

MINUTES/FACULTY SENATE MEETING

October 4, 2012

The Senate met on Thursday, October 4, 2012 at the Alumni House

Ralph Olliges, Faculty Senate President, Presiding

Members Present: John Aleshunas, Jef Awada, Glen Bauer, Mary Bevel, Juraj Bohus, Carla Colletti, Paula Hanssen, Susan Heady, Scott Jensen, Don Conway-Long, Stephanie Schroeder, Marty Smith, Roy Tamashiro, Gwyneth Williams

Approval of Minutes

A motion was made and seconded to approve the September 11th Faculty Assembly meeting minutes. With the exception of two abstentions, all were in favor; motion carried.

A motion was made and seconded to approve the September 13th Faculty Senate meeting minutes as amended. With the exception of one abstention, all were in favor; motion carried.

Presentation on Webster Big Projects –

Sue Wilcox, Director of IT Project Management Office and Margie Muthukumar, Director of Enterprise Information Systems, on behalf of Ken Freeman, Vice President/CIO, gave an IT Information Update and Strategic Direction presentation. Ken Freeman listened in via teleconference.

Margie began with the topic of Core Methodology and stated that IT has been working on managing and improving internal processes in conjunction with the University's mission. Each month they look at how services can be improved. Historically, they have been reactive and are working towards being more proactive regarding services.

There are many major projects going on right now. Collaboration is taking place with academic departments as well as international campuses.

IT counts the number of work orders opened and closed within a month. Tracking statistics are kept on how long email connections are down, etc.

In managing system changes, IT is making changes during off business hours and looking at whether or not those changes will clash with the academic calendar.

In August of 2011, the Project Management Office was created. IT has developed their own organizational, departmental, and individual goals and make sure those goals line up with the University's goals. This is accomplished through performance plan goals.

Enterprise Resource Project (ERP) – CARS, the current system, can no longer handle the demands placed on it. Little documentation existed on the CARS system. This lack of documentation has slowed the process of IT looking for a new system. That documentation process includes many requirements in a system that would handle: 1) student aid statement modifications; 2) diploma supplements – they are trying to find out if there is a common form that all campuses can use. This has traditionally been done manually and requirements vary by country so they are trying to standardize this process. 3) red flag scripts – series of checks that are applied and run against a student's records. Currently, this is limited to federal loans.

Adobe contract – a global contract has been purchased and has provided a significant savings. IT is currently renegotiating software contracts to improve availability from vendors, provide global support, and centralize a reporting mechanism.

New equipment configuration for Accounting and Forensic classes – a request was made from the School of Business and Technology to provide lab configuration for the aforementioned classes.

Phase I of Service Management has been completed and Phase II is a continuous process. Part of that continuous process is evaluation of bandwidth for tablets, service support, mobility/tablets, contract with Xerox, and hardware upgrades. Hence, replacing CARS (Jenzabar/CX) will take a while.

Some of the active projects that Project Management is working on are: Marketing (website), Finance (ADP), Mission (Recruiter), ERP Replacement, Migration to Windows 7, and Global WAN.

ERP is a three-year project and Phase I has been completed. IT worked directly with Jenzabar to complete Phase I. Phase II includes documenting processes and requirements, and Phase III is vendor selection.

Global WAN – IT is in the process of creating one telecommunications network which will connect all of Webster current and future campuses across the globe. Installation of such infrastructure platform will allow current and future services to be enabled, (e.g. video conferencing, across the network) when the University is ready to deploy them. Eight vendors have been identified with two as finalists. A vendor will be finalized by the end of October. Replacement of network infrastructure will take approximately 8 – 10 months.

Senators asked several questions:

Q: Where will the servers for the Global WAN will be located?

A: It was stated that IT will use network closets and will not displace people. Each campus has contracted for this service. The University will have one contract, one service agreement. Network needs have been identified by the number of students, growth patterns, etc. There will be consistent performance regardless of where you are in the network.

It was reported that there is a need for mobile applications as the University is very immature in that area currently. It is hoped that whoever is looking at wireless really looks at support for online classes and electronic storage for students.

Q: The question of what is working and what is not working with issues of communications was raised. The example given was that the new East Academic Building did not set up classrooms to run video tapes and it is a problem. People do not want to teach in the new building because it does not work for many teaching purposes.

A: Sue Wilcox answered that any item that is put into the work order system will receive a response.

Q: Does IT have a mechanism in place for monitoring upgrade needs of the faculty? These items are only addressed when faculty put through a work order. It seems it would be beneficial for IT to know what each person's computer currently has.

A: PC software is not inventoried.

A few announcements were made: The new University website will have a soft launch on October 17th. This includes a subset of 165 pages that will be in the new design and infrastructure as of October 17th. Seven days later, there will be a hard launch of the website. Not all of the web content will be migrating to the new website.

ADP payroll system is targeted to go live on January 1st. This will allow supervisors, hourly employees, and work study students to complete timesheets online while off campus.

Margie and Sue were thanked for their time.

It was mentioned that the new payroll system may be something to discuss at an upcoming Council of Chairs meeting.

Committee Appointments

Senate –

Emily Thompson to replace Paula Hanssen as the College of Arts and Sciences representative for Spring 2013.

Carole Tucker to replace Jef Awada as the Leigh Gerding College of Fine Arts representative for Spring 2013.

Sally Howald to replace Scott Jensen as the School of Communications representative for Spring 2013. A motion was made and seconded to accept the three individuals above as replacements for Paula, Jef and Scott for Spring 2013. All were in favor; motion carried.

Webster WWW Organizing Committee –

Run Niu to replace John Aleshunas.

Webster Commuter Council –

Stacy Henning appointed to the Webster Commuter Council.

A motion was made and seconded to accept the appointments for Webster WWW Organizing Committee and Webster Commuter Council. All were in favor; motion carried.

Committee to Review Faculty –

Marty Smith to replace Quinn Shao as the George H. Walker School of Business & Technology representative for 2012-2013.

A motion was made and seconded to approve Marty as a replacement for Quinn. All were in favor; motion carried.

GCPC -

Tim Ryan to replace Scott Jensen as a member only, not as Chair, for Spring 2013.

A motion was made and seconded to approve Tim as a replacement for Scott. All were in favor; motion carried.

Announcements

The next Faculty Senate meeting is scheduled for October 25th.

Ralph shared an email received from Keith Welsh stating that there is not a need for a special Integrative Studies Committee to support the work of the first-year and keystone seminars. It is felt that the GCPC is sufficient to provide the kind of review and assessment for both seminars.

Workgroups

Workgroups have not yet been formed but will be announced October 15th. The committees (6 workgroups) total 310 faculty and staff that applied for their first choice. The following numbers per workgroup were shared:

Diversity of New Hires – 24

External Outreach & Engagement – 39

Organizational Realignment – 66

Policies & Procedures/Shared Governance – 46

STEMM (Science, Technology, Engineering, Math & Medicine) – 33

Recruitment, Enrollment & Retention – 102

Except for recruitment, the size of the workgroups is somewhat manageable. The last group might be broken into two groups with co-chairs for each group. They have not yet asked people to act as chair. Each group will be given a charge on October 15th and their task should be completed by May 2013. The suggestion was made that the Senate draft a letter to the co-chairs of the various workgroups advising them to follow the University Handbook when completing their workgroup duties.

2013 US News and World Report Ranking

Ralph shared a Comparison of Webster University's 2013 US News and World Report Ranking to the Top 25 Institutions in the Regional Universities – Midwest Category with the Senate. The data shows that Webster is tied for the 24th spot. Various categories make up the overall ranking. 25 percent is based on the peer assessment score; 25 percent is based on the average freshman retention rate; 5 percent is based on the average alumni giving rate; 10 percent is based on the financial selectivity; 20 percent is based on faculty resources; and 15 percent is based on student selectivity. The first three categories are found directly in three columns in Table 2. (Tables 1 and 2 are attached below) The last three categories are compiled from the remaining columns in Table 2. Table 1 shows Webster's overall rank for the last six years.

Fall Institute Update

Dr. Melissa Peet, Director of Integrative Studies at the University of Michigan, is in St. Louis to give a presentation for the FDC today and then present at Pere Marquette on Friday and Saturday for the Fall Institute.

Delayed Leave Policy

A handout was distributed showing an update to the draft Proposal to Amend the University Handbook on Leaves and Sabbaticals.

With no further business, the meeting adjourned at 3:31 p.m.