

Faculty Senate Minutes
Thursday, January 30, 2020, Alumni House 2:30 PM

I. Attendance

KK Pease, K. Armbruster, J. Bohus, G. Glasgow, S. Jensen, J. Lassetter, J. Palmer, T. Reilly, L. Risik, D. Smith, D. Stiles.

II. Approval of Minutes – All

Upon motion by D. Smith, seconded by J. Lassetter, the Senate unanimously approved the minutes, of the January 16, 2020 Faculty Senate meeting.

III. Old Business

a. *The Senate unanimously approved a motion by K. Armbruster, seconded by T. Reilly, to appoint Debbie Stiles as the School of Education representative on the International Studies Committee for a term ending May 2022.*

b. Compensation/Extra Hours by Department: A Senator would like to see a more universal policy enforced concerning compensation for extra teaching hours as opposed to the last known document on record from the Salary and Fringe Benefits Committee of Academic Year 2012-2013 (*Attachment A*) which states that:

5. Compensation for one-on-one teaching (independent study, readings, internships, directed study, etc.) will be compensated up to six credits per semester.

A Senator says the policy in the Conservatory is in line with the 2012-2013 policy, yet another senator states that overload compensation in the Music department is different and does not seem to be consistent to everyone.

Should this problem of inconsistency be brought to the attention of Human Resources or Salary and Fringe? Should this be a policy at all?

A Senator brought light to the fact that there is a University Policy in Connections that addresses Load and Pay concerning part-time faculty/Adjuncts (*Attachment B*).

The Senate unanimously approved a motion by S. Jensen, seconded by J. Bohus, for the President of the Faculty Senate to address the Human Resources Department and Academic Affairs concerning the following two issues:

1. *Is there a policy concerning status/status-track faculty regarding one-on-one teaching of independent studies, readings, internships, directed studies and numbers of credits for which they may be compensated for beyond load activities? If so, what is the policy?*

2. *The Faculty are concerned with the inconsistent application of overload compensation practices across departments University wide.*

c. Joint Proposal concerning Criminology and Criminal Justice Curricula (Attachment C):

The Senate unanimously approved a motion by K. Armbruster, seconded by J. Palmer, to approve the Joint Proposal for the Relocation/Revision of the Criminology & Criminal Justice Curricula as presented to the Senate.

This issue should now be presented to Academic Affairs.

d. Joint Proposal merging International Languages and Anthropology and Sociology (Attachment D):

The Senate unanimously approved a motion by D. Smith, seconded by T. Reilly, to approve the Joint Proposal for the Merger of the Departments of International Languages & Cultures with Anthropology and Sociology and the Integration of their Curricula as presented to the Senate.

This issue should now be presented to Academic Affairs.

e. Graduate Council Task Force Proposed Changes (Attachment E):

The Senate unanimously approved a motion by S. Jensen, seconded by D. Smith, to approve the Graduate Council Task Force's Proposed Changes to Catalog 2020-2021 as presented to the Senate.

The Senate unanimously approved a motion by S. Jensen, seconded by K. Armbruster, to have the Graduate Council Task Force disseminate their proposed changes via Department Chairs.

f. Fall Institute 2020: C. Guehring has set up an appointment with a venue in St. Charles to visit. She will also look into a new venue that is being built in Webster Groves.

V. Other Business

- a. Spring Institute 2020: K. Armbruster reported that the Spring Institute will focus on three questions – What drew professors to Webster University, what is keeping them here, and what do they want to keep in terms of culture, environment and values (not structures or programs).

The Spring Institute will take place in the EAB. There will be coffee provided during the break and light snacks and probably just beer and wine after the event in the EAB Commons.

- b. The Senate had a lengthy discussion concerning the upcoming Senate meeting with Board President Rob Reeg scheduled for Thursday, February 6, 2020.

The Faculty Senate unanimously approved a motion by J. Lassetter, seconded by L. Risik, to adjourn the Senate meeting at 3:50 PM.

**Faculty Salary and Fringe Benefits Committee Conclusions
Academic Year 2012-2013**

1. Faculty Salary Adjustment

2.0% {1.5% across the board; 0.5% merit}.

2. Faculty Development Fund

\$3100 per capita distributed by colleges and schools.

3. TIAA-CREF

No additional institutional adjustment can be made under the current plan.

4. Faculty Development/Research Grants

The fund is now \$100,000 with a \$10,000 maximum award.

5. Compensation for one-on-one teaching (independent study, readings, internships, directed study, etc.)

One on one teaching compensated up to 6x credits per semester.

6. New faculty Start-up Costs

New faculty lines will be budgeted for start-up costs.

7. The university will continue its commitment to the faculty laptop replacement option and maintain current levels of investment.

This is now policy.

8. The university review of the status and standing of adjuncts will be completed by the end of the Fall 2012 Semester.

Various university administrators and faculty are reviewing the issues and will issue reports in the near future.

Beth Stroble
President, Webster University

Ralph Olliges
Faculty President, Webster University

Administrative Policy (Part-time Faculty/Adjuncts)

Teaching and Administrative Load Policy

Domestic (U.S.) Campuses

**Office of Academic Affairs
Office of Human Resources**

Policy Information

Effective Date: January 1, 2014 (Spring 2014)

Last Updated: September 18, 2019

Status: Approved; Communication through leadership channels September 2013 & September 2019

Responsible Unit: Office of Academic Affairs, Office of Human Resources

Related Procedures: None

Reason for Policy

To maintain the highest quality of instruction by recognizing the value of part-time (adjunct) teaching and distributing opportunities to teach without creating unreasonable workload on any one individual and while conforming to the definition of part-time.

Policy Statement

Teaching

Term Length Courses: Teaching is limited to two (2) three (3) credit hour courses per term, total of six (6) credit hours, not to exceed twelve (12) credit hours per semester.

Semester Length Courses: Teaching is limited to three (3) three (3) credit hour courses per semester, total of nine (9) credit hours per semester.

Combination of Term and Semester Length Courses: Teaching is limited to no more than nine (9) credit hours at any given time, not to exceed twelve (12) credit hours per semester.

Teaching is limited to no more than eight (8) three (3) credit hour courses, total of twenty-four (24) credit hours per academic year, summer through spring.

Administrative Appointments (aka team appointments, aka casual appointments)

Teaching in combination with administrative appointments is limited. Teaching must be fifty percent (50%) or more of an adjunct total work when workload includes teaching and administrative appointments.

Calculations should be based on expected work hours.

Teaching in combination with administrative appointments should not exceed an equivalency of twenty-nine (29) hours per week.

Work hours for teaching should be calculated as one (1) credit hour = three (3) work hours.

Examples:

1 three credit hour course = 9 work hours => administrative appointment may not exceed 8 hours per week
2 three credit hour courses = 18 work hours => administrative appointment may not exceed 11 hours per week

Note: Due to the unpredictability of teaching assignments at extended domestic campuses resulting in lack of assurances that teaching will be 50% or more of work, extended domestic campus administrative appointments are hourly appointments and not available to those teaching.

Parameters

One-on-one teaching will be collectively counted as one course regardless of the number of one-on-one teaching experiences for each term or semester.

Administrative assignments include appointments for academic advisors, faculty coordinators, online mentors, program leaders, program coordinators, or any other non-teaching paid appointment.

Online mentoring appointments will be counted as one appointment per course.

Individual academic units may have stricter criteria for part-time teaching and administrative appointments.

JOINT PROPOSAL FOR THE RELOCATION/REVISION OF THE CRIMINOLOGY & CRIMINAL JUSTICE CURRICULA

The fulltime faculty of the Anthropology and Sociology Department and the Legal Studies Department (Robin Jefferson Higgins, Jong Bum Kwon, Anne Geraghty-Rathert, Tena Hart, Tracey McCarthy, Dongling Zhang, Julie Setele, Danielle MacCartney, and Elsa Fan) jointly propose the relocation of the B.A. in Criminology, Minor in Criminology and Criminal Justice, Graduate Certificate in Administrative Justice and M.S. in Criminal Justice curricula from the Anthropology and Sociology Department to the Legal Studies Department, beginning in the 2020-2021 academic year. The primary reasons for this proposal are as follows:

1. Meeting the goals of reorganization and consolidation for academic efficiency;
 1. Increase in interdisciplinary and multidisciplinary teaching, learning, service, and research;
 2. Administrative efficiency related to Legal Studies, Criminology, and Criminal Justice curricula;
 3. Reduction in administrative expenses;
2. Expedition of new program creation;
 1. Undergraduate certificates in Forensics (Law and the Sciences);
 2. Graduate certificate in Forensics (Law and the Sciences);
 3. Expansion of the global education study abroad Leiden Legal Studies Program;
 4. Increased international program promotion and exposure;
3. Increased visibility, internally and externally;
4. Facilitation of the natural disciplinary synergy and overlap of content;
 1. Law is one of the foundations of Criminology.
 2. Criminology is one of the foundations of Criminal Justice.
 3. All faculty have Law and/or Criminology/Criminal Justice expertise;
 4. All faculty possess academic and practical experience in Law and/or Criminology/Criminal Justice;
 5. All faculty possess academic and practical expertise in Society Studies.
 6. Criminology, Criminal Justice, and Legal Studies degree requirements contain, or allow for, courses from the other disciplines;
 7. It is anticipated that the Criminal Justice, Criminology, and Legal Studies curricula will continue to contain courses from the other disciplines, sharing multiple points of convergence;
 8. Current full time and adjunct faculty teach cross-listed courses across the Legal Studies, Criminology, and Criminal Justice curricula.
 9. The current clinical program in Legal Studies (The Willow Project) involves interdisciplinary activities between Law, Criminology, and Criminal Justice.
 10. It is anticipated that a current Anthropology and Sociology Department full time faculty member, specializing in Criminology/Criminal Justice, will relocate, consistent with relevant University policy and procedure, with the Criminology/Criminal Justice curricula.

(It is anticipated that the remaining full time faculty of the Anthropology and Sociology Department will be merging with another department within the College of Arts and Sciences, consistent with University policy and procedure. A separate proposal will be submitted for this process.)

JOINT PROPOSAL FOR THE RENAMING OF THE LEGAL STUDIES DEPARTMENT

Pursuant to the relocation of the of the B.A. in Criminology, Minor in Criminology and Criminal Justice, Graduate Certificate in Administrative Justice and M.S. in Criminal Justice curricula from the Anthropology and Sociology Department to the Legal Studies Department, a new name for the Legal Studies Department is jointly proposed by the combined full time departmental faculty (Robin Jefferson Higgins, Anne Geraghty-Rathert, Tena Hart, Tracey McCarthy, Julie Setele, and Danielle MacCartney).

The proposed name is

1. **Law, Crime, and Social Justice.**

The 2020-2021 catalogue information will be revised to reflect this change.

JOINT PROPOSAL FOR THE MERGER OF THE DEPARTMENTS OF INTERNATIONAL LANGUAGES & CULTURES AND ANTHROPOLOGY AND SOCIOLOGY AND THE INTEGRATION OF THEIR CURRICULA

The fulltime faculty and staff of the International Languages and Cultures Department and the Anthropology and Sociology Department (Lionel Cuillé, Paula Hanssen, Silvia Navia, Emily Thompson, Carolyn Trachtova and Elsa Fan, Jong Bum Kwon and Dongling Zhang) jointly propose the relocation and merger of the B.A. in Cultural Anthropology; the B.A in Sociology; Minor in Anthropology; Minor in Archaeology, with Archaeology Focus; Minor in Africana Studies; Minor in Sociology; and the Minor in Multicultural Studies curricula from the Anthropology and Sociology Department into a department with programs from the current Department of International Languages & Cultures, beginning in the 2020-2021 academic year. The primary reasons for this proposal are as follows:

1. Leveraging existing disciplinary synergy and complementarity:
 - Languages and literatures not only document but construct peoples' beliefs, practices, as well as the cognitive and social organization of human groups;
 - All of our programs share a focus on preparing students for global understanding and intercultural competence;
 - Both faculties collaborate and work closely together in the academic administration and programmatic needs of current International Studies major.
 - The newly formed department will collaborate to design and administer a new Global Studies major to replace the current ISTL major, with expanded offerings but also streamlined course requirements.
 - The ANSO major will provide stronger theoretical and methodological grounding for the new Global Studies major;
 - ILC and ANSO FT faculty have academic cultural areas of expertise that complement each other, thus forming a department with more cultural diversity and expanded cultural course offerings for the new Global Studies major;
 - The disciplinary intersections of our programs offer possibilities to develop new joint programs around culture, language, and globalization, specifically, the new Global Studies major;
 - The LOs of all our programs are in alignment.
2. Meeting the goals of reorganization and consolidation for academic efficiency;
 - Collaboration on curricula and pedagogy will enhance the existing interdisciplinary curricula, teaching, service, and research;
 - Closer collaboration with course scheduling will facilitate the administration of the International Studies major and continue to strengthen its curriculum;
 - Disciplinary complementarity will help to ensure more shared courses.
3. Facilitating branding, marketing and program and course promotion for the two existing small departments and enhancing the visibility of our programs at the international campuses.
4. Advancing and strengthening our respective programs through disciplinary synergies:
 - Expand the Asia regional concentration (research interest of the Anthropology-Sociology faculty) and the Africa one (integration of the Africana minor curriculum) within the new Global Studies program;
 - Expand and promote the study abroad program/courses with existing destinations in Asia and Africa;

- Increase the number of faculty to teach, advise and administer Global Studies;
- Program joint/cross-listed courses for Global Studies: senior thesis/capstone, research methods, thematic and regional courses;
- Strengthen the need and request for a faculty position in Environmental Anthropology with regional expertise in Latin America;
- Open the possibility for potential new joint programs within the department (joint degrees in Anthropology and Global Studies or in Anthropology and Languages; minor in Chinese Studies);
- Reinforce the intellectual foundation of the new Language major with a focus in Transcultural Studies through a more theoretical focus on culture;
- Promote the formation of student cohorts facilitated by the intellectual synergy and common interest in global cultures as well as the joint location of our programs under one department.

JOINT PROPOSAL FOR THE RENAMING OF THE INTERNATIONAL LANGUAGES & CULTURES AND ANTHROPOLOGY AND SOCIOLOGY DEPARTMENTS

Pursuant to the relocation and merging of the of the B.A. in Cultural Anthropology, the B.A in Sociology, Minor in Archeology, Minor in Africana Studies, Minor in Sociology and the Minor in Multicultural Studies from the Anthropology and Sociology Department to the International Languages and Cultures Department, a new name for the new department is jointly proposed by the combined full time departmental faculty and staff (Lionel Cuillé, Paula Hanssen, Silvia Navia, Emily Thompson, Carolyn Trachtova and Elsa Fan, Jong Bum Kwon and Dongling Zhang)

The proposed name is **Global Languages, Cultures and Societies - GLCS**

The 2020-2021 catalogue information will be revised to reflect this change.

Regarding the academic location of Dr. Dongling Zhang and his responsibilities to the newly formed GLCS and CRIM program, members of DAS and LEGL met with Dr. Zhang and outlined the following. The work distribution is approved by all parties. In addition, it was agreed upon that the new Department of Global Languages, Cultures and Societies will be responsible for Dr. Zhang's faculty review, including tenure and promotion.

With the pending sabbatical of Dr. McCartney, we have agreed that for the 2020-2021 academic year, Dr. Zhang will teach six CRIM classes. Thereafter, Dr. Zhang will teach four courses for the CRIM programs and two courses for GLCS. However, when a new faculty member joins the newly formed Law, Crime, and Society Department, Dr. Zhang will teach three courses for each department. In addition to Dr. Zhang's teaching load, he will perform the following duties for the upcoming 2020-2021 academic year.

1. Approve adjuncts for CRIM.
2. Review all transfer evaluations for the CRIM Program
3. Continue to advise CRIM students until staffing needs are met in the newly formed Law, Crime. and Society Department.

Graduate Council Task Force Proposed Changes to Catalog 20-21

Term	Current Definition	Proposed
Emphasis	None	An additional specific subject area within a major, allowing students to further focus their study in a formal way that appears on their transcript
Track	None	An informal focus that may be a required or optional component of a major. A track does not appear on the diploma or transcript.
Certificate	<p>A certificate program consists of an identified sequence of coursework within a narrowly defined discipline. Certificate programs are designed for both degree-seeking students and individuals who already possess a baccalaureate degree wish to complete only a certificate. Admission policies for certificate-seeking students are the same as for degree-seeking students.</p> <p>Requirements for Certificate Programs (Keep these bullets)</p> <ul style="list-style-type: none"> • All courses to be applied to a certificate program must be completed according to graduate level academic expectations. Some departments may establish a higher overall cumulative grade requirement for specific certificate programs. • Courses fulfilling the requirements of a certificate program may also be used to satisfy the requirements of a degree program, but may not be used to complete another certificate. • Transfer credits are not applicable to certificate programs. • Stand-alone certificates are rarely eligible for financial aid. Please check with your financial aid representative for eligibility 	<p>A cohesive set of courses reflecting knowledge and/or skills in a narrowly defined discipline that may be awarded as a stand-alone credential and/or part of a major. Graduate certificates will be a minimum of 12 credit hours. Admission policies for graduate certificate-seeking students are the same as for degree-seeking students.</p> <p>Requirements for Certificate Programs</p> <ul style="list-style-type: none"> • All courses to be applied to a certificate program must be completed according to graduate level academic expectations. Some departments may establish a higher overall cumulative grade requirement for specific certificate programs. • Courses fulfilling the requirements of a certificate program may also be used to satisfy the requirements of a degree program, but may not be used to complete another certificate. • Transfer credits are not applicable to certificate programs. • Stand-alone certificates are rarely eligible for financial aid. Please check with your financial aid representative for eligibility requirements prior to

	requirements prior to application to a certificate program.	application to a certificate program.
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