

**Fifty-First Faculty Senate  
Northwest Missouri State University  
Full Senate Meeting Minutes**

**September 18, 2024**

**Members in Attendance:**

Rhonda Beemer, Rob Voss, John Gallaher, Jenni Wall, Giselle Greenidge, Kim Casey (alternate for Dawn Gilley), Peter Adam, Ashley Black, Shantel Farnan, David Kiene (alternate for Araceli Hernandez-Gonzalez), Tony Olson, Luke Campbell, Luke Rolfes, Bao Pham, Mike Miller, Alex Taylor, Laura Kauzlarich, Kylie Wilson, Ashley Strickland, Oscar Perez-Hernandez, Cindy Tu, Amy Hillard, Jill Baker, Johnny Chuang, Jeff Bradley

**Members Absent:**

Dawn Gilley, Araceli Hernandez-Gonzalez

- **Call to Order**
  - President Voss called the meeting to order at 3:30 p.m.
- **Approval of Agenda Motion by Jeff Bradley/Second by Jenni Wall**
  - The agenda was approved unanimously.
- **Approval of Minutes Motion by Amy Hillard /Second by Kim Casey**
  - The minutes were approved with the removal of identifying senator names in general discussion.
- **Reports:**
  - **NW President Report-** None
  - **Provost Report (Dr. Hooyman)**
    - Dr. Hooyman reported on the items mentioned in her opening remarks: academic restructure, enrollment, etc. Dr. Hooyman mentioned that the university has engaged VisionPoint to assist with marketing and enrollment.
    - Dr. Hooyman reported on the task forces that are forming. The Compensation Task Force has been formed and is charged with ongoing discussions about compensation.
    - Dr. Hooyman has asked Dr. Hepworth and Dr. Haddock to take on the issue of supplemental textbooks. She has asked them to consider the procedure for acquiring and utilizing supplemental texts. The seven-week courses seem to have the most pressing need for a review of this process. With an upcoming bookstore contract review (next year) Dr. Hooyman mentioned that she wants to be proactive instead of reactive regarding these texts.
    - Dr. Hooyman commented on the B.A.S degree. She addressed that the university is looking at the degree while considering the needs of students.
    - The Board of Regents meeting is October 3. Dr. Hooyman will address contracts for new faculty as well as other contracts. Dr. Hooyman will provide an update on VisionPoint and the academic restructure to the board during the work session. Vice President Carrick will also provide an update on the construction of the central plant.
    - Dr. Hooyman reported that Northwest received the MoExcels grant to update the labs in Garrett-Strong and the process to update those labs and fund the updating is continuing.

- Dr. Hooyman reported that there is a task force that has been put together in the Missouri House of Representatives to look at the funding formula for higher education.
  - Dr. Hooyman referred to the ongoing talks regarding the 60-hour transfer process. Dr. Hooyman reported that Northwest will be in good shape as far as this process goes.
  - HLC has begun to discuss degrees that are under 120 credit hours. Dr. Hooyman commented that the 42-hour core makes a lower credit hour degree a challenge.
  - Dr. Hooyman reported that the budgets for units remained stable. Additionally, she discussed the VOIP program for phones within offices.
  - Dr. Hooyman fielded questions regarding those who are promoted but are not receiving COLA for the year they are promoted. Dr. Hooyman stated that she has asked the Compensation Task Force to also address this issue. Additionally, she fielded questions about whether existing Faculty Senate committees could do some of the work of the compensation studies and other task forces rather than creating new task forces. Dr. Hooyman answered questions about the phishing email that was sent to the students on the night before the first day of school. She stated that IT was ill-timed in its approach, but that she has asked that it not be done in the same way again. Additionally, she fielded questions about the funds that tenure-track faculty receive for travel given that faculty are asked to have a research and presentation agenda. Dr. Hooyman noted that the travel budgets are tight due to the tightness of budgets, globally. She noted that there has not been a budget cut to those funds in many years, but that she doesn't have a good solution as there isn't a pool of money to use to add to that budget. She stated that units all disperse their money in different ways, but that directors and chairs work hard to try to provide solutions that work best for the resources that they have.
  - Dr. Hooyman addressed a question regarding the change in title from the Assistant Vice President of Diversity, Equity, and Inclusion to the Assistant Vice President of Institutional Effectiveness and Global Engagement. Dr. Hooyman indicated that the title was changed to reflect that the role now includes the TRIO programs.
- o **Human Resources – Krista Barcus**
    - None
  - o **Special Guests**
    - **Assistant Vice President for Student Affairs for Wellness- Dr. Tyler Tapps**
      - Dr. Tapps highlighted the programs available for faculty in Wellness Services. He mentioned the 'Don't Cancel That Class' program that faculty can use to provide Wellness Services staff members to cover the class and offer useful and strategic information to assist students in their wellness journey. Faculty can reach out to Suzanne VonBehren in Wellness Services or find it on the Wellness Services website.
      - Dr. Tapps reported the average number of hours a student spends on a Canvas site in a week is 29 hours. Most of Northwest's students spend a large amount of time in their Canvas sites and the Wellness tab on the Canvas site is a great

item to promote for students. Faculty also have access to the Mental Health Playbook to assist faculty in working with students who present with challenging mental health issues.

- Dr. Tapps reported that on average 130 students a week use the 988 hotline for students in crisis, that there are TAO (Therapy Assistance Online) links on the Northwest website, and that students have access to student support via multiple modalities (text, phone, in-person, etc.)
- Dr. Tapps discussed HIPPA procedures and that Wellness Services cannot provide doctor's notes for a specific time of day. Doctor's notes can be provided for a general day, but not for a specific time. Faculty are not allowed to ask students for a medical excuse note in the state of Missouri.
- Dr. Tapps discussed the COVID-19 requirements. The new COVID guidelines are that individuals must be fever-free for 24 hours and symptoms improving. Individuals do not have to quarantine for five days, etc. Northwest Wellness Services follows the CDC guidelines by policy.
- Dr. Tapps discussed that there has been a project charge for academics and Student Affairs concerning HLC accreditation. Brian Swink joined Dr. Tapps to discuss this project. The information related to the project is attached to the minutes.

o **Senate President (Rob Voss)**

- President Voss thanked everyone for their continued work on the committees. Dr. Voss is continuing to work on the committees that have student membership requirements and is working with Student Senate President Chloe on getting students...
- President Voss discussed the upcoming professional development days and stated that there may be a training for Microsoft Teams on that day and that all faculty still have Zoom accounts. If faculty have any issues with those platforms, reach out to President Voss and he will put you into contact with the Provost and the IT department.
- Missouri HOPE is upcoming in October and is still in need of volunteers. Please reach out to departments and students to encourage interest.
- President Voss is representing Faculty Senate on the Compensation Task Force. The first meeting will be held on September 30. Of the sixteen members of the task force, eight are faculty. President Voss will continue to update Senate on the work of the task force.
- President Voss will attend the Board of Regents meeting on October 3 and encouraged senators to share any information they would like for him to take forward.

o **Academic Petitions (Dr. Campbell)**

- Senator Campbell reported that the committee met last week for the first time.

o **Academic Appeals (Dr. Greenidge)**

- Senator Greenidge reported that there are no appeals at this time.

o **CDR (Dr. Elloe)**

- Dr. Eloie submitted a written report. CDR did not hear any appeals during the first meeting but did review one proposal. Several proposals passed pending. Those proposals will be passed to Senate expediently so that all proposals can clear the old system. Dr. Eloie had access to the new proposal system and things seem to be ready to go.
- o **DCM (Dr. Thornsberry)**
  - No report
- o **Assessment (Dr. Farnan)**
  - Senator Farnan reported that Dr. Mike McBride had asked the committee to create a policy on who makes up the Outcomes Committee. Dr. McBride also asked for the committee to review the Data Literacy Canvas site.
  - Senator Farnan reported that the committee will meet again on September 26.
- o **Teaching and Learning (Dr. Strickland)**
  - Senator Strickland reported that one of the committee's charges was to assist Dr. Haddock and Dr. Hepworth in the process of procuring and maintaining the supplemental texts required for courses.
  - Senator Strickland reported that Dr. Brooke McAtee will meet with the committee on September 30 to discuss proposals for the professional development day.
- o **Academic Integrity Panel (Dr. Adam)**
  - Senator Adam reported that the committee will meet on Monday to hear cases.
- o **Faculty Welfare and Budget (Dr. Gray-Smith)**
  - Dr. Gray-Smith reported that the committee met on Monday to discuss the health insurance renewal. There is a meeting in October and that the Faculty Welfare Committee will have representation at that meeting. The committee also discussed the compensation for COLA and their ongoing work on the Faculty Grievance Policy.
  - Dr. Gray-Smith reported that the committee is asking for membership and representation on the Compensation Task Force given that the committee is in place to work on issues of faculty compensation.
- o **Legislative**
  - No report
- o **COTE (Dr. Davis-Black)**
  - Senator Black reported that COTE met on September 5 and heard two proposals from the Quality Assurance Team. The proposals were to remove the MOGEA requirement and clarify the language and membership of the Quality Assurance Team. Both policies passed.
- o **Graduate Council**
  - Senator Wilson reported that the Council has had one meeting, but has not yet heard any proposals. The Council voted on and approved adjunct faculty.
- o **Research Committee (Dr. Kazlarich)**
  - Senator Kazlarich reported that she met with Dr. Hooyman and received the budget for the committee. The budget for this year is \$27,000 and the

committee will continue to discuss how these funds are used. The committee is working on the routing form from last year.

- o **IRB**
  - No report
- o **Animal Welfare**
  - No report
- o **University Seminar**
  - No report
- **Old Business**
  - o Faculty Grievance Policy
    - The Faculty Welfare and Budget Committee has been working on this policy and has created several documents. Links to those documents are available on the Faculty Senate Canvas site.
    - Discussion ensued regarding the policies in place as well as the lack of an update to the Faculty Handbook since 2021.
    - **Motion to ask a Faculty Senator and a representative of the Faculty Welfare and Budget Committee to request to be on the agenda at an upcoming Chairs and Directors meeting to present the proposed Faculty Grievance policy for feedback and advisement by Jenni Wall/seconded by Tony Olson.**
      - Voice vote. The motion passes unanimously.
- **New Business**
  - o None
- **Items from the Floor**
  - o Missouri HOPE fliers are available to disseminate within departments.
- **Closed Session**
  - o No closed session was necessary.

**Move to adjourn by Tony Olson /seconded by Luke Campbell.** President Voss adjourned the meeting at 5:13 p.m.

Respectfully submitted,

Jill Baker

Faculty Senate Secretary