

ROBERT HOLLAND FACULTY SENATE UNCORRECTED MINUTES OF NOVEMBER 11, 2011

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room of Mitchell Memorial Library at 2:00 p.m. on Friday, November 11, 2011.

Members absent and excused were: Hart Bailey, Ioana Banicescu, Michael Berk, Dana Franz, Jody Ray, Rebecca Robichaux, Julie Sexton, Juan Silva, Steve Taylor, and Keith Walters.

The meeting was called to order by the Senate President, Meghan Millea. A moment of silence was observed in memory and in honor of America's Veterans.

The minutes of the October 14, 2011, meeting were approved.

GUESTS

DR. MARK KEENUM, PRESIDENT

Dr. Keenum gave an overview of the challenges that MSU is facing. The current student enrollment is 20,000. The number of students requires aggressive work to accommodate them in housing and classroom space. The IHL Board approved the classroom building proposal. This will help meet growing needs for instructional space as well as some parking spaces. It will be on the north side of the YMCA building and will be state-of-the-art high-tech classrooms.

The statewide budget looks good. October revenues have increased by 5.5%, and for the fiscal year, revenues are up by 3.5%. Statewide elections were recently held bringing a new Governor and Lt. Governor. There will be many new faces and contacts to work with in the state government. Last year the state was supported by federal stimulus dollars, but this year, the state budget will not have them, leaving a substantial hole. Mississippi State has gotten fewer appropriations each year from the state budget. This current fiscal year's cut was 1% rather than the 10% that was planned for. MSU has weathered significant storms, so Dr. Keenum feels confident that the challenges that he addressed can be managed.

Dr. Keenum introduced Dr. Hank Bounds, Commissioner of the Institute of Higher Learning.

DR. HANK M. BOUNDS, COMMISSIONER OF THE INSTITUTE OF HIGHER LEARNING

Dr. Bounds said that MSU is very important to the state of Mississippi and to its economy and had a great interaction with the business community.

Dr. Bounds reported that this year's state revenue estimate is up \$47 million. He further explained that while this increase is a good thing, this year revenue estimate is 1% larger than the last Fiscal year when the state budget took a 10% cut. He foresees two issues going forward: the \$500 million in one-time money spread throughout the current appropriations and the additional expenditures that will be required in the next year. He is also unsure of the impact of the European debt.

Dr. Bounds is predicting that IHL could have a 4-5% budget cut. He will soon ask the University Presidents to look at what they would do with a 5-10% cut. Universities can make cuts, find efficiencies, or increase revenues through increasing tuition, enrollment, and retention. Another concern he has is the lack of federal stimulus dollars. He fears significant cuts to Pell Grants. There are two thoughts about what could happen – reduction in total award across the board or a required increase in family contribution amount which Middle America would bear the brunt.

Senator Coyne asked how cuts would be handled if they occur early in the year. Dr. Bounds said that when actual revenue collections fall below estimation, then the Governor can selectively cut agencies up to 5% until every agency has taken a 5% cut. Dr. Bounds said that he does not think that it will happen but that appropriations for next fiscal year will be less.

Senator Nagel asked about the cost benefit analysis of keeping track vehicles because the process is inefficient. Dr. Bounds said that state law requires a vehicle management system to be in place and used.

Senator Carskadon asked if the cost of the addition of new students is equal to what the university gets back. Dr. Bounds said that it depends on the size of the institution. MSU is probably not bringing in enough tuition dollars to completely cover the cost to teach the students. Growth is good especially for smaller colleges. He said that 40% of revenue comes from state appropriations.

Vice President Emison asked what kinds of things might be helpful to avoid these scenarios. Dr. Bounds said that getting people back to work would be good because unemployment drives so many issues in the economy. We have been successful getting larger bond bills which have been helpful. Most of these bond bills are going toward building maintenance which allows more E&G money to fund institutional operations.

President Millea asked how do you take state appropriated dollars and distribute to the institution. Dr. Bounds said that there is current language in the appropriation bill that does not allow for changes in the distribution model. He said that building a redistribution model during an economic downturn is difficult because cuts are more dramatic. IHL has made a public commitment to not change the current model while in an economic downturn. A new model will have to consider several factors including the expense to train STEM graduates, nursing and other majors are more expensive than others. Educating unprepared students requires more money. He would like to consider what happens to students after graduation. He said that the first need is to get the language in the appropriation bill removed.

Senator Carskadon asked for suggestions for faculty to help make things better. Dr. Bounds said that faculty need to understand what is coming and to become as efficient as possible including energy use, creative tuition strategies, careful use of staff, and the type of faculty that is brought on. He said that this will not last forever. He thinks it will just be another 2-3 difficult years.

Senator Nagel asked how much IHL pays in travel agent fees each year. Dr. Bounds said that it is another state requirement. He hopes to present an idea to legislature to become a charter organization which would grant more freedom to find efficiencies.

DR. JEROME A. GILBERT, PROVOST AND EXECUTIVE VICE PRESIDENT

Dr. Gilbert thanked everyone for the discussion and participation in the instructional professor proposal. He said that the Division of Development and Alumni has posted a list of the 407 StatePride award winners. Dr. Gilbert asked that the Faculty Senate consider overseeing the SEC Outstanding Faculty Award. The SEC has asked each school to select an outstanding faculty member who will receive a \$5,000 award and will be the school's nominee for SEC Professor of the Year which will be given a \$20,000 award. He has sent out request for proposals for an SEC Academic Research Conference to Department Heads and Directors. It would be held in the fall of 2014. Dr. Gilbert distributed information about the salaries of administrators as requested by Dr. Byrd at the October Faculty Senate Meeting. He said that the students have been having a discussion about fall break if it is better as an addition to the Thanksgiving break or in conjunction

with the Thursday night game. He requested feedback from faculty. Discussion included questioning how many students would come to class for one day (Thursday Night Game option), considering graduate courses that are held once a week, the extra travel time at Thanksgiving is appreciated, having both a fall break and thanksgiving break by extending the semester, considering which was most economical in terms of energy, the need to have a 3-4 classes after Thanksgiving break before the semester ends.

Senator Toghiani asked if the semester will start on a Wednesday. Dr. Gilbert said that it will start on a Monday. The Calendar Committee will be charged to always start on a Monday and to have commencement a week after finals so that there will be more space to adjust due to weather or emergencies.

Senator Coyne asked about the new chiller that will be installed where you would store energy during the evening. Dr. Gilbert said that it is associated with the new classroom building. It will help with energy costs but there will be a 2 year recovery period before we reap benefits.

Senator Byrd asked based on the information Dr. Bounds presented, at what point will the university decide the cost benefit of increasing enrollment and the quality of education. Dr. Gilbert said that he felt that we are reaching a maximum. He said that half of the cost to educate a student comes from tuition. If we could use all of tuition of new students to hire new faculty we would still not have enough faculty because of the lost ground in trying to keep up with budget cuts. There is not a clear answer of when we should pull back on enrollment, but MSU does have the highest student to faculty ratio in the system.

Senator Byrd asked how the matriculation and retention rates are. Dr. Gilbert said that retaining students is like growing enrollment. He said that there is a need to reward universities for graduating students. MSU has the highest graduation rate in the system. He plans to try an early start program next summer. He hopes to apply the model to a bridge program for at-risk incoming freshmen to help increase retention.

Senator Nagel asked if an AOP can be initiated from Faculty Senate. Dr. Gilbert said that the Faculty Senate or any department can certainly create an AOP. The route that it would follow after creation is set beginning with the Associate Deans Council.

Dr. Gilbert said that the AOCE has made some changes and more changes will come. He would like to see more money returned to departments and a tiered support to departments as they mature in their programs.

Senator Gu asked about faculty retention. Dr. Gilbert said that faculty retention is a big issue. Dr. Keenum is also concerned about faculty compensation. He said that the biggest discrepancy is in the full professor salary and he has had conversations with Dr. Keenum about having an additional promotion increment beyond full professor.

Senator Lemus asked if there would only one increment. Dr. Gilbert said that there could be multiple, but it would be an expensive proposition.

Senator Lemus asked what the university is doing to prevent being known as only hiring from within when searching for administrators. Dr. Gilbert said that some think that when you have two candidates that appear equally qualified and one is internal and the other external, the internal candidate may be safer because you know what you are getting. It is good to have national searches but to be careful of the selection because sometimes we equate long CVs with the ability to be a good administrator.

Senator Gu asked about additional pay after promotion to full professor. Dr. Gilbert said that there is a problem with all faculty pay. He said that it is a balancing act deciding to make adjustments to current faculty salaries or to hire more faculty members. However, we have to consider if we had not grown, we would have had to cut more department budgets.

REPORT OF THE PRESIDENT

My November report is composed primarily of reports from various committees.

GENERAL FACULTY MEETING:

Upon submission of this report, the General Faculty meeting has not been held. However, during that meeting on Wednesday, the faculty will vote on the item of promotion-eligible instructional faculty. I would like to thank Quan Chung, Jason Tiffin, Steve Parrott and Rene Hunt of ITS for facilitating the online voting option.

Leading up to the vote, the Senate hosted 3 open forums with Dr. Gilbert. In each forum, we had approximately 25-30 faculty attend to ask questions and discuss the item directly with Dr. Gilbert.

ENROLLMENT MANAGEMENT:

The Enrollment Management Committee discussed summer orientations. The Office of Admissions is considering increasing the number of orientations from five 2-day freshmen orientations (June 2011) to eight 1.5 day orientations (June 2012). There would be no Saturday orientations. There is one proposed transfer orientation in May, one in June, and one in July.

BENCHMARKING:

The Benchmarking Committee discussed the results of one of the pilot surveys with the department heads. They provided feedback to further inform the process. Dr. Hodges is working on a schedule for the benchmarking activities to coordinate with other accreditation schedules for departments.

HONOR CODE:

An Honor Code Committee has been formed and is being chaired by Scott Roberts of the College of Forest Resources. Each college has a representative on the committee. Randy Follett is serving from the Senate.

TRAFFIC COMMITTEE:

Traffic Committee coordinated collaboration between the university and the city of Starkville to establish uniform speed limits within the research park (20 MPH). The committee also discussed golf cart parking and a crosswalk between Dorman and Herzer that will cross Stone Boulevard.

MASTER PLANNING ADVISORY COMMITTEE:

The committee reviewed development plans for the Aiken Village site. The plan is to build primarily 2 bedroom apartments in two phases that will replace the capacity of the current facilities.

There are several AOPs and special projects, such as the Senate's confidence survey and the Faculty Handbook that are under consideration by the members of the Senate. Thank you for your participation in this work.

Respectfully Submitted,



Meghan Millea
November 7, 2011

President Millea said that she thought that the online voting by the general faculty on the Instructional Faculty Proposal went well. The instructional faculty proposal did not pass. ITS built the online voting system so it is available to use in the future.

Senator Barbier asked what input department undergraduate advisors had in Orientation scheduling. President Millea said that there is currently none, but she would like more feedback on that to take back to the Enrollment Management Committee. Senator Hamil said that it would be nice for the advising to take place earlier in the day. She also commented that while Orientation dates are on the web, the faculty is not always informed. A question was brought forward about where compensation would come from for the nine-month faculty who are required to attend Orientation sessions. Senator Nagel suggested that Department Heads could ask for a cut of the Orientation fees. The option of a course release in later summer session was brought forward. President Millea said that Orientation responsibilities are handled differently across departments on campus so she would like a task force to collect information from the colleges across campus.

VICE PRESIDENT REPORT

Academic Deans' Council

October 17

Announcements:

- AOCE is undergoing an audit presently. It is expected to be completed in approximately two weeks and to provide information about improving effectiveness of allocation of AOCE funds.
- Establishment of Instructional Professors: The Deans and the Provost discussed concerns about the specific implementation.
- Science Fair: The Bagley College of Engineering is looking for judges as well as financial help from other colleges in participating in the upcoming science fair.
- Potential budget cuts: The IHL Commissioner believes it may be possible that the system will face a 5 to 10% budget cut this year. This is due to continuing economic weakness in state revenues.
- Honor Code Committee: The Deans have been requested to provide names to participate in the Honor Code Committee that will be writing the AOP concerning the honor code.
- Strategic plan: the document should be available on the web within the next two weeks for public comment.
- Classroom building: Julia Hodges will be leading a team that will look at the allocation of space in the new classroom building. This team will propose the number and size of classrooms and labs to be put into the building

- Folklife Festival in Washington, DC: Mississippi State has been invited to provide displays at the annual Folklife Festival on the Mall in Washington, DC in recognition of the 150th anniversary of the Morrill Act. Deans were encouraged to consider having their colleges participate in these displays.
- Committee on remedial courses: Peter Ryan will be chairing a committee that will examine the potential for reducing University offerings in remedial courses and directing those resources into other courses.
- IHL University Groupings: The IHL system is considering grouping universities into regional and research universities categories, with four in each category under consideration.
- United Way campaign: The campaign has begun. This year it features substantially easier means for donating and designating online.

Departmental Guest Parking (Amy Tuck and Shi McGowan): Departments' use of gated lot codes for guests has resulted in a loss of control over who can access gated parking. The parking services office proposed switching to a daily code for visitors for gated parking and charging departments who use either gated or ungated parking for visitors two dollars per day per visitor. Transitioning to the daily code for gated parking was approved by the Council; however, the increase in fees was not. Outside Employment (Judy Spencer): Vice Presidents and Deans are now required by IHL to identify their outside sources of income. Judy Spencer provided the Deans with a spreadsheet to be completed that would satisfy IHL requirements.

Corporate and Foundation Giving (Sandra Harpole): Sandra Harpole discussed her new position in assisting with coordinating sponsored programs administration and MSU foundation external support.

Scholarship Calendar (Bill Kibler): The University has established an integrated scholarship calendar for freshman scholarships. This will allow applicants to have a single date for applying, receiving notification of award and responding.

Accountability & Transparency Website Demo (Mike Rackley): The Mississippi legislature has required all government organizations to make available on the web grants, contracts, salaries, and payments. Mike Rackley demonstrated the website that MSU will be employing to comply with the statute. Operational date is expected to be July 1, 2012. Any inquiries from the public on this are to be routed to the office of General Counsel.

Research Focus Areas (Teresa Gammill): The Deans were provided with a list of candidate research areas to focus on and were asked to provide comments to David Shaw by November 7.

Quality Enhancement Plan (Tim Chamblee, Connie Forde and Angie Bourgeois): As part of the SACS reaccreditation process, the University will be required to develop data showing student learning based on topics selected from the quality enhancement plan. Candidates for these were reviewed and discussed.

Master Plan Advisory Committee

I participated on the master plan advisory committee during its meetings of October 18 and November 2 with the architects designing the new Aiken Village (Pryor & Morrow and Mackey/Mitchell). The site is being planned for three phases: Phase I of 125 units and 250 beds is to be completed by August 2013. Phase II of 125 units and 250 beds will be completed at a later time to be determined. Phase III may be a potential mixed use development along Collegeview with its nature and footprint being deferred at the present time. The discussions of October 18 centered around principles to employ in placing the buildings on the site. The committee expressed a preference to locate the buildings away from Collegeview, leaving a substantial space for future

potential development along Collegeview (Phase III). On November 2 the architects brought to the master plan advisory committee recommendations for specific building footprints for Phase I and Phase II. The committee altered the architects' proposals to improve utility cost considerations (yielding more East-West orientations) and smaller, more distinct buildings. With these adjustments the committee approved the site plan unanimously.

At the November 2 master plan advisory committee the athletics department's architects presented conceptual plans for enclosing the north end of Davis Wade stadium. The committee approved the proposal unanimously.

At the November 2 meeting, the master plan advisory committee approved a request that the university apply for a grant from Blue Cross/Blue Shield to construct a walking track around Chadwick Lake.

At the November 2 master plan advisory committee a number of status reports on capital projects were delivered:

- The university's master plan is currently under review at the Mississippi Department of Archives and History. They are expected to provide their feedback by mid-November.
- The IHL has approved the classroom building/parking garage, proceeding on the Aiken Village project, naming the new residence halls at Arbor Village as Magnolia and Oak Halls as well as renaming Building #3 to North Hall.
- The provost has established a committee, chaired by Julia Hodges, to provide detailed programming decisions about the allocation of space in the new classroom building/parking garage.
- Renovation of Lee Hall is expected to begin July 1.
- Middleton Hall will be ready for occupancy during December.

REPORTS FROM DESIGNATES ON UNIVERSITY COMMITTEES

Classroom Assignment Committee – President Millea reported that one space is available for a Faculty Senate Designate.

Teaching of Remedial Courses Committee – President Millea reported that she and Senator Elder will be serving on that committee.

Honor Code Committee – Senator Follett reported that the AOP has been rescinded and the group plans to revise it. The committee had its first meeting in November.

SACS Accreditation Committee – Senator Follett reported that SACS has moved to an outcomes assessment form of reporting for accreditation. Two representatives from each college and others serve on the committee. The goal is to identify a quality enhancement plan. It will target student learning. The process will include listening sessions including one in the Senate. The committee had its first meeting in November.

BUSINESS TO BE SENT TO COMMITTEES

6.1 AOP 12.38 UNDERGRADUATE ACADEMIC ADVISEMENT (ACADEMIC AFFAIRS)

6.2 AOP 34.01 SPECIAL TEACHING PROGRAMS (ACADEMIC AFFAIRS)

Senator Hamil made a motion to send the new business to their recommended committees. Senator Wise seconded the motion. The motion passed by unanimous voice vote.

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

7.1.1 AOP 12.26 – Undergraduate Credit by Examination

Senator Follett reported that the Academic Affairs Committee incorporated changes that were recommended for AOP 12.27- College-Level Examination Program (CLEP) into the policy so that AOP 12.27 could be phased out. The Academic Affairs Committee recommended that the Robert Holland Faculty Senate approve AOP 12.26 with the changes as shown in the document provided by Provost Gilbert, with additional updates to the paragraph on CLEP credit as indicated by the committee. Senator Follett made a motion to approve the recommendation of the committee. The motion passed by unanimous voice vote.

7.1.2 AOP 12.27 - College-Level Examination Program (CLEP)

Senator Follett explained that this policy was redundant to AOP 12.26. The Academic Affairs Committee recommends that the Robert Holland Faculty Senate begin the process to delete AOP 12.27. Senator Follett made a motion to approve the recommendation of the committee. The motion passed by unanimous voice vote.

7.2.3 12.36 – Repeat Policy

Senator Follett said that his committee felt that some clarification was needed in the approval process for repeating a course and designated the department in which the student's academic major is housed. The Academic Affairs Committee recommends that the Robert Holland Faculty Senate approve the changes to AOP 12.36 requested by Provost Gilbert, with the specification that the "appropriate department" would be the one which houses the student's major. Senator Follett made a motion to approve the recommendation of the committee. Senator Foster pointed out that in some departments courses are restricted. He asked if it would not be appropriate where the department that teaches the course approve the repeat rather than the major department. Senator Follett said that to count for graduation the major department would need to approve the repeat; however, that would not guarantee a slot in the course due to scheduling conflicts. The motion passed by unanimous voice vote.

7.3.4 AOP 21.01 – Graduate Admission Criteria

Senator Follett explained that editorial change was made. The Academic Affairs Committee recommends that the Robert Holland Faculty Senate approve AOP 21.01 as presented to the Faculty Senate with the additional change of deletion of the word "will" in the last sentence of the policy. Senator Follett made a motion to approve the recommendation of the committee. The motion passed by unanimous voice vote.

ANCILLARY AFFAIRS

Senator Johnson reported that the Deans Council and Associate Deans Council would like the policies that were in the Ancillary Affairs Committee to be changed to OPs so those items are pulled off of the floor to consider them in that context.

FACULTY AFFAIRS

Senator Coyne gave an update on Research Professors Promotion Guidelines. He and President Millea presented report to Associate Vice President for Research, Ray Vaughn. Some issues included in the report include: no description for process to solicit external letters or qualifications or what would be recognized, did not address the scenario where a research professor is not a part of a center or unit, Professor and Research Professors have relatively the same FTE assignment but dossiers that go up for promotion go through different channels, some faculty report to multiple department heads, some faculty without a department, non-tenure track faculty come from departments with expectation for performance in multiple academic missions so there may be some need for reclassification, no representation on University Promotion and Tenure Standing Committee, number of people that think that the document should not exist that there should only be a common document. Many perspectives were represented in the report submitted to Dr. Vaughn.

Provost Gilbert has asked us to provide revisions to Faculty Handbook. Items that have been asked to be included or revised are: a definition of service including recognition at the national or international level; international flavor inserted into each academic mission; precise measures of how external letters are solicited, processed, and evaluated; the current document says that faculty and the University President can formulate revisions, but the Provost cannot. Other items that are being considered are: strengthening the link between faculty and departmental P&T committee during mid-tenure review; excellence needs to be evaluated as a function of FTE; department heads should be blind to P&T recommendations. The Faculty Affairs Committee has incorporated the requests of the Provost's office, and then the changes will be evaluated. We plan to present this and give you a month to consider the changes before voting.

7.2.1 AOP 13.09 Teaching Credentials

Senator Coyne explained the Faculty Affairs Committee minor grammatical changes. Senator Coyne made a motion to approve the recommendations of the committee. Senator Nagel asked why transcripts for each degree earned are needed to be on file. President Millea and Senator Coyne said that it was SACS accreditation recommendation. The motion passed with 1 nay by voice vote.

7.4.2 AOP 13.11 Academic Freedom

Senator Coyne explained that the Faculty Affairs Committee felt it necessary to add the freedom of faculty expression through "visual displays, artifacts, or performances (e.g. artistic, musical, theatrical)" to the current AOP. Senator Coyne made a motion to approve the recommendation of the committee. The motion passed by unanimous voice vote.

7.4.3 Faculty Grievance Policy

Senator Coyne explained that he Faculty Affairs Committee and the Executive Council worked together to make changes to the policy particularly in cases of faculty grievances with a Dean. The proposed change is to form a standing committee to review appeals. The committee would include the Associate Vice Provost, President of the Faculty Senate, Chairman of the Faculty Affairs Committee, Chairman of the Promotion and Tenure (Appeals) Committee, and one Dean from an on-campus college. This will prevent the Provost from having a double vote in faculty grievances,

keep the process out of the President’s office, treat all Deans fairly, and decreases the workload of the Provost. Senator Coyne made a motion to approve the recommendation of the committee. Senator Coyne made a friendly amendment to the document that the committee would select the other dean for participation in the committee. The motion passed by unanimous voice vote as amended on the floor.

STUDENT AFFAIRS

NO REPORT

UNIVERSITY RESOURCES

7.3.1 AOP 10.03 Deans Council and Associate Deans Council

Senator Dampier said the AOP was updated to reflect current job titles. Another change was made to restrict voting at the Associated Deans Council to one vote per unit. Senator Dampier made a motion to approve the recommendations of the committee. The motion passed by unanimous voice vote.

7.5.2 AOP 12.32 Refund and Course Credit Policy for Student Members

Senator Dampier said that the University Resources Committee added “unused” to the policy to enable the university the retain funds for used fees. Senator Dampier made a motion to approve the recommendation of the committee. The motion passed by unanimous voice vote.

7.6.3 AOP 13.20 Exit Interviews of Departing Faculty

Senator Dampier said that the changes made to the AOP included maintaining the encouragement of departing faculty member who wishes to have an exit interview to do so and provide a requirement of providing a summary report to the Dean and Provost. Senator Dampier made a motion to approve the recommendation of the committee. Senator Wise asked if the policy stated who would be interviewing the faculty member. Senator Dampier said that the policy allows interview to be with a department head or Dean. President Millea made a friendly amendment to add “as requested by the exiting faculty member.” Senator Dampier accepted. Senator Lemus made a friendly amendment to add the director as a possible interviewer. Senator Dampier accepted. The motion passed by unanimous voice vote as amended on the floor.

SPECIAL COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

None

Senator Wise made a motion to adjourn. Senator Coyne seconded. The meeting was adjourned at 4:44.

Submitted for correction and approval.

Dana Pomykal-Franz, Secretary