,000. Partial mediation (which covers what most people use) is about \$10,000. She was told that as of December all classes that could be secured are at least partially mediated.

When the Ed Astra consultants performed their analysis, there was a big blank at 8 am and almost a complete absence of classes on Fridays. Heavy usage was from 10:00-2:00, and then blanks in other places. These are just centrally scheduled classes. There was a common schedule agreed to that should have been used. We know that there are some units that need to have some kind of alternate scheduling. The schedule was not designed to force everyone on campus into one schedule. The guidelines are only for a certain percentage of classrooms. The intent is to try to get people to think about what their schedule is, and to think past a knee-jerk response that says this is what the students need, even though it might be just what the faculty want and not what the students actually need. There will be imperfections in whatever policy evolves. Provost Hackett noted that she is the first to say that there will be exceptions. What she would like from the Faculty Senate is advice on how to move towards more efficient scheduling that honors real issues that units have. If the registrar is giving knee-jerk responses, then she will deal with that, but she needs the Senate's response.

Senator Fieldman said that, in the Conservatory, the problem is scheduling General Education which then makes it hard to get into other classes. She suggested starting with core classes. Provost Hackett said that when she talked to the Deans about this, she learned that schools

needed to include scheduling in different schools that also have 90-minute classes. She noted that we will need to have Friday classes. In the remaining discussion it was noted that we need to be more creative in meeting the pedagogical needs of the unit, and for UMKC as a whole. There are existing problems like Katz Hall closing, but the other big problem is the lack of scheduling software that would help find the best ways of scheduling.

Provost Hackett noted that Vice-Chancellor Tyler has commissioned Ed Astra to update their first study. As soon as they have that updated information then she will call a mass scheduling meeting with Deans, Chairs, Senate, and everyone there to see where we are with all of this, to have questions answered, and talk about next steps. Some of the classrooms that are under unit control need to be moved into central scheduling. This has to be done carefully, but to have more than half of classrooms not centrally scheduled is not beneficial. She is hoping this will take place by the end of February.

It was noted in further discussion that some individuals get in the way of improving this type of situation, but that at other institutions where they have done this they have seen improvements. It was also noted that scheduling starts in the units where they take into account specialized scheduling needs like cohorts. Specialized software takes into account logistical needs such as time between classes. Provost Hackett noted that every unit needs some of their own rooms that they can control scheduling for. The problem is that those numbers are out of proportion with respect to the needs of the University.

### **Action Items: Change in “NR” Grade Policy**

Revised recommendation reads:

- 1) The “NR” grade designation shall be subject to the current grade-change policy.
- 2) From this point forward, “NR” will not be factored into the GPA.
- 3) Students will be given a two year window to address “NR” by some means. After two years, courses in which “NR” was assigned will lapse to “F” and be factored into the GPA as such.

Wyckoff, Ziskin

A question was raised regarding the way a student could take advantage of this like for financial aid reasons? Senator Krause said that two years seemed like a long time. Chair Ebersole said that the two-year period might be to allow for student to resolve problems. Senator Hopkins asked if a student could sign up for classes, not show up, and then sign up for another semester and do the same thing for financial aid reasons? Chair Ebersole said that there are probably federal rules that would cover this. The biggest stick would be that they automatically turn into an “F.” Senator Ziskin said that this could also be taken advantage of by students applying to grad school. Senator Madison-Canon asked what the difference was between “I” and “NR.” Senator Ziskin said that with the “I” there is path that will work it out. The NR has no path. Motion was made by Senator Wyckoff, seconded by Senator Ziskin. All were in favor, with 1 abstention by Senator Yang.

### **Approval of Ombusperson position description**

Senator Krantz asked if we are approving this position? Chair Ebersole said that we are not approving this position, but giving a favorable recommendation or support for it to the Provost. Motion to affirm by Senator Krantz. All were in favor with 1 abstention by Senator Hopkins

**Faculty Senate Finance Report: Secretary McArthur**

The Senate spent \$837.63 for the year. The balance is \$15,836.62. Senator McArthur noted that Chair Ebersole may not have submitted some receipts for the year. Senator Wykoff asked what we are supposed to be doing with this money? Chair Ebersole said that the Faculty Senate had worked long and hard to get a real budget. When the Provost came on board she gave budget of \$25,000. In light of the budget constraints, though, the Executive Committee voted to be frugal and not to spend much of the Senate's budget. Senator Krause said we should consider creative things to do with this. Chair Ebersole noted that the \$50 membership fee is the annual fee for our membership in the Missouri Association of Faculty Senates, that includes all four-year institutions in the state.

**Committee Reports as Needed**

A question was asked concerning an email from the UM System President on an upcoming on-line survey. Chair Ebersole said that they never had a survey asking faculty and staff how much they value certain parts of their benefits. The intention is not to cut benefits, but to see if existing funds spent on benefits could be or should be redirected to elements our constituents feel are more important. They recognize that while salaries are not great, the benefits are relatively good. The 1% contribution has moved UMKC down the list of comparator institutions, so that we are not as attractive as we were before. Ebersole said he doesn't see anything sinister about this tool, although the communication could have been clearer about the intent and goal of the survey.

Adjourned at 4:23. The next meeting is on February 2nd in the Plaza Rm. in the Administrative Center.