

Faculty Senate Minutes

Thursday, May 17, 2018 at the Alumni House, 1:30 PM

I. Attendance

K. Corley, A. Geraghty-Rathert, S. Jensen, J. Palmer, D. Psihountas, T. Reilly, G. Renz, E. Rhiney, E. Risik, C. Sagovac, H. Singaravelu, J. Stulce, P. Witkowski.

II. Approval of Minutes

1. Upon motion by G. Renz, seconded by J. Stulce, the Senate unanimously approved the minutes of the April 24, 2018 Faculty Assembly meeting, subject to revisions by G. Renz being approved.
2. Upon motion by G. Renz, seconded by P. Witkowski, the Senate unanimously approved the minutes of the May 10, 2018 Faculty Assembly meeting.

III. Old Business

3. The Senate orally agreed that the next Senate meeting would be scheduled for June 7, 2018, starting at 11:30 a.m. at the Senate offices.
4. Filling Open Committee Seats:
 - a. The Senate unanimously approved a motion by T. Reilly, seconded by E. Rhiney that T. Green will fill the open at-large seat on the Committee to Review Faculty.
 - b. The Senate unanimously approved a motion by G. Renz, seconded by A. Geraghty-Rathert, that Julia Griffey will be reappointed to her at-large seat on the Speakers Committee.
 - c. The Senate unanimously approved a motion by L. Risik, seconded by S. Jensen, that A. MacNeill be reappointed to an at-large Finance Advisory Committee seat.
 - d. The Senate unanimously approved a motion by K. Corley, seconded by E. Rhiney, that Kristen Anderson will complete Doug Finlayson's term as an at-large representative on the Global Citizenship Program Committee (term ending May 2019) and that Emily Thompson will fill in for Nicole Miller-Struttman during Fall 2018 semester as an at-large representative on the Global Citizenship Program Committee.
 - e. The Senate unanimously approved a motion by A. Geraghty-Rathert, seconded by C. Sagovac, that Robin Assner-Alvey be appointed to the Women, Gender and Sexuality Studies Committee, replacing Virginia Altrogge (term ending May 2021).

IV. New Business

5. Anne Browning and Patrick Murphy presented the Accessibility Committee's proposed changes to the committee charter in the University Handbook. Specifically, they proposed 1) adding additional ex-officio members to the committee, 2) including a statement that all committee members are expected to attend all meetings, 3) having co-chairs that serve staggered 2-year terms, and 4) eliminate term limits for elected

student members, faculty members, and staff members (see Attachment A for the proposal).

The Senate unanimously approved a motion by G. Renz, seconded by E. Risik, to:

- a) Add the following ex-officio members or designees to the Accessibility Committee:
 - Associate Vice President, Online Learning Center or designee
 - Chief Communications Officer or designee
 - Associate Vice President Diversity & Inclusion
 - Dean and Associate Vice President of Military Campuses or designee
 - Associate Vice President of Extended U.S. Campuses or designee
 - Associate Vice President of International Campuses & Initiatives or designee
 - Director, Office of Study Abroad or designee
 - b) Change the current University Handbook language so that that all Accessibility Committee members (both ex-officio and appointed members) have voting rights and a quorum will be 50% of the members.
 - c) Delete the language in the University Handbook limiting appointed members to two consecutive terms.
 - d) Add language in the University Handbook stating: “Members of the committee are expected to attend all regularly scheduled meetings and actively engage in agreed upon activities and initiatives.”
 - e) Add language in the University Handbook stating: “Members serve as representatives of their constituents and are encouraged to bring issues and suggestions to the committee for consideration. Members are also asked to report back on committee decisions and initiatives to their respective constituents.”
 - f) Add language in the University Handbook stating: “At the April meeting, the committee shall elect one of two Co-chairs from among its membership for a term of two years. The two year term of the chairs will alternate such that that there is always an experienced chair partnered with a new chair to preserve the continuity of the committee.”
6. G. Renz said he will contact Gloria Grenwald to see if she would like to continue on the committee because the term limits will be eliminated and therefore she can still serve.
 7. The Senate unanimously approved a motion by G. Renz, seconded by L. Risik, to change the College of Arts and Sciences portion of the University Handbook, currently III. Academic Structure, B. Departments, College of Arts and Sciences, by deleting Behavioral and Social Sciences and adding Anthropology/Sociology and Psychology. C. Guehring will email Rita Smith and tell her the Senate approved this change.
 8. D. Psihountas explained that an addendum was added to the 2018-2019 Salary and Fringe Benefit Agreement that was approved by the Faculty Assembly on May 10,

2018 because there was a mistake in the approved written agreement. The Faculty Research and Special Projects Program fund in the agreement should have been \$120,000, not \$110,000 as written.

9. T. Reilly suggested that the Senate discuss whether faculty members appreciate the importance of university service. G. Renz said the Senate would take the issue up in the fall.
10. C. Sagovac would like the Marketing Advisory Committee and the Finance Advisory Committee to meet monthly with the President and Provost so there is interaction with them on a regular basis.
11. C. Guehring reported that she received an email from Patti Baygents asking the Senate to change the date of the Spring Faculty Institute because she scheduled a Student Preview day on the same date and wants faculty to attend the preview day. She also said she wanted the Senate to give up the rooms in the East Academic Building that we reserved back in August 2017 for the 2019 Spring Institute. G. Renz said he and C. Guehring would look into the matter, but the Senate was not going to change the Spring Institute date or move the location.

Meeting Adjourned: 3:38 pm

Attachment A

I. The Accessibility Committee of Webster University

I. Policy, Purpose and Structure

A. Policy

It is the policy of Webster University to create and maintain an environment in which all students, faculty and staff may learn and work to their fullest potential, limited to the least extent possible by individual disabilities. In pursuit of this policy, Webster University will comply with all federal, state, and local laws and regulations regarding hiring, education and public services provided to individuals with disabilities.

B. Purpose of the Committee

The committee is a resource within the Webster University system on any academic, physical, or employment issues related to disability and access. The committee develops policies and procedures for removing barriers to full access in work and learning within the university, and makes its recommendations on those matters to its respective authorizing bodies. Policies and procedures relating to academic and curricular matters shall be approved by the Faculty Assembly. Policies and procedures relating to fiscal and administrative matters shall be approved by the Administrative Council. The committee oversees the implementation of approved policies and procedures.

The committee prioritizes needed projects requiring capital expenditures to improve

accessibility and to comply with the requirements of the Americans with Disabilities Act. It advises the Vice President for Finance & University Services regarding the allocation of funds in pursuit of these objectives.

The committee develops, plans and coordinates educational programming throughout the Webster University community relating to disabilities and access.

The committee provides a forum for students, faculty, administration, and staff to raise issues and concerns regarding accessibility and services provided to individuals with disabilities. When appropriate, the committee seeks to assist the parties in the resolution of such problems. The committee monitors the outcome of its recommendations, and they are included in the annual report to its authorizing bodies.

C. Structure

1. The membership of the committee shall consist of:
 - a. Three (3) students: two (2) appointed by the Student Government Association and one (1) recommended by the Academic Resource Center.
 - b. Three (3) faculty members appointed by the Faculty Senate.
 - c. Three (3) members of the staff, two (2) appointed by the Webster Staff Alliance and one (1) appointed by the Provost and Senior Vice President.
 - d. Director of Public Safety or designee
 - e. Academic ADA Coordinator
 - f. Director of Health Services or designee
 - g. Vice President and Chief Financial Officer or designee
 - h. Vice President for Student Affairs or designee
 - i. Director of Facilities or designee
 - j. Dean of the Library or designee
 - k. Vice President of Information Technology or designee
 - l. Associate Vice President and Chief Human Resources or designee
 - m. Assistive Technology Coordinator
 - n. Associate Vice President, Online Learning Center or designee
 - o. Chief Communication Office or designee
 - p. Associate Vice President Diversity & Inclusion
 - q. Dean and Associate Vice President of Military Campuses or designee
 - r. Associate Vice President Extended U.S. Campuses or designee
 - s. Associate Vice President of International Campuses & Initiatives or designee
 - t. Director, Office of Study Abroad or designee

2. Member Guidelines:

Appointments shall be made in a manner that contributes to the broadest, most affirmative representation of the Webster University community possible.

Terms of office shall be three years, with no more than two consecutive terms permitted; student members shall be appointed for one year terms and they may succeed themselves.

Terms of office for faculty and staff members shall be staggered in order to promote continuity in the committee's work.

In the event of the extended absence of a committee member, the affected constituent body may appoint a replacement for the member until his or her term can be resumed.

Members of the committee are expected to attend all regularly scheduled meetings and actively engage in agreed upon activities and initiatives.

Members serve as representatives of their constituents and are encouraged to bring issues and suggestions to the committee for consideration. Members are also asked to report back on committee decisions and initiatives to their respective constituents.

3. Procedures

The committee will meet monthly and at other times, when necessary, at the call of the Chairperson(s).

At the April meeting, the committee shall elect one of two Co-chairs from among its membership for a term of two years. The two year term of the chairs will alternate such that that there is always an experienced chair partnered with a new chair to preserve the continuity of the committee.

The Chairpersons are responsible for setting the agenda, scheduling meetings and chairing the proceedings of the committee. An agenda shall be distributed to the members prior to the scheduled monthly meeting. Meetings are scheduled at times equally reasonable for students, staff, administration and faculty.

Minutes of meetings are maintained by the Chairperson and are available for review on the Accessibility Committee webpage.

Publicly announced hearings and interviews with individuals affected by issues under the committee's purview may be held from time to time to facilitate the committee's deliberations.

An Annual Report of the committee's deliberations, recommendations and activities shall be prepared and distributed to the committee members and its authorizing bodies.