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Lindenwood University Faculty Meeting Minutes, 2010-2011

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Lindenwood Faculty Meeting

10/06/10

Faculty Awards: Outstanding faculty members were recognized as follows:

- The Emerson Award for Teaching Excellence: Dr. Rita Kottmeyer
- The President's Scholar-Teacher Award: Dr. Kris Runberg-Smith
- The Scholar of the Year Award: Dr. Beth Kania-Gosche

Committee/Task Force Reports:

- Retention: Chair John Troy reiterated the mission of the committee: to identify and address reasons for students' decisions not to reenroll. He noted that the committee's ad hoc status will likely be changed to that of a standing committee, and he appealed to interested faculty to join the committee.
- Professional Development: Chair Lynda Leavitt and Prof. Billie Patzius reported that the task force will spend some time researching "excellence" before proposing any initiatives. Faculty members are encouraged to send suggestions to the task force.
- Educational Policies Committee: Chair Dan Plate reported that the committee's task of standardizing syllabi language covering issues such as disabilities statements and plagiarism policy had been greatly facilitated by the Faculty Guidebook, where it is already formalized.

Writing Proficiency Assessment: Director Sue Edele reported that thus far 77 students have taken the exam and that faculty advisors will receive cards indicating their students' status prior to spring semester/j-term registration. She noted that information concerning the exam is readily available to students on pc common and via the portal, and that the next assessment will be given on Feb. 11, 2011. She also reminded faculty that ENG21000 (not ENG11000) is the class students must pass if they are unsuccessful on the exam. Sections of ENG21000 will be offered both in j-term and in the spring semester.

Summer Reading: Rachael Douchant announced that discussion groups on the two book selections are being rescheduled for Oct. 13 for faculty members who were unable to attend during the fall workshops.

Faculty Council Update: Council Chair Jason Lively introduced newly revised forms for faculty suggestions/concerns, noting that forms may still be submitted anonymously and stressing that proposals for solutions would be of value to the council in addressing the issues. He reminded faculty that both the form and a document showing the status of each of the existing proposals are available to them on the j-drive. The status report is updated regularly. Minutes and agendas for Faculty Council meetings are also available to faculty on the j-drive as well. He announced the newly created Lindenwood Service Award, which will be given in the spring, and that the nomination process for all awards has been changed to accommodate faculty who are particularly busy at the beginning of the fall term. The new deadline for submission of nominations will be at the end of May each year.

Adjournment 3:30.

John Bell

Faculty Meeting

12/06/10

Faculty Awards: Judy Kamm received the Lindenwood Service Award for 2010. Pam Grooms was the recipient of the LSG Award.

President's Address: President Evans reported that the Board of Directors has approved changes to the *Faculty Handbook*, which grant additional job security to faculty members. Those changes include the right, after 3 years of service, to appeal non-renewal of contract both to the Dean of Faculty and to the Faculty Council. The Council would then determine whether a hearing was warranted or not, and if so, make a recommendation to the Dean. Additionally, the Faculty Council will be consulted in case of financial exigency for input into program eliminations or faculty non-renewals necessitated by exigency. Faculty whose positions might be eliminated would be placed in an alternative position or, if that is unfeasible, paid to the end of their contracts. A revised version of the *Handbook* reflecting these additions will be distributed to faculty with their new contracts.

Dental Plan: Dr. Boyle and Kip Starns informed the faculty of a new dental plan with increased benefits and lower overall cost. Informational meetings will be held on 12/07/10 to answer questions of interested faculty. Faculty would need to enroll in the plan by 01/10/11.

Attendance Records and Financial Aid: Council Chair Jason Lively reiterated for the faculty the importance of keeping accurate student attendance. Terry Kapeller then explained the procedure whereby aid money is released to students based upon attendance records. He explained that, if those records are inaccurate, the University might have either to try to recollect the money from the student or, in some cases, repay the grants or loans herself.

Library Services: Elizabeth McDonald, Dean of Library services, reviewed briefly online resources available through Butler Library and encouraged faculty to send students to the research librarians there before suggesting that they go to another research library.

Sibley Day: Jennifer Firestine announced that Sibley Day is scheduled for 02/23/11. The theme of this year's event is "Past to Present to Future." She reminded faculty of the need to organize activities for the event. A tentative schedule will be available by 02/01/11

Campus Recycling: Gerry Blasi announced that the campus now has single stream recycling service, including locked containers for materials that need to be shredded. He requested that each building select a contact person to coordinate the effort. Recycling will be picked up on TR.

Executive Session: No concerns were raised during the session. Numerous faculty, however, expressed appreciation for the tuition exchange program.

The meeting adjourned at 3:55 p.m.

John Bell

Faculty Meeting

01/26/2011

Mark Lerman presided over the meeting and introduced new members of the LCIE faculty. He also noted that LCIE is celebrating its 35th year of service.

President's Address: Dr. Evans thanked the faculty for a great Fall Semester, Quarter etc. and for a good start to the Spring Semester, Quarter etc. and noted that J-term enrollment had been high and that students expressed great satisfaction with a number of course offerings. He encouraged Faculty to use the J-term as an opportunity for professional development. He also noted that, because the construction of Lindenwood Village Center will involve removal of some housing, day undergraduate enrollment will not increase next year. NCAA regulations will also restrict the number of participants for some sports, which will also have an impact upon enrollment. The President also reported that, pending Board approval, tuition and fees will increase slightly next year. Finally, he announced that the University has dedicated a recent bequest from the estate of Jane Blood to an endowed Student-Scholar Fund to provide travel grants to students attending conferences.

Commencement Speakers: Dr. Boyle moved to invite Composer Roger Williams and Businessman and Lindenwood Alumnus Michael Roberts to speak at this year's commencement ceremonies. The nominations were seconded and approved with one dissenting vote on the second nomination.

New Task Force, and Enrollment Figures: Dr. Weitzel announced the formulation of a new task force to coordinate Study Abroad Programs. She invited Faculty to participate. She also noted that enrollment for the spring is up by 434 day students. Graduate school numbers are still down, but enrollment continues. Overall the University experienced an increase of approximately 500 students in all terms this spring. Meanwhile, enrollment at the Belleville campus has nearly doubled over last year.

New Programs: Dr. Weitzel announced the following new programs:

- BA in Graphic Design
- MA in TESOL
- MBA in Supply Chain Management
- EDS/MA in K-12 Math
- BA in Advertising and Public Relations
- BA in Anthropology
- BA in Financial Planning

Sibley Day: Deb Hopkins reported that workshops are still needed and asked that each School propose at least 2 by 02/11/11. Participants should send their proposals to jfirestine@lindenwood.edu. This year's keynote speaker is Robotics Expert Dr. James McLurkin.

WPA: Susan Edele announced that dates for the Writing Proficiency Assessment exam are available to students on PCCCommon. Additionally, Maryann Townsend has created a brochure to be distributed to students. Last term 370 of 401 students passed the exam.

Faculty Council: Debra Johnson pointed out to Faculty several initiatives undertaken by the Faculty Council in the past year and reminded us that documentation of all Council business is available to all Faculty at any time. The information can be found in the Faculty Folder on the j-drive. She asked that Faculty also make suggestions for solutions for concerns they forward to the Council.

Executive Session: Concern was raised over the inequity of enrollment caps, workload and accountability during the past J-term. The Council will discuss the issue at a future meeting.

Adjournment at 3:36 p.m.

John Bell

Faculty Meeting

03/03/2011

The meeting was called to order at 3:00 p.m. by FC representative Pam Grooms.

President's Address: President Evans noted in his remarks that feedback from students, families, and members of the community indicates that the reputation of the University continues to improve. The President also noted highlights from the 2010 Annual Report, including the high level of Faculty satisfaction with the governance of the University and the overall perception of Lindenwood as a satisfying place to work. He further noted the quality of the Faculty as indicated by their professional accomplishments, the rapid growth of the Belleville campus and the community support there, and the quality of events and educational opportunities for students at the Scheidegger Center. In closing, the President announced that Faculty contracts for the next year are available for the Deans to distribute.

Textbooks: VP and Provost Jann Weitzel announced that the University has contracted with the "Book Xchange" to serve as the campus bookstore, and noted the significant role of the Faculty Council in bringing about this new partnership, and the enthusiasm of the owners of the bookstore for the venture. Dr. Weitzel reminded Faculty that all textbooks must be used for 2 years after their adoption. Finally, she reported that the owners of the "Book Xchange" have undertaken a number of measures to ensure that books (including custom-ordered ones) are available on the first day of classes and to help in discouraging book theft. Textbook ordering procedures remain the same as in the past.

Speakers' Bureau: Julie Beard and Chris Duggan announced the creation of a website through which interested Faculty may be contacted for speaking engagements in the community. Those interested should provide brief biographical information for the site. Any remuneration would be determined by the requesting institution and the Faculty member. They also noted that the University is occasionally contacted by the media for professional insights into specific issues. Any Faculty members interested in providing such expertise should inform the Public Relations office.

LSGA: Pres. Dan Bedell spoke of the increasing role of student government in campus life and of the work toward improving communication with students. He noted that students' complaints are now being filtered through LSGA, who investigate their legitimacy before passing them along to the appropriate offices. He stressed that Faculty and Staff are invited to LSGA events as well.

Registration of NCAA Athletes: Athletic department and academic representatives outlined the procedure for registering athletes who will be participating in NCAA sports.

The remainder of the meeting was spent in Executive Session.

The meeting adjourned at 3:42 p.m.

John Bell

Faculty Meeting

04 May, 2011

President's Address: Dr. Evans discussed the new University publication, *The Edge*, which highlights the academic achievements of the University and of individual Faculty members. The President encouraged the Faculty to develop new quality initiatives, and stressed that any initiative must consider first the welfare of the students. Dr. Evans thanked the Faculty for their work and dedication to the University and congratulated them on the achievements of the past academic year.

AAUP Campus Visit: Debra Johnson reviewed the history of the University's relationship with AAUP and updated the Faculty on the status of current discussions regarding sanctions. She discussed questions Faculty might be asked, but stressed the importance of speaking candidly with the representative about the increased faculty role in University governance under the current administration.

Commencement: Dean Barry Finnegan reviewed the list of graduating seniors and moved to approve. The motion was seconded and carried. He also reviewed for Faculty the details of Baccalaureate and Commencement ceremonies

Baccalaureate Speaker: Dr. Boyle announced that the previously approved speaker will be unable to attend because of illness. He reviewed the achievements of alumnus Bob Ramsey, a local radio and television figure, and moved that the Faculty invite Mr. Ramsey to speak at the Baccalaureate service. The motion was seconded and carried.

New Benefits: Dr Boyle informed the Faculty of a new benefit available to Faculty, Lifelock identity theft protection. Faculty may enroll, and premiums can be paid through payroll deduction. Representatives will be on campus on May 18, 2011 to talk with interested individuals.

Speaker Series: Paul Huffman informed the Faculty that goals for the series include generating more student interest. He asked Faculty to consider incorporating speakers' topics into classroom materials wherever possible. Additionally, the plan is to include some daytime events along with the standard evening ones. He also noted that there is a small budget for speakers in individual Schools.

University Publications: Professors Weitzel, J Smith and Mead discussed the success of the University publications, *Confluence* and *Lindenwood Review*, and stressed their importance in fostering a "community connection" and as reflections of Lindenwood values and accomplishments.

Employee Picnic: Eric Stuhler reminded the Faculty of the annual picnic, to be held on July 13 2011.

Motion and second to adjourn at 3:40 p.m. carried.