

**ROBERT HOLLAND FACULTY SENATE
UNCORRECTED MINUTES OF MEETING ON MARCH 10, 2006**

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, March 10, 2006.

Members absent and excused: Carolyn Adams-Price, Paul Allen, Lora Ballweber, Michael Berk, John Byrd, Kent Coffey, Denny Eshee, Bill Hardin, Homes, Hogue, Randy Little, PC McLaurin, Al Myles, Rick Raymond, Jeanne Swafford, Rick Travis, Ray Vaughn,

Members absent and unexcused: Dana Franz, Keith Hodge, Vince McGrath, Paul Thaxton, and Xiangsheng Xu.

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.

President Goodman referred to the minutes of the February 10, 2006, Regular Meeting as distributed. Senator Montgomery moved, Senator Wolverton seconded, that the Robert Holland Faculty Senate approve the minutes of February 10, 2006. The motion passed on a unanimous voice vote.

GUESTS

Vice President Wood introduced guests: Dr. Peter Rabideau, Provost; and Matt Raven, Center for Teaching and Learning.

PETER RABIDEAU, PROVOST

Provost Rabideau provided the following information:

- Rabideau stated that he, Dr. Vance Watson, and Dr. Scanes met with the Department Heads and Deans as a follow up to the life and biological sciences unit (LSBI). There is a proposal for an inter-colligate division of biological sciences. Rabideau stated this is not a move to reorganize, but is a proposal to have a cooperative arrangement between those areas related to LSBI. The plan is:
 - To provide a document to take to the departments for discussion within the departments.
 - Conduct a national search for a director for LSBI.
 - The institute will examine avenues for collaboration/cooperation across curriculum, coursework and promote interdisciplinary research.

- This arose from the Life Sciences review (not necessarily a recommendation) and determined that curriculum and research should be examined together.
- Questions posed to Rabideau:
 - Senator Nagel referred to the Promotion and Tenure document (sec. 6.1), and asked if faculty meet department standards why they were turned down for promotion/tenure by him. Rabideau responded that all areas have input into the decision and that it is uncommon for him to deny when all others are in favor. He discussed letters and the vague statements that may indicate concern. He stated that fewer than 10 publications is his standard for denial to full professor.
 - Senator Deeds asked about the collegiality statement in P&T, and stated that the departments and college committee members look to the whole person. Rabideau responded that collegiality and professionalism is a key factor in decisions. He cited a specific court case and stated that these factors tend to indicate the individual is disruptive to the department. He stated he is working with President Goodman to establish guidelines. There have been situations of not treating individuals properly with regard to service expectations. He is attempting to set standards and enable committees, departments, and colleges to meet them.
 - Senator Diehl referred to the LSBI and asked if Rabideau planned to meet with faculty. Rabideau responded the LSBI is at the initial stages and he will get faculty input. He stated he expects the unit to evolve and this will require time and many discussions.
 - Senator Diehl asked if there had been an edict from above to be hard in the annual reviews of faculty. Rabideau stated "Hell no". He stated that this response was to underline the no in the statement.
 - Senator Montgomery asked about review letters from peer institutions in the promotion and tenure process and the difficulty in finding a true peer institution. Rabideau responded that typically letters from peer and above institutions are not harder on faculty, rather it is the opposite. He stated that some dossiers continue to have inappropriate letters (e.g., three letters from the same university, letters from unknown universities or from institutions from which the candidate graduated).
 - Senator Donohoe asked if the letters are not working, why they continue to be required. Rabideau rephrased his statement about letters indicating that it is not the case of good packets with negative letters and bad packets with positive letters. He stated that letters are only one part of the dossier. He stated he seeks guidance from Drs. Scanes and Gilbert, and he also meets with deans to clarify situations.
 - Senator Bridges asked about the importance of letters from the department and college committees. Rabideau reiterated that there are very few cases where his decision differs from the recommendations. Bridges also asked about credit from previous teaching at other universities. Rabideau responded that the answer to that question is more complicated and would require much time. He stated there must be a body of work completed at MSU, the body of work need not be only conducted at MSU, but the work should have a similar trajectory at both universities.
 - Senator Ryan referred to the lack of ability of departments to retain mid and upper level faculty. He asked what the Provost's office is doing to retain upper

- faculty. Rabideau responded the culture is a key issue and that overburdening within the department must be prevented. Discussion included increases in enrollment and budget, and that the support begins at the top with too much expected with too few resources. Rabideau indicated interest in tying the budget to enrollment figures. He also mentioned the salary structure must be addressed with regular salary adjustments.
- Senator D'Abramo stated that if the university has a commitment to junior faculty, he requests that the Provost's Office give guidelines to the deans and department heads for appropriate service expectations. Rabideau indicated that expectations and resources should match and that those things we do, we need to do well.
 - Senator Wood asked about the guidelines for P&T and what is the motivation for these guidelines. He requested, if this document is under review, that Dr. Rabideau return next month to address this. Rabideau indicated he would report, provided that the document is ready. He encouraged faculty to look to other university websites for similar guidelines. He stated his office is revamping forms.
 - Senator Yu thanked Dr. Rabideau for his quick response to this year's applications for P&T.

MATT RAVEN, DIRECTOR FOR THE CENTER FOR TEACHING AND LEARNING

Dr. Raven provided the following information:

- The Center has been up and running since January 1st. He continues in his appointment to ITS User Services (50% time to each appointment). Also, Deborah Lee, Library, is the Associate Director (75% library, 25% Center). MSU is the last SEC University to implement a Teaching and Learning Center.
- Provided a handout for the Center which included the mission statement for the Center, a listing of the various services of the Center to promote teaching and learning coordination, and the organization of the Center.
- Activities:
 - Implementation of the second 3-day boot camp for 13 faculty members during intersession.
 - The Executive Committee has already met one time and the Faculty Advisory (appointed by the Provost) will meet to provide input on the service of the center in April. The goal is to assist in implementing some of the ideas that the committees generate.
 - Survey the faculty for needs and services.
 - New monthly scholars program targeting new faculty to provide assistance to be "climatized" to MSU.
 - Instructional technology training and support to integrate technology into the classroom.
 - Colloquia on teaching technology. First in the Gresham Master Teaching series will occur March 29th with a presentation by Melissa Moore, 2005 Gresham Master Teacher.

- Consultation with teachers for improvement of teaching.
- Learning communities incorporated into the Center with 8 centers to be implemented in the fall.
- Newsletter (*The Learning Advocate*) and website activities.
- Opening of the center in a new area on the second floor of the Library with renovations to occur with a move in during the summer.

BUSINESS TO BE SENT TO COMMITTEES

Due to concerns related to the loss of a quorum, President Goodman asked for permission to move agenda items. Senator Montgomery moved, Senator Bridges seconded, to address Items in Business to be Sent to Committees.

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

Letter from Tim Chamblee, re: Intersession Recommendation – Senator Chamblee provided information on the activities of an ad hoc committee of UCCC members formed to address the issue of intersessions. He provided information on the activities and recommendations of the past intersession activities (e.g., numbers of courses offered during January, survey of instructors and students). He referred to the report of the committee: 1) recommended that intersession must have 15 lectures and a start date of May 2007 for a Maymester, and 2) examination of lengthening the class time. Discussion included format and offerings of a winter intersession, the impact of lengthening class time on scheduling and students ability to make class time changes, and the intent of the formation of an intersession.

Senator Chamblee moved, seconded by Senator Wolverton, to send this issue to committee.

The motion passed on a 25-0-1 vote of the Senate. President Goodman assigned this issue to Academic Affairs.

Letter from Marty Giesen, re: Student experiences survey – Senator Wolverton moved, Senator Deeds 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 Jerry Gilbert, re: AOP 13.11 – Academic Freedom – Senator Bridges moved, Senator Nagel seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Faculty Affairs.

Letter from Jerry Gilbert, re: AOP 13.20 – Exit Interview of Departing Faculty – Senator Bridges moved, Senator Nagel seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Goodman assigned this issue to Faculty Affairs.

To expedite the process, Senator Deeds moved, seconded by Senator D'Abramo, to send all items under "To Be Sent to Committee" to the appropriate committees.

Discussion involved AOP 13.08 and the use of state funds for travel to be examined closely. The motion passed on a unanimous voice vote. President Goodman assigned to the appropriate committees:

- **Letter from Jerry Gilbert, re: AOP 13.08 – Travel by Faculty and Staff** to Ancillary Affairs.
- **Letter from Jerry Gilbert, re: AOP 13.10 – Schedule Planning and Registration** to Student Affairs.
- **Letter from Jerry Gilbert, re: AOP 13.02 – Legal Resident Status** to Student Affairs.
- **Letter from Jerry Gilbert, re: AOP 13.13 – Leave Policies** to Faculty Affairs.

REPORT OF THE PRESIDENT

President Goodman thanked senators for their work during his tenure as President. He provided the following information:

- At the next meeting elections will be held. The deadline for nominations for officers is due March 31st.
- An update of the MSU Presidential Search:
 - He stated that university representatives reported that IHL has been cooperative.
 - The search had been expanded to seven candidates put forward and the search has been closed.
 - Senator D'Abramo referred to an opinion article by James Meredith and asked if a large number of the applicants were sitting university presidents. Goodman responded that of the 50 or so candidates, 20 were nominated by alumni or faculty, 10 came from the advertisement, and rest came from Greenwood and Associates. It appeared that there were 12 strong candidates and there were 6 finalists selected and one added. He stated the search process has not gone as well as hoped, but better than feared.
 - In 2004 a request was made for the Senate to develop a survey of faculty. The creation of a faculty survey was assigned to an ad hoc committee. Goodman referred to a set of questions in the packet which would be brought before the Senate at the April meeting in lieu of the ad hoc committee's report.
- Questions posed to Goodman were:
 - Senator Nagel asked about the non-tenured faculty document. Goodman responded that suggestions from Dr. Rabideau were not of significant concern. He stated that Dr. Scanes stated that many of the soft money researchers are 100% grant money and would not be available to serve on P&T committees. That will need further attention. Discussion also involved the input from the Ag. Divisions.

- Senator Millea asked about the survey specifics and Goodman clarified that the work has not been completed.
- Senator Dunaway asked about Dr. Rabideau's guidelines and whether this was appropriate. Dunaway voiced concern regarding the deviation of the guidelines from the P&T document.
- Senator D'Abramo asked about feedback from the Athletic Director concerning the scheduling of the Thursday football game. He will be speaking to the Executive Committee at the end of the month. Goodman also indicated that it would be appropriate to strengthen the role of the Senate Representative on the Athletic Council. A number of concerns regarding this and related issues were cited by Goodman with a need for greater monitoring of the activities of Athletics. Senator Deeds recommended an AOP be developed to determine who should be consulted in these decisions.

REPORT OF THE VICE PRESIDENT

Vice President Wood gave the following report:

- Page 2 contains his report on post tenure review. Concerns of the ad hoc committee and the response of Dr. Rabideau. Bullets 3, 4, and 8 are particularly important.
- Promotion and Tenure document and the guidelines that has already been discussed. The document has not yet been released.
- Round Table on April 29th looking at Graduate Education. Attendees will include Gary Pike, Graduate Student Association, and Dean's Council. Also, continuing education and other issues will be addressed.

Due to time constrictions, President Goodman asked to move to Standing Committee Reports and the report by Faculty Affairs and Academic Affairs. No objections were voiced.

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS COMMITTEE

Senator Bridges, Chair of the Academic Affairs Committee, referred to this committee's report on Graduate Education. Senator Bridges moved, Senator Montgomery seconded, that the Robert Holland Faculty Senate accept and endorse the report as presented, to bring the issues to the upcoming Round Table, and send to appropriate entities on campus.

Bridges highlighted several items from the report and recommendations made to address the issues:

- Other SEC schools have a Dean of Graduate Studies. MSU has scattered the duties across four entities. This impacts how the issues and policies are addressed (reactive rather than proactive).
- Other key issues:
 - Decline in graduate course offerings and the impacts on development of a plan

- o of study for graduate students.
- o Under staffing of the Office of Graduate Studies that impact processing of applications.
- o Low levels and amounts for graduate student stipends and inadequate insurance benefits.
- Recommendations:
 - o Reinstitute the Office of the Dean of Graduate Studies and the person be appointed as the Associate Vice President of Research with appropriate funding of that office.
 - o Offer insurance package to graduate students and provide more funding for graduate stipends.

The motion passed 26 – 0 – 0.

A quorum was lost following this item.

FACULTY AFFAIRS COMMITTEE

Senator Jacquin, Chair of the Faculty Affairs Committee, referred to this committee's report on Promotion and Tenure.

Senator Jacquin outlined the process of the committee in developing the report and the input obtained from a number of entities in the report.

ACADEMIC AFFAIRS COMMITTEE

No report.

ANCILLARY AFFAIRS COMMITTEE

Senator Montgomery, Chair of the Ancillary Affairs Committee, referred to this Committee's report on AOP 11.05 – Shortened Format Courses and Contact Hours. Senator Wolverton moved, Senator Montgomery seconded, that the Robert Holland Faculty Senate approve AOP 11.05 as revised. Senator Wolverton identified a grammatical error in the document.

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

Senator Montgomery, Chair of the Ancillary Affairs Committee, referred to this Committee's report on AOP 12.01 – Academic Add/Drop Policy. Montgomery indicated that this AOP has been withdrawn by the Provost to further examine the issues related to the policy in terms of add and drop dates. Discussion involved the past history of the policy and the negotiations between faculty and student senates.

CHARTER AND BYLAWS COMMITTEE

No report.

ANCILLARY AFFAIRS COMMITTEE

No report.

STUDENT AFFAIRS COMMITTEE

No report.

UNIVERSITY RESOURCES

No report.

BUSINESS SENT TO COMMITTEES

None

REPORT FROM FACULTY SENATE DESIGNATES ON UNIVERSITY COMMITTEES

None.

ADJOURNMENT

Lacking a quorum, Goodman called for adjournment of the meeting.

Submitted for correction and approval.

Carlen Henington, Secretary