

**ROBERT HOLLAND FACULTY SENATE
UNCORRECTED MINUTES OF MEETING ON FEBRUARY 14, 2003**

The Robert Holland Faculty Senate of Mississippi State University held its regular meeting in Coskrey Auditorium of Memorial Hall at 2:00 p.m. on Friday, February 14, 2003.

Members absent and excused were Susan Bridges (sabbatical), Dan Embree, Mike Goatley, and Don Jackson.

Members absent and unexcused were Carolyn Adams-Price, Michael Berk, Robert Long, Vincent McGrath, PC McLaurin, Richard Still, Bill Stuart, Parker Wiseman, and Mark Zappi.

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 Walter Diehl called the meeting to order.

President Diehl referred to the minutes of the January 17, 2003, Regular Meeting as distributed. Senator Bryant moved, Senator Nagel seconded, that the Robert Holland Faculty Senate approve the minutes of January 17, 2003. The motion passed on a unanimous voice vote.

GUESTS

President Diehl introduced guests: State Senator Jack Gordon, Dr. Charles Lee, President; Dr. George Verrall, Interim Provost; and Dr. Kirk Arnett, Faculty Athletic Representative. Lt. Governor Amy Tuck, Representative Steve Holland, and Representative Billy McCoy were unable to attend.

CHARLES LEE, PRESIDENT

President Lee provided the following information:

- President Lee extended his gratitude to Senator Gordon for his support of education. It is a historic event in this state for an educational appropriations bill to be passed on the front end of the session.
- Lee received comments from about 35 individuals concerning MSU's Goals and Objectives. He is working on making these goals more quantitative and hopes to have a revised version on the Web by Monday morning. His plans are to have these adopted by the end of the month.
- The budget as it stands at this moment should provide about \$6 million additional dollars to MSU. An additional \$70 million was appropriated to higher education; this \$70 million is above the Legislative Budget Office recommendation and not \$70 million over what MSU has this fiscal year. The Legislative Budget Office recommendation was \$15 million less than MSU has this fiscal year. Of that \$70 million dollar appropriation, \$48.5 million goes to continue the one-time money that is currently in this fiscal

year budget; \$17 million goes to the med school for a particular issue it is dealing with; and the remainder was distributed in various ways. \$1.1 million is for annualization of salaries for those salaries put into place last year. \$500 thousand is for each of the big four institutions for economic development. The agriculture units received about \$685 thousand in additional money.

- The first meeting of the Search Committee for the Provost will be on February 25th.
- The SACs personnel and the IHL have become increasingly interested in assessment processes. Lee and others are working on various models which will be shared at a later date.
- In facilities, the Bond Authorization Bill is under discussion at this moment in the Mississippi House of Representatives and MSU has asked for \$15 million in state funds to remodel the Student Union. An estimated \$28 million will be needed to complete this project. If the legislature would appropriate the entire \$15 million this year, MSU would add bond funds to that against food service profits and seek gifts for the remainder.
- In the Agriculture Division, top priority is a new building to accommodate Agricultural and Biological Engineering. \$9.5 million is being requested for this project.
- Research funding to date is up about 18%, and the number of proposals is up 28% from this point last year.
- Last week Lee visited with a delegation of senators in Washington, DC and they were asking what MSU's role is going to be in the homeland security area.
- This is the 125th year of the founding of this University. A number of events are being planned throughout the year. Lee encouraged everyone to make this a year-long celebration and not just a one-night gala.
- Diehl asked where the University currently stands on the issue of a fall break. Lee responded that he was waiting on recommendations from the students and faculty hoping that they would be in agreement before the recommendation reaches his office.
- Senator Williams asked if Lee had considered the possibility of MSU persuading the state to provide funds to hire an Inspector General. Lee responded that last year the University hired an individual who has turned out to be superb specialist in risk management. It is his responsibility to go around to all MSU locations and look at all issues (some safety related, some security related, some property related, etc.) and let the unit managers know where unacceptable levels of exposure are. Secondly MSU has fewer resources devoted to internal auditing than any place Lee has ever worked. MSU needs to increase the level of commitment to internal audits so that they occur in a more predictable manner.

SENATOR JACK GORDON

Senator Gordon provided the following information:

- For the first time in Senator Gordon's legislative career, education was passed first. Governor Musgrove wanted this and made it very clear in his State of the State Address. \$66 million was put into the Institutions of Higher Learning over and above the legislative budget recommendation; \$23.5 million more into the community colleges; and \$126 million into K-12 grades.
- The comprehensive universities were to get \$15 million: \$6 million to MSU, \$6 million to Southern and \$3 million to Ole Miss according to a predetermined formula.

- An extra \$500 thousand was given to the presidents of MSU, Southern, Ole Miss and Jackson State to use for economic development ideas and reallocation of programs.
- \$357 million is non-recurring funds: a combination of borrowing from some special funds, taking some funds and not paying them back, and the 2% that is normally set aside and not appropriated.
- The \$72 million which is normally set aside will be used to fund state government. \$40 million will be for Medicaid; \$20 million for the Department of Corrections; \$10 million for the Department of Human Services, and \$1.4 million for the Bureau of Narcotics.
- The Mississippi Development Authority was cut by \$7.8 million. The legislature will have to give them about \$6 million for their 2004 funding. They also need to give the State Tax Commission \$3.4 million to bring them up to the 2003 funding level. Raises for constitutional officers of Mississippi will need to be funded at \$1.56 million.
- In Mississippi, the number one revenue producer is the state sales tax at 40.2%. The next largest producer of revenue is individual income tax, third is the corporate income tax, fourth is the insurance premium tax and gaming tax together. All of these account for 90% of state revenue. In addition, a \$9 billion special fund comes from third party transfers from the federal government.
- One of Mississippi's problems is that it diverts about \$600 million per year out of sales and excise taxes.
- Senator Bryant asked if any coordination has occurred among states and the federal government to collect sales tax from Internet sales. Senator Gordon responded that Congress would have to allow states to collect this type of sales tax. Research has stated that Mississippi could possibly collect \$137 million if allowed to tax Internet sales. Thirty-six states have sent a resolution to Congress asking for this very thing.

GEORGE VERRALL, INTERIM PROVOST

Interim Provost Verrall provided the following information:

- Verrall extended a debt of gratitude to the Library staff for seeking Association of Research Libraries status. MSU has not given up on this goal and will continue to strive and work toward seeking membership. The MSU Library is a solid institution, and we will continue to support it.
- Metrics – Accountability – MSU is beginning to establish how it wants to go about measuring itself. Department heads have been asked to submit how they see their departments being measured each year. Measuring a unit's effectiveness has to do with budget reallocation, defending unit's needs, and more. Accountability factors also come in response to the IHL's management report.
- A memo has been distributed across campus to seek nominations for honorary PhDs.
- The Registrar's Search is beginning. Verrall is not sure just how large the committee will be.
- MSU is inviting 2-3 consultant "gurus" on continuing education to assist in determining "Where is outreach going in higher education in the United States?, Where should MSU be focusing in the future?" Verrall wants tighter coordination among all outreach programs across campus.
- Budget Process – Verrall wants to involve the Faculty Senate in the Academic Affairs portion of the budget process.
- As Verrall reviews the tasks that Academic Affairs currently has on its agenda, he is contemplating changing the Dean's meetings from once per month to once per week.

- The NCAA has come out with new proposals on admissions standards for athletes. Verrall has assigned appropriate personnel to compare MSU's standards to these new standards and recommend appropriate changes, if any.
- Verrall thanked Leslie Bauman for her hard work with the SACs Study.
- President Diehl asked what is the current status for fall break. Verrall responded that he has drafted a recommendation which is currently being reviewed by his staff. It states that the entire week of Thanksgiving would be the fall break and that Dead Days would be eliminated to allow regular classes up to the beginning of exams. The Calendar Committee would examine the impact after one year and make subsequent recommendations.
- Senator Bryant commented that having the entire week off for Thanksgiving simply means that students will start leaving town as early as the Thursday before that week. Verrall responded that faculty can schedule tests and make papers or reports due on Thursday or Friday before the break to encourage students' attendance and participation in class on these days.
- Senator Cinnella asked if classes would continue to meet for 45 hours, and Verrall responded that MSU's minutes for a three-hour course would be in line with those of other major universities.
- Senator Wood asked if the contact minutes would also be adjusted for the spring semester to keep a balance between both semesters. Verrall stated that this would probably not happen but that his office would try to keep a balance between both semesters.
- President Diehl asked at what point would faculty become involved in discussions about outreach, continuing education, extension, etc. Verrall responded that faculty would have appropriate involvement with the consultant(s).
- Vice President Pote asked if Verrall would comment about the flagged graduate programs and the possibility of IHL's evaluating them. Verrall responded that the IHL Board is moving toward a developing a different way of addressing the issue of flagged graduate programs and duplication. Target numbers for PhDs and Master's programs may be too low. Significant discussion will take place next week at the Board meeting.
- Senator Williams asked, on the assessment/metrics concept, if funds would be budgeted for this process. He asked if administrators had considered building in a part of the graduation fee to encompass a means of assessment such as requiring the GRE as an exit exam. Verrall stated that this was an outstanding idea which had not occurred to him, and that this was the type of suggestion he wants forwarded to him for consideration. Verrall favors the fewest number of metrics to produce the most beneficial results.

KIRK ARNETT, FACULTY ATHLETIC REPRESENTATIVE

Dr. Arnett introduced Samantha Schwenke, a soccer player for MSU who will receive this year's Newsom Award and is currently serving as the President for the M-Club. Ms. Schwenke referred to a handout which highlighted various activities of the M-Club for the past and present semesters. During the first year, after student athletes letter, they are invited to join the M-Club. This is a one-time invitation for athletes to get involved with an organization which focuses on giving back to the community. Activities listed included Highway 12 Litter Pick-Up, Halloween Carnival, Thanksgiving Food Drive, and Read Across America – Dr. Seuss Day.

Vice President Pote asked if individuals wanted to get involved with the M-Club's Read Across America project, who would they contact. Ms. Schwenke responded that interested persons could contact her or Penny Sullivan, or bring their donations of books to the Athletic Academic Office or the Compliance Office on campus. Donations of money may be given to Mr. Ray Berryhill.

Dr. Arnett provided the following information:

- Arnett referred to his handouts and commented about the letter from Larry Templeton to coaches about student athletes whose class attendance record for the fall semester, 2002.
- The NCAA has been in a five-year study to try to improve academic standards, and it is looking at initial eligibility, continuing satisfactory academic progress, and graduation rates. Arnett referred to the handouts to explain the standards as they currently exist and the NCAA's proposed changes.
- Senator Light asked if it was possible to get an ACT sum lower than 37 and Arnett responded that he was not sure.
- Senator Williams asked if NCAA representatives would be visiting this week and Arnett responded that they would be returning within the next two weeks and that they would be looking at staff members and athletes.

REPORT OF THE PRESIDENT

President Diehl's report included the following remarks:

- Employee's Life Insurance Plan – The University is shifting its life insurance carrier to AETNA. Everyone who has the current life insurance policy must re-enroll to have the new life insurance policy. The deadline was extended to accommodate everyone, including retirees, re-applying.
- The Department of Environment Quality recently fined the University \$28,000 for improperly handling hazardous waste. Tracy Arwood, MSU's Regulatory Compliance Officer, states that MSU has implemented a new training procedure for persons handling hazardous waste. If anyone on campus is involved in handling hazardous waste according to the legal definition, he or she needs to call Ms. Arwood about participating in this new training.
- The Search Committee for the Provost is being elected at this time. Deadline for voting is Tuesday, February 18, 2003, at noon. Approximated 250 votes have been received. The first meeting of this search committee and the consultant will be on February 25, 2003.
- The Faculty Senate Executive Committee met and prepared comments concerning President Lee's Goals and Objectives. These comments (see information in packet) have been forwarded to him.
- President Lee's comments to the press and to the Faculty Senate in January are also provided within the Senate's packet of information.
- At the last MSU General Faculty meeting, Diehl stated a need to change the Charter of the Faculty to incorporate title series changes approved approximately two years ago by the Senate. Any changes to the Charter requires a thirty-day reading period. President Diehl will send these to the faculty after the election of members to the Search Committee for Provost.

- 2003 is the 50th anniversary of the Faculty Senate. Senators should consider what recognition is appropriate and forward suggestions to Diehl.
- Verrall mentioned that he wants to get the Faculty Senate involved in the budget process as it pertains to Academic Affairs. If Senators are interested in working on this process with Verrall, please forward your name to Diehl.
- If the Dean's Council is going to start meeting weekly instead of monthly, then President Diehl feels a recommendation should be made to allow official release time for the Vice President of the Faculty Senate.
- Senator Light asked what was the rationale for the nomination categories for electing individuals to the Search Committee for Provost. Diehl responded that the categories were an attempt to have balance across campus, stay within the constraints of only electing six members to the committee, and conduct the election from the Senate Office.

REPORT OF THE VICE PRESIDENT

Vice President Pote referred to the Senate Vice President's report as distributed and added the following remarks:

- IHL wants to evaluate the necessity of graduate programs with low enrollment ("flagged programs") at each university with the possibility of eliminating some programs.
- Roundtable topic for discussion will be graduate studies. Date is March 29th and it will be held at Lake Tiak O'Khata. Those interested in participating need to send their names to Pote.
- The Traffic Committee has approved a traffic light for the intersection at Stone Boulevard and the Thompson building. It will take several months to install.

REPORT FROM FACULTY SENATE DESIGNATES ON UNIVERSITY COMMITTEES

University Research Council – Senator Cinnella commented on his report as distributed. The hazardous waste program is in place, and the University's quick response probably kept the \$28,000 from being much worse. The Office of Research has stated that its funds covered the fine this time, but should violations happen again, offending department(s) will be held accountable.

University Benefits Committee – Senator Nebeker reported that the MSU Human Resources Department is extremely understaffed at this time and that this problem added to the confusion about the new life insurance situation. The Committee is looking at future benefits such as vision care and tuition coverage for the spouse of an MSU faculty or staff member.

BUSINESS TO BE SENT TO COMMITTEES

Letter from Dr. Embree, re: Screening Transfer Students – Senator Cathcart moved, Senator Nebeker seconded, to refer this issue to committee. The motion passed on a unanimous voice vote. President Diehl assigned this issue to the Ancillary Affairs Committee.

Letter from Dr. Rent, re: AOP 11.06 – Changes in Academic Majors and College/School –
President Diehl assigned this issue to the Student Affairs Committee.

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS COMMITTEE

No report.

ANCILLARY AFFAIRS COMMITTEE

Senator Mixon, Chair of the Ancillary Affairs Committee, referred to this Committee's report initiated by a memo from Interim President Charles Lee, dated September 5, 2002, requesting Senate endorsement of the Proposed Institute and Centers Policy. Senator Mixon moved, Senator Hood seconded, that the Senate endorse the recommendations concerning the Centers and Institutes Policy as modified by the Ancillary Affairs Committee.

The motion passed on a Senate vote of 31-0-1.

CHARTER AND BYLAWS COMMITTEE

Senator Reichert, Chair of the Charter and Bylaws Committee, referred to this Committee's report on Faculty Senate representation. Senator Reichert moved, Senator Bryant seconded, that the Senate accept the report.

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

FACULTY AFFAIRS COMMITTEE

Senator Goodman, Chair of the Faculty Affairs Committee, referred to this Committee's report initiated by a letter from the Sociology faculty dated August 30, 2002, requesting the Senate to investigate a decision by Arts and Sciences Dean Philip Oldham to suspend the rules of the Sociology Department in an appeal by a graduate student. Senator Goodman moved, Senator Hogue seconded, that the Senate endorse the following recommendation:

That the current graduate policy be modified as follows:

18. Appeal of Academic Status

To appeal one's academic status, e.g. dismissal from a program or failure to pass an examination, a student must present the request and related explanation in writing to the graduate coordinator and/or head of the department offering the program according to established departmental guidelines. A student may appeal to the college dean only after all avenues of recourse at the departmental level have been exhausted as determined by departmental policy. ~~The department head/coordinator will review this appeal with the appropriate college or departmental committee and render a recommendation. If the appeal at the departmental level is unsuccessful, a student may then appeal to the college dean.~~ In making a decision, the Dean will consult with an appointed subcommittee of the Graduate Council. The dean involved in an appeals process concerning the status of a dissertation or thesis should meet with all members of the dissertation or thesis committee, as well as the department's graduate coordinator before issuing a final decision. If this appeal is unsuccessful, the student may then appeal to the Provost and Vice President for Academic Affairs.

Senator Cinnella moved an amendment, Senator Nagel seconded, that the recommendation be changed to read:

That the current graduate policy be modified as follows:

18. Appeal of Academic Status

To appeal one's academic status, e.g. dismissal from a program or failure to pass an examination, a student must present the request and related explanation in writing to the graduate coordinator and/or head of the department offering the program. The department head/coordinator will review this appeal with the appropriate college or departmental committee and render a recommendation. If the appeal at the departmental level is unsuccessful, a student may then appeal to the college dean. In making a decision, the Dean will consult with an appointed subcommittee of the Graduate Council. The dean involved in an appeals process concerning the status of a dissertation or thesis should meet with all members of the dissertation or thesis committee, as well as the department's graduate coordinator before issuing a final decision. If this appeal is unsuccessful, the student may then appeal to the Provost and Vice President for Academic Affairs.

The motion failed on a Senate vote of 2-30-0.

Vice President Pote offered an amendment to change the phrase "according to established departmental guidelines" to "according to the established guidelines of the degree-granting program" and change the phrase "..of recourse at the departmental level..." to "..of recourse at the program level..." The Committee accepted the amendment.

The original motion with the friendly amendment passed on a Senate vote of 31-0-0.

Senator Goodman moved, Senator Chamblee seconded, that the Senate also endorse the following recommendation:

That the Graduate Council should request that all departments with graduate programs develop guidelines. These guidelines could include, but not be limited to, a policy on the following issues:

1. List of degrees offered;
2. Areas of emphasis;
3. Minimum requirement;
4. Research hour requirements;
5. Undergraduate course requirements;
6. Admission requirements;
7. Thesis/non-thesis options;
8. Requirements for international students;
9. Examination policies;
10. Thesis requirements;
11. Dissertation requirements;
12. Appeals procedures;
13. Graduate faculty standards;
14. Creation of an Appeals committee;
15. Role of graduate faculty in cases of appeals;
16. Code of ethics;
17. Passage of comprehensive exams;
18. Replacing a committee member;
19. Defense of dissertation procedures.

Once the graduate faculty of a department has created guidelines, those guidelines should be reviewed by the appropriate dean. Upon approval of the dean, the guidelines should be voted on by the Graduate Council. Changes or amendments to approved guidelines must follow the same procedure.

Senator Cinnella moved an alternative motion which read "That the Graduate Council should be asked to establish guidelines for the appeal of academic status." He received no second; therefore the motion failed.

The original motion passed on a Senate vote of 30-1-0.

STUDENT AFFAIRS COMMITTEE

Senator Hodge, Chair of the Student Affairs Committee, referred to this Committee's report on AOP 12.16: Academic Suspension and Dismissal. Senator Hodge moved, Senator Light seconded, that the Senate approve AOP 12.16 with the following modifications:

1. The third sentence in paragraph two on page two should read, "A student who attends another university during a suspension from MSU must maintain a 2.0 GPA (calculated by MSU standards) on any transfer work." The phrase "undertaken during the term of suspension" is deleted.
2. The last sentence in paragraph three on page two should read, "Applications for readmission should be filed with the student's Department Head no later than fifteen days prior to the first day of classes." This recommendation by the Student Affairs Committee changes "made" to "filed", "advisor" to "Department Head or Advisor", and "final registration" to "the first day of classes."
3. The last paragraph of AOP 12.16 be omitted.

The motion passed on a Senate vote of 31-0-0.

UNIVERSITY RESOURCES

No report.

AD HOC (COMMITTEE ON PRESIDENTIAL SEARCHES)

No report.

ADJOURNMENT

Senator Bryant moved, Senator Nagel seconded, to adjourn the meeting. The motion passed on a unanimous voice vote of the Senate.

Submitted for correction and approval.

LaDonne Delgado, Secretary