

Rules, Procedures and Agenda (RP&A) Committee

Meeting Minutes

Monday, April 15, 2019

2:00 pm

137 Emerson Hall

1. Call to order

The meeting was called to order at 2:03 pm.

Levent Acar, Mike Bruening, Steve Corns, Richard Dawes, Mark Fitch, Wayne Huebner, Kaeden Kessinger, Maciej Zawodniok, Steve Raper, and Sahra Sedigh Sarvestani were present.

2. Approval of minutes of February 11 and March 11, 2019 meetings

Minutes were approved with no changes.

3. Reports from special/ad hoc committees

a. Ad Hoc Special Committee for Department Creation/Realignment

Dr. Raper, chair, reported that the policy was approved at the March Faculty Senate meeting. The policy has been forwarded to the respective offices of the Provost and Chancellor. They have verbally confirmed receipt.

b. Bylaws Revision Committee

Dr. Bruening reported that Dr. Schuman, chair, has received revisions from all committee members responses and is compiling them into a single document.

c. Committee for Periodic Evaluation of Missouri S&T's Tuition Remission Program

Dr. Dawes, chair, reported no new developments.

4. Reports on pending referrals to standing committees

a. Academic Freedom and Standards: Removing transfer credit from the calculation of cumulative GPA

No report.

b. Administrative Review: Progress of this year’s surveys

No report.

c. Budgetary Affairs:

- i. Budget for the current and next fiscal years, respectively.
- ii. Enrollment numbers and impact on the budget of the current fiscal year.
- iii. Report on the “big picture balance sheet,” with tracking of changes in each item.
- iv. Cost of programs (application fee waiver and scholarships) recently announced by the Chancellor
- v. Source of the \$260 M in strategic initiative funding allocated by UM System
- vi. Amount and allocation of revenue from distance education
- vii. Department scholarship offsets

Dr. Mark Fitch, chair, reported that referrals iv and v were completed and reported upon in March. RP&A committee members expressed concerns about potential budget cuts and the prudence of giving raises to faculty despite staff layoffs. Referrals vi and vii are new and Dr. Fitch reported that the committee has no progress on them has been made to date.

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

Dr. Huebner, chair, reported that the committee has not met during this academic year.

e. 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.

Dr. Singer, chair, sent his report by email, indicating that the committee is not yet ready to report to Faculty Senate on either referral. Dr. Sedigh Sarvestani was asked to remind Dr. Singler that the first referral seeks to determine whether differentiation is made between personal and university devices, and whether consideration is given to the sensitivity classification of university data stored on the device.

- f. Personnel: Review of workload policy of academic departments

No report.

- g. Public Occasions: Addition of a fall break

Dr. Sedigh Sarvestani, chair, reported that Faculty Senate approved the addition of a fall break at the March meeting. This referral is now closed.

- h. Student Awards and Financial Aid: Construction, administration, and implications of change to campus policy on departmental scholarships

Dr. Kosbar, chair, acknowledged receipt of the referral by email, but stated that the committee has not yet made progress on it. He asked that the Faculty Senate be informed that the referral has been made and that concerned colleagues be asked to contact the committee.

- i. Student Affairs: Disability support policies and practices

Dr. Acar, chair, reported that he has met with Dr. Edna Grover-Bisker, Assistant Vice Chancellor of Student Affairs. He was shown a policy revision that has not yet been published. He has expressed the faculty concerns underlying this referral and has made suggestions for changes to the new policy. He was told to expect one more round of policy review. The committee is not ready to report to Faculty Senate on this referral.

- j. Tenure Policy: Termination of promotion and tenure review upon resignation of a faculty member

Dr. Cohen, chair refused the referral on behalf of the committee, citing concerns about the logic of the request. RP&A considers this referral to be closed.

5. Elections for AY 2019-2020

A list of nominees was prepared for positions that require representatives from and by Faculty Senate.

6. Preparation of agenda for April 25 Faculty Senate meeting

The agenda for the meeting was prepared and approved.

7. Unfinished business

No unfinished business.



Faculty Senate

8. New business

No new business.

9. Adjourn

The meeting adjourned at 3:45 pm.

From: [Singler, John](#)
To: [Sedighsarvestani, Sahra](#)
Subject: RE: Corrected Information for Monday, April 15 RP&A meeting (2 pm, in 137 Emerson Hall)
Date: Monday, April 15, 2019 12:47:03 PM

Hello Sahra,

Here is an update on the status of the two ITCC referrals:

Referral 1: Investigate policy and practices associated with IT access of information on and potentially “bricking” employee-owned mobile devices.

I have been discussing this with Karl Lutzen, IT chief information security officer. Karl has maintained the only reason he would remote wipe an S&T user’s device is by the user’s request – if, for example, the device is lost. However, since any user can perform a remote wipe of a mobile device without IT, we plan to draft a policy soon that will *not* allow IT to remote wipe any S&T user’s device. However, we may also consider drafting the policy to account for the case that hopefully never happens: a user is incapacitated (or dies), and the user’s mobile device is lost.

Referral 2: Examine the campus monitoring policy.

The ITCC formed an ad-hoc subcommittee back in October to investigate this issue. Part of the ad-hoc ITCC subcommittee met with Chief Roberts on October 15 and talked about the monitoring camera policy. We had a very productive conversation about the policy. Chief Roberts understood and agreed with many of the points we made and he seemed very receptive to making updates to the policy to address our concerns. Later, Chief Roberts told me Neil Outar is the staff member over the camera review committee, and the subcommittee has since been corresponding with Neil. The ITCC subcommittee provided feedback on a new draft of the camera monitoring policy in late March, and have not heard an update since then. I emailed Neil this morning to see if there is any new information.

I do not think we have yet made sufficient progress to report to the faculty senate on either referral.

Let me know if you have any questions or comments.

Thanks,

John

John Singler
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From: Singler, John
Sent: Monday, April 15, 2019 8:54 AM
To: Sedighsarvestani, Sahra <sedighs@mst.edu>
Subject: RE: Corrected Information for Monday, April 15 RP&A meeting (2 pm, in 137 Emerson Hall)
Importance: High

From: [Cohen, Gerald Leonard](#)
To: [Sedighsarvestani, Sahra](#)
Cc: [Bruening, Michael](#)
Subject: FW: Tenure process and faculty resignation
Date: Monday, April 15, 2019 9:41:36 AM

Hi Sahra,

I see one of the topics on today's RPA agenda concerns the request of a faculty member to have the tenure process continue in his case even though he is resigning his position here this year. I won't be able to attend today's meeting since I teach at 2 p.m. (MWF), but below my signoff is a relevant item I sent to Michael last month. He has probably already shared it with you, but here it is again just in case.

Best. --- Jerry

From: Cohen, Gerald Leonard
Sent: Tuesday, March 12, 2019 11:11 AM
To: Bruening, Michael <bruening@mst.edu>
Subject: Tenure process and faculty resignation

Michael,

In reply to your e-mail concerning the continuation of the tenure process for a faculty member who has resigned from the university, I believe the answer is already clear:

The sole purpose of the tenure process (with outside evaluators, p/t committees, S&T administrators) is to determine whether a given faculty member deserves to remain here with tenure. If the faculty member should resign or become deceased during the process, the task of determining whether the faculty member has deserved tenure on the basis of his/her record to date becomes moot. There is no longer a need to continue the process.

The faculty member (or his/her family) may be curious as to whether tenure would have been granted had the faculty member not resigned or died, but the tenure process does not exist to satisfy that curiosity. Once it is clear that the faculty member will no longer be continuing at S&T, the tenure process ceases.

It would be unthinkable, for example, to ask outside evaluators to evaluate a faculty member for tenure who has resigned and will therefore not be continuing here.

Also, as chair of the Tenure Policy Committee I have always asked that any requests for alterations or additions to p/t policy come from the upper

administration. Such changes will ultimately need their approval to become official policy; and I will not call the committee into session without a clear readout that the provost or chancellor considers the matter of importance.

Jerry Cohen, Chair
Tenure Policy Committee