Faculty Senate Meeting
September 10, 2015

Gwyneth Williams, Faculty Senate President, Presiding

Members Present: John Aleshunas, Jef Awada, Larry Baden, Glen Bauer, Cheryl Breig-Allen, Don Conway-Long, Anne Geraghty-Rathert, Ryan Groeneman, Tori Meyer, J.P. Palmer, Terri Reilly, Joseph Sencibaugh, Martha Smith, Joe Stimpfl, Keith Welsh (Guest: D.J. Kaiser)

I. Information Technology Discussion – Ken Freeman
Ken Freeman attended the Senate meeting with the following Information Technology individuals:
  Marty Martin, Director, Media & Academic Technology Services
  Steven Aubrecht, Director, Enterprise Architecture Technology & Network Operation
  Margie Muthukumaru, Director, Enterprise Information Systems
  Susan Wilcox, Director, Project Management
  Greg Malone, Project Manager in the Project Management Office
  Terri Lucas, Director-IT Academic Liaison & Vendor Governance Project Management

With the recent Windows migration and other IT issues, Gwyneth invited Ken Freeman and his team to the Senate meeting to address some of the concerns voiced by faculty. Following are some of the main concerns that Senators collected from faculty:

1) Faculty need to be able to print from their laptops while off campus
2) Use of USB peripheral in classrooms/faculty offices is a problem
3) Webster is not a corporate environment and faculty have different needs than a corporation. There are times when faculty need to download software for testing or collaboration on short notice. Faculty cannot perform their work if this is not possible.
4) When planning for the migration to windows 7 of faculty computers, faculty should be contacted ahead of time and asked for a list of software that they need for their specific area of instruction. This should be a one-day process with communication and advanced planning involved.
5) When computer lab courses are offered, IT needs to make sure that software is loaded in the classroom and ready to be used prior to the course beginning. On two different occasions, software was not loaded and the class had to be cancelled.
6) The mission of Webster IT should focus on supporting student learning as well as creating a culture where there can be meaningful customer support. Additionally, there should be systems and policies that allow faster access to technology support.
7) One faculty member lost all of their instructional files because they were not told to back up computer files.
8) Adjunct faculty want to be able to send less emails to students, have high resolution projectors for fine arts courses, and access to multiple browsers in order to perform different tasks.
9) IT should prioritize Work Orders. Timely response to these work orders is a huge problem, especially for classroom software.

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10) On the Webster faculty technology services website, there should be proactive items added to help faculty with instructions and direction so that they avoid problems.

In response to the above issues, Ken provided the following:

1) There is a broader issue of funding that prevents some issues to be handled in a timely manner.
2) IT is interested in working with three or four faculty to help deal with some of these issues. Some areas are out of IT's purview and other people may have to get involved.
3) Third party vendors' contracts are not an issue that is controlled by IT. A scorecard is completed for each third party vendor and when IT completes that scorecard, they report problems encountered with those particular vendors. This method supports any decision to change vendors.
4) Windows migration was the right thing to do, but it was possibly not implemented in the right way. It worked in some areas, but not in others.
5) Thailand is not on our network
6) There were five different information sessions held prior to Windows migration and there was very little participation from faculty.
7) IT needs a different mechanism in place to get information out to faculty.

DJ Kaiser and Marty Smith will be key people on the committee that will work with IT to resolve faculty technology issues.

Ken and his team were thanked for attending the Senate meeting.

II. Appointments -
    A. Global Citizenship Program -
Replacement needed for Brian Zimmerman

III. Overload Pay for Full-time Faculty –
A full-time faculty member was contacted by the Director of Operations and informed that he/she would not be paid overload until April or May of 2016. Due to budget concerns, they are waiting until after the add/drop date to see if classes make and full-time faculty make their regular load. This policy is implemented, but is being enforced departmentally instead of universally.

IV. New Format for Handbook -
The idea of archiving different versions of the Handbook to allow individuals to track changes was brought up at the September Faculty Assembly meeting.

DeLyle Bowen had discussed including an appendix that documents changes, but can only go back to March 2011 since that is when she began working on the document.

It was suggested that each time a change is made to the Handbook that both DeLyle and Cynthia save that version in PDF format with the date of the change to help keep track of changes.

The Handbook clearly states that there are only a small number of issues that must go to the Faculty Assembly for a vote. The remaining issues are resolved by a Senate vote.

The Senate newsletters as well as the Senate minutes (which are all posted on the Faculty Senate webpage) report any changes that have occurred in the Handbook.

With no further business, the meeting adjourned at 3:23 p.m.