

# **Faculty Assembly Meeting**

September 9, 2014

EAB 253/262

Gwyneth Williams, Faculty Senate President, called the meeting to order.

## **Announcements**

Gwyneth announced the following marriages:

Ryan Hancock married Gino Liberati this summer.

Carol Hoyt married Eric Williams. Congratulations to both!

## **Introduction of New Faculty**

Gwyneth asked the Department Chair of each new faculty member to stand up and introduce new faculty.

Gwyneth then introduced the Faculty Senate.

## **Curriculum Committee – Aaron AuBuchon**

Aaron stated that the deadline for proposals for 2014-2015 to be considered is October 10<sup>th</sup>. Proposals will be accepted after that time, but the committee cannot guarantee they will be considered.

There will be an information workshop meeting on September 16<sup>th</sup> that will provide curriculum information. If someone cannot attend the workshop, email a member of the Curriculum Committee (Aaron AuBuchon, Basiyr Rodney, or Remy Cross) with procedural questions.

## **Centennial Celebration**

Gwyneth reminded the assembly of the upcoming Centennial Celebration Kickoff on Friday, September 19<sup>th</sup> downtown.

The Illuminate Your Mind talks for the Centennial Celebration were modeled after TED Talks and will be presented in front of a live audience and recorded. The recordings can then be used as a recruiting tool for various schools/colleges. The first set of talks will be presented by Roy Tamashiro, Jeff Hughes, and Warren Rosenblum.

The faculty Centennial Committee welcomes more proposals for the Illuminate Your Mind talks. Information is available on the Faculty Senate webpage. The deadline to submit proposals is September 30<sup>th</sup> and proposals may be sent to Gwyneth Williams or Gina Jensen. This is a great way to showcase St. Louis faculty and will count towards professional development under the Boyer Model. Please consider submitting a proposal.

Following the Centennial Celebration Kickoff is Homecoming at the Webster Groves St. Louis Campus.

## **Fall Institute Update**

Glen Bauer reminded all present that the Fall Faculty Institute is scheduled for Friday and Saturday, September 26 & 27 at Pere Marquette in Grafton, IL and will be a Faculty Showcase.

Glen sent the schedule of events out yesterday and will send out a more detailed description of each event within the next week.

### **Sexual Harassment and Assault Policy**

The Sexual Harassment and Assault Policy has been completely rewritten by the Administrative Council in line with new federal regulations on these issues due to changes in the legal landscape. As the policy begins to be put into place, it will be mandatory to complete online training. All faculty, under the law, are considered responsible reporting people. Therefore, it is very important that a faculty member knows what to do if a student, staff member, or other faculty member talks to him/her about an incident of harassment or assault.

### **Student Orientation Day**

New student orientation activities took place on the Friday before classes started. Student Affairs was congratulated on a fun and interactive Student Orientation day.

### **Provost Schuster**

Provost Schuster was introduced and stated that it is especially satisfying to hear the introduction of the new faculty. He said there have been 40 new additions of faculty over the last four years. This shows a tremendous investment in our University and we will continue to invest in something that will carry Webster's good name to new frontiers.

The Provost also reported that a successful search has been completed for the Director in Geneva. Dr. Clementina Acedo has been recruited and she will now be leading our Geneva campus.

### **Enrollment Report**

#### **Nancy Hellerud -**

Dr. Nancy Hellerud gave a graduate enrollment report. The data is in comparison to last fall at this time and the enrollment was divided into segments. The data from the segments was then recut by school. According to enrollment data, our gap is in credits. We had the same gap at this time last year. Representatives in each school/college have been trained in CARS and can further inspect data. The graduate enrollment slide presentation was emailed to the Faculty Assembly.

#### **Rob Parrent -**

Rob Parrent stated that the bottom line is that for the second year in a row, we met targeted enrollments for undergraduate students. This year's number of flat fee freshman broke the record. The average high school GPA this year is up (3.46). There was also a 3 percent reduction in the freshman tuition discount. He also reported that there have been several personnel changes in Enrollment Management. A reorganization process has taken place to expand staff in targeted areas and the EM staff has been increased by six positions with no budget implications. The undergraduate information will be sent to the Faculty Assembly list as well.

The floor was opened for questions from the faculty:

**Q:** Is there an anticipated change to the business model because of the enrollment patterns?

**A:** We are overly dispersed for the resources we have with the current model. The business model will need to be changed to reevaluate where best to put our resources to maintain academic quality.

**Q:** Is there a strategic plan for recruiting international students? Are we targeting specific programs and specific agencies?

**A:** Until this year, the answer was no. A consultant was brought in and the process is underway to create such a plan.

**Q:** There is concern about expanding and moving downtown as well as rumors of a campus in Costa Rica at times when we are going through scarcity and concern about over expanding. What do you think is 'successful' in terms of enrollment?

**A:** The lease on the Arcade Building is much more favorable to Webster. There is a two-year overlap in the new lease of the Arcade Building and that of the Old Post Office Building. However, we can lease out space in the Old Post Office Building. The administration did not consult with faculty and staff on movement into the Arcade Building due to a confidentiality clause.

**Q:** Years ago we were very concerned about tuition dependency and would receive a report on percentages every year. What are the current figures?

**A:** Our Endowment grew from \$49 million to \$128 million. We draw 4.5 percent from Endowment and put that money back into support students.

If anyone has any questions about the aforementioned topics, please contact Provost Schuster, Nancy Hellerud, Rob Parrent, or the Faculty Senate.

Provost Schuster thanked Gwyneth and the leadership of the Faculty Senate. They are trying to change the atmosphere by maintaining an open dialogue within those in the University community.

### **Performance Pay**

Academic departments must develop criteria for assessing satisfactory performance. Faculty have received, in several different formats, sample criteria. Departments need to have criteria in place by November and so that faculty can meet with their Department Chairs to weight different categories.

This year, the Faculty Senate has to develop the model for Extraordinary Merit. Each school/college will form different committees for a peer review process. The Senate will be gathering faculty input as they continue to develop the EM policy.

### **Contingent Faculty**

There is currently a task force working on revising the University Handbook language concerning contingent faculty to bring the Handbook language up to date.

There is also a Senate task force working on other issues with regard to contingent faculty and will be gathering information on what different adjuncts "look like."

The University Handbook allows for 10 percent of the Faculty Assembly to include adjunct faculty members. In order for adjunct faculty become a member of the Faculty Assembly, adjunct faculty have to have been at Webster University for at least three years with their primary job at the university be that of teaching. If faculty have adjunct faculty in their departments that would be interested in serving on the Faculty Assembly, please forward their names to the Senate. Include a short paragraph explaining why you think that person would be a good addition to the Faculty Assembly.

### **Committee Participation**

If an individual is elected/appointed to a committee, attendance and participation is expected. If an elected individual cannot attend and participate on that committee, s/he needs to inform the committee chair and resign. Committee chairs should talk to any individual who is on a committee and not attending meetings. If that course of action does not work, the committee chair should contact the Faculty Senate and request a replacement.

### **Global Student Leadership Summit**

Don Conway-Long gave those present the web address for more information on the March 2015 Summit: <http://www.webster.edu/campus-life/global-student-leadership-summit/>

### **Faculty Assembly Meetings**

Three Tuesdays in April have been reserved for Faculty Assembly meetings as it is not known when the salary package will be forwarded to the Board of Trustees. Most likely, only two dates in April will be needed for Faculty Assembly meetings.

With no further business, the meeting adjourned at 4:37 p.m.