

ROBERT HOLLAND FACULTY SENATE AGENDA

August 23, 2024

1. Call to Order
2. [Adoption of Minutes, April 12, 2024](#) (p. 2)
3. Introduction of Guests
 - a. Dr. Reuben Burch, Associate Vice President, Research
 - b. Mr. Jeremiah Dumas, Executive Director of Transportation
 - c. Dr. David Shaw, Provost and Executive Vice President
4. [Report of the Faculty Senate President](#)..... (p.14)
5. [Report of the Faculty Senate Vice President](#)..... (p.19)
6. Reports from Faculty Senate Designates on University Committees
7. Business sent to Committee
 - 7.1.1. [AOP 12.03 – Awarding of Degrees Posthumously](#) (p.21)
 - 7.1.2. [AOP 12.12 – Credit and Grades](#) (p.24)
8. Business to be sent to Committee
9. Standing Committee Reports:
 - 9.1. Academic Affairs
 - 9.2. Ancillary Affairs
 - 9.3. Charter & Bylaws
 - 9.4. Faculty Affairs
 - 9.5. Student Affairs
 - 9.6. University Resources
10. Old Business
11. New Business
 - 11.1. Sabbatical Replacement
12. Adjourn



Robert Holland Faculty Senate

Uncorrected Minutes of April 12, 2024

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in Bost Auditorium at 2:00 p.m. on Friday, April 12, 2024.

Members absent and excused were Frank Adams, Jason Barrett, Mike Breazeale, Charles Freeman, Andrew Jarosz, Rocky Lemus, Cate Mochal, Tara Sutton, Paul Tseng, and Eric Vivier.

Members absent were John Wyatt.

Faculty Senate President Robert Banik called the meeting to order.

President Banik requested approval for the March 8, 2024 Faculty Senate meeting minutes with an edit from Senator Gregory prior to the meeting. President Banik requested a motion to approve the minutes as corrected. Senator Robichaux-Davis made a motion to approve the March 8, 2024 minutes. Senator Barrett seconded the motion.

Guests

Dr. Mark Keenum, University President

Dr. Keenum thanked the senate for allowing him to speak and for their willingness to serve the university. Dr. Keenum praised Dr. Tracey Baham and her team for their preparedness for having a highly successful SACSCOC site team visit for our reaccreditation.

Dr. Keenum stated he was thrilled that Mississippi State University was ranked among the country's best employers and was the only Southeastern Conference university to make the top 50 list of America's best large employers published by Forbes.

Dr. Keenum stated he was unable to give a legislative update as it is still in session. He said many issues are being discussed that affect higher education and will have more information in the fall.

Dr. Keenum stated legislators around the country are scrutinizing DEI programs. At Mississippi State, we are focused on access, opportunity, and success. We want to give as many students as possible access to higher education, and the opportunities that come with that, and ensure that they are successful when they arrive on this campus.

Dr. Keenum stated everything that is done in the academic realm on this campus is about student support, student success and getting students to graduation. He said we are committed to all of our students, regardless of their unique backgrounds, and every student has an opportunity to be

successful. Dr. Keenum said we are not here to indoctrinate or convert our students into any ideology but to help our students be able to think critically. He said we will focus on teaching, mentoring, and preparing highly skilled engineers, business leaders, teachers, healthcare professionals, cybersecurity specialists, agricultural leaders, and the list goes on.

Dr. Keenum stated March was a great month financially for the state with revenue collections of \$87 million over the estimated projection and from July to March it was \$180 million over projection. He stated the legislators have many responsibilities and needs in the state. MSU is a budget line item where the funding we receive goes to the IHL Board of Trustees who then disperse the dollars to each school.

Dr. Keenum said he has had meetings with our state leadership and has spent a lot of time meeting with key committee chairs. He stated his top priority for this university is to secure the funding we need for our people for faculty salaries and faculty retention. He said we cannot be the major research university and economic engine this state desperately needs without our people.

Dr. Keenum said the Senate appropriations hearing occurs every year and every year he gives the same speech about the importance of our faculty and staff. In this year's hearings for the House, one of the chairmen wanted each of the university presidents to talk about their top priority for funding this year. He said while others spoke of needing new residence halls and money for renovations and such, he spoke about our people and that they are the number one priority for Mississippi State University. Dr. Keenum said our full professors earn about 79% of their peer institution average salaries, our associate professors earn 80%, and our assistant professors earn 85%. He said we have had modest increases, but so have our peer schools, and in many cases, they are going higher than ours. We may close the gap slightly, but that gap never really closes.

Dr. Keenum said private dollars are raised to support our faculty and that in his time here 55 new professorships, endowed positions, and now chairs have been established. He said we are working with our generous donors to try to invest in our people and help in our retention and recruiting of faculty to this campus.

Dr. Keenum stated that earlier in the legislative session he was informed Mississippi University for Women was to fall under our jurisdiction and be part of our university within a year's timeline. He said it passed the Senate Education Committee and the Senate Appropriations Committees but failed by a 2-vote margin when it came before the full Senate. He said there was a lot of support for that to happen and a 2-vote margin is very close.

Dr. Keenum stated PERS, our Mississippi Public Employees' Retirement System, directed that all employers across the state contribute an extra 2% into the pool to maintain its solvency and not continue to fall behind. He said that would be an additional \$7 million increase for MSU's budget. This past Tuesday the Senate passed a suspension of the 2% requirement for all state employers to contribute to PERS, and the next day, Wednesday, the House passed a version that would suspend requiring the 2% contribution and added that no one has a desire to do anything that would impact any current or retired employees.

Dr. Keenum said the priority is to raise the salaries for our employees on this campus and added that a 1% raise will cost \$3.5 million new dollars; 2% is \$7 million and 3% is \$10.5 million new dollars that we must come up with. Dr. Keenum said we also must endure increases in the cost of our operating budget, which is over \$200 million. He said we will need a 3% increase to cover these costs, which amounts to over \$6 million. Dr. Keenum stated we are working very hard for this institution, everyone in this room, for all those people that you represent, and for your respective colleges.

Dr. Keenum said one of our top priorities is to get additional significant funding for upgrades to our CVM Wise Center, our Wildlife Program facilities, and our College of Architecture, Art, and Design. Dr. Keenum said he felt good about where we are and the work we have done to get a significant investment in our facilities and is hopeful that that will be a positive outcome; however, again, the number one priority is our people.

Dr. Keenum ended by stating our commencement celebrations will begin May 8th and it is a very exciting time for those graduating students and teachers.

President Banik opened the floor for questions.

Senator Williams stated that he continued to have concerns about the Boy & Girl Scout Scholarships being reduced at MSU and learned that an outside consulting group decided to reduce them. He asked why the scouting scholarship at MSU was \$2,000 while USM's was \$8,000 and Ole Miss's was \$6,000. Dr. Keenum said he met with our scholarships and admissions team and they did consult with an outside firm as we try to increase campus revenues. He said the scholarship for Boys and Girls Scouts is very important. The scholarships an Eagle Scout receives over their four years at MSU are significantly more than those at USM because we have offered more scholarships. Dr. Keenum stated that an initiative has begun to do more for our scouts with private funding. He said we are committed that if we cannot get what we need publicly, we will go to our donors and raise private dollars.

Senator Willams asked where the surplus money the state has goes given that we are \$80 million over projection yet we are hurting for money. Dr. Keenum said our dollars have gone up and yet our share has not been proportional and it is extremely frustrating not just for this university, but for all of our institutions. He said the state has priorities and higher education, which should be one of the top priorities, is not. He believes this new legislature is listening to us and we will hopefully see a better commitment to higher education.

Senator L. Priddy asked if there was an Ombudsman update. Dr. Keenum stated they are having discussions about the ombudsman role. Dr. Shaw and his team are revamping that role to have an advocate for faculty, staff, students, and graduate students, as well as international students. He said we don't know if it will be an official ombudsman or another person people can turn to.

Senator Rai asked about the salaries of graduate assistantships being raised. Dr. Keenum said with our internal financing everyone can get a full scholarship. He said some departments provide higher levels of support and resources than others and they are going to look at where some of the discrepancies are in the stipends graduate students receive and how we can address it budgetarily.

He said along with the priority of the faculty and staff salaries, graduate students are part of that, too. He will be having discussions with deans and department heads to discuss those priorities.

Senator Kelly stated that as a 15-year faculty member and a 5-year senator, she has always been aware that Dr. Keenum has consistently focused on the need to raise MSU salaries and many other groups in the state do not have anyone advocating for them.

Senator Kelly stated the sociology graduate program is 60 years old and has always been very competitive with our SEC peers. She said the stipends are \$12,000 for a master's and \$14,000 for a Ph.D. However, in her 15 years stipends have not increased and they are becoming increasingly less competitive with those competitors that are offering \$24,000. She said each year about 10 students are admitted but they lose at least half due to funding, including typically the top people, so any additional funding would help immensely. Dr. Keenum reiterated that he would look at what we can do to enhance our support for our graduate students. We have to figure out where that money comes from in the budget. He said he was aware of the discrepancies and has asked that we start the process and do what we can to help our students while they're here.

Senator Kelly stated she was the director of Gender Studies and that we are not seeing the Texas or Florida-style bills coming out of our legislature. She asked if that was the result of constant negotiation and management from university leaders around the state or just a lack of appetite for doing so. Dr. Keenum said DEI is an issue that people associate with the indoctrination of certain ideologies. He said we want to help our students be aware of what's going on in the world, with each other, and the differences we have. Dr. Keenum said diversity is something we should embrace because it strengthens who we are as a society, especially as a university and as an organization. We're focused on helping every student, no matter their background, race, religion, sexual preference, etc. They are a bulldog and part of our family. He said when you take away the programs we do and our access and opportunity and success, those are funds that are very likely to be cut when they bring something to the floor. He said that would be devastating to our campus. He said he spends a lot of time talking to leadership in this state about what we do and don't do, and there is that trust factor. We get the benefit of the doubt because of who we are.

Dr. Keenum stated he thinks the majority of our leaders in the state recognize MSU's contribution to the state and the culture that we have here on this campus. He said he was not saying that we won't have these issues like other institutions in the future but as they're wrapping up the legislative session now, we are not doing them.

Senator Gregory asked about possible communication with the city to develop more affordable and safe housing. She added many of our graduate students and even some staff take multiple jobs to afford housing and it will continue to get worse as the university continues to grow. Dr. Keenum said he understands it is an issue and has not had any conversations with the mayor. He said in many communities across the state affordable housing for lower-income citizens is a challenge. He said he doesn't know the possibilities, but is glad to try to entertain ideas if there are federal grants or funding because the funding has to come from somewhere. He said a developer has to see the benefit to make it economically viable and have some kind of subsidy and someone must underwrite the rent for those recipients.

Dr. Brent Fountain, Faculty Athletic Representative

Dr. Fountain updated the Senate on the Athletic Council faculty representation stating it will go from 8 faculty to 9 faculty who will continue to serve 3-year terms. The Athletic Council will provide a report on athletic academics and other student-athlete development and support programs at the end of 2024.

Dr. Fountain stated the SEC Post-Graduate scholarship awards are two Boyd McWhorter Scholar-Athletes of the Year and those honorees receive a \$10,000 scholarship and the Brad C. Davis Community Service Award honorees earn a \$7,500 scholarship. Those winners will be announced soon.

Dr. Fountain said there are 35 undergraduate majors and 10 graduate programs represented in Athletics. He said the Fall 2023 Academic Highlights showed the 13th consecutive semester with a departmental GPA of 3.0 or higher that 11 out of 13 teams achieved. The Women's Tennis team had a 3.74 GPA which was the overall highest and the Men's Tennis team earned a 3.67 GPA. Dr. Fountain said Baseball earned its highest with a 3.46 GPA and Volleyball earned its highest with a 3.55 GPA, both excluding COVID-19 in spring 2020. Football earned their second highest with a 2.80 GPA.

Dr. Fountain said 56 student-athletes earned Top Dawg honors of 4.0 for the semester. He said 78 student-athletes had a semester GPA above 3.80, 87 student-athletes had a semester GPA above 3.50, and 283 student-athletes earned Bulldog Honor Roll. Dr. Fountain said 32 student-athletes applied for Fall Graduation and 45 have applied for May graduation.

Dr. Fountain stated the NCAA Division 1 has been tracking the Graduation Success rate (GSR) since 2002. This accounts for student-athletes who transfer into or out of a particular institution. So, while the NCAA still uses the federal rate, the GSR paints a more accurate picture to account for these situations. Dr. Fountain said our most recent NCAA GSR of 91% is the highest in school history and our 7th consecutive year with a GSR of 87% or higher. He stated that MSU Men's Basketball had a perfect GSR, one of only 16 NCAA teams that made this year's NCAA tournament.

Report of the Faculty Senate President

Let me begin by saying that it has been an honor serving as your president this year. Serving in this role over the past year has been both challenging and rewarding, and I appreciate the support and encouragement I have received. I believe we have made significant contributions to this university and have been a voice for faculty throughout MSU. I appreciate your work and dedication to this body.

Along those lines, I would like to thank those senators who will leave us after today, including two former presidents of this body.

Amber Robinson – College of Arts & Sciences

Charles Freeman – College of Agriculture & Life Sciences / MAFES

Paul Tseng – College of Agriculture & Life Sciences / MAFES

Kelley Wamsley – College of Agriculture & Life Sciences / MAFES

Rebecca Robichaux-Davis – College of Education

Adrian Sescu – Bagley College of Engineering
Skip Jack – College of Veterinary Medicine
Cate Mochal – College of Veterinary Medicine
Beth Baker – MSU Extension
Jason Barrett – MSU Extension
Mary Love Taggert – MSU Extension
Mark Fincher – MSU Meridian

Welcome to the new and returning senators to the Robert Holland Faculty Senate as well.

Robert Banik – College of Arts & Sciences
James Chamberlain - College of Arts & Sciences
Molly Zuckerman - College of Arts & Sciences
Iva Ballard – College of Business
Caroline Kobia – College of Agriculture & Life Sciences / MAFES
Julie Parker – College of Agriculture & Life / MAFES
Swapnil Patole – College of Education
James Sobaskie – College of Education
Lauren Priddy – Bagley College of Engineering
Amirtaha Taebi - Bagley College of Engineering
Robin Fontenot – College of Veterinary Medicine
Alison Lee - College of Veterinary Medicine
Courtney Crist – MSU Extension
Whitney Crow – MSU Extension
Rosanne Nunnery – MSU Meridian

A committee has been formed with four students and the Executive Committee of the Robert Holland Faculty Senate. The Executive Committee discussed the student course surveys on April 4th at the normal Executive Committee meeting. Senator Stacy Haynes will report on updates concerning this topic.

The Standing Committee Review Board will be meeting on April 17th to review all committees.

Reports from Committees on which I Serve:

Athletic Council – The council met on March 20th. Macey Hodge, a member of the MSU Women’s Soccer Team, spoke about the impact of the recent trip to the United Kingdom. Dr. Brent Fountain, the Faculty Athletic Representative, will be attending the April 2024 meeting of the Robert Holland Faculty Senate. Two working groups were established. The first is to work on the composition and charter of the council. The second is to work on a report of the 2024 Athletic Academics and Other Student-Athlete Support.

Dean’s Council – This committee has not met since the last report. An email went out to the committee suggesting a technical change to AOP 12.12 Credits and Grades to include contact minutes for nursing/clinical students. I emailed this AOP to the Executive Committee for input as well. There were no objections from the Dean’s Council concerning this change. The scheduled meeting on April 8th was also canceled.

Design Review Committee – This committee met on March 7th to discuss two items. The first item was the exterior site review of Howell/Giles/McArthur Halls. The plans were approved with little discussion. The second item was the approval of an external storage space at the Phi Mu house. This was also approved with no discussion. The April 4th meeting was canceled. The next meeting is scheduled for May 2nd.

Executive Council – This council met on March 25th, 2024. There was a lengthy agenda, due to not meeting for several weeks. The only AOP on the agenda was AOP 12.11 Undergraduate Students Requirements for Graduation, which was approved with a slight change. Under the section “University-wide Requirements,” instead of having the AOP state the students must have a 2.00 GPA, the suggestion was to add back in the “C average” language. The edit changed:

- a. A student must make an overall 2.00 GPA on all hours scheduled and rescheduled at all institutions attended, including Mississippi State University.
 - b. A student must make a 2.00 GPA on all hours scheduled and rescheduled at Mississippi State University.
- to:
- a. A student must make an overall C average (2.00 GPA) on all hours scheduled and rescheduled at all institutions attended, including Mississippi State University.
 - b. A student must make a C average (2.00 GPA) on all hours scheduled and rescheduled at Mississippi State University.

The other agenda items, which were all approved, included:

- OP 03.06 Workplace Safety (new policy)
- OP 56.01 Sharing of Institutional Support Costs by Separately Budgeted Units of DAFVM
- OP 65.03 Anti-Kickback and Procurement Ethics in Public Contracting
- OP 65.05 Vehicle Purchase
- OP 91.126 Electronic Communications with Students
- OP 91.400 Health Insurance Portability and Accountability Act (HIPAA) Hybrid Entity Designation

There was one additional technical change—OP 01.29 Minor Protection. The modification clarifies the technology used to register programs and activities that involve minors.

Game Day and Special Events – No meetings have been held since the last report, but an update was provided at the Athletic Council. MSU Athletics has a \$6.5 billion impact on the state of Mississippi. That much of an impact will garner attention when things go awry. Roundtables were conducted with students to gather feedback about the Junction area during football games. MSU wants to provide a safe space, especially for older fans and those with young children, and the commotion that occurred last season does not need to happen again.

Inclusive Excellence Leadership Council –This committee met on March 26th. April is Unity Month, and many events are planned throughout the month. One of the most popular is the International Fiesta on April 13th. There will also be an Interfaith Dinner and Dialogue on April 9th @ 6 pm. Be sure to sign up online for that. The 2024 IHL Diversity Award for Excellence was awarded to Dr. Jordan Lynton Cox. This committee will begin a nomination process for this award in mid-fall.

Information Technology Council – This committee met on March 5th. Verified Push is now active throughout campus for web-based logins. Desktops are not using the verified push currently. The additional password character length is being developed. Steven Parrott retired at the end of March. There was no April meeting, and the next scheduled meeting is May 7th.

Master Plan Development and Advisory Committee – This committee did not meet in March. The next scheduled meeting is April 11th.

Parking and Traffic Regulations Committee – This committee did not meet in person, but we did discuss one topic through email. The Psychology Clinic has been in a house at 223 Famous Maroon Band Street and is moving to Rice Hall. They have four spaces that are signed and reserved for their clients. They requested to move their four spaces to the rear of Rice Hall. This was approved.

Sustainability Committee – This committee met on March 28th. We have a new contact for this committee. Nicole Thomas, the Manager of Communications for Campus Services, will serve as this committee's primary contact. I have asked if she would be willing to attend a senate meeting in the fall, and I have penciled her in for September. Sustainability does offer a minor, so encourage your students to investigate that option. The solar farm should be fully operational in May 2024 once it is tied into the electrical grid. Updates were given on Chadwick Lake, including the addition to the lake of some larger fish. A proposal by the College of Forest Resources was discussed to include a boat house for canoes/paddleboats on the lake. The MSU glass recycling drive is on April 9th from 1 pm – 5 pm. Earth Day is April 22nd.

University Faculty Senates Association of Mississippi (UFSAM) – This committee will meet on April 9th.

Report of the Faculty Senate Vice President

Committee on Campus Access

No meetings were held since the last Vice President's report.

Calendar Committee

No meetings were held since the last Vice President's report.

Master Plan Development and Advisory Committee

No meetings were held since the last Vice President's report.

Undergraduate Research and Creative Discovery Committee

This committee met on March 22. The Office of Research and Economic Development provides small **grants of up to \$2,000 to foster innovative, faculty-directed research opportunities for undergraduate students**. Funds can be used to support student wages, materials, supplies, or other research-related expenses from June 2024 to August 2025. Applications are being accepted now and are due April 14, 2024. Learn more and apply at <https://www.research.msstate.edu/initiatives/internal-funding>

The call is out for the 2024 Research Awards. For eligibility criteria, required nomination material, and submission instructions, please visit: <https://www.research.msstate.edu/initiatives/research-awards/achievement-awards> The deadline for nominations is May 10, 2024.

Reports from Faculty Senate Designates on University Committees

Business Sent to Committee

Business to be Sent to Committee

Standing Committee Reports

ACADEMIC AFFAIRS – No Report

ANCILLARY AFFAIRS

1. Confidence Survey Report

Senator Grala, on behalf of the Ancillary Affairs Committee, presented the committee report on the Confidence Survey.

Senator Messer said the report states the department head would need to ask the respective deans to see the individual scores. He said since deans do not always understand the dynamics that are going on in a department, that would leave faculty members who are critical of a department head exposed to bullying and retaliatory department heads unintentionally. Senator Grala said if a department head's scores were very low and there were some individual comments, most would like to know what the problem might be and address it. It may provide some protection to the faculty who raised the concerns as the deans and above will also see those concerns.

Senator Gregory asked Dr. Shaw if he could clarify more about what the current process is and how decisions are made on whether the feedback is shared. Dr. Shaw stated the situation is very much as described in the latter part of the committee report. An action by a dean is necessary if a dean wishes to share more specific information than just the numerical scores. The proposed approach is in keeping with the structure we have now. Dr. Shaw said he thinks at the dean level and the vice president level, there should be enough input to be able to keep from being exposed. He said at the department head level, the request for comments needs to stay so that type of exposure is limited.

Senator Grala stated if there is some sensitive information, there is an opportunity the dean can phrase those in such a way that it is less likely that the individual faculty who made those comments would be identified.

Senator Gregory asked if the committee talked about retaliation at the dean level. Senator Grala said just briefly but not in detail.

Senator Rai said this could also be tied to the training aspect we have discussed in the past. He added a good department head will take it in the right manner because we are providing comments for improvement and it should be taken in that light.

Senator Messer asked if currently, department heads can see specific comments or if this would be the first time for that possibility. Dr. Shaw said the possibility does already exist but does require,

much as described in the report, a request and then authorization to be able to share the information.

The motion of the Ancillary Affairs Committee to accept the Confidence Survey as presented passed 21-yea to 1-nay.

CHARTER & BYLAWS – No Report

FACULTY AFFAIRS – No Report

STUDENT AFFAIRS – No Report

UNIVERSITY RESOURCES – No Report

Old Business

1. Program of Study Report on the Comprehensive Salary and Compensation Study Resolution

President Banik requested a motion and a second to open the discussion on the Salary and Compensation Study that was tabled the prior month.

Senator Gregory made a motion to re-open the discussion previously tabled. Senator Kelly seconded the motion.

The motion to re-open the discussion on the Salary and Compensation Study passed with 18-yea to 14-nay.

Senator Gregory made a motion that the following amendments be added to the resolution: Under item 4, **Implementation Timeline and Budget**, change the word *university* administration to *executive* administration.

On the second page as part of the groups in several locations throughout the study, add *administrators* to read “faculty, staff, graduate students and administrators.”

On the second page under the 5th paragraph to read “The Robert Holland Faculty Senate requests the Executive administration at Mississippi State University to contract with a reputable third-party vendor, *in consultation with a steering committee consisting of representatives from the Faculty Senate, Staff Council, Graduate Student Association and Executive Administration* to conduct a comprehensive salary and compensation study. *The participation of the Staff Council and the Graduate Student Association in the steering committee is at the discretion of the respective body.*”

Senator Kelly seconded the motion.

President Banik asked for discussion and comments. Hearing none, the motion passed by majority vote.

Senator Carskadon stated he was struck by the lack of appreciation in this resolution for what our administration has done to make our case in Jackson. He stated our president has made it very clear

that compensation for faculty and staff is the number one priority and is doing everything it can to advance the interests of our faculty. The administration already has the data and is using it.

Senator Kelly stated the efforts of our administration are noted and appreciated but doing this study could have internal benefits in looking at the inequities that often go unchecked because we do not know about them. She said the external benefits are that we are providing a resource and tool to our executive leadership when they go to Jackson and negotiate with legislators for higher salaries.

The motion to approve the resolution provided failed 17-yea to 21-nay.

New Business

1. Student Survey Report

Senator Haynes stated that the Student Evaluation Task Force formed two years ago planned to evaluate the instrument to determine whether adjustments should be made, but responses have been insufficient. There is now a task force that will be looking at ways to improve responses to the student course survey. Senator Haynes stated a point of discussion is how the information is getting to students.

Senator M. Priddy asked about the overall percentage of student responses. Senator Haynes said she would find out that percentage.

Senator M. Priddy stated he was curious about the overall percentage of faculty who respond to the confidence survey and that it may be difficult to attain responses from students if the faculty don't participate in a faculty survey.

Senator Carskadon asked if the focus of the study was to get greater participation as well as correlate evaluations with grades in the course, and does the evaluation treat different parties in a prejudicial way. Senator Haynes stated that would be great information for the future. Senator Carskadon suggested administering them to students in class.

Senator Williams stated he thinks the faculty confidence survey and the student surveys should both be incentivized, but he personally has resisted that at an instructor level. Senator Haynes stated that incentives are controversial because literature suggests they might be taken as coercive.

Senator Williams stated he remembered the discussions when they went from written to online evaluations and felt the numbers would drop but were told the numbers would not drop and that a pilot study had been done.

Senator Lemley stated some faculty have students in the field when the survey is deployed so they are not even in class at that point so the response rates are very low.

Election of Officers

1. President

Senator Perkins, as the Elections Officer, announced the nomination of President Banik for re-election to the office of President. With no other nominations from the floor, Senator Perkins asked for a hand vote.

President Banik was announced as President for the upcoming Senate year.

2. Vice President

Senator Perkins, as the Elections Officer, announced the nomination of Vice President Breazeale for re-election to the office of Vice President. With no other nominations from the floor, Senator Perkins asked if there were nominations from the floor.

Vice President Breazeale was announced as Vice-President for the upcoming Senate year.

3. Secretary

Senator Perkins, as the Elections Officer, announced the nomination of Senator Haynes for re-election as Secretary. With no other nominations from the floor, Senator Perkins asked for a hand vote.

Senator Haynes was announced as Secretary for the upcoming Senate year.

Senator Tschume made a motion to adjourn the meeting. Senator Lemley seconded the motion.

The meeting adjourned at 4:37 pm.

Submitted for correction and approval.

Stacy Haynes, Secretary

Dinah Jenkins, Administrative Assistant

INTRODUCTION OF GUESTS

Dr. Reuben Burch, Dr. Reuben Burch, Associate Vice President, Research
Jeremiah Dumas, Executive Director of Transportation
Dr. David Shaw, Provost & Executive Vice President

REPORT OF THE FACULTY SENATE PRESIDENT

Welcome back, senators!!! I hope everyone had a relaxing and productive summer, whether you were leading a group on a study abroad, working outside at home, finishing up that grant proposal, or entertaining a six-year-old for several weeks like I was. Over the summer, many of the University Committees on which I serve met. I also met with Provost Shaw and will continue to meet regularly with him during this next academic year. I am looking forward to continuing to foster my collaborative working relationship with both President Keenum and Provost Shaw throughout the coming year. They both remain committed to working closely with the Robert Holland Faculty Senate.

I was informed after the spring semester ended of three senators from the College of Arts & Sciences who were awarded sabbaticals for either the fall, spring, or full academic year. These sabbaticals include Senator Tara Sutton for this Fall 2024 semester, Senator Kimberly Kelly for the Spring 2025 semester, and Senator Peter Messer for the full academic year. I have asked Evan Kaplan and Amber Robinson to join us at our first official meeting as potential replacements for these senators based on previous methods of sabbatical replacements. The Faculty Senate will discuss this at length at the meeting. Senator Derek Marshall received a promotion within the Mitchell Memorial Library, so an election was held to replace Senator Marshall. Senator Kathryn (K.C.) New is joining the Faculty Senate to finish out his two-year term.

To give an update on the University Syllabus, a Deans subcommittee was formed to add and adjust the language to the Generative AI section and Academic Integrity section of the University Syllabus. The updated syllabus can be found at <https://www.provost.msstate.edu/faculty-student-resources/university-syllabus>. Dr. Peter Ryan sent a copy of the suggested changes to me and Vice President Breazeale on July 22nd. I consulted with the Executive Committee of the Robert Holland Faculty Senate. We proposed some changes, and Vice President Breazeale and I met with Dr. Ryan and Dr. Tommy Anderson on July 26th. The Deans Council wanted to enact the proposed changes before the start of the Fall 2024 semester. Members of the Executive Committee felt that the Faculty Senate should review and approve any changes to the University Syllabus, but the Faculty Senate was not consulted on previous changes, thus we did not stop these changes from occurring. I have requested that AOP 13.03 Responsibilities in Instruction and Curriculum and Attendance at Class be reviewed by Faculty Senate to incorporate language concerning the University Syllabus and the process of how edits should be made to the University Syllabus.

With the start of a new academic year, one of my first responsibilities as President was to assign senators to the various university committees for which we have a designated seat. There are several committees that are represented are specifically identified senators, which is true of those that I and Vice-President Mike Breazeale currently serve. I sent out emails asking for volunteers for certain committees. Thanks to you all willing to serve. I worked with Dr. Jim Dunne and the rest of

the Standing Committee Review Board to identify standing committees that were no longer needed. In doing so, the following list are committees that are still listed as needing representation.

Committee	2024-2025
Academic Accommodations Committee	Kim Walters
Academic Deans Council	Robert Banik & Mike Breazeale
Academic Review Board	Neeraj Rai
Additional Course Fees Committee	Neeraj Rai
Associate Deans Council	Andy Perkins
Athletic Council	Robert Banik
Calendar Committee	Mike Breazeale
Commencement Committee	Robert Banik
Committee on Campus Access	Mike Breazeale
Committee on Courses and Curricula	Jacob Tschume
Design Review Committee	Robert Banik
Dining Advisory Committee	Barry Stewart & Fred Musser
Employee Benefits Committee	Kim Walters
Executive Council	Robert Banik
Faculty Research Advisory Committee	Beth Stokes
Faculty/Staff Housing Appeals Committee	Robert Banik
Galleries and Museums Committee	Alexis Gregory
Gerontology Committee	-----
Inclusive Excellence Leadership Council	Robert Banik
Institutional Effectiveness Committee	Kevin Williams
Instructional Technology Advisory Committee	James Sobaskie
Library Committee	Krish Krishnan
Master Plan Development and Advisory Committee	Robert Banik & Mike Breazeale
Parking and Traffic Regulation Committee	Robert Banik
President's Committee on Planning	Robert Banik
Registration and Scheduling Committee	Jacob Tschume
Special Events and Game Day Operations	Robert Banik
Sustainability Committee	Robert Banik
Teaching Evaluation Committee	Alexis Gregory
Textbook Committee	Paul Spurlin
Undergraduate Research and Creative Discovery Committee	Mike Breazeale
Health and Wellness Committee	Lauren Priddy
Work-Life Balance Committee	Christine Coker

Some committees are being paused/removed from being standing committees. I may have more to share than these, but for now, these include:

- IT Council
- Instructional Improvement Committee

I have also asked Senator Beth Stokes to serve as our parliamentarian for this academic year. She did state that if anyone else was willing, she would allow another to be parliamentarian as her term expires this year.

Again, thank you to each of the senators who volunteered to represent the Senate on the above-standing university committees. I appreciate your time and commitment.

Reports from Committees on which I Serve:

Athletic Council – This committee has not met since our last meeting in April, but I met with Dr. Brent Fountain, the chair, on July 25th to discuss meeting times and dates, as well as the potential faculty members who could replace faculty who have rolled off the council. New members of the council include Mark Fincher, Beth Baker, and Morgan Green. Our first monthly meeting will be September 11th.

Dean's Council – This committee met on May 13th and July 8th. On May 13th, AOP 12.21 Veteran's Academic Status was approved from the changes that were done by Faculty Senate in the Spring. As it did not need to be seen again by Faculty Senate due to no additional changes by the Associate Deans or Deans, it was sent directly to Executive Council on July 22nd for approval. AOP 12.04 Final Examination was also discussed with changes from Faculty Senate and Associate Deans Council. At the May 13th meeting, it was tabled giving the deans time to discuss with their perspective colleges.

On July 8th, AOP 12.03 Awarding Degrees Posthumously, AOP 12.04 Final Examination, AOP 12.12 Credit and Grades, and AOP 12.22 Undergraduate Courseload were all discussed. AOP 12.03 was passed with little discussion and change and will be coming to Faculty Senate. AOP 12.12 was passed contingent and will also be with Faculty Senate. AOP 12.04 was sent back to Associate Deans Council for additional revisions about timing for shortened formats with final exams. AOP 12.22 was to receive slight edits before being sent to Faculty Senate.

Dean's Council did not meet in person in August, but an email vote concerning rescinding AOP 11.05 Requirements for Shortened-Format courses was held. Much of the language in AOP 11.05 is now included in AOP 12.12. As of this report, I do not know the outcome of that vote.

Design Review Committee – Did not meet in May, June, or July. The committee met on August 1st to discuss two agenda items. First, the committee discussed the design of National Pan-Hellenic Council Plaza to be located at the corner of George Perry Street and Barr Avenue, across from Old Main Academic Center. This is an adjacent site to the new dormitory. The second agenda item concerned the Kappa Delta Sorority House renovation. The renovation would take approximately 14 months to complete, beginning next summer. The front house would be demolished and rebuilt entirely. Both projects were approved, and work would begin when finances become available.

Executive Council – This committee met on July 22nd. AOP 12.21 Veterans Academic Status was the only AOP on the agenda, and it was approved as edited by the Faculty Senate. OP 03.07 Clery Act Compliance, OP 70.09 Financial Conflict of Interest in Sponsored Activities, OP 91.304 Free Speech and Assembly, and OP 91.305 Domestic Travel by Students were also passed at Executive Council. OP 91.300 Blood Procurement had minor changes to modify personnel and system titles and to

clarify language about responsibility for debts. OP 91.301 Use of Tobacco on Campus was expanded to all university locations, as opposed to only Starkville and Meridian. One technical change was to OP 95.501 Traffic and Parking Rules and Regulations which updated grammar to reflect the new name of the office responsible, which is the Office of Transportation.

Fall Convocation Group – This committee met on June 7th with a follow-up meeting held on August 9th. Fall Convocation will be held on August 27th @ 6pm in Humphrey Coliseum. Whitney Lipscomb from the Attorney General of Mississippi's Office will be the highlighted speaker. The meeting on August 9th was to clear up logistics with flow of students into Humprey Coliseum and placement of the choir, band, and stage. I would ask that, if possible, please come out to this event and represent the faculty to the new freshman and transfer students at this university. Faculty will be seated on the first few rows in the stands behind the floor seats. Regalia is not required.

Game Day and Special Events – This committee met on July 18th. There were some changes discussed concerning the entrance to campus from the Highway 12/Russell Street intersection. This entrance will close 4 hours before game time to allow pedestrians to come onto campus without traffic trying to come down Stone Blvd to Bost Drive. Vehicles will be allowed to come onto campus at College View and move south along the new Bost Extended by the MSU Soccer field. There will also be a greater distance between tailgating and the sidewalks throughout the Junction. The tents will be marked off at 12 feet from the sidewalk. More space will also be marked between the tents. Otherwise, much of gameday experience will be similar to what was last year.

This committee also met on August 13th. The agenda included setting up a tailgate for former players for the Florida (1974 and 1999 teams), Texas A&M (2014 team), and UMass games. Also discussed was having Lot 32 (lot north of the Chapel of Memories) be set up as a tailgate for coaches' families provided by Southern Tradition Tailgate. A third item was the route for the Alumni Association Fun Run on Friday before Homecoming. The route will begin near Memorial Hall and go downtown near City Hall, progress back down Main Street/University Drive/Barr Avenue, and end by going through Davis Wade Stadium and finish outside the stadium at the southeast plaza. All three items were passed at the meeting.

Inclusive Excellence Leadership Council – This committee met on May 21st. Dr. Barber from the National Science Foundation shared a document on legislative tracking regarding DEI legislation. A discussion was held concerning college-level practices for the upcoming academic year and beyond.

Information Technology Council – Earlier this year, an IT governance advisory audit was conducted, identifying several areas for improvement in IT governance at MSU. Considering these findings, Provost Shaw has decided to pause the Information Technology Council for reevaluation of its charter and role within the university. To my knowledge, this will be my last report concerning the IT Council.

Master Plan Development and Advisory Committee – This committee did not meet in May, June, July, or August.

Parking and Traffic Regulations Committee – This committee met on June 27th. The agenda included a proposed \$30 fine for any vehicle caught charging on campus without the correct permit

or a vehicle parked in a garage charging station. This item was passed unanimously. A second item was the rezoning of certain parking spaces for the College of Agriculture and Life Sciences due to the loss of Dorman Hall parking during renovations. These changes were also approved. A third item was a request from the Dean of the College of Veterinary Medicine. The request to create reserved parking for each dean of each college. This action item was tabled pending further investigation.

Sustainability Committee – This committee met on July 25th. There are two new undergraduate interns and one returning undergraduate intern. The interns have been hosting Sustainable Saturdays in June and July at Fire Station Park discussing native plants and composting. The coffee composting is continuing this fall with Fresh Foods Market and Starbucks.

MSU Sustainability won the Glass Recycling Egg Bowl against the University of Mississippi by collecting over 8000 pounds of glass. There was so much glass that some could not be taken to recycle, so the undergraduate interns are planning to use some of the glass in other projects around campus.

Check out the MSU Green Fund. You can find it under your myState Banner page under Personal Information. As of this writing, the fund has just over \$700 total in it, and the vast majority of that was given in April/May 2024.

The committee voted to approve the energy savings percentage for the Perry Cafeteria renovation. The campus strives to be a minimum of 30% over the national standard when renovating a structure. This 30% mark is a self-imposed standard. Perry will be 15% over the national standard, so a vote was needed and was approved.

Chadwick Lake will now move to point-based treatments to prevent runoff from fertilizers into the lake. Bigger fish have been added and wood duck boxes are also installed. The lake even had swimmers in it this summer (which is not illegal). There are also pollinating areas and plants installed around the Sonny Montgomery statue near McCool Hall and an area for native plants at the College of Veterinary Medicine.

Two new autonomous transit vehicles will begin running on the north side of campus on September 1st and run through November 30th. These will loop from Old Main Academic Center to the Sanderson Center to College View and down to Giles Architecture and back to Old Main. MSU will be the first in the Southeastern Conference to implement these vehicles.

United Faculty Senate Association of Mississippi (UFSAM) – This committee met on April 10th to discuss the Family Leave response from Dr. Al Rankins that I shared last spring. We also discussed whether we should form a committee to contact IHL about faculty salaries. I mentioned that our senate just discussed faculty salaries at our April meeting, and the motion failed to pass. Discussion was held to not use data on how far behind salary averages are compared to other schools, but to tell stories and use testimonials to convey these are people they are making decisions about. There was also a discussion of a retreat/meeting to talk in person about the group. This retreat did not happen.

This committee also met on August 13th. The main topic was a discussion concerning an article in *Mississippi Today* about Professor Dawn McLin, the faculty senate president at Jackson State University. Dr. McLin was placed on leave August 1st pending termination for allegedly abusing the power of the position. On Aug. 1st, she received a letter of recommendation of termination based on interfering with accreditation, harassment, and bullying. Members of the Executive Committee for JSU asked to meet with the JSU President, but they stated that he has not made himself

available. Dr. McLin's attorney advised her to not join in with the meeting. There was an AAUP letter sent to their provost, president, IHL, and faculty senate. Members of the executive committee from JSU would like the UFSAM to support Dr. McLin by including a letter of support. A letter was discussed to support the idea of her position as faculty senate president and the fact she is a tenured professor, not necessarily her personally. At this time, no letter has been drawn up, and I will consult with the Robert Holland Faculty Senate Executive Committee and Senate when and if a letter is drawn up.

The only other business discussed was to elect a new chair for this committee. Dr. Joshua Bernstein (University of Southern Mississippi) was elected as the new chair of the body.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Committee on Campus Access

This committee is tasked with spending the \$800K budget to retrofit facilities that do not have other monies accessible for ADA updates and to make repairs that impact accessibility on campus. A report has been commissioned to locate campus spots where ADA access is limited and signage is insufficient. The report due later this fall will be assessed to determine where our budget should be spent.

Calendar Committee

No meetings have been held since the last Vice President's report, but there is one scheduled next month.

Master Plan Development and Advisory Committee

No meetings were held since the last Vice President's report. Meetings will resume in September.

Undergraduate Research and Creative Discovery Committee

No meetings were held since the last Vice President's report. Meetings will resume in September.

Task Force on Student Evaluation of Courses

The goal of the Provost's Task Force on Student Evaluation of Courses was to develop a plan to increase response rates to student course surveys. The Task Force found that students: (1) are unclear about the benefits of completing student course surveys, (2) share several misconceptions about when their feedback is released to faculty and how the information is used, and (3) have concerns about how they receive information about student course surveys and about the procedures for completing them.

The Task Force recommended a two-pronged approach to increasing response rates. The first prong is student-focused and includes both an education component and a social media component. The education component should communicate to students that their feedback matters and cannot be used against them. It should involve a coordinated series of messages explaining what student course surveys are and how students' ratings are used. It could also involve creating a Canvas course/training module about student course surveys. The social media component should include social media posts and printed materials reminding students that it is time for their voices to be heard. The dates of availability should be posted with messaging highlighting the importance we place on students' anonymity. The campaign could end with a "Thank You" event to acknowledge we appreciate their feedback.

The second prong is faculty-focused. Messaging about student course surveys (e.g., best practices for achieving high response rates, the value of students having a voice) should be included in communications faculty already receive from other offices. Faculty should also be encouraged to tailor the optional student course survey questions toward their unique course experiences. Taken together, these recommendations for students and faculty should lead to a shift in how students and faculty view student course surveys.

REPORTS FROM FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS SENT TO COMMITTEE



**MISSISSIPPI STATE
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AOP 12.03: AWARDING OF DEGREES POSTHUMOUSLY

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to clarify policies and procedures by which Mississippi State University may confer posthumously baccalaureate, graduate, and professional degrees upon students who are deceased prior to but nearing formal completion of all degree requirements of the programs being pursued.

POLICY/PROCEDURE

Mississippi State University may confer posthumously baccalaureate, graduate, and professional degrees upon students who are deceased prior to but nearing formal completion of all degree requirements of the programs being pursued. Any student who is deceased after completing degree requirements but prior to the conferment of the degree will receive the earned degree with no posthumous designation.

Eligibility

To be eligible for the award of a Mississippi State University degree posthumously, the student generally must be currently enrolled and must have met both of the following conditions:

1. At the time of death, the student was nearing completion of work required for award of the degree. "Nearing completion" is defined as having completed 75% or more of the course work required by the degree program. For graduate students in thesis and dissertation programs, 75% or more of the course work should have been completed and the student should have commenced the research process. Graduate students in non-thesis programs should have completed 75% or more of the required course work. Professional students should have completed 75% or more of the course work for the degree.
2. The student was in good academic standing and was successfully progressing toward completion of requirements for the degree to be awarded.

Recommendation for award of the degree is made by the faculty in the student's major department and approved by the department head, school director, or college dean. In the case of a graduate student, the student's Graduate Committee will make the recommendation to the department head, school director, or college dean and Dean of the Graduate School. In the case of a professional student, the Dean and Faculty of the respective College of Veterinary Medicine-college or school will make the recommendation to the Provost and Executive Vice President.

Commented [TB1]: Changed to make it more generic in the event that other professional programs are added outside of CVM.

If a student does not meet the above criteria, then the Office of the Registrar may award a certificate of attendance.

Final approval for awarding of degrees posthumously shall rest with the Provost and Executive Vice President, Mississippi State University.

Approval Process

The process for identifying and considering candidates for the award of degrees posthumously shall be as follows:

- The University Registrar, upon learning of the death of a Mississippi State University student, shall ascertain the relative academic standing of the student, as specified above.
- If the deceased student is determined to be eligible as a candidate for posthumous award of the degree being pursued, the University Registrar will so certify to the appropriate Academic Dean. The Registrar will indicate the appropriate semester and graduation date for awarding the degree.
- The departmental faculty, department head, and dean will determine if the student's overall record merits further consideration and recommendation that the posthumous award be granted; such information will be communicated to the Provost.
- The Provost will weigh all information relating to each case independently and will prepare a memorandum granting the Posthumous Award of the appropriate degree(s).

Awarding of Degrees Posthumously

Upon approval by the Provost, the following procedure will be followed:

- The Provost will prepare a presidential notification letter to the family.
- Concurrently, the University Registrar will prepare a diploma for mailing or presentation to the family.
- The posthumous nature of the award will be indicated within the student's permanent record. The following notation will be placed on the transcript of the student – “Degree Awarded Posthumously.”

Family Notification

No family notification should occur until the award of the degree is officially approved by the Provost and the President signs the letter of notification.

The letter and diploma may be mailed to the family or presented to the family in a private presentation arranged by the Office of the Provost and Executive Vice President. In addition to the letter from the President, the student's department and college/school may want to also

send a letter or card to the student's family, perhaps with a note regarding the student's contributions or academic performance or the like.

REVIEW

This AOP will be reviewed every four years or whenever circumstances require an earlier review by the University Registrar with recommendations for revision presented to the Provost and Executive Vice President.

REVIEWED:

Executive Vice Provost and Dean of the Graduate School Date

Provost and Executive Vice President Date

President, Robert Holland Faculty Senate Date

Associate Vice President, Institutional Strategy & Effectiveness Date

General Counsel Date

APPROVED:

President Date



AOP 12.12 CREDIT AND GRADES

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to provide a further understanding of the policies and procedures dealing with credit and grades at Mississippi State University.

DEFINITIONS

Credit hour = "The amount of work represented in intended learning outcomes and verified by evidence of student achievement." All student work should align to intended student learning outcomes.

Commented [TB2]: Added this sentence at ADC.

Contact hour = Time allotted for student engagement with course content and instruction

Clock time = Number of minutes or hours allotted for contact hours

Method of Instruction = format of instruction for the class (described in the UCCC Guide & Format)

POLICY/PROCEDURE

Section A Credits and Grades

All credits earned at Mississippi State University are in semester hours. Credit hours must be awarded in the semester during which they were earned. A One semester hour is defined as requiring at least the number of contact minutes as shown in a 15-week semester below. All instruction should align to intended student learning outcomes.

Table with 5 columns: Method of Instruction, Direct Instruction, Indirect Instruction, Total Contact Hours per Week, Total Time Involved in Credit. Rows include Lecture, Lab/Studio/Recitation, and Clinical Rotation.

Commented [TB3]: Lecture hours are specified in the federal definition of the credit hour. MSU must then indicate how credit for other instructional methods are defined to arrive at equivalent contact hours. What is in this chart is a first attempt to keep the minutes from the previous version of this policy within the equivalent contact hours.

1 SACSCOC policy based on the federal definitions: https://sacscoc.org/app/uploads/2019/08/Credit-Hours.pdf

<u>Method of Instruction</u>	<u>Direct Instruction</u>	<u>Indirect Instruction</u>	<u>Total Contact Hours per Week</u>	<u>Total Time Involved in Credit</u>
			<u>(150 minutes or 2.5 clock hours per week)</u>	
<u>Internship</u>		<u>4 contact hours (200 min)</u>	<u>4 contact hours (200 minutes or 3.33 clock hours per week)</u>	<u>60 contact hours (3,000 minutes indirect)</u>

Courses offered in shortened formats must increase weekly instructional time to keep the same total number of contact hours as in the traditional 15-week term. Any department offering a shortened-format course for the first time must submit a course modification proposal through departmental and college/school course and curricula committees and the University Committee on Courses and Curricula (UCCC) for approval. The UCCC is responsible for the guidelines for approval of shortened-format courses.

Departments may elect to teach shortened-format courses. These can be part of a faculty member's regular teaching assignment and will not be subject to additional compensation in this instance. In cases where the inclusion of a shortened-format course is above the normal workload, the faculty member may be eligible for additional compensation. Appropriate faculty salary for teaching a shortened-format course is described in AOP 13.12 Intersession Teaching.

- ~~c. — Lecture — 750 contact minutes~~
- ~~d. — Laboratory/Studio — 1500 contact minutes~~
- ~~e. — Nursing Clinical — 2250 contact minutes~~
- ~~f. — Internship — 3000 minutes~~

Year or quarter hours transferred from another institution are converted into semester hours for purposes of uniformity in determining graduation requirements.

Transfer credits are readily accepted from institutions accredited by or in candidate status with a U.S. Department of Education recognized agency, such as the Southern Association of Colleges and Schools Commission on Colleges. It is the responsibility of colleges (and schools) to set the standards for transferring "D" grades.

Credit from non-U.S. institutions may be accepted once reviewed by the appropriate academic department, but is not articulated directly to MSU courses. The non-U.S. institution courses may be approved to substitute for degree requirements.

Credit by examination and evaluated military service credit are accepted for academic credit as defined in AOP 12.11 Degree Requirements - Undergraduate.

The class work of the student will be evaluated according to the following:

Grade	Quality Points Per Credit Hour
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Commented [TB4]: These two paragraphs are the same as what's in AOP 11.05. I recommend combining them here and rescinding AOP 11.05.

A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Poor	1
F	Failure	0
XF	Failure – Honor Code	0
GDP	Grade Determination Pending – <u>Honor Code</u>	0 --
I	Incomplete	-- 0
S	Satisfactory	--
U	<u>*</u>	--
	Unsatisfactory	
<u>NG</u>	<u>No Grade (assigned by Registrar)</u>	--
W	Withdrawn without Penalty	--
WI	Permanent Incomplete	--

The quality-point average shall be determined on the basis of semester hours scheduled and rescheduled in which grades of “A,” “B,” “C,” “D,” and “F” or the “XF” disciplinary sanction are recorded. However, a student may not earn credits or quality points for a course or its equivalent in which he or she has already earned a grade of “A.” Any “I,” “GDP,” and “NG” grades must be resolved before a student can be awarded an academic credential. Prime grades are assigned for basic and intermediate courses. Credits from these courses count toward the credit hours attempted, but the final grade is not calculated in a student’s grade point average. AOP 13.14 Grade Appeals and Academic Review Board, contains the grade appeal procedure for students.

A grade of “I” (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of “I” will not be submitted for reasons other than previously described. Except for circumstances noted above, an “I” grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an “I” grade must complete all work within thirty (30) calendar days from the date of the student’s next enrollment. A student who receives an “I” grade may make up only that part of course work not completed because of the emergency. If a grade of “I” is not resolved into a passing grade within the allotted time, the grade becomes an “F.” Once a grade of “I” has been converted to an “F” because of the student’s failure to complete the necessary course work or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the academic deans and approved by the Provost and Executive Vice President.

If an undergraduate student has not enrolled in the university within a year of receiving a grade of “I,” the “I” will be converted to a permanent grade of “WI” and the student will not have the opportunity to change that grade.

Commented [TB5]: Added these sentences at ADC

Graduate students who receive a grade of “I” must complete all work no later than the last day of class of the next semester (excluding summer) whether or not the student is enrolled. Failure of graduate students to remove an “I” grade during the specified time will result in an automatic grade of “F.” Once a grade of “I” has been converted to an “F” because of a student’s failure to complete the necessary course work or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the academic deans and approved by the Provost and Executive Vice President. “I” grades are not permitted for thesis and dissertation research credits.

Section B Minimum Course Competencies

A student may be required to master certain minimum competencies, referred to in some programs such as the Doctor of Veterinary Medicine as “threshold events.” to allow a student to meet and pass course requirements. For a course that requires minimum competencies the following must be clearly articulated:

- i) The syllabus must clearly document the conditions for minimum competencies,
- ii) The instructor must explain the minimum competency requirements to the students on the first day the class meets,
- iii) Offer a second chance at any attempted failed competencies during the course. In the event that there is only a one-time assessment of a competency given at the end of a course, laboratory exercise or clinical rotation, the final grade may be withheld where the Registrar will assign a no grade (NG) until the next available opportunity to offer a repeat of the failed competency. The repeat opportunity must be provided, and a final grade entered prior to the next semester in which the student enrolls.
- iv) Provide catalog description to include appropriate language that minimum competencies must be met,
- v) Whenever possible, it is recommended to split apart the competency component into a standalone course,
- vi) Courses requiring a minimum competency to pass will be reviewed by the respective College Dean.

REVIEW

This AOP will be reviewed every four years (or whenever circumstances require an earlier review) by the University Registrar with recommendations for revision presented to the Provost and Executive Vice President.

BUSINESS TO BE SENT TO COMMITTEE

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

ANCILLARY AFFAIRS

CHARTER & BYLAWS

FACULTY AFFAIRS

STUDENT AFFAIRS

UNIVERSITY RESOURCES

OLD BUSINESS

NEW BUSINESS

1. Sabbatical Replacement