

**Faculty Senate  
Meeting Minutes  
March 1, 2023**

**Prepared by Peter Adam (President *Emeritus*, acting Secretary)**

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**Officers Present:** Adam, Alexander, Beemer

**Officers Absent:** Bergland

**Senators Present:** Abington, Adebile, Bandi, Black, Chloupek, Fella, Ford, Gallaher, Islam, Jornaz, Ludwig (alt. for Cline), Meyer, Miller, Myllykangas, Olson, Rourke, Scofield, Smith, Voss

**Senators Absent:** Skinner

**Guests:** None

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**Meeting Started:** 3:30 PM

**Meeting Adjourned:** 5:04 PM

**Meeting Agendum:** Passed (19-0-0) without revision

**Meeting Minutes (2/15/23):** Passed (19-0-0) without revision

**Meeting Minutes (2/20/23):** Passed (15-0-4) without revision

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**I. President's Report:**

- 40<sup>th</sup> Anniversary of Owen's Library building will take place Tuesday, March 14, 2:00-4:00 PM. Dr. B.D. and Sue Owens will be in attendance
- (From President Green): Northwest will not be moving forward on rodeo sale at this time; rather, the property will be maintained until further notice
- (From Provost Hooyman): Northwest has secured licensing and will be distributing Adobe Pro to all faculty soon
- (Flyers attached) Flyers distributed for TRIO Food and Hygiene Drive, March 1-22
- Northwest's Jazz Ensemble, Tower Choir, and Wind Symphony will have a concert at the Kauffman Centre for the Performing Arts in Kansas City on Thursday, March 16, 7:00 PM. Tickets are free on a first-come, first-serve basis Kauffman Center, beginning Tuesday, March 7, at 816.994.7222 or [www.kauffmancenter.org](http://www.kauffmancenter.org)
- The Northwest Spring Faculty Retirement Reception will be held 3:00-5:00 PM on Friday, April 21. Location is TBA (Adam note: University Calendar states it will be in the Union Boardroom)
- Carolyn Johnson's Retirement Reception will be held in the Owen's Library Staff Lounge (behind Starbucks) on Friday, Mar 31, 2:00-4:00 PM
- Call for Nominations for Faculty Senate Meritorious Awards (form attached) due by Mon., Mar. 27

**II. Committee Reports:**

**Ila. Academic Petitions (Mike Miller, Chair)** – no report

**Ilb. Academic Appeals (Ajay Bandi, Chair)** – met Feb. 3 to hear two appeals

- Ilc. Curriculum and Degree Requirements (Trevor Meyer, Chair)** – new curriculum management is functionally the same but has a new look
- Ild. Designated Curriculum Matters (Bill Richardson, Chair)** – no report
- Ile. Assessment (Robert Voss, Chair)** – Feb. 20 issuance of Course Tune and Catalyst Software (purchased for OP; we were previously working on a trial version and it is currently under consideration for contract) connects (tracks) assignment and outcomes – all OP assignments may soon be linked to a particular outcome. It is unclear how this will be integrated or how it will affect non-OP classes. McBride – asked to meet with Provost’s Council to review outcomes. Chairs and Directors want to have oversight on programme outcomes – but this is a concern because outcomes were not intended to be an evaluation tool for faculty (so a concern from a faculty welfare and assessment perspective). Also, this would take outcomes out of the hands of faculty. Especially problematic if new or adjunct faculty responsible for outcomes that were previously erroneous or if outcome data/parameters faulty).
- Ilf. Faculty Welfare, Budget, and Finance (Linda Smith, Chair)** – committee is currently working on grievance policy (next meeting April 6)
- Ilg. Teaching and Learning (Sue Myllykangas, Chair)** – committee is still looking at statement for the sharing of academic information and protections for on-line courses. Statement probably belongs in employment contract rather than in by-laws/Chapter 2. Discussion of Lockdown Browser issues – if someone gets the blue screen of death, suggest switching from Chrome to Firefox, updating browser and/or Lockdown Browser, and ensuring phones + i-watches are on airplane mode
- Ilh. Legislative Committee (ad hoc) (Brett Chloupek, Chair)** – looking at creating a dashboard to track bills relevant to higher education. A Senator suggested adding a “Richter scale” of “badness” would be a good addition
- Ili. Institutional Review Board (Machelle Skinner, Chair)** – no report

### **III. New Business:**

#### **IIIa. Call for Faculty Senate Officer Nominations:**

- Send nominations to President Alexander and Secretary Bergland. Vote will be first meeting in April

#### **IIIb. Proposals:**

- Proposals 223-44-02, 223-03-02, and 223-03-01 were bundled (19-0-0) and passed without comment (19-0-0)

### **IV. Items From the Floor:**

- One Senator asked for update on the Missouri Association of Faculty Senates (MAFS). Beemer reported attending a meeting, but that it was disorganized and very poorly attended

- One Senator raised concern that initiatives from Faculty Senate and its committees often do not succeed because the administration tends to use delay tactics to “wait Faculty Senate out” for a change in leadership and membership. Discussion. Two suggestions to help alleviate this problem:
  1. Add reminders to communications with Administration to indicate/recap progress to date (e.g., “last we met, we decided...”)
  2. Add a statement within the By-Laws to have previous year’s Faculty Senate Committee Chairs/Directors/Leaders be added as ex officio, non-voting members of new committees
- Adam noted that Atlantica Hope, a mass-casualty exercise similar to Missouri Hope, will take place March 31-April 2 and that flyers/calls for volunteers would follow soon

## **V. Adjournment**

- 5:04 PM

Food and Hygiene Flyer:

ITEMS WILL BE DONATED TO THE BEARCAT FOOD PANTRY FOR NORTHWEST STUDENTS

NORTHWEST S TRIO SSS PROGRAM IS HOSTING A

## FOOD DRIVE

Lend a hand to help those in need. Bring UNEXPIRED non-perishable foods, such as:

- canned fruits & veggies
- boxed mac & cheese
- packaged goods

To see the list of most needed items, scan the QR code or go to [bit.ly/northwestfoodpantry](https://bit.ly/northwestfoodpantry)

1-22 MARCH

DROP OFF LOCATION:  
TRIO SSS, Administration Building 372  
Northwest Missouri State University  
Monday - Friday, 8 am - 5 pm

MORE INFORMATION:  
[Angela Zarybnicky](mailto:ANGELAZ@nwmissouri.edu)  
ANGELAZ@nwmissouri.edu

ITEMS WILL BE DONATED TO THE BEARCAT FOOD PANTRY FOR NORTHWEST STUDENTS

NORTHWEST S TRIO SSS PROGRAM IS HOSTING A

## HYGIENE DRIVE

Lend a hand to help those in need. Bring NEW toiletry items, such as:

- Shampoo and conditioner
- Toothpaste
- Toothbrushes
- Deodorant
- Razors
- Hand soap and shower gel!

1-22 MARCH

DROP OFF LOCATION:  
TRIO SSS, Administration Building 372  
Northwest Missouri State University  
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MORE INFORMATION:  
[Angela Zarybnicky](mailto:ANGELAZ@nwmissouri.edu)  
ANGELAZ@nwmissouri.edu

Form for Faculty Senate Meritorious Awards:

# Northwest Faculty Senate Meritorious Award

## Nomination Form

Name of Nominee	Nominee's Department/School	Date
Nominator's Name	Senator's Name	
<p><b>In order to create an environment where Northwest Missouri State University employees and others are publicly recognized for exceptionally advancing efforts in fostering an inclusive, caring, innovative, passionate, student-centered focus at Northwest, the Faculty Senate has instituted the Faculty Senate Meritorious Award.</b></p> <p><b>Eligibility:</b> This award is available to all Northwest Missouri State University employees and others who have exceptionally advanced efforts in fostering an inclusive, caring, innovative, passionate, student-centered focus at Northwest. Further, recognition is to be based on how and why a person, or group of people, deserve recognition <i>in light of the university's Strategic Plan and its objectives and goals.</i></p> <p><b>Process:</b> Nominations may be made by any faculty member and submitted to any Faculty Senator. All nominations are to be forwarded by the Senator to the Faculty Senate President who will contact the Executive Council for review of the nominations. The Faculty Senate Executive Council will make the award selections based on consideration of the "Eligibility" provisions above. While there is no limit on how many nominations can be made, no more than a maximum of three awards may be made per <del>Fall and</del> academic year. The President of Faculty Senate will present an award or awards, as there may be, at the last full Faculty Senate meeting of the year, notifying recipients when recognition is to take place.</p> <p><b>Instructions:</b> Please complete this form and submit it along with a typewritten letter describing how and why a person, or group of people, deserves recognition with regard to the "Eligibility" provisions above. Nominations are not complete unless this cover sheet accompanies a typewritten letter (One-page maximum).</p> <p><b>Due Dates:</b> Completed nomination forms must be received by the President of Faculty Senate by March 27, 2023. The award will be presented in the last Faculty Senate meeting of the Spring term.</p>		