

College of Human Environmental Sciences

Spring Semester Faculty/Staff Meeting
Leadership Auditorium – Student Center
January 12, 2018 | 8:00 a.m.-12:00 p.m.

The College of Human Environmental Sciences Spring faculty meeting began with recognition from United Way for the Award for Best Contributor to the fundraising campaign, Living United. HES blew our goal out of the water. Ruth Tofle, professor and chair of Architectural Studies, was recognized for her leadership, as well as others in the College who served as department representatives: Jean Ispa, HDFS; Ruth Tofle, ArchStudies; Lillie Downing HES Administration; Pam Norum, TAM, Alex Lewis for SSW, Dan Smith for NEP; Starla Ivey for PFP. HDFS was the largest contributor from HES for United Way.

Announced new staff members – Trish Savage as Business Support Specialist in the Office of Research and Graduate Studies. Lori Bemis will be moving to the Department of Human Development and Family Science as the Business Support Specialist Senior replacing Ronda Lenzini.

Thanks to the College of Human Environmental Sciences Alumni Organization for sponsoring numerous door prizes and the continental breakfast enjoyed by the attendees. Tootie Burns and Amy Sanders served as the door prize announcers, and Dean Rikoon contributed tickets for an MU Men's Basketball game on January 24.

Graham McCaulley provided the presentation for the Financial Tip from the Office for Financial Success, which included the services offered through the OFS. W.E.A.L.T.H. is available through the TA Atkins Healthy for Life, and gives wellness points to faculty/staff. There is also a satellite office in Jessie Hall and at the Family Impact Center, in addition to the 162 Stanley home base.

Presentation included the Equifax data breach and what to do in regard to implementing a credit freeze with each of the three credit bureaus – Transunion, Experian, Equifax. Many are aware of the breach but only a low percentage have taken action to secure their credit. There is a \$5.00 charge to freeze credit at each credit bureau. You can check to see if your data was part of the beach. You can always get a free annual credit report at <https://www.annualcreditreport.com/index.action>.

Another part of the presentation was to address the 2018 Tax Law Changes. A handout was passed out to the attendees. Highlights include Top 3 changes in H.R.I., health insurance fees, deductions, child care credits, tax rates, much harder to itemize, exemption eliminated, eliminated the alimony deduction, moving expenses.

Miriam Martinez was unable to make a presentation on the Center for Family Policy and Research due to illness. The presentation will be rescheduled in August 2018.

Sarah Killoren, Assistant Professor in Human Development and Family Science, provided a research presentation on Sibling Relationships and Youth Development.

Danna Wren, Director, Educational Technologies and VP Undergraduate Studies, made a presentation on Affordable and Open Educational Resources. <https://OER.missouri.edu> is the source for information regarding affordable and open educational resources, which can include YouTube videos, online articles, etc. Seeing more open text books that are peer reviewed available by foundations. How do we know

it's legitimate source? What do we need to be aware of? Grace Atkins at Ellis Library has put together a guide. You can collect your own resources.

Ann Solomon was unable to make a Advancement presentation due to illness.

Allison Copeland provided a presentation on 4-H, which recently came under the College umbrella. She works with Jo Britt-Rankin. 4-H Youth Development is part of Human Development and Family Science. Children, ages 5-18, can be part of the Youth Development, which is part of all land-grant colleges across the nation and provides positive youth development, including citizenship, life skills, leadership and college & career ready program (around 192,000 4-H members). The 4-H Center for Youth Development is at 1110 S. College and has about 25 staff/faculty. There are 122 4-H faculty throughout the state and 7,000 volunteers.

Vikki Shahan provided an update on student services. How many December graduates? Technically, there are no actual graduates but an event to celebrate students. Finish graduation will be in February 2018. Graduations for Spring semester is Mother's Day, May 13 at 9:00 a.m. in Mizzou Arena. There will be a faculty/staff roundtable on February 7, a lunch event, usually 11:00-1:00, location to be determined. There are usually several topics or faculty can choose to network. New semester course changes, curriculum review process, needs to happen by February 1. Working on course catalog for Fall. Course catalog review in February, completed by mid-March. What can I do to help with enrollment recruitment? Lower level course with a minor – please publicize and promote the minor. If you like this course then you might want to know about the minor. Capstone course, encourage seniors to complete the placement survey. Mandated by the legislature to have a 70% return rate. Retention ideas. Review syllabus. There are sample statements available for syllabus information. Enforce your rules, particularly attendance – discussed administrative withdrawal and the proper use of withdrawal. Monday, last week of classes to withdraw. First 10 weeks drop a class. After 10 weeks withdraw assigned a W or an F. W if passing on date of withdrawal; F if failing on the date of withdrawal. Not to tell you what you should give them. Grades are totally in the instructors domain. The green change of grade form is no longer needed. Students who have missed 1/3 or more of a course incomplete – you have no responsibility to give an incomplete – the student is missing *something*. You don't do them a favor to give an incomplete if they will have to make up that much of the course. High School Recruitment resources – MORENET through Arch Studies – YouTube presentations for teachers. Recruitment printed materials are forthcoming.

Bimal Balakrishnan, chair of Faculty Council on College Policy for HES, reported on the vote on revision of HES bylaws.

Q1 Each unit in the college must have its own set of by-laws created and approved by faculty in the unit.
42 people, 91.30%, voted yes with 4 people, 8.7% voting no

Q2 Candidates going up for tenure and or promotion shall receive a copy of the department P & T committee letter
43 people, 93.48%, voted yes with 3 people, 6.52% voting no

Q3 Unit heads will be reviewed yearly by faculty and staff in their units and, when appropriate, staff in the college. (Approve/disapprove, but not NEP, who uses an evaluation given by the SOM dean every year already; i.e., their current policy won't change)
41 people, 93.18%, voted yes with 3 people, 6.82% voting no

Q4 HES Graduate Award and Fellowship Committee: Approval of duties, membership, and guidelines below Duties and Responsibilities To develop selection criteria for graduate student fellowship and award recipients. To select graduate student fellowship and award recipients. To assist in coordination of activities involved with student recognition, awards, and honors at convocations or commencement. Membership Each unit will appoint a representative who is a member of graduate faculty. A unit representative shall not be an individual who serves as Director of Graduate Studies or Department Chair for that unit. A unit representative shall have a two-year term. The HES Associate Dean for Research and Graduate Studies, or the designee, shall be convener and an ex-officio member. Guidelines All members of the committee shall be voting members. A quorum shall consist of at least two-thirds of the members. Notification of awards shall be recognized with a congratulatory letter to recipients from the Dean.

43 people, 95.56%, voted yes with 2 people, 4.44% voting no

HES Staff Advisory Council – Leona Nichols, chair of the HES Staff Advisory Council, presented on the creation and activities of the newly formed council. A door decorating contest is being held starting January 26.

Executive Committee

Chair - **Leona Nichols**, Business Support Specialist II, Textile and Apparel Management

Vice Chair - **Julia Moore**, Child Development Teacher, Child Development Laboratory, Human Development and Family Science

Secretary - **Brenda Bestgen**, Administrative Assistant, Human Development and Family Science/Extension

Committees include –

by-laws committee;

special events/social committee

recognition/spotlight committee

program/professional development committee

College update – Dean Rikoon indicated that he is proud to be Dean of the College and appreciates the performance of faculty and staff. There are good things and positive trends and there are challenges that will need your help in solving. HES numbers are good; more faculty today than 3-5 years ago (85). Students numbers are down for undergraduates from 1300 to 1200. Actively engage in recruitment of new students and have everyone involved. Research awards increased from FY 16 to FY17. Largest increase in research expenditures on campus. 6 million rate # (tuition and state last year). Research expenditures are greater than our rate allocation, higher than 1 to 1. HES performs well on all metrics of evaluation. Applications up 900 from last year. Could be up 200-300; could have 4700 undergrad, 5500 grad; 1,000 student drop can equal a loss of 20 million. Lucky if we hold steady with state funding. Agencies are braced for 5-10% cut. No increases. No new model for allocations. SCH HES is 3rd on campus. Student supplemental fees. Online course revenue is increasing. Need to think about how to generate new revenue. Not much we can do about fat reduction. Less about cuts; more about growing revenues. Continuing education for professionals. Grants are important and critical for funding – useful for P.R. Gifts and donations, we are almost at our goals. We are at 14. Million. Not as competitive in our endowed professorships and chairs; spend money on recruitment materials. Start showing up. Recruitment is everyone’s responsibility. Extension helping; major initiative for the Center for Contemporary Families. Fall 2018 Business Plan for the center. We can’t stand still and have to take

initiative. HES is a wonderful, fun place to work. Shared leadership – no one person can be responsible for leadership, just as we have shared governance. There were questions on program review and consolidation of human resources.

Respectfully submitted

Teresa Howard
Program/Project Coordinator Senior
MU HES Dean's Office