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Lindenwood University Faculty Meeting Minutes, 2009-2010

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Faculty Meeting

10/17/09

Presentation of Faculty Awards: Dr. Boyle presented the following:

Emerson Award for Excellence in Teaching to Nancy Durbin, Professor of Foreign Language

L.U. Scholar of the Year Award to Joe Alsobrook, Assistant Professor of Music

President's Scholar-Teacher Award to Michiko Nohara-Leclair, Associate Professor of Psychology.

On-line Course Evaluations: Adam Ulrich noted that evaluations will be available to students via the Portal from 11/3/09-12/24/09. The question of incentives remains open, but students who do not submit evaluations in the future may be barred from early access to grades.

Strategic Planning: Dr. Weitzel stressed that the Board of Directors would like for all faculty to be involved in the future direction of the university and briefly outlined the new shorter format for planning documents. A committee of the Board of Directors will meet in October to review changes to the format.

Open Enrollment: Prof. Bonnie Colemire reiterated the need for all enrolling students to have taken the Writing Assessment Test and announced that students' records in CAMS will now be flagged, if they have not taken the Writing Proficiency Exam, a requirement for graduation.

Missouri Undergraduate Psychological conference: Prof. Michiko Nohara-Leclair announced that Lindenwood will host the conference this semester. This is an important achievement and a step toward the university's goal of bringing more outside events to campus.

Online Courses: Prof. Ed Perantoni discussed the university's plans to offer online courses. He stressed that quality is the overriding concern, with the content of any such course to be vetted by the Council of Deans. He briefly discussed proposed course load adjustments of 2 hrs on line equaling 3 hours in the classroom and the difficulty of offering online degree programs because of general education requirements. Proposals for online courses should be sent to the President by 12/17/09.

The open meeting was adjourned and a Faculty Forum to discuss concerns was convened at 3:25.

John Bell

Faculty Meeting **Thursday December 3, 2009 – AB Leadership Room – 3:00 pm**

Agenda - Faculty Meeting 12-3-09 – Final

1. LSGA secretary : Amanda Bock
2. Dr. Evans – survey report
3. Melissa Kline – grants
4. Paul Huffman – download audio books
5. Adam Ulrich – online evaluations

Forum

Led by faculty council member - Jay Hardman

Procedures for Faculty Meeting Discussion Items:

At the last faculty meeting a number of areas of concern were raised by faculty members both verbally and/or in writing. The Faculty Council has or is already addressing some of those items and is working on a method to effectively categorize and prioritize those and future items in a productive manner. In addition, procedural recommendations were voiced concerning the open forum discussions during the meetings. Therefore the faculty Council is adopting the following procedures for the open discussion portion of the faculty meetings:

- (1) Two microphones will be available so that faculty members on both sides of the Leadership Center will be able to come forward and state items that they believe are appropriate for review and possible action by the Faculty Council.
- (2) Presenting faculty members are expected to not only offer items for future Faculty Council study and discussion, **but also to offer possible solutions as well.**
- (3) No faculty member will be permitted to speak more than once until every member who wishes to speak has had an opportunity to do so.
- (4) The assigned Faculty Council facilitator for each meeting will be charged with managing the discussion period in accordance with the procedures outlined and so that it is conducted as effectively and efficiently as possible.

Faculty Meeting

12/03/09

LSGA Award: It was announced that Dr. Rachael Douchant has received the award this year.

Faculty Survey Results: President Evans reported that the results of the fall survey were overwhelmingly positive, though there are still areas for improvement. He specifically mentioned the need for more time for faculty to meet with students and for research. However, the course load reduction will help to alleviate this problem. The President also noted that there is some dissatisfaction with the employee benefits package.

Grant Writing: Melissa Kline was introduced to the faculty. She has filled a newly created position to assist faculty in obtaining grants for research and other projects.

Audio Books: Paul Huffman explained the process for downloading audio books available through a new library subscription service.

Course Evaluations: Adam Ulrich explained the procedure for on-line course evaluations.

Forum: Faculty raised the following concerns:

- The possibility of a week-long fall break. (Should the semester begin earlier to accommodate one?)
- Length of the spring semester. Will it continue to be only 14 weeks of classtime?
- Why are any websites blocked from faculty computers?
- Will the council have any influence on individual employee contract negotiations and compensation? Should there be more transparency in these negotiations?
- Will the council have any influence on the employee benefits package?

Meeting adjourned at 3:58.

John Bell

Faculty Meeting

01/27/10

Meeting called to order at 3:00 pm.

President's Address: President Evans reported that enrollments for the spring semester are up across the board. Persistence also remains high. Additionally, the President stressed the importance of instituting on-line programs in competing with other universities already more advanced in this area. He noted that course release time will be made available to faculty for initial development of on-line courses.

Faculty Additions: Dr. Boyle and the Deans of the Schools of Business, Humanities and Human Services introduced new faculty members appointed for the S2010 term.

Emeritus Status: Mike Mason moved to grant Professor Emeritus status to retiring Religion Professor Dr. Alan Meyers. The motion was seconded by numerous faculty members and carried unanimously.

Approval of Commencement and Baccalaureate Speakers: Dr. Boyle moved to accept the Faculty Council's recommendation of St. Louis mayor Francis Slay as the speaker at the S2010 commencement ceremony. The motion was seconded by numerous faculty members and carried unanimously.

Dr. Boyle moved to accept the Faculty Council's recommendation of Businessman and Philanthropist David Stewart as the speaker at the S2010 Baccalaureate ceremony. The motion was seconded by numerous faculty members and carried unanimously.

Faculty Council Report: Chair Debra Johnson gave the faculty a brief overview of the Council's current initiatives: the Faculty Guidebook (to be complete in mid-February), the parking and bookstore committee progress and progress toward the establishment of an Institute for Teaching Excellence.

Mark Lerman presented the results of the committee's organization and prioritization of faculty concerns and suggestions. Three priority issues will be addressed by additional committees of Faculty Council members: Multi-year contracts for faculty, issues related to student advisement (including the consideration of an Advisor Office and higher pay for faculty with large numbers of advisees) and issues related to contract negotiations (including annual evaluations, standardized employee performance reviews and a simplification of the Individualized Development Plan format).

Faculty Athletic Representative: FAR David Arns spoke briefly of the duties and responsibilities of the office, including maintenance of the integrity of the athletic program in terms of academic standards. Additionally, he reported on possible affiliation with the NCAA at Division II level, currently under consideration by the Board of Directors. Should the Board approve, the University might make application to the Association as early as June of this year.

Educational Policies: Dr. Weitzel reported on progress in developing on-line programs. A proposal to offer various graduate programs on-line could go to HLC as early as June.

Meanwhile, Deans are considering undergraduate programs in their Schools that might be offered on-line. Dr. Weitzel noted that the issue of deployment is being studied, as well as the institution of a 24-hour Help Desk for students working at odd hours. There will also be a workshop in May for faculty interested in creating and offering on-line courses.

Ed Perantoni stressed the importance of observing strictly the University's policy on plagiarism and cheating, after Dr. Weitzel summarized the results of a survey of Lindenwood freshman on issues of cheating. Among other findings, the survey revealed that a significant number of freshman had cheated since enrolling at Lindenwood. Dr. Weitzel also noted that the University is following through on its policy, having expelled several senior students for repeated offenses.

Fulbright Speakers: Jann Munro announced that there will be an event on March 1 in conjunction with the Lindenwood Speakers Series program and that those speakers will be available for presentations in the classroom. Contact her for the details.

Writing Proficiency Assessment: Susan Edele announced that the WPA will be offered in February and March. Information is available on the j-drive and will be published in the Digest. She stressed that it is individual advisors' responsibility to see that their students have completed this requirement for graduation. She also noted that a late-start Eng. 210 course will be offered this spring for those students who do not pass the assessment.

Sibley Day: Debra Johnson reminded faculty that Sibley Day is scheduled for February 24, 2010 and requested that faculty encourage student participation. Activities will be listed in the Digest. Additional Workshops are needed as well.

Movement to adjourn at 4:05 pm. Seconded and carried unanimously.

John Bell

Faculty Meeting

03/04/10

President's Address: President Evans reported that freshman persistence from the fall to spring semesters was up to 94%. The President thanked the faculty for their participation in strategic planning and commitment to the University.

Sibley Day Recap: Faculty Council Chair Debra Johnson reported on highlights from Sibley Day activities. Approximately 3000 students participated and were generally pleased with the day's activities. Mr. Gandhi's speeches were both well-attended. The t-shirts were a big hit with students, and the student who designed them, Ashley Kennedy, was commended.

Subcommittee Updates: It was reported that the **Bookstore** Proposal has been reviewed by the President and returned to the committee for minor adjustments. The **Parking** proposal will go to the President this week. Other major issues such as **Advising, Multi-Year Contracts, and Faculty Evaluations** are in committees and are being studied in preparation for proposals. An additional committee is reviewing the University's compliance with **AAUP** standards of governance under the new administration and will be petitioning the AAUP to lift the sanctions currently in place. This will likely involve a campus visit by representatives of the AAUP. It was reported that the **Faculty Guidebook** is now out of draft stage and will be available to Faculty after editing.

Promotion: Dr. Boyle reminded Faculty members that it is time to apply for promotions. He reviewed the requirements and materials to be submitted. All materials should be in the Dean of Faculty Office by April 5, 2010.

Expectations of Faculty: Dr. Boyle commended the Faculty for their service to the University and explained that Faculty are not expected to adhere to a strict 9:00-5:00 schedule, noting that most Faculty are on campus far more than that. Rather, Faculty are expected to attend to their work and responsibilities in a professional manner, which best serves the students, the University and their own scholarly pursuits.

Registration: Barry Finnegan, Dean of Academic Services, announced that students will be enrolled directly into courses by advisors at upcoming open registrations. Workshops to train Faculty have been scheduled. New measures have been instituted to cut down on wait-time as well. Students will begin the registration process in the Spellmann Center and then take a shuttle to the Performance Arena for advising and enrollment. He also noted that folders for incoming students will designate Honors or Conditional Enrollment status.

Upcoming Events: Dr. Weitzel informed the Faculty of the pending on-line survey, "Great Places to Work" and encouraged them to participate. She also noted that the Honors Convocation will be on Sunday, April 25, 2010. Award nominations are due by March 5.

Faculty Athletic Representative: David Arns announced that there will be an information session in the Performance Arena from 3:00-5:00 pm. On March 22, 2010 regarding the University's move to the NCAA.

John Bell

Faculty Meeting

05/05/10

President's Address: President Evans reiterated the University's commitment to placing the greatest emphasis upon the students, remaining frugal in our operations, and being innovative in our programs. He spoke of plans to add additional doctoral programs and to continue developing online course offerings. He thanked the Faculty for their accomplishments in teaching and in committee work during the 2009-10 school year.

Faculty Picnic: Eric Stuhler invited all Faculty to attend this year's picnic, scheduled for July 14th, from 5:00-8:30 p.m. The picnic will be held on campus. Faculty are asked to RSVP whether attending or not.

Advising: The Faculty Council subcommittee on Advising conducted a survey of Faculty members regarding their advising experiences, expectations of students, and priorities. The resulting feedback will be used by the committee in drafting a future proposal to the Administration on advising practices. Absent Faculty members should complete the survey and mail it to Janice Freeman.

Graduates: Provost, Dr. Jann Weitzel asked that the Faculty approve the list of graduating seniors, as published on the faculty drive and reviewed by the Faculty. Dr. Boyle moved to approve. The motion was seconded and carried unanimously.

Commencement Ceremonies: Adam Ulrich reviewed the procedure with the Faculty.

Film Series: Dr. Weitzel announced the new Lindenwood Film Series, sponsored by Peter Carlos and David Brown. Films will be shown in Young Auditorium. President Evans has approved renovation of the auditorium, which will also serve as new classroom space.

Faculty Summer Reading Program: Debra Johnson announced the titles chosen by majority vote: *Justice: What's the Right Thing to Do?* by Michael J. Sandel, and *The Dumbest Generation: How the Digital Age Stupefies Young Americans and Jeopardizes Our Future* by Mark Bauerlein. Paul Huffman announced that the books had been ordered and should be available shortly. He has also arranged for Faculty to download Sandel's book.

Faculty Council Updates: Chair Debra Johnson announced that, in addition to the Council's work in hiring, promotion, and grievance processes, subcommittees have been addressing issues of primary concern to Faculty members:

- Parking: a proposal has been sent to the President with recommendations based upon results of surveys conducted by the committee.
- Advising: is working on a proposal for which today's survey has been conducted.
- Bookstore: a proposal has been sent to the President
- Multi-year contracts: the committee has been working on the issue and is drafting a proposal.

- Professional development: The President has approved a proposal for a Faculty taskforce. The taskforce is nearly complete and will meet in a week or so to begin setting an agenda.
- Guidebook: The Faculty Guidebook is available on the faculty drive and through the portal. It remains a living document and will be updated as policies evolve.
- AAUP: The Subcommittee and the Administration are corresponding with AAUP to reach an agreement whereby sanctions against the University can be lifted.
- Sibley Day: Jennifer Firestine is chairing the committee. Volunteers are sought for planning.
- Faculty Week: Debra Johnson is chairing the committee. Volunteers are sought for planning.

Professor Johnson announced that Dr. Jason Lively has been elected to chair the Faculty Council in 2010-11.

Faculty Week: Begins August 16th. The agenda has been shortened, based upon Faculty suggestions, and will include workshops for Faculty and HR training for those involved in new procedures addressing issues of employment.

The meeting adjourned at 5:40 p.m.

John Bell