Missouri University of Science and Technology

Faculty Senate Meeting

November 16, 2023

Meeting procedure

- Only Senators may debate motions

- Only Senators can vote

- If you are not a Senator, or a proxy, you cannot vote or debate

- Do not speak over someone, or out of order
  - Raise your hand (For those online please use "Raise Hand" on the Zoom app)
  - The President will call on you and then you will have the floor
  - Please wait for the microphone

- Unless you have been recognized (told you have the floor), you may not speak

Meeting Minutes

- Robert's Rules of Order say that meeting minutes are simply a summary of what happened at the meeting.

- They are not a play by play of everything that happened or what members said.

- We will be using Robert's Rules to guide our recording of minutes.

- If needed, Faculty Senators may request access to the audio recording of the meeting. Please email facsenate@mst.edu with justification.
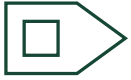
Agenda

I. Call to Order and Roll Call
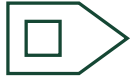
P. Runnion, Secretary

November 16, 2023

II. Approval of Minutes

KC Dolan, President

October 19, 2023

Agenda

III. President's Report

KC Dolan

IFC meeting November 8 in Columbia

> Library resources: Looking into library resources, funding issues
  – Open Access Task Force report, ongoing
  – Shared resources at system, in addition to individual campus resources
> Shared governance report: preparing a white paper, ongoing
> HR—updates to retirement plans, compliance to Secure Act 2.0
> President Choi report
  – Applications are up 10% from last year for S&T
  – IT remains a problem—procurement
> Next meeting December 4 on Zoom

Campus Matters—Librarians status, review

> Librarians move to NTT faculty status
> Three-step process:
  - They decide if they want to transition—they do
  - Faculty Senate votes (this meeting)
  - Chancellor approves
> Other schools in system are this way, will help promotions, benefits

Campus Matters—ADVANCE grant update

> ADVANCE climate survey results out—delivered to each department
  – Each department has ADVANCE advocate (advance.mst.edu)
  – Dept enhancement grants, currently under review
> Used survey results to inform areas for Faculty Fellows program
> Faculty Fellows cfp: deadline February 1, 2024
  – Priority areas listed on ADVANCE website (advance.mst.edu)

Campus Matters

> Simple syllabus—voluntary
> Keep doing what you can to help students in class

> December Genfac meeting

Agenda
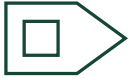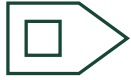
IV. Campus Reports
A. Staff Council
J. Sansone

IV. Campus Reports

B. Student Council

S. Young
(No Report)

Agenda

IV. Campus Reports

C.   Grad Student Council

H. Al-Abedi

Missouri University of Science and Technology

Council of Graduate Student (CGS)

Hasan Al-Abedi (Director of Adminstration, CGS)

November 16, 2023

CGS Executive Board 2023-24

- **President-** Manoj Twarakavi

- **Vice-President-** Aamir Iqbal

- **Director Finance-** Sourav Bolar

- **Director of Admin-** Hasan Al-Abedi

- **Director Communications –** Sarah Fakher

Department Representative Elections
Conducted Sep 16, 2023

- **Filled:**
  - Civil Engineering
  - Electrical and Computer Engineering
  - Chemical Engineering
  - Chemistry
  - Mining Engineering
  - Mech and Aerospace Engineering
  - Computer Science
  - Computer Engineering
  - Engineering Management and Systems Engineering
  - Psychological Sciences

Still Open:
- Biology
- Math
- Physics
- English
- GGPE
- Nuclear Engineering

Department Representative Elections

- **For the departments with openings, CGS is still recruiting**

- **For further details, email us: cgs@mst.edu**
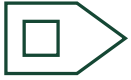
Agenda

V. Special Topic

Library Update

B. Gerlich

Missouri University of Science and Technology

The Library
Report and Opportunities for the Future

Bella Karr Gerlich, PhD Dean of Libraries
November 16, 2023

The Library Portfolio Review and Budget Report

The Portfolio Review & LLRC

> Each year the library produces a report of costs, cost per use, and projected costs for all subscription materials.

> The library will outline a set of cuts for the LLRC's review.

> The faculty are then notified of proposed cuts and given an opportunity to appeal or to suggest new materials.

> The library then reviews faculty comments to evaluate appeals.

> With college focused librarians, we hope to communicate low usage of resources more quickly to encourage increased usage, advocate for funding and avoid potential cuts.

MISSOURI S&T

Fiscal Year 23 - 24 Acquisitions Budget

Carryover	12,168
GRA Allocation	1,079,805
F&A Funds	233,000
System Funds	70,435
Total Revenue	1,395,408
Total Expenditures	1,490,958
Budget Shortfall	95,550
Provost Commitment to avoid cuts (up to)	100,000
Balance	4,450
Additional Provost commitment to purchase backfiles (one time money)	50,000

Remaining Shared Electronic Resources Paid from the Shared Operations Budget

Remaining eResources at the System Level	Projected Cost
Academic Search Premier	83,138.00
Nature[1]	29,254
Nature Research & Reviews[2]	192,144
PsycInfo	99,632
SciFinder Scholar	366,038
Scopus	283,095
Total	**1,053,301**

[1,2] Original planned cut was averted.

AY 24-25 - Our Goal is to have budget scenarios ready in the Spring to discuss with faculty and LLRC to:

a) develop strategies for requesting additional budgets

b) seek input from faculty on potential cuts, as needed

We want to engage with Faculty & Students, beyond the budget

Identify Trends

Vision and Strategic Planning

Collections

Technology

Research and Creative Works

Workshops, Seminars and Tools

Space

Trends and Academic Libraries

Rapidly Changing Technology

Hybrid Acquisitions
Funding
OERS
Hybrid / Blended Learning
Information, Digital, Science, Data and Privacy
Literacy
Change management
ILS Systems
Mis-information rampant
New Apps
Digital Scholarship
Staffing Needs
Space
Cloud Based services
Immersive Technologies
Artificial Intelligence
Contactless and Self-Service Options
Digital Publishing
Digital Humanities & Arts
Multi-functional Space / Library as Place

Outreach and Community Engagement
Student Well-being
Streaming Media
Globalization
Interdisciplinary Studies
Social Justice
Equity Gap (technology)
Diversity, Equity, Inclusion, Accessibility
Focus on Special Collections
COVID Recovery
Space
Open Innovation
Research Impact
Research Data Management Planning
Emerging roles for Librarians in the research enterprise
Sustainability
Shared Collections
Voice bots

Vision

The library aspires to be the virtual and physical space that connects knowledge and collections to the human experience by inspiring innovation and ingenuity. We will empower scholars, students, and the broader community to explore, discover, and create. Through our commitment to excellence, accessibility, and collaborations, we will catalyze transformative research, inspire intellectual curiosity, and drive positive change in the world.

Strategic Planning Process

Surveys

Individuals

Analyze

Town Halls

Focus Groups

Analyze Data Create Priorities

Create Teams Create Library Goals, Outcomes, Measures, Assessments and Determine Benchmarks

Create Timeline Re-visit, Re-calibrate, Report, Repeat Cycle
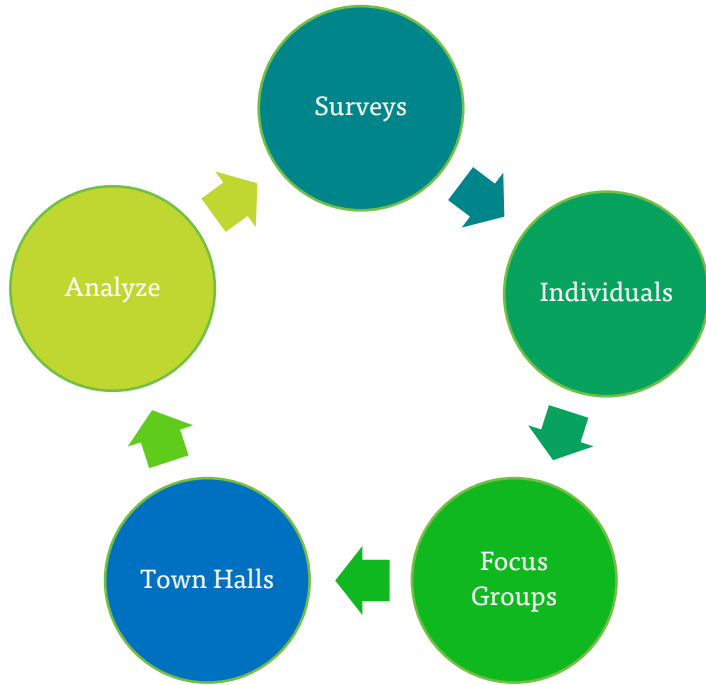
Collection Strategies

Collection Appropriateness

Shared Collections

Open Electronic Resources

Funds for Using, Developing OERS

Digitization of Unique Materials

Scholarly Communication

Fundraising and Advocacy

Technology

Cloud Based Services	Artificial Intelligence	Gaming	Virtual Reality
Immersive Technology	Evolving Library Systems	Apps	Equipment and Software

Research and Creative Works

Host collaboration and presentation events

Catalyst, collaborate on research, grants

Literature review, Systematic review, meta-analysis

Open Science and Open Publishing

Research Data Management Planning, Tools

Reports, Metrics and Impact

Big Data, Data Needs, Data Curation, Data Deposit

Digital Arts & Humanities

Library as Publisher

Workshops, Seminars and Tools

Expanding Literacies (Science, Privacy, Ethics, Data...)

Micro-credentials, Badges

Adapt to Learning Modalities, Open Pedagogy

Inter and Transdisciplinary Offerings

Embedded Instruction

Research Focus Tools and Assistance

Life-Long and Experiential Learning Support

Library Guides and Online Videos

Partnering with CAFÉ

Partner with Student Services

Graduate Offerings

Space

Conduct user survey and space assessment to create master plan

Create flexible spaces

Quiet study, more group study and collaboration

Innovation and enterprise space

Space for graduate students, faculty

Presentation practice space

Places to gather, hold events, have exhibits for faculty, student groups

"The only thing that you absolutely have to know, is the location of the library."

Albert Einstein

Some Upcoming Opportunities:

LLRC & new Library Student Advisory Committee
Talk with college librarians – in your building (or in the library)
Regular communications from college librarians to faculty
New library newsletter with hot topics
Open houses (with refreshments) for library department liaisons
Relocation of Writing and Communication Center
Workshop on editing faculty profiles & Scholar's Mine in January for new faculty
Spring Art Exhibition for Faculty, Staff and Students in February
Collaborate with public library (library cards on campus and eclipse event in April)
Book Author's reception & celebration April 18
Improved Scholar's Mine in Summer 2024

Finally – please complete a VERY BRIEF Email Survey Spring of 2024!

NTT Status for Librarians

Section B (UM System) 310.035 Non-Tenure Track Faculty allows for librarians to be NTT

Other librarians in the UM System (UMSL, UKC, UM) already have NTT status; S&T librarians currently follow promotion process

Librarians do the following:
- **Teach (our workshops have learning objectives and outcomes)**
- **Curate data, collections, information delivery systems and tools**
- **Write & create scholarly works (articles, library guides, course guides, web pages)**
- **Service responsibilities at the university and for the profession**
- **Give presentations locally, nationally and internationally**
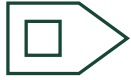- **Research**

Thank you for having me today – any questions or comments?
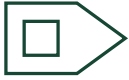
Bella Karr Gerlich, PhD

Dean of Libraries

gerlichbk@mst.edu

VI. Reports of Standing Committees

A. Personnel

D. Westenberg

Agenda

- **Recognize Librarians as NTT Faculty**

- **Changes to NTT Promotion Policy**

Librarians as NTT Faculty

According to CRR 310.035.B.5

Librarian faculty (Librarian I/II, Librarian III, Librarian IV; Archivist I/II, Archivist III, Archivist IV) on campuses whose librarian faculty have opted for NTT status as a body, whose faculty council or faculty senate, as appropriate to the individual campus, has formally recognized librarian faculty as having NTT status as a body and whose Chancellor has approved such recognition.

Motion - Librarians as NTT Faculty

Whereas librarian faculty at the other three UMSystem campuses hold NTT status and the librarian faculty at Missouri S&T have opted for NTT status as a body, the Faculty Senate Personnel Committee moves that librarian faculty at Missouri S&T be recognized as having NTT status.

NTT Policy Revision Goals

- Include Deans in the process

- Include Kummer College in the process

- Align process with Tenure and Promotion Process

- Revise Review Committee Composition

NTT Policy Revision Changes

- Deans input between Department Chair and Review Comm

- Chair of Kummer College T&P Committee added to the Review Comm.

- Chair of the Review Committee will be elected from the three college T&P Committee Chairs

- Defined timeframe for rebuttal to be 14 days as with T&P

- Timeline is to be established in Spring prior to the next cycle (currently in Fall semester at the beginning of the cycle)

NTT Policy Revision Changes part 2

- Composition of the Review Committee
  - Currently college T&P chairs, 3 NTT Teaching and 3 NTT Research
  - What to do if not enough eligible NTT – Curators' Professors
  - Candidate's Department T&P Chair is non-voting member
  - Representative should be non-voting and NOT an "advocate" role.
- Effective date – immediately
  - NTT faculty are currently preparing dossiers but committees not yet formed.

Motion – NTT Policy Revisions

The Faculty Senate Personnel Committee moves that the revised NTT policy be adopted as submitted effective immediately.

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Amended Motion – NTT Policy Revisions

The Faculty Senate Personnel Committee moves that the revised NTT policy be adopted as submitted effective with the next review cycle.

MISSOURI S&T

Agenda

VI. Reports of Standing Committees

B. Campus Curriculum

P. DeWitt

Total Committee Activity

- 8 Course Change Requests (CC Forms)

- 1 Program Change Forms (PC Forms)

- 2 Experimental Course Request (EC Form)

- Discussion Minor Guidelines

CCC Meeting –

Course Changes (CC) Requested

File: 4280.11   CHEM ENG 3101 : Fundamentals of Transport in Chemical and Biochemical Engineering

File: 4279.31   CHEM ENG 3111 : Numerical Computing in Chemical and Biochemical Engineering

File: 1038.14   CHEM ENG 3150 : Chemical Engineering Reactor Design

File: 792.12   CHEM ENG 4130 : Chemical Engineering Laboratory II

File: 5001   CHEM ENG 5335 : Introduction to Process Intensification

File: 1627.7   COMP ENG 3150 : Introduction to Microcontrollers and Embedded System Design

File: 2451.4   COMP ENG 6510 : Resilient Networks

File: 924.1   MATH 1120 : College Algebra

Program Changes (PC) Requested

File: 232.11   MIL AIR-MI : Military Aerospace Studies Minor

CCC Meeting - 24 October 2023

For Informational Purposes; No Senate Approval Required

Experimental Course (EC) Requested

File: 5002   COMP SCI 5001.015 : Natural Language Processing
File: 5003   MATH 6001.009 : Fixed Income Models

CCC Meeting - 24 October 2023

Curriculum committee moves for FS to approve the 8 CC and 1 PC form actions.

Discussion: Questions or comments?

Motion to bring before the Faculty Senate the following Minor statement for inclusion in the catalogue:

A minor is a defined academic program outside of a student's major field of study. Minors are intended to broaden the student's education, providing a coherent and officially recognized course of study outside of their chosen major. A minor typically consists of at least 12 credit hours of coursework and must include 6 credit hours or more at courses numbered 3000 level or above. Special topics, independent study and undergraduate research credit may be included in the minor program but not exceed 6 credit hours.

A maximum of 6 credit hours of transfer credit may be used to satisfy the course requirements for a minor, at the department's discretion.

Interdisciplinary or multidisciplinary minors are considered as Special Programs and must meet requirements as specified in CRR 300.030 Faculty Bylaws of the Missouri University of Science and Technology.

All courses used to satisfy the course requirements for a minor must be completed with a grade of C (2.000) or better.

The minor is awarded simultaneously with the major degree award.

Proposals for a minor start at the department (or Special Program level) and follow normal Campus Curriculum Committee (CCC) processes and procedures.

Discussion: Questions or comments?

CCC Meeting - 24 October 2023

Motion as amended:

Academic minors demonstrate that students have completed a coherent and officially recognized course of study beyond their chosen majors.

A student may not earn a minor sharing the title of the student's major degree program.

A minor typically consists of at least 12 credit hours of coursework and must include 6 credit hours or more at courses numbered 3000 level or above. Special topics, independent study and undergraduate research credit may be included in the minor program but not exceed 6 credit hours.
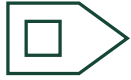
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VI. Reports of Standing Committees

C. Public Occasions

S. Sedigh Sarvestani

Motion 1

Approval of Academic Calendar for Summer 2027

The Public Occasions Committee moves that the following calendar be adopted for the 2027 summer session

Motion: Academic Calendar for Summer 2027

Open registration ends	June 6, Sunday
Summer session opens 8 am	June 7, Monday
Classwork begins 8 am	June 7, Monday
Juneteenth Holiday (observed)	June 18, Friday
Independence Day Holiday (observed)	July 5, Monday
Final examinations begin 8 am	July 29, Thursday
Final examinations end 12:30 pm	July 30, Friday
Summer Sessions close 12:30 pm	July 30, Friday

Schedule shows the regular eight-week Summer Session. Other special four-week course sessions may be scheduled.

Motion: Academic Calendar for Summer 2027

Class Sessions (excluding final examinations)

	M	TU	W	R	F	Total MWF	Total TR
Summer	7	8	8	7	7	22	15

Motion 2

Approval of Dates for 2024 Homecoming Events

The Public Occasions Committee moves that October 25-26 be adopted as the dates of the 2024 Homecoming events.
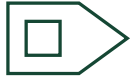
Agenda

VI. Reports of Standing Committees

D. Budgetary Affairs

M. Fitch

Faculty Senate

Referrals

► FY 24 Budget = no changes

► FY 25 budget = too early still

Next time

► Teaching lab funds, "what happened to E&E?"

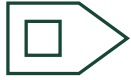► Personnel and budget in division level offices and higher over the years

Referral from committee (to IR?)

► Plateau tuition impacts on drop/WD rates and grades

VI. Reports of Standing Committees

E. Honorary Degrees

J. Winiarz

Honorary Degrees Committee

Jeffrey Winiarz (Chair), Joel Burken, Kelvin Erickson, Michael Meagher

Three nominations for honorary doctorate degrees were received by the committee

▶ The committee convened via email on October 16, 2023, and voted unanimously to advance all three nominations

▶ On November 9, 2023, Jeffrey Winiarz presented the nominations to the UM Honors Committee via Zoom
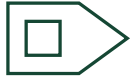
Missouri University of Science and Technology

2023-2024 Members

Kelvin Erickson, Chair

Kelly Homan

Bih-Ru Lea

Kelly Liu

Faculty Bylaws

"**Administrative Review Committee**

(1) This committee sets policies and procedures for review of campus administrators. The committee recommends the evaluation questionnaires and a plan/schedule for conducting reviews to the Faculty Senate. The committee conducts the reviews; oversees the sending of the evaluation forms to the evaluating persons; oversees the collection and collation of the resulting evaluations; and, along with the officers of the Faculty Senate, reviews and forwards the results of the evaluation.

(2) The committee consists of four (4) representatives nominated by the Rules, Procedures and Agenda Committee (with the possibility of nominations from the floor) and elected by a vote of the Faculty Senate. Committee members serve for two (2) years, terms to be staggered with the election of two faculty members each year, and shall be full-time, tenured faculty members with an administrative component of 50% or less."

Administrative Review Schedule

		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Chancellor		**Review**		**Review**		**Review**
Chancellor's Direct Reports	Vice Chancellor Finance & Operations	Review			Review (O'Neil)	
	Executive Director: Marketing & Communication			Not Review - retiring	Not review - in position < 1 year	
	Vice Chancellor of Research & Innovation			Not review - interim		Review
	Vice Chancellor - University Advancement			Not review - interim		Review?
	Vice Chancellor- Student Affairs			Review (Robinson)		
	Vice Chancellor - Strat. Initiatives & COO Kummer Institute			Not review - in position < 1 year	Search on-going	
	Chief Diveristy Officer	Review			Not review - in position 1 year	Review

Administrative Review Schedule

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Provost		Review		Review	
Associate Provost for Acad. Operations, Accred., Assess.	Review			Not review - interim	
Associate Provost for Faculty Affairs			Review (Forciniti)		
Vice Provost and Dean of CASB		Not Reviewed			Review
Vice Provost and Dean CEC		Not Reviewed			Review
Vice Provost and Dean Kummer College				Not review - interim	
Vice Provost and Dean Enrollment Management	Review			Not review - In position 1 yr	
Vice Provost Graduate Education			Not review - interim	Not review - in position < 1 year	Review
Vice Provost Undergraduate Education			Not review - interim	Not review - in position < 1 year	Review
Vice Provost Online Education			Not review - in position 1.5 year	Not review - interim	
Chief Institutional Research Officer			Review (Jones)		
Dean of the Library		Not Reviewed	Not review - interim	Not review - in position < 1 year	
Chief Information Officer		Review			Review?
Special Asst to the Provost for Faculty Development				Review (Drowne)	

Provost's Direct Reports

Positions Suggested for Review

▶ Vice-Chancellor Finance and Operations

▶ Provost

▶ Special Asst to the Provost for Faculty Development

Positions Not for Review

▶ Executive Director: Marketing and Communications: < 1 yr

▶ Chief Diversity Officer: < 1 yr

▶ Associate Provost for Acad. Operations, Accred., Assess.: interim

▶ Vice Provost and Dean Kummer College: interim

▶ Vice Provost and Dean Enrollment Management: 1 yr

▶ Vice Provost Graduate Education: <1 yr

▶ Vice Provost Undergraduate Education: <1 yr

▶ Vice Provost Online Education: interim

▶ Dean of the Library: <1 yr

Faculty Senate Motion

The Administrative Review Committee moves the following:

The Administrative Review Committee recommends that the following administrative positions be reviewed in the 2023-2024 cycle:

Vice Chancellor for Finance and Operations (Alysha O'Neil)

Provost (Colin Potts)

Special Asst. to the Provost for Faculty Development (Kate Drowne)

Tentative Timeline and Process

Action	Time
Review list to faculty senate for approval	November 16
Job descriptions	December
Development of questionnaires	
Questionnaires to FS for review/approval	January 25
Statement of accomplishments due	February
Review of administrators	March 4 - March 22
Results to FS officers	April 26
Final report to FS	June 6

Agenda

VI. Reports of Standing Committees

G. ITCC

D. Stutts

Updates from IT

- ▶ New Campus Information Security Committee
  - Representation from all areas on campus
  - Work with the System-wide Information Security Council (SISC)
- ▶ MathWorks Matlab site license January 2024
  - Look for more news in eConnection and https://itanswers.mst.edu
- ▶ New Administrator Delegate Program - December 1, 2023
- ▶ Changes to AppsAnywhere to reflect laptop use - January 1, 2023

Software Procurement

▶ BPM 12004

- Office of General Counsel and Risk and Insurance Management Review

  ▪ Agreements entered on behalf of The Curators of the University of Missouri must be approved as to legal form by our office pursuant of CRR 10.070.B.5.g

  ▪ Otherwise, faculty and staff are not legally protected.

- Security Review

- Other necessary reviews

▶ There are discussion at a UM System level on the impact of timeliness.

Cybersecurity Update
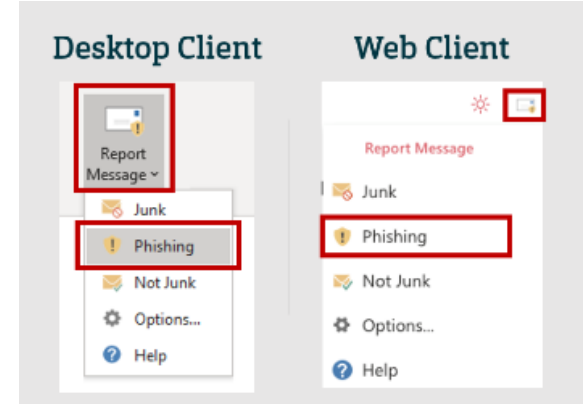
Events and alerts over time
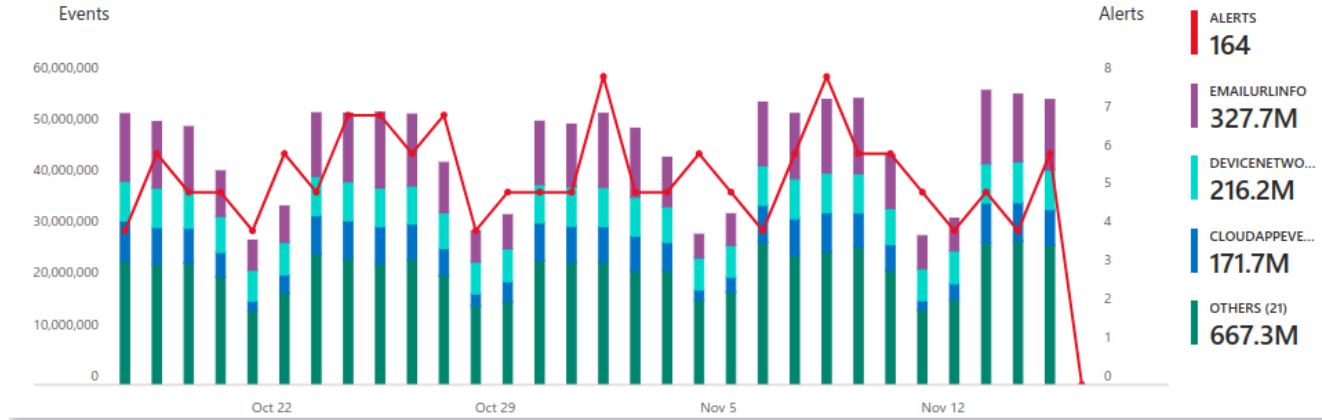
Between 25,000 and 50,000 security events a day for UM System. On a bad day this is almost 1 security event for every 1.5 people at UM System per day. This is up 15,000 security events a day since March of this year.

On average this turns into 2 deep investigations a week.

Cybersecurity Phishing Update

Earlier this year we sent out an email phishing simulation to 1696 recipients and recorded the responses for 2 days.

▶ 2.61% click on the link and entered data, the first one within 1m 19s.

▶ 8.9% people reported it.

▶ 51.61% people deleted it.

Desktop Client

Report Message ˅

- Junk
- ! Phishing
- Not Junk
- Options...
- Help

Web Client

Report Message

- Junk
- ! Phishing
- Not Junk
- Options...
- Help

https://it.mst.edu/services/email/report-phishing/

Cybersecurity Awareness 1
The Tech Support Scam

From "apple-mac-error.info":

Are you sure you want to leave this page?

Are you sure you want to leave this page?

*********** System Security At Risk ***********

Critical Security Warning! Your Mac has detected a serious attack on this system, as your IP Address seems to accessed from two different locations at one time. A Suspicious Connection was trying to access Your Logins, Banking Details & Tracking Your Internet Activity.

Please contact the Mac Support team immediately at +44-117-205-0314 (TOLL FREE) Â and provide

☐ Don't show more alerts from this webpage

Stay on Page   Leave Page

▶ Confidence

▶ Time pressure

▶ Isolation

https://discussions.apple.com/docs/DOC-8071
https://consumer.ftc.gov/articles/how-spot-avoid-and-report-tech-support-scams

Cybersecurity Awareness 1

The Tech Support Scam

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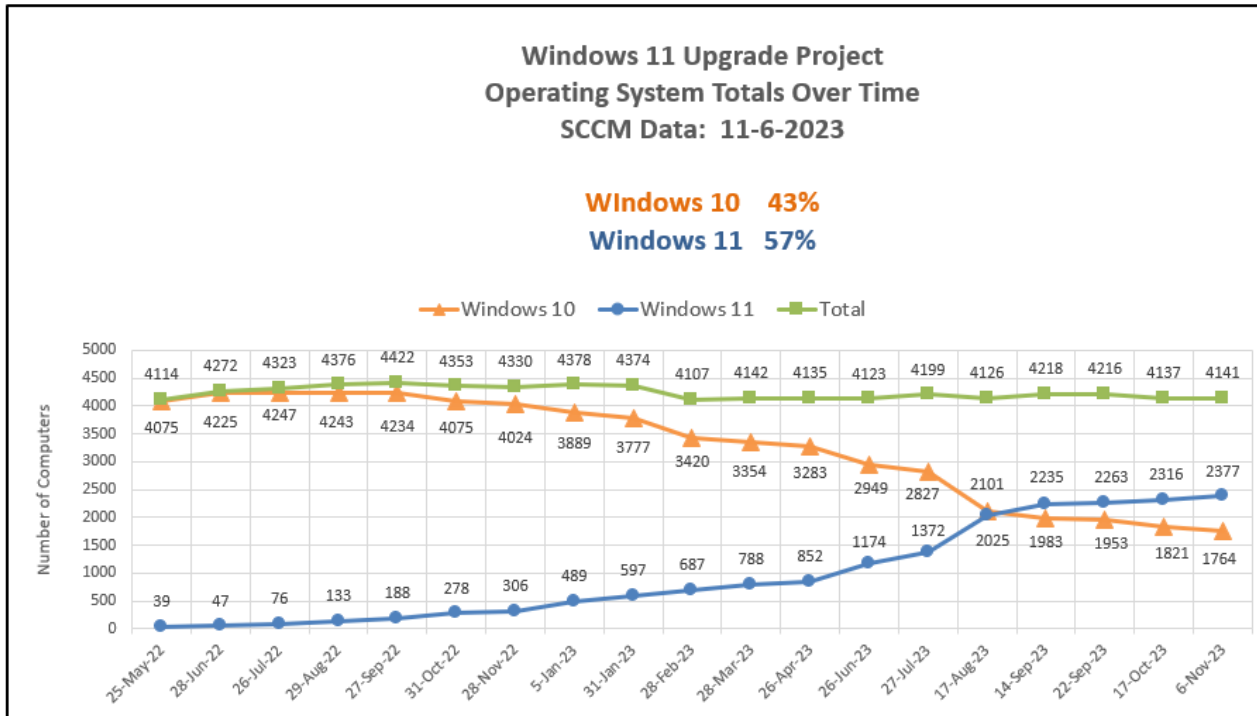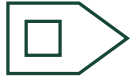
▶ Graduate student working late at night got a similar message and called the number.

▶ Convinced the student that they were on a watch list for suspected CP and would help them back up their data so they would not get deported.

▶ Convinced them to try and install TeamViewer on their campus computer and their personal computer.

▶ Convinced them their bank account had been compromised and connected them to their "bank".

▶ Standing at Walmart when it opened trying to by $3,000 in gift cards.

https://discussions.apple.com/docs/DOC-8071
https://consumer.ftc.gov/articles/how-spot-avoid-and-report-tech-support-scams

Windows 11 Armageddon Update

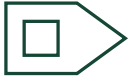Missouri University of Science and Technology

Agenda

VII. Unfinished Business

Agenda

VIII. New Business

IX. Adjourn