**SAINT LOUIS UNIVERSITY**
**FACULTY SENATE**
**MINUTES**
February 15, 2005


**Absent:** M. Reinking, R. Hughes, A. Seetharaman, M. Arnold, J. Montre, G. Peterson, S. Herrmann, P. Petruska, T. Leet

**Excused:** K. Parker, R. Mayden, J. Murray, B. Fogel, R. Blaskiewicz

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DISCUSSION / RECOMMENDATIONS / ACTION</th>
<th>FOLLOW-UP</th>
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<tr>
<td>Call to Order</td>
<td>President Rick Breslin called the meeting to order at 3:30pm.</td>
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<td>Call of the Role</td>
<td>Secretary Miriam Joseph called the roll.</td>
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<td>Approval of Minutes</td>
<td>The minutes of the January 18, 2005 Faculty Senate meeting were approved.</td>
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**President’s Report**

*Meeting Agenda:* The agenda for today’s meeting was reviewed, and an additional item, discussion of new proposed ITS policies, was added.

*Senate Vote on Revised Faculty Manual:* Senators were reminded that the revised Faculty Manual will be put to a Senate vote at the April 26th Senate meeting. Senators will be asked to provisionally approve the Manual with authority ceded to the EC for approval of subsequent changes made prior to the May 2005 Board of Trustees vote.

**Presentation on Enrollment Management by John Baworowsky, Vice President, Enrollment and Academic Services**

J. Baworowsky provided some personal background and then gave a detailed presentation about the priorities of his unit for 2004-2005. Copies of his presentation were made available at the meeting and will be placed in the Senate files. Topics included the statistical model used to focus on inquiries of those most likely to enroll, development of a new scholarship formula and financial aid leveraging matrices, improvement of the Admissions process communications plan, staffing concerns in Admissions and Financial Aid, improvement of the yield of accepted students, development of a division-wide IT department, matching classroom capacity to enrollment goals, and ways in which faculty can become involved in the Admissions process.

A question and answer period followed. Topics included the legacy impact on enrollment and issues related to enrollment growth.

**Parking and Towing Issues**

Sara van den Berg, a Faculty Senate representative on the University Parking Committee, addressed these four topics:

1. Towing complaints (especially at the Laclede Garage) – Parking services contends that there’s always space available on the roof.
2. Towing vehicles far from campus – The University is considering towing vehicles to a SLU-owned lot on Chouteau. Fines could be paid at Public Safety, which is open 24/7, and Public Safety officers would provide security escorts to the lot.
3. Parking fee increase effective July 1, 2005 – There have been no increases in recent years; fees are increased on a three-year cycle.
4. San Francisco premium lot – This lot will be gated to block unauthorized parking.

A question and answer period followed. Topics included (a) garage signage, (b) advance notification for faculty and staff of their vehicles being towed, and (c) clarification of “visitor” status at the Laclede...
### Parking and Towing Issues continued

Garage, especially as it pertains to HSC employees. S. van den Berg replied as follows: (a) Send her specific suggestions for garage signage, such as painting “Visitor” on each visitor spot, (b) Parking Services says it’s too difficult to provide employees with notification in advance of towing (C. Needham (Law) offered to assist in getting the current non-notification practice changed); and (c) S. van den Berg will seek clarification about “visitor” status at Laclede for HSC employees.

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<td>C. Needham</td>
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### New ITS Policies

Kevin Proot, Assistant Vice President of ITS Client and System Services, provided an overview of two newly proposed ITS policies. He introduced the *Personal Computer Security Policy* by providing an update on planned and in-progress improvements in the ITS infrastructure, particularly with regard to security. In essence, this policy requires a culture change in which employees will routinely run their machines at standard access level and not at administrator access level, and that ITS either will grant administrator level access to those who require it or will load software on an as-needed basis. The *Software Standards Policy* identifies categories of software that will/will not be supported, and the degree of support to be offered. This list is necessarily a dynamic one. A committee will be formed to develop the list.

Ellen Watson, VP/CIO, said that these policies are intended to help ITS function and help the SLU community. They will be go before the Board of Trustees for approval, but are linked to the ITS Appropriate Use Policy, which will be brought to the Board. She noted that ITS is obligated to maintain the University’s networks and is trying to set a baseline so that faculty will have a reasonable expectation of support and access to help.

S. Harris suggested that ITS regularly disseminate pertinent news and contact names to its entire client base. E. Watson stated that this is in the works. D. Hardaway objected to ITS control of IT decision-making, saying it should be in the academic units instead so that faculty experience no obstacles in doing their jobs.

E. Watson requested input from the Senate in shaping these policy documents. R. Breslin suggested a joint committee be formed, co-chaired by K. Proot and D. Hardaway. Senators S. Harris and D. Tuchler also will serve. The Senate’s representatives will make a report at the March 22nd Senate meeting. The proposed policies will be posted on the Web (site TBA) as well as distributed to faculty.

### Report on Senate Faculty Development Committee

Chairperson Steve Harris reviewed the committee’s charges and its activities to date:
1. Opportunities for faculty mentoring – A survey was sent to the colleges, schools, and libraries; only a few have mentoring policies.
2. Status of developmental leave implementation – Only 2-3 units have developmental leave policies.
3. Provision of Services by ITS and the Libraries – A survey regarding ITS services has just been distributed to all faculty. The committee is now starting to formulate a plan for examining library services.

### Faculty Manual Update

J. Griesbach reported that the *Manual* Subcommittee and the Provost have been meeting regularly and making good progress. There also is a plan for a joint meeting of Senate and Board of Trustees representatives to work out any contentious points.

A new draft should be nearly complete within two weeks and will be posted on the Web. He said that it was critical that faculty review the new draft and respond promptly if they observe any difficulties,
### Faculty Manual Update continued

oversights, or contradictions. He reiterated R. Breslin’s earlier announcement that the Senate would vote on the Manual at its April 26th meeting, and the Board of Trustees would vote on it in May.

J. Griesbach noted these highlights:
1. Creation/rewriting of sections dealing with academic reorganization, reallocation, and financial exigency; these sections involve the Faculty Senate.
2. Provision that certain University policies can be substantively altered only with Senate approval whereas others require Senate consultation; and
3. Change for School of Medicine tenure applications from eight to nine years, in response to a request from the faculty and School administration that SLU’s practice better reflect that of other medical schools.

R. Breslin commented that the new Manual represents a cultural change at SLU and is profoundly different from its predecessors. He further stated that the close collaboration with the Provost harbors well as a good “best practice” example of shared governance.

### Faculty Senate Elections

M. Joseph reminded senators that, at the April Senate meeting, elections will take place to fill the at-large seats currently held by Matt Mancini (A&S) and Carol Needham (Law). On behalf of the Executive Committee (EC), she reported that the following people have agreed to serve as nominees: M. Mancini, George Terzis (A&S), Bill True (PH), and Barbara Whitman (Med). The nominees will be asked to submit brief bios that will be distributed to senators by March 15th.

### Faculty Senate Representation

M. Joseph requested input from senators regarding Faculty Senate representation following reorganization of academic units. She identified two core questions: (1) Should the Senate continue its recognition of colleges and schools as distinct entities, even when schools are incorporated into colleges? and (2) Should the Senate recognize only the freestanding units, and let the constituent faculties determine Senate representation for the unit themselves? Senators should send their recommendations to M. Joseph and/or R. Breslin. The EC will report back to the Senate at the March 22nd Senate meeting.

### Old Business

None

### New Business

R. Breslin noted that the Banner system goes live on April 4th for advisors, and asked Senators to encourage their colleagues to seek training. J. Donnelly, the Senate representative on the Banner Implementation Committee, said that she’s urged the committee to notify faculty but didn’t know yet how that would be done; she and/or R. Breslin will send faculty a message.

Based on the history of faculty salary “increases” over the past three years, R. Breslin raised the issue of faculty salaries for discussion. Senators concurred that salaries should be an agenda item for the March 22nd Senate meeting.

### Adjournment

The meeting was adjourned at 5:30pm.

Respectfully submitted,
Miriam E. Joseph
Executive Secretary