

**ROBERT HOLLAND FACULTY SENATE
UNCORRECTED MINUTES OF MEETING ON September 9, 2005**

The Robert Holland Faculty Senate of Mississippi State University held its regular meeting in the Grisham Room of the Mitchell Memorial Library at 2:00 p.m. on Friday, April 15, 2005.

Members absent and excused were Lora Ballweber, Peter Ryan, Rick Travis, Ray Vaughn, and Jon David Cole

Members absent and unexcused were Denny Eshee, and Meghan Millea

The meeting was broadcast real-time over the World Wide Web. The file will be left active for a few weeks and can be reviewed by clicking on the Senate homepage at <http://www.facultysenate.msstate.edu>.

President Mark Goodman called the meeting to order. He welcomed the new senator, Dana Franz (College of Education).

President Goodman referred to the minutes of the April 15, 2005, Regular Meeting as distributed. Senator Lou D'Abramo moved, Senator Nancy Reichert seconded, that the Robert Holland Faculty Senate approve the minutes of April 15, 2005. The motion passed on a unanimous voice vote.

GUESTS

President Goodman introduced guests: Dr. Charles Lee, President; Dr. Peter Rabideau, Provost, and Dr. Colin Scanes, Vice President for Research and Graduate Studies.

CHARLES LEE, PRESIDENT

President Lee provided the following information:

- Lee welcomed the Senators to the fall semester, noting that it was the "most exceptional fall semester" experienced by most.
- Lee reviewed response of the MSU Bulldog family's to the Hurricane Katrina:
 - Through various university efforts and private gifts, he believes students with financial need will be offered support. Faculty members are encouraged to send students with need to the Financial Aid Office.
 - Faculty efforts were noted in an interview with Mississippi Talk Radio. Paul Gallo was extremely complimentary of all the efforts.
 - Various efforts were noted with every college engaged in significant efforts: (a) Vet School manning pet recovery, (b) medical supplies are being offered, (c) Architecture is adopting architecture firms, (d) Wildlife and Fisheries working with rescue and recovery, (e) GIS technology assisting with search and rescue, (f)

- Dean of College of Education is meeting with superintendents, (g) COBI staffing computer for FEMA to assist evacuees with form completion, (h) Early Childhood Institute collecting supplies for children, (i) a task force to determine what humanitarian efforts can be done, (j) Biloxi Research Center up and running, (k) bus load of various professionals lead by Mike White will be going down to see what can be done (with a defined mission as requested by Governor Barber), (l) Francis Coleman of Libraries is leading a blood drive.
- Reviewed impact on those employees who are stationed in the southern counties and outlined efforts to assist these individuals: (a) determine critical needs of employees, (b) rotating county agents from the north to south to offer to relief, (c) Staff Council plans to offer a staff relief drive.
 - Large donors generally live outside the state and are offering generous gifts.
- Lee stated that the State budget concerns for the short term are uncertain. Forecasts vary about the impact on tax revenues following the storm. In the longer term there will be unprecedented influx of federal and insurance dollars into the state.
 - Lee reviewed the impact of the storm on the state: (a) change in meeting venue for (IHL) Board, (b) some damage to Poplarville and Biloxi facilities, (c) concern from the various industries (e.g., poultry, lumber).
 - Lee stated he expects to delay the General Faculty Meeting until budget and other issues affected by the Hurricane are better understood.
 - Senator Adams-Price asked about the status of faculty travel. Lee responded that prudence would be appropriate in big expenditures and travel due to the fact that the present budget is based on projections of tax revenue which may be significantly impacted.
 - Senator D'Abramo referred to a recent email regarding an organizational change in the President's office (a new position titled the Associate Vice President for Academic Affairs and Special Assistant to the President) and asked why the position was needed. Dr. Lee responded that the institution has "a number of things in play" and the person had been working with these issues. Lee stated more issues are expected in the area of development of the institution. This person will work with the Vice Presidents on these items and there was a need to have someone to develop the institution's agenda with more clarity. He stated more staff was need to assist in this area. D'Abramo asked if this was a permanent position. Lee responded that it was as permanent as one could expect and that a significant part of the salary will come from the Special Events position with additional funds coming from a salary savings account.

PETER RABIDEAU, PROVOST

Provost Rabideau provided the following information:

- He provided his thanks for the work of the faculty in relief efforts and patience with the large number of emails from his office intended to assist students affected by the Hurricane (e.g., admissions, drop/adds, extended admission deadlines). He requested continued patience as new things come up.
- Dr. Rabideau provided follow up to Dr. D'Abramo's question regarding the move of Ruth Prescott to the President's office. Rabideau stated that his office will be accepting CVs

for an interim administrative intern in the Office of Academic Affairs which would have been advertised as a permanent position had time allowed. Sue Minchew, David Shaw and Kelly March serve on the search committee.

- Rabideau stated there will be a continuation of the Learning Communities program with Rich Raymond as the interim director. Rabideau stated he hopes to appoint a permanent director soon. Rabideau noted that Dr. Raymond has done a great job with this successful program, stating that feedback has been very positive. A new RFP will be coming for fall 2006 with a January 27th due date.
- He outlined the following initiatives for fall:
 - Rabideau announced the Center for Teaching and Learning as partnership between his office, ITS, and the library. Dr. Rabideau read a draft statement: "The Center for Teaching and Learning to establish campus-wide leadership for the enhance, promotion, and recognition of excellence in teaching and learning at Mississippi State University by providing services and resources to faculty including the use of technology and other innovative approaches to enhance instruction." Resources and location are to be determined. A faculty advisory committee (8 – 10 faculty members) will be asked to assist in making this a strong endeavor.
 - The Honors Program is high on the list with the support of the President. He is looking for an endowment in an honors college and the program will have a new home in Griffis Hall.
 - Rabideau outline continued work to facilitate communication: (a) faculty forums topics possibly to include Service Outreach engagement and its role in promotion and tenure and/or advising as suggested by John David Cole (Student President), and (b) continued meetings with the department heads.

COLIN SCANES, VICE PRESIDENT FOR RESEARCH AND GRADUATE STUDIES

Dr. Scanes provided the following information:

- Dr. Scanes outlined additional aspects related to Hurricane Katrina:
 - Scanes expressed pride in the response to the Hurricane.
 - Scanes outlined activities of representatives of MSU (a) faculty with MEMA using GIS in recovery efforts, (b) individuals from the SSRC in New Orleans to contribute to the relief effort, (c) absorption into graduate school of displaced students and professionals now attending school. He asked for flexibility and apologized for inconveniences.
- Dr. Scanes provided information about research and graduate studies, aside from Hurricane Katrina:
 - The transfer of Graduate Admissions from Admissions to Graduate Studies has been completed. There is an increase in enrollment (81 students or 2.5% increase), with increases in all but one college. Agriculture and Life Sciences had the greatest percentage increase.
 - There has been a modest decrease in number of proposals with a larger decrease in requested money relative to number of proposals. Due to the lateness of federal budget decisions, he stated that he cannot yet say how

awards are relative to last year (perhaps a slight decline). He stated that disclosures, patents, mirror companies, and license technology have increased with license income up markedly. Four mirror companies have been added in addition to partner companies coming to area. MSU is working with the state to recruit other companies and he is looking forward to good news.

- The Life Science will be review in October. Site information is linked to several websites (e.g., his and the Provost's office, Division of Agriculture).
- The University had anticipated an increase in energy research through federal initiatives, until the Hurricane. The University is putting together an energy task force to look at planning, with representatives from most colleges with interests in energy. However, the future of this project is unknown due to anticipated budget changes.
- Senator Wood asked about the status of release funds. Dr. Scanes indicated that he concurred with Dr. Lee that prudence is appropriate in the absence of certainty due to the hurricane situation. Scanes requested an email from Senator Wood to cue him to look into the situation in detail. Scanes also cited that the uncertainty of the state budget but that he had not heard of an impact related to this area.
- Senator Goodman clarified that the concerns are that MSU may be asked to return funding already awarded by the state.

REPORT OF THE PRESIDENT

President Goodman gave the following report:

- Goodman stated that the Hurricane makes things tentative, but still issues to address. He outlines the issues that he anticipates coming before the Senate for the coming year and indicated the committees that would likely be working on the issues:
 - President Lee's contract will be up for renewal this spring. There is no news about a decision from Dr. Lee, but Goodman expressed a desire to have a strategy to allow faculty to have input into the process should there be a search.
 - There is concern for Continuing Education (e.g., uncontrolled and independent growth for curriculum and processes). Goodman stated there is a need to have faculty reassert control over the curriculum offered through Continuing Education. He stated that he has not been successful in opening discussions with the Provost's office over this matter. This matter would be referred to Ancillary Affairs through the draft AOP with the Senate's support to allow large latitude when the committee looks into Continuing Education.
 - Goodman outlined several concerns about graduate education (a) drop in doctorate awarded in recent years, (b) the subsequent effect on research opportunities, (c) concern over the quality of degrees programs offered through Continuing Education. He indicated that the faculty should explore these issues and get facts to guide decisions in reform of graduate education. He plans to send this issue to Academic Affairs committee. Goodman requested support for latitude in addressing this issue within this committee.

- Goodman indicated there is a desire to put Promotion and Tenure and Post Tenure Review under greater Faculty Senate control. This issue would be sent to Faculty Affairs.
- Goodman summarized the goals for the coming year were to regain control over: (a) curriculum, (b) graduate education, and (c) promotion and tenure.
- Goodman stated that, at next month's meeting, he will provide the Senate with two documents put together by an ad hoc committee regarding instructors and non tenure track faculty. He stated that he anticipates spending two months on this topic and hopes to bring promotion of nontenure-track faculty under the examination of the Senate.
- Goodman stated that the Senate now has a formal letter regarding faculty work load. He stated that the Senate had tried unsuccessfully through three requests to obtain information and documents about this issue from Institutional Research Office. Goodman indicated he would assign this issue to University Resources committee.
- Goodman stated that the Charter and By Laws committee will be revising the grievance procedure which is up for review.
- Goodman indicated that last spring an ad hoc committee headed by Senator Dunaway had been formed to work on the faculty survey intended to provide faculty with strong information on an annual basis.
- Goodman also indicated that, because there is no planned charge for the remaining committee (Student Affairs), he would be assigning that committee much of the unanticipated issues during the upcoming year.
- Goodman reported that various duties and committees had been appointed. He stated that should anyone wish to be assigned to various duties, to please contact him.

REPORT OF THE VICE PRESIDENT

Vice President Wood gave the following report:

- Winter intersession pilot will be held this January.
 - Parameters include 8% or \$4000 of 9 month salary (or which ever is less) as compensation for these classes with 15 students required to make a class.
 - Anticipate that if the intersession is successful, it will be implemented in the future.
- The first post tenure reviews have been conducted this summer.
 - 140 tenured faculty were reviewed and 4 were found to have cumulative prima facie evidence of low performance and had received negative post tenure reviews (3 from Arts and Science and 1 from Business).
 - Some apparent inconsistencies exist in identification of "low performers" and within the policy. Deans Council had decided on the criteria as: (a) 3 years of below average annual evaluations (i.e., below 3.0) within 6 years, or (b) a negative Dean's Review (which any dean can implement at any time with regard to a tenured faculty member when "other evidence indicates a marked decline in performance"). There is no clear indication of what other evidence is needed for

- a negative dean's review, nor are criteria for the marked decline described. Furthermore, there is no evidence of consistency in the application of criteria for a negative Dean's Review.
- Wood outlined the current policy should an individual receives a negative review:
 - (a) development of a remediation or development plan that could last up to 3 years, (b) a review of the negative review is to be conducted by a committee within the individual's department, and (c) the negative review could ultimately lead to termination of employment for the faculty member.
 - Wood outlined areas of potential difficulties within the policy: (a) uncertainty about procedures when the dean and department committee disagree, and (b) a lack of review procedures and guidelines to protect confidentiality of the documents and the individual. Wood referred the faculty to the letter written by himself and Senator Dunaway regarding this issue (page 4 of the Agenda).
- Wood then referred to the Academic Outreach and Continuing Education effort to expand online course offerings. He urged the faculty members to look at the AOP on this issue. He also urged faculty to recommend incentives for faculty to design, develop, and offer these courses. He expressed concern that there are currently no for guidelines for complete degree offerings or for assignment of courses to faculty.

REPORT FROM FACULTY SENATE DESIGNATES ON UNIVERSITY COMMITTEES

Campus Planning and Development Committee – Senator Deeds stated that nothing new has transpired since the last Senate meeting.

Faculty Research Advisory Committee – Senator Henington stated that no meeting has been held.

BUSINESS SENT TO COMMITTEES

Goodman referred to a letter from Dr. Jerome A. Gilbert received during the summer, regarding several AOPs up for review with minor changes (date changes only). These will be addressed following Business To Be Sent To Committees and under Standing Committee Reports.

BUSINESS TO BE SENT TO COMMITTEES

Letter from Dr. Jerome A. Gilbert, re: AOP 10.01 – Academic Operating Policy and Procedure Manual for Mississippi State University – Senator Nagel moved, Senator Adams-Price seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Charter and ByLaws.

Letter from Dr. Jerome A. Gilbert, re: AOP 10.13 – The Adoption and Sale of Textbooks and Related Educational Material – Senator Wood moved, Senator McGrath

seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Student Affairs.

Letter from Dr. Jerome A. Gilbert, re: AOP 11.05 – Shortened Format Courses and Contact Hours – Senator Bridges moved, Senator D’Abramo seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Ancillary Affairs.

Letter from Dr. Jerome A. Gilbert, re: AOP 12.01 – Academic Add/Drop Policy – Senator Bridges moved, Senator D’Abramo seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Academic Affairs.

Letter from Dr. Jerome A. Gilbert, re: AOP 10.05 – Nepotism – Senator Little moved, Senator Deeds seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to University Resources.

Letter from Dr. Linda Morse, re: Faculty Workloads in College of Education – Senator Adams-Price moved, Senator Swafford seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. Discussion following regarding a broader consideration of faculty workload across campus and the inconsistency in the application of the workload policy which was passed by the Senate approximately 2 years ago. Senator D’Abramo moved, Senator Montgomery seconded, to expand beyond the context of the letter to the broader issue of workload. The motion passed on a unanimous voice vote. President Goodman assigned this issue to University Resources.

Letter from Dr. Xiangsheng Xu, re: International Faculty – Senator Wolverton moved, Senator Greenwood seconded, to refer this issue to committee. Dr. Xu expanded that two faculty members who were of international status had to pay a fee for application to continue to work in the U.S. They experienced difficulty in obtaining assistance with their paperwork. Goodman indicated that there may be a need to look into this process and where changes/training may be recommended. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Human Affairs.

Letter from Dr. Mark Goodman, re: Continuing Education – Senator Wood moved, Senator McGrath seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Ancillary Affairs.

Letter from Dr. Greg Dunaway, re: Post Tenure Review procedures and criteria – Senator Montgomery moved, Senator McGrath seconded, to refer this issue to committee. Goodman explained that he planned to send this to Faculty Affairs with the idea that the Senate may want to spend more time on this following that Committee’s examination on this issue. Goodman stated there was a possibility of a follow-up subcommittee to explore this issue. He further clarified that last summer IHL rejected the proposed MSU Post Tenure Review process and requested that a clause be included regarding termination. The policy was then attached to the Grievance Policy to

protect tenure at the highest level. Other discussion regarded clarification of possible avenues of action and clarification of related issues. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Faculty Affairs with possibility of Executive Committee assigning a subcommittee to this issue.

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Goodman referred to the recommendation of the Executive Committee regarding the following: AOP 11.02 – Special Non-Degree Student Classification, AOP 11.04 – Combined Undergraduate/Graduate Courses, AOP 11.11 – Auditing a Class, AOP 12.02 – Withdrawal from the University, AOP 12.04 – Final Examination, AOP 10.07 – U.S. Department of Veterans Affairs, AOP 11.01 – University Honors Program, AOP 12.16 – Academic Suspension and Dismissal. Senator D’Abramo moved, Senator Reichert seconded to accept changes recommended by the Deans Council to the above AOPs. The motion passed on a unanimous voice vote.

ACADEMIC AFFAIRS COMMITTEE

Senator Bridges, Chair of the Academic Affairs Committee, referred to this Committee’s report on AOP 21.12 – Credit, Grades, and Academic Standing. Senator Bridges moved, Senator Little seconded, that the Robert Holland Faculty Senate approve AOP 21.12 as revised by the Deans Council, Associate Deans Council, and the Academic Affairs Committee of the Faculty Senate.

The motion passed on a unanimous voice vote of the Senate.

Senator Bridges, Chair of the Academic Affairs Committee, referred to this Committee’s report on AOP 13.12 – Summer School Teaching. Senator Bridges moved, Senator Greenwood seconded, that the Robert Holland Faculty Senate approve AOP 13.12 as revised by the Deans Council, Associate Deans Council, and after review of the Academic Affairs Committee of the Faculty Senate.

The motion passed on a unanimous voice vote of the Senate.

ANCILLARY AFFAIRS COMMITTEE

No report.

CHARTER AND BYLAWS COMMITTEE

No report.

FACULTY AFFAIRS COMMITTEE

No report.

STUDENT AFFAIRS COMMITTEE

No report.

UNIVERSITY RESOURCES

No report.

NEW BUSINESS

Resolution of support for facility improvement and expansion of facility for the Office of Regulatory Compliance. Dr. Wolverton noted the appropriate wording for a resolution with appropriate modifications suggested. Senator Henington moved, Senator Adams-Price seconded, that the Robert Holland Faculty Senate adopt the resolution of support for the improvement and expansion of the Office of Regulatory Compliance facilities. The motion passed on a unanimous voice vote of the Senate.

Resolution to extend expressions of sadness to communities impacted by Hurricane Katrina and thanks for all those who have offered support to the victims. Dr. Hardin noted that it may be more appropriate to eliminate the concept that only the southeast was impacted by the Hurricane. Senator Henington moved, Senator Montgomery seconded, that the Robert Holland Faculty Senate adopt the resolution expressing sympathy for those impacted by Hurricane Katrina with suggested modifications. The motion passed on a unanimous voice vote of the Senate.

Senator D'Abramo asked where the resolution for the Office of Regulatory Compliance would be sent. Goodman indicated that a copy would be sent to President's Office, the Vice President for Research and Graduate Studies, and the Planning Committee. Senator Deeds made a Point of Order regarding the procedure for determining where the resolutions will be directed. It was determined that lacking an identified recipient, the resolution regarding the Hurricane would be read into the minutes.

Senator Bridges asked about official action regarding the matter of the Graduate Education. This was not formally assigned to Academic Affairs and will be examined at the next Faculty Senate meeting.

ADJOURNMENT

Senator D'Abramo moved, Senator McGrath seconded, to adjourn the meeting. The motion passed on a unanimous voice vote of the Senate.

Submitted for correction and approval.

Carlen Henington, Secretary