Intercampus Faculty Council
Minutes
May 7, 2008

Present: Gary Ebersole (UMKC), Alex Holsinger (UMKC), Tim Farmer (UMSL), Nancy Stancel (UMKC), Wilson Watt (UMC), Kurt Kosbar (MS&T), Carole Murphy (UMSL), Theresa Thiel (UMSL), Doug Carroll (MS&T), Frank Schmidt (UMC), Steve Neal (UMC)

Call to Order - 9:30 AM
Approval of agenda
Approval of minutes of IFC March 21, 2008 meeting – approved as revised

10:00 AM
Discussion with Interim Vice President Graham, Assistant Vice President Smith, Assistant Vice President Noble, Faculty Fellow Akers

1. Grading policies and practices – CRR 210.050

Have there been any changes on the campuses concerning grading policies? IFC representatives reported no changes to current policy after discussions on their respective campuses. The CRR states that grading policies are the prerogative of the faculty. IFC members are waiting to see what happens in our discussions before suggesting any changes to policy. The question was asked if there was a statute of limitations to appeal a grade. There was recently an appeal made by a student concerning a grade that was given five years ago. We need a policy on this. Assistant V.P. Smith will pull the current grading policy and check to see if there are timelines in it. If there isn’t we need to add appropriate language to explain how long a student has to file an appeal of a grade. Discussion favored using the same time frame as we use to change incomplete grades and for the retention of student papers (one year). We do have the academic amnesty policy to take care of cleaning up grades.

Assistant V.P. Smith reported that the 2.5 day period for turning in grades is going to be increased to three days. The Provosts, Registrars, and Chancellors on all campuses agreed to this change and it will go to the BOC for consent approval.

2. Non-Tenure Track Policy

Faculty in some units have been told that the hiring of non-tenure track faculty requires a national search. That is not correct. Units should be encouraged to create a budget line item for NTT faculty to support travel. Sometimes travel funding is available for them from grants. The availability of professional development funds for non-tenure track faculty varies greatly between campuses.
The IFC approved a minor change to the NTT policy. The defined category of non-tenure track Clinical faculty has “/professional practice” added to it so that those occurrences in the NTT document will read as: Clinical/Professional Practice faculty. This change to the NTT document will be approved by the President.

Concern was expressed over the process used by which librarians to switch the Web of Science service to the Scopus product. The tracing of citations is big business now and one campus expressed concern that such a major decision to switch vendors should not have been made without input from the faculty. After discussion of this, it was found that the experience for shared database selection varies on the campuses. Most faculty had a six-month trial of the competing product to compare it to the Web of Science product and had the opportunity to make recommendations to librarian representatives serving on the appropriate MERLIN committee.

10:30 AM. Discussion with Vice President Allen, Chief of Staff Russell, General Counsel Owens and Counsel Markie

1. Student privacy & faculty being informed about potentially dangerous students

Faculty members are concerned about not being notified about a potentially dangerous student in the class room. State law (Grant case) protects the privacy of clients, physicians, and counselors and these people can sue (Missouri Supreme Court case) if this privacy is breached. V.P. Smith and Chief of Staff Russell have met with student affairs offices UM-wide and all campuses have created task forces to explore these situations. Each committee has a psychologist on the task force. What the psychologists are able to do is give helpful information – i.e. suggest questions for the student judicial committee to ask and suggest best ways to handle individual situations. This began last summer and the committees meet regularly as one means to help protect the campuses. We sometimes hear that HIPPA is an issue for sharing information. There is a specific exception for student medical records. As for disability, the student can decide to notify the campus about this. FERPA prohibits the release of student information, but there is an exception for legitimate educational interest and a need-to-know basis. There is a need to develop information for parents and faculty to explain what student information they can ask for under FERPA.

General Counsel Owens will look into creating a website of frequently asked questions about student privacy. He stated that any time a faculty member acts in good faith to protect faculty or students the university is going to support him. This was good news because IFC members expressed concern that there is pervasive bad morale among faculty who do not feel that legal counsel will support them on these issues. The Clery Act charges the university to alert those on campus about dangerous occurrences on campus. Urban campuses tend to have many students with mental issues who often live at home, and, although unable to work, but are able to enroll in classes.

Counselor Markie put together a packet of selected rules for notifying students about emergency situations. The handouts also contained several articles about student privacy
and confidentiality concerns. She mentioned that there is a provision in the student conduct code for temporary suspension of a student if the Chancellor believes that the student presents a threat on campus.

**Academic Dishonesty**

Faculty members are the primary driver in academic dishonesty issues and we talked about various options. If a professor acts on his own, then repeated events won’t show up. If you identify a student and s/he is confronted, the faculty member is free to give a failing grade on the assignment. If the incident is reported to the Investigative Officer, then the professor is called in and is told what the Investigative Officer has found out. The Investigative Officer suggests a course of action and the process will not go forward without the consent of the faculty member.

Legal counsel has concerns about MU’s Provost statement on plagiarism on the web. The danger is if you don’t follow policy you invite the situation to go into civil court. IFC will work on the MU Provost statement and clarify it. We need a single statement that all four campuses can use so that faculty and administrators understand what the limitations are.

2. **Mass notification**

There was a breach of the UMKC PA system yesterday during its Faculty Senate meeting and this topic led to a discussion of mass notification on our campuses. Should we use more traditional methods such as sirens to announce emergencies? The difficulty is that each episode is different. For instance, the Rolla campus had a problem with the drinking water. The campus did not use its emergency notification system in this instance. V.P Allen said that part of the issue is a privacy concern for students and it’s an opt-in system but there’s no opt-out component. The opt-in for our student population is very low. This led into the next discussion of the emergency notification system.

3. **Emergency notification system**

V.P. Allen stated that we had a less than stellar results in encouraging enrollment across campuses. This process began in November. Faculty enrollment in total for cell phone notification averaged 30% with MS&T having the highest percentage at 55%. Student responses ranged from 13% at UMSL to 26-27% at MS&T based on April figures. Enrollment remains flat even after President Forsee issued a message asking people to enroll. By fall semester this process will be made more central and will require that students opt out of the system. The intent is to insure that this communication methodology will help be part of the solution. The same approach will be used for faculty and staff. We also need to develop a means to provide updates for changes in cell phone service and create an explicit statement about privacy. Cell phone information is used only for emergencies and not for regular notices. The emergency notification system is a vended service and there are contractual controls in place on security issues. Students do not want cell phone numbers, addresses, etc. published in the global address list in
Outlook. We need to take into account that some students are in clinics where cell phone information is needed. We may need to make adjustments in Outlook to exclude date of birth for directory information because it’s used for identity theft. This information used to be searchable on the web but now you can only get students email addresses; for staff, only the office where they are located is listed. For every faculty and staff member their email and office phone number is already being used for the emergency notification system. The service cost was $140,000 the first year for all campuses. The overwhelming majority of reports to V.P. Allen’s office shows that the risk we have to our data systems comes from insiders. His office will constantly require education of its IT staff to help safeguard the data.

Campus CIOs are working together to write a security policy statement for the university. It’s a required element given to us from the auditors. Additional security policies will be added to this in a separate chapter in the Business Policy Manual. V.P. Allen would like to have a member of UM legal counsel serve as a permanent member of the SISAC.

**Campus Reports to President Forsee**

**MU**
A general faculty meeting was called for by petition to discuss the impact of the cut in funding allocations for the Compete Missouri Program. No action was proposed at the meeting because it takes a 2/3 majority for a resolution to pass. Chancellor Deaton talked for 5-10 minutes about the budget. The Senate gave a statement of concern then there was an open discussion. There was a joint retreat between the Faculty Council Executive Committee, the Provost and his staff the first Saturday in the month to improve communications between them and the Faculty Council. The Vice Provosts will appoint an ex-officio member to attend Faculty Council meetings. NCAA released EPR ratings and MU has seven teams who ranked in the 90th highest percentile for academic progress.

**MS&T**
The Faculty Senate will spearhead an effort to look at committee structure on the campus. A permanent committee on intellectual property will be proposed as well as a committee on effective teaching. There was vigorous discussion on the questions to be used on the student survey for public view; four questions will make up the survey. The survey will be part of the normal end-of-the-year survey of students. Concern was expressed about libraries adopting a big change in database service from Web of Science (tracks citations) to Scopus, without having faculty input. PeopleSoft has full implementation of the student package at MS&T and it has some nice features. When you call up a class roster you can choose to have photographs display of students in your class. The campus is considering creating a conflict of interest committee to provide guidance as a way to handle conflict of interest based on the MU model.

**UMSL**
The Faculty Senate has wrapped up its work for academic year. A few committees remain active. The Faculty Senate is almost done with its report on the perception of
performance of Deans. There was a pilot study done last year to rate Deans using an online survey. Faculty were hesitant to do this online. There was a much better response this year to the Dean online evaluation. The survey has numerical notations to questions and open ended questions. The Provost will get all the survey data and all members of the Senate will get a summary report on the evaluations. The campus is done with its S.B. 389 consumer information questions; it came up with five questions. It is not clear yet whether the survey will be done on paper or online. A review was done on the changes in courses and programs. The Curriculum and Instruction Committee (a Faculty Senate committee) reviewed 281 proposals and recommended 42 changes in programs. The Budget and Planning Committee of the Faculty Senate has been meeting and these have high attendance due to the interest in budget matters. The Provost and Chancellor are very open to recommendations on funding issues. The new strategic plan was reviewed by the Budget and Planning Committee. The newly elected Faculty Senate Chair is Matt Keifer from the College of Education.

UMKC

A number of Dean searches are coming to a conclusion. The Search Committee for the Conservatory of Music will bring back two of six candidates. It is hoped that the new Dean will be identified in the next few weeks. For the Dean of Computing and Engineering search, there are two acceptable candidates, so the Search Committee will need to decide between them. The search is just beginning for the Dean of the Bloch School and it will continue over the summer. There is also a search beginning for a Vice Provost for Academic affairs who will be in charge of the undergraduate curriculum. With the new budget model in place it will be critical to manage the undergraduate curriculum campus-wide. The Chancellor distributed a handout at our last meeting describing the capital projects that are ongoing and projects that are at the discussion level. He realized early on that we can’t wait for the state to help us with capital projects. Of the eight projects we have, only one has received state money. The rest of the projects will be funded with private money and through creative forms of financing. The new dormitory will be run by a private company on a thirty-eight year lease. The private company will manage it and assume all of the cost to build it. Yesterday at the Faculty Senate meeting, there was a sudden blast from the PA speakers. The campus PA system had been hacked from off-campus. The hackers took over the sound system of the university. Campus-wide elections have been completed. Gary Ebersole (Religious Studies) was re-elected as Chair, Hali Fieldman (Conservatory of Music) was elected as Vice Chair, and Carole McArthur will serve as Secretary. Nancy Stancel (Law Library) was re-elected as IFC representative and Alex Holsinger will continue his term as IFC representative.

President Forsee

There will be a 4.2% budget increase with the priority being faculty salary adjustments. The 4.2% budget increase amounts to $3.55 million a year and the system will match it. We’ve done our part but the state hasn’t come through with funding. The Preparing to Care initiative was not funded. We were able to secure the UMSL equity adjustment for this year and next year. We worked aggressively with the legislators for one-time money
for capital needs, but we probably won’t secure additional maintenance and repair money in the future. He would like to put in place a process that anticipates university needs to take to the legislature. President Forsee is triggering a strategic planning initiative in late June that will be looking at five years out. We need to project out 5-7 years on how we allocate resources among the campuses. He is meeting on campuses between now and the next strategic meeting to look at current strategic plans. We are struggling to make education an important issue to Missourians from grade school through college. Graduation rates continue to plummet. We will be doing a quick research project to discover what Missourians think about education and initiate a plan based on the data from that project. We’ll review where we are on student loans and support with V.P. Krawitz.

The mass notification alert system will have an opt-out approach for students, faculty and staff. There will be language in the notification process indicating that the university will protect the data and its use. The next Curators meeting is in the first week of June. Each Chancellor will talk about specific issues on his campus. There will be a general discussion about technology information and how our systems support our mission and research. He has asked Dr. Lamb to examine where we are with distance education and Dr. Lamb will be looking at best practices around the country. We haven’t invested in the technology in a comprehensive way. President Forsee will be on each campus to participate in graduations.

1:00 PM Discussion with Interim Vice President Danuser

1. Sexual Harassment Prevention Training

The UM system now has an interactive computerized program module for sexual harassment prevention training. It requires an 80% passage rate. The module is provided by New Media (California) and there is a distinguished list of institutions using the software. It takes about 40 minutes to complete the training session. There is 24/7 access to the program and it can be done remotely from home. The web site has been branded with UM information. The training has been incorporated into our policies and there will be a letter of welcome from the Chancellor on the web site. There was discussion that some individuals may have difficulty taking the test.

2. Health Coverage

A letter from Mike Paden was distributed to IFC members addressing concerns employees have about Coventry Insurance and how the university is handling those complaints. Why was GHP listed on the back of the university insurance cards? Having that information on the card has caused Coventry to deny legitimate claims. GHP does not forward the claim to Coventry so the employee is billed for the service. Complaints about Coventry should be sent to Mike Paden or Suzanne Hart.