

## Rules, Procedures and Agenda (RP&A) Committee

### Meeting Minutes

Tuesday, November 6, 2018

1. Call to order

The meeting was called to order at 5:00 pm.

Danish Ali, Mike Bruening, Steve Corns, Steve Raper, Kaeden Kessinger, Mark Fitch, Maciej Zawodniok, David Westenberg, Levent Acar, Jonathan Kimball, and Sahra Sedigh Sarvestani were present.

2. Approval of minutes

- a. October 9, 2018 meeting – approved without revision.

3. Reports from special/ad hoc committees

- a. Ad Hoc Special Committee for Department Creation/Realignment

Dr. Raper, chair, reported that he has received feedback from the Office of the Provost and has shared this feedback with the committee. They will report to Faculty Senate at the November meeting.

- b. Bylaws Revision Committee

Dr. Bruening reported that he has reminded Dr. Schuman to schedule meetings for the committee.

4. Reports on pending referrals to standing committees

- a. Student Affairs: Disability support policies and practices

Dr. Acar, chair, reported that no information has been received from Mr. Mark Davis, Director of Testing and Student Disability Services. He will prepare an updated request that articulates faculty questions and concerns and will send this request to Mr. Davis. Dr. Bruening will invite Mr. Davis to a related discussion to be held at the January Senate meeting.

- b. Academic Freedom and Standards: Plus/minus grading

No report. It was suggested that the committee contact Mr. Mullin, Director of Athletics, for input.

c. Public Occasions: Addition of a fall break

Dr. Sedigh Sarvestani, chair, reported that input had been received from Student Council, the Council of Graduate Students, and the Registrar. She indicated that to date, most of the concerns expressed were related to laboratory schedules.

d. Personnel: Review of promotion policy for non-tenure track faculty

Dr. Westenberg, chair, reported that the committee would vote by the end of the week and will present a motion to Faculty Senate at the November meeting. The motion will be sent to the Personnel committee for review beforehand. A redlined version of the proposed policy will be posted and the link shared with Faculty Senate by Friday.

e. Committee for Effective Teaching: Review of IFC document on teaching evaluation

The committee is working on ten steps to evaluate teaching effectiveness. Dr. Bruening will follow up with Dr. Huebner to determine whether they have any additional information to report.

f. Intellectual Property: Review of new invention assignment agreement

Dr. Jonathan Kimball, chair, reported that the concerns raised by RP&A at the October meeting have been shared with Mr. Strassner, Ms. Knedlik, and Mr. Bunger. They have responded that they understand our concerns and are attempting to address them. He also indicated that the committee had suggested that the agreement be signed on a per-proposal basis, but were told that this was infeasible. The committee will report to Faculty Senate in January.

g. Administrative Review: Progress of this year's surveys

No report.

h. Budgetary Affairs: Several open referrals

- i. Determine costs associated with keeping the library open 24/7
- ii. Determine the costs of the renovations to the Marketing and Communications Offices in the Campus Support Facility
- iii. Investigate amounts and trends in recent raises given to administrators
- iv. Investigate costs - to-date, and projected - of graduate tuition remittance.

Dr. Mark Fitch, chair, reported that the committee has concluded referrals i and ii and has reported on them to Faculty Senate at the October meeting. For referral iii, they are waiting on information from the Office of the Vice Chancellor for Finance and Operations. No progress has been made on referral iv.

- i. Curricula: Developing a process for approval of undergraduate certificates

Dr. Steve Raper, chair, reported that procedural issues related to the role of the Missouri Department of Higher Education are being investigated.

- j. Information Technology and Computing:

- i. Investigate policy and practices associated with IT access of information on and potentially “bricking” employee-owned mobile devices.

- ii. Examine the campus monitoring policy.

No report.

- 5. Preparation of agenda for November 15, 2018 Faculty Senate meeting

The agenda for the meeting was prepared and approved.

- 6. Unfinished business

No unfinished business.

- 7. New business

No new business.

- 8. Adjourn

The meeting adjourned at 6:09 pm.