



## **ROBERT HOLLAND FACULTY SENATE**

### **Uncorrected Minutes of February 13, 2015**

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, February 13, 2015.

Members absent and excused were: Matt Boggan, Michael Brashier, Sylvia Byrd, Jason Lueg, Kelly Marsh, Cyprianna Swiderski, Joe Wilmoth.

Members absent were: Jerrold Belant, Robert Boyd, Ben Harvey, Chip Wade, David Wipf.

The meeting was called to order by the Senate President Randy Follett.

President Follett stated that the January 23, 2015 minutes were to reflect that Senator Cinnella was present. Senator Wolverton asked that the minutes reflect that he was excused for the January meeting. The minutes were accepted as amended.

### **GUESTS**

#### **Dr. Jerome Gilbert, Provost and Executive Vice President**

Dr. Gilbert said that he was just in a roundtable discussion with department heads discussing distance education. The meeting was very productive. Dr. Gilbert said that he emphasized to them that he was committed to modest growth in distance education while keeping quality equal to face to face instruction. The expansion of distance education should occur where there is a need and a strategy in that area. Currently, 6.8% of annual student credit hours are delivered through distance education. Dr. Gilbert said that his target is between 7.5% and 10% of annual student credit hours being taught through distance education. As a land grant research institution, Dr. Gilbert does not foresee that Mississippi State University will ever be in a position where distance education would dominate delivery.

The Work, Life, Balance Committee has just completed their survey. There were over a thousand participants in the survey. The results of the survey have not yet been compiled. Once the results are tallied they will be shared with the MSU community.

Dr. Gilbert asked that Dr. Gary Jackson join him at the podium. Dr. Gilbert along with Dr. Jackson announced that they would be working for tenure for extension faculty members. Earlier in the week there was a discussion regarding the process that would be instituted which should be acceptable to everyone. This process would ensure the same standards of excellence and performance that are required of non-extension faculty. Dr. Gilbert and Dr. Jackson would like time to work with faculty across campus as well as the Faculty Senate. Dr. Jackson would like to start appointing new positions on July 1, 2016. No existing extension faculty will be grandfathered in to a tenure track position.

### **Dr. Gary Jackson, Director of Extension**

Dr. Jackson began by thanking the President, Dr. Gilbert, and the Faculty Senate for the discussions that have brought tenured positions for extension faculty to this point. Discussion of tenured extension positions goes back four or five years. The University pursued the Carnegie classification for outreach engagement. This process brought the campus together. All of the non-formal education and non-credit teaching went into the application process. Extension faculty contributions were significant to the process. Over the last ten to fifteen years there has been a shift regarding Extension faculty. Extension faculty now have to have an educational program which includes a curriculum, evaluation, scientific impact of teaching, and to have research opportunities to support the knowledge base which includes grants and contracts. There are about a hundred FTE Extension faculty at Mississippi State, which covers 153 individuals. There are already some joint appointments, some of which are tenure track. The interest is in having one faculty and not a divided system in the review process. Dr. Jackson asked that the Faculty Senate help with defining the process for Extension faculty positions to attain tenure.

Senator Lemus asked how MAFES faculty would fit in with the process for extension faculty tenure. He asked if there was any memorandum of understanding reached with MAFES as well as Extension. Dr. Gilbert replied that the MAFES faculty did not have all three components required by IHL and the University to have a tenure track position. Dr. Jackson added that the IHL handbook specifies Extension and Library may be considered part of the core instruction of an institution of higher learning in Mississippi. Dr. Gilbert added that currently if you are in the Division of Agriculture and twenty percent or more of your funding comes from E&G sources you are eligible for tenure track. This would allow extension faculty with less than twenty percent to be eligible as well.

Senator Kelly stated that she would like to comment that as an Extension faculty member she was honored and pleased to be a part of a Senate body that will be helping with the process. She also stated that Extension, last year, celebrated one hundred years of teaching, research, and scholarly outreach. She is extremely pleased that MSU is recognizing Extension as being part of the core instructional faculty. Dr. Gilbert thanked Senator Kelly for her comments.

Secretary Elder asked what amount of informal teaching activity would be considered a load. Dr. Gilbert responded that it is those type questions that the Senate and the faculty would have to help to determine.

Dr. Gilbert added that he has spoken with President Follett and Vice President Coyne regarding this. They believe that this is moving in the right direction.

### **Dr. Steve Turner, Faculty Athletic Representative**

Dr. Turner began by stating that the student athletes did very well for the fall semester. The GPA for all of the men's and women's sports was over a 3.0. This is the second highest GPA since data first started being collected in 1993. There are 283 scholarship student athletes. One quarter of them were on the Dean's and Presidential scholars list. Over half of them were above a 3.0 last semester. Dr. Turner noted that the men's basketball team has significantly improved over last spring.

Dr. Turner stated that after the NCAA reorganization the first meeting was held as an autonomous body. Several representatives of MSU were in attendance. There are 65 institutions in the NCAA from five major conferences. Each institution has one vote. There are also fifteen students that have a vote also. One of the students was Jay Hughes. He is a football player here at MSU that graduated in December and is now in Graduate School. He will represent students nationwide over the next year. Dr. Turner noted that previously the NCAA operated in a Legislative manner. Over the last two years that process has been suspended. A Presidential commission has been moving things along. Now the NCAA operates in a Legislative manner once again. Dr. Turner stated that there are three pieces of legislation that he would like to bring to the Senate's attention. The first one has to do with concussions (2014-11). This piece of legislation states that all 65 institutions must have a concussion protocol in place. The protocols must be sent to the NCAA and will be filed there. The second piece of legislation is 2014-13. This states that the financial aid allowable to a student athlete is up to the cost of attendance. Previously, the financial aid available included tuition, books, and room and board. With this legislation, financial aid now can include miscellaneous costs. MSU has a miscellaneous category that is over five thousand dollars. Dr. Turner said that the last piece of legislation that he would like to present is 2014-14. This states that a coach will no longer be able to non-renew a scholarship based on athletic ability.

### **Mr. Scott Strickland, Athletic Director**

Mr. Strickland began by noting that the three student athletes that represented the SEC all voted against the adoption of 2014-14. He pointed out that it is a very rare occurrence that a coach would not renew a scholarship based on athletic ability. Mr. Strickland also pointed out that not only did the football team set a record by winning ten regular season games and reach number one in the country for five weeks, they also had the highest GPA in recorded history for the football program. The men's basketball team had the highest GPA in a decade.

Mr. Strickland said that he wanted to update the Senate on the budget of the Athletic Department for the upcoming year. There will be roughly sixty five million dollars in the budget for next year. Most of the money is self-generated by the Athletic Department. Some of the money comes from a fee charged to students. It was roughly four and a half million dollars at one point.

This year they received two and a half million. Mr. Strickland said that he would not at all be surprised if the number next year was under a million dollars. This frees up money that the University can now use for other things. The Athletic Department is trying to be completely self-sufficient. Currently the Athletic Department gives about a million dollars a year to the State Pride program. This program supports scholarships and other initiatives. Eight and a half million dollars of the budget is spent on scholarships. With the new NCAA regulations allowing miscellaneous expenses to be covered, there will be an additional one point three million dollars spent on scholarships. Some Universities do not pay out of state tuition fees on scholarships, but the MSU Athletic Department does pay out of state fees for their scholarships.

Senator Wolverton asked if there was any money received from the new SEC Network, and how much money was spent by the University due to the inception of the network. Mr. Strickland replied that they have not yet received any money, but he does expect to receive some at the end of the budget year. He went on to say that once the network has been in place for several years it has the potential to generate between eight and ten million dollars for Mississippi State. Mr. Strickland added that a million dollars has been invested in the infrastructure since MSU produces a lot of the events. Another one and a half million dollars needs to be invested into facilities and production studios and such.

Secretary Elder asked if MSU already had a concussion protocol in place and if that protocol had to be approved. Mr. Strickland replied that MSU does already have a concussion protocol in place. He went on to say that there will be a NCAA committee formed that will have to approve each institutions concussion protocol. MSU also performs base line testing of every student athlete.

Senator Spain asked in regard to 2014-14 what happens when a scholarship athlete has recurring injuries to their scholarship. Mr. Strickland replied that in the case of a career ending injury there is a medical hardship which allows the scholarship to continue and not count toward the scholarship cap that is established. If an athletic scholarship is non-renewed there is an appeals process that the student can undertake. In the last ten years there have been only three appeals. If a student athlete has a nagging injury and decides they do not want to play anymore a medical hardship can be filed.

Senator Fountain asked how the NCAA de-regulation of feeding practices that was instituted in 2014 affects Mississippi State. Mr. Strickland replied that the NCAA used to be very strict about what food could be provided to the student athletes. The de-regulation eased some of the restrictions. It has had about a half million dollar impact this year. The benefit is that the athletes now have access to nutritional food items. A full-time nutritionist was hired to monitor the food items made available to student athletes.

## **Dr. Deborah Lee, Co-Director, MSU Maroon & Write QEP**

Dr. Lee began by saying that Maroon & Write is a writing across the curriculum project that was part of MSU's SACS re-affirmation process. The project will last five years and this is the first year of the implementation phase. Last year was a pilot year in which the QEP was presented to the on-site team from SACS. The on-site team provided feedback on the project and revisions were made to fully implement the project this year. The second MIWE (Maroon Institute for Writing Effectiveness) class was held. There were eleven faculty members who participated last summer. There were nine faculty members that participated in the pilot phase. This is a great opportunity for faculty development. In June, the faculty that are participating meet for three and a half hours a day, four days a week, for three and a half weeks. The faculty that participate commit to redesign a course that has typically not had a strong writing component in the past. There are also other faculty development opportunities that are made available through the Center for Teaching and Learning which include brown bag events as well as seminars. There is a seminar that will be held in March which will deal with reflective writing in the classroom. There is also a Maroon & Write speaker series in which a speaker from outside the campus addresses theories and ideas from other fields that impact writing.

The assessment data is still very preliminary, but the feedback thus far has been positive in regards to student engagement and student evaluations. The Writing Center has reported an increase in usage since the implementation of the program. Dr. Lee asked that the Senators consider participating in the program as well as spread the word of the opportunity that is open to faculty in their departments. Each MIWE course will require a formal writing assignment that is to be formally graded, but it can be in the format that best fits the discipline of instruction. Support will be provided to the participating faculty to help in the re-design of the course.

The Maroon & Write initiative also needs to collect senior writing artifacts to evaluate how students are progressing through this process. The artifacts do not have to be graded and can be submitted in any format, but they do have to be individual student writing and not group projects.

During student orientation there was a writing exercise included. Some of the students took the exercise very seriously and devoted a great deal of time to their submissions.

## **REPORT OF THE PRESIDENT**

Some items of interest that I have encountered in my round of meetings over the last month are as follows:

I had hoped to have had our Spring General Faculty Meeting complete this week, but due to the unfortunate passing of Alan Nunnelee, and President Keenum's attendance at the funeral, we will have that meeting on Monday.

The spring meeting of MSU's Alumni Association took place over the last weekend, and I thoroughly enjoyed participating in the Board of Directors meeting, as well as the Leadership Conference that they held on Saturday. It is truly inspiring to see the dedication and effort that the volunteers of that organization put forth in order to help out our university accomplish its goals. The opportunity to interact with those people on a regular basis will be one of the things I truly miss after my time as president of the senate.

Some very good news for those of you following the construction project at "The Mill" is that office space in that project will begin opening up this summer, and the Marriott hotel will be open for business in time for football season this year. Both projects are doing very well, and there are negotiations underway to bring in four new restaurants as a part of the overall complex. The Mill will have a 1,000 seat capacity conference space, giving MSU, Starkville, and the surrounding area a much needed improvement in capabilities to host significant events.

As you may recall, I am participating as a representative of Faculty Senate on the search committee for the next dean of the Bagley College of Engineering. There are currently at least 33 candidates who have applied for the position, and we will begin meeting to try to determine a short list beginning next week.

One of the most dramatic changes in technologies that MSU has undertaken in recent years is perhaps the "Microsoft Migration" which is currently underway. At this time, essentially all of the e-mail systems have been migrated to Exchange, and the next phase of the project is now underway. This second phase involves the "completion" of the environment migrations by incorporating printing and file services into the Microsoft setup. As you might have noticed, the Groupwise Messenger services have now been discontinued as another part of this process, with Microsoft Lync taking its place. I am in hopes that everyone's migration experiences have been positive, without too much trauma.

There have of course been a number of other items that have occurred in the meetings that I have attended over the last month, but these items seem to be the most noteworthy. If there are other items of interest to you, please feel free to let me know.

Senator Fountain asked what the timeline was for the opening of the conference space of the Mill. President Follett replied that the office space was going to start to be filled this summer and the Marriott will be open before the start of the football season, but he is unsure of the timeline for the opening of the conference spaces.

Senator O'Neill asked if there would be any changes to the spam filter as a result of the Microsoft migration. President Follett replied that the spam filter is being modified. He noted

that due to the migration the spam filter may revert its settings. He added that as it was used, the filter would learn your responses and improve. President Follett went on to say that there was a new level of filtering that would be put in place that is tentatively called “super aggressive”. This would be a more intense scrutiny of incoming emails than the highest setting that was previously in place.

Senator Baldwin pointed out that upon changing a system password it is not reset across all University systems. President Follett stated that part of the problem was that not all University systems are maintained by the same departments.

Senator Lemus asked what is being done to protect emails on the University web page. He pointed out that anyone can harvest information very easily. President Follett replied that the student email directory is not searchable from outside the University. Faculty and staff email remain searchable since outside contacts have a legitimate reason to search for these addresses. Senator Lemus asked if there could be software put in place that would still allow the faculty and staff directory to be searched, but could not be harvested. President Follett replied that he had not heard anything about that in any of the meetings he has attended, but he would look into it.

President Follett stated that the Microsoft Outlook App has been blocked due to the fact that the app pulls email into the cloud. This allows the contents of emails on campus to be protected.

## **REPORT OF THE VICE PRESIDENT**

### **Spring 2015 General Faculty Meetings**

The Spring 2015 General Faculty Meeting has been rescheduled for February 16, 2015 at 2:00 pm in the Union Ballroom.

- Format of the meeting will include multiple presentations from university administrative offices
  - Office of the President: Dr. Mark Keenum
  - Office of the Provost and Executive Vice President: Dr. Jerry Gilbert
  - Vice President for Research and Economic Development: Dr. David Shaw
  - Vice President for Agriculture, Forestry and Veterinary Medicine: Dr. Greg Bohach
- Robert Holland Faculty Senate will again compile the minutes for the meeting which will be made available to senators and facilitate informing home departments and colleges. The intent will be have an approved minutes completed within 5 to 7 work days.

### **Vice President for Student Affairs: Candidate Search Committee**

- Committee members have reviewed applications submitted from approximately 35 candidates.

- Completed evaluation rubrics forms were submitted by each committee member at the last meeting on February 10, 2015 (Tuesday).
- Candidate/applicant pool is impressively competitive.

### **SEC Faculty Achievement Award Competition**

- Giles Distinguished professors will complete their review in the very near future and nominees will be forwarded to the Office of the Provost.
- The Office of the Provost in conjunction with officers of the senate will select a single nominee
- Nominated MSU faculty will have their SEC application packet submitted by February 27, 2015.

### **MSU Giles Distinguished Professor Applications and Reviews**

- Application dossiers submitted by faculty being considered candidates for the title of Giles Distinguished Professor are currently under reviewed.

### **Student FERPA Agreement and Student Rights/Confidentiality**

- The extent that records are copied and the number of offices that information is forwarded to ideally will have to be reduced in order to best avoid violation of confidentiality assurances
- Offices have been officially requested to not archive (store/save) any electronic student files received to date or in the future.

### **Master Plan Development and Advisory Committee**

- Delta Delta Delta Sorority House Renovations
- nSpurce Data Center Site and Schematics
- Holmes Plaza Fountain Site
- Campus Building Sign Inventory and Cost Analysis
- Aramark Future Plans (update)
- Classroom Building (update)
- Fresh Foods Facility (update)
- Roberts Building
- YMCA Building Renovation
- Convention Center (completion date and restaurant negotiations)

### **Student Welcoming Center Site Location**

- A new Student Welcoming Center is being established in Montgomery Hall

### **Review of AOP and OP Robert Holland Faculty Senate**

#### **AOP: Deans Council Review**

OOP 12.29 – Undergraduate Entrance Requirements

AOP 13.09 – Credentials for Teaching

AOP 35.05 – Payment of Non-Resident Fees for Approved Student Exchange

#### **AOP: Associate Deans Council Review**

AOP 10.07 – U.S. Department of Veterans Affairs: Students

AOP 12.09 - Class Attendance and Reporting Absences



AOP 13.04 - Attendance at Classes: Teaching Faculty  
AOP 34.01 – Special Teaching Programs

### **Robert Holland Faculty Senate**

#### **New Senator Committee Assignments**

Undergraduate Admissions Policy Committee  
Traffic Policy Committee

Dr. Rebecca Robichaux-Davis  
Dr. C.P. Coyne

#### **White Paper: Robert Holland Faculty Senate Meeting**

The development of the “White Paper” summaries for Robert Holland Faculty Senate meetings appears to be functioning as a resource that can be made available to senators within approximately 5 working days. The Senate Executive Committee will continue to review and approve initial drafts of “White Papers” prior to their final publication. Based on communications forwarded (received) to date the format of the “White Paper” briefs appear to be serving its original intended purpose.

## **FACULTY DESIGNATES ON UNIVERSITY COMMITTEES**

### **BUSINESS TO BE SENT TO COMMITTEES**

1. AOP 12.29 Undergraduate Admissions Requirements (Student Affairs)
2. AOP 13.09 Credential for Teaching (Faculty Affairs)
3. AOP 35.05 Waiver of Non-Resident Fees for Approved Student Exchange (Student Affairs)

President Follett introduced the items that are to be sent to committee. Senator Wolverton motioned to send the items to their respective committees. Senator Robichaux-Davis seconded the motion. The Senate voted unanimously to send the items to their respective committees by voice vote.

## **STANDING COMMITTEE REPORTS**

### **Academic Affairs**

#### **1. AOP 11.01 Shackouls Honors College Division of Academic Affairs**

Senator Addy pointed out that the Shackouls Honors College occupies the same space in the organizational chart as the other colleges of the University. The Honors College offers courses directly with the prefix HON and it also offers courses cooperatively with other academic units. Senator Addy, on behalf of the Academic Affairs Committee, recommended that the Senate adopt AOP 11.01 as amended.

Senator Spain stated that the Shackouls Honors College also offers international scholarship opportunities as well.

The motion to adopt AOP 11.01 as amended passed by unanimous voice vote.

**Ancillary Affairs**                      No Report

**Charter & Bylaws**                      No Report

**Faulty Affairs**

**1. DAFVM Annual Review Form**

Senator Cox stated that three years ago the Division of Agriculture, Forestry and Veterinary Medicine decided to review their annual review form and bring it more in line with the general University form. Upon completion of this process in November, Dr. Gilbert asked that Faculty Senate review the DAFVM form and determine if it could be used University wide. Senator Cox stated that the Faculty Affairs Committee reviewed the form and found that the DAFVM version was similar to the University wide form with the exception of added material addressing outreach activities, international activities, clinical faculty, and administration. Senator Cox stated that his committee did not feel that they had sufficient representation of all departments to decide on this matter. Senator Cox, on behalf of the Faculty Affairs Committee, recommends that the Senate form a special committee to review the form which consists of a more representative body.

President Follett clarified that the Senate would be voting to send the review of the DAFVM Annual Review Form to an ad hoc committee which would be formed by himself.

The motion to send the DAFVM Annual Review Form to an ad hoc committee passed by unanimous voice vote.

**2. AOP 13.01 Emeritus Appointments**

Senator Cox stated that there were three major changes that were proposed to AOP 13.01. The first revision was the changing of “academic rank” to “faculty or administrative titles”. The second revision was the addition of a sentence that states that Emeritus is an honorary title and does not imply any rights or privileges. The third revision was the addition of a paragraph that allows the revocation of the Emeritus title. Senator Cox, on behalf of the Faculty Affairs Committee, recommends that AOP 13.01 be adopted as amended.

Senator Baldwin asked how the role of the department vote has changed. Senator Cox replied that all votes at the department level would go forward in the process regardless of outcome. Senator Baldwin pointed out that Emeritus status resides in the home department and that this would mean that they do not have a say. President Follett replied that the department would still have a say, they would not, however, have the final say. This is much like the current process for Promotion and Tenure.

Senator Ridner added that she was uncertain that Emeritus status should be awarded to administrators which have not served the University in a more traditional teaching role. President Follett pointed out that all administrators are also faculty members and therefore have a home department. He added that the language change in the AOP broadens the definition of Emeritus status.

Senator Lemus asked if there should be a term limit or some mechanism to determine when Emeritus status should be terminated. Senator Cox replied that the issue was discussed in his committee. The determination was that the committee did not want to place a limit since the Emeritus status was revocable.

Senator Potter inquired why the University needs the right to revoke the Emeritus status. President Follett responded that he believed the intent was that if an individual performed an act or took a stance that was contrary to the best interest of the University, the status could be revoked. He went on to say that he did not believe that this would be enacted on a regular basis.

Senator Jones asked why the document stated that the Provost may recommend to the President that the Emeritus status be revoked. President Follett replied that this statement establishes the chain of command. Anyone can bring any activities to the Provost's attention.

Vice President Coyne stated that the revocation of the status was put in due to a situation at another institution.

Senator Potter made a motion to strike the last paragraph of the document. Senator Addy seconded the motion. President Follett asked if there was any discussion. Senator Rodgers stated that he felt that the last paragraph was important to help protect the best interests of the University. Senator Riehm added that as Emeritus there is no expectation that the individual is acting on behalf of the University. President Follett responded that there is still an association, but there is no legal contract between the two entities. Senator Grace asked if the paragraph were struck, would the University still have the right to revoke Emeritus status. President Follett responded that he was not sure of the legal rights of the University. He added that Counsel would have to be consulted to answer that question. Senator Addy added that this gives the administration the unbounded right to revoke the Emeritus status.

President Follett asked for a vote to strike the last paragraph of the AOP in question. The motion failed per majority voice vote.

Senator Jones asked if there could be a motion made to send the AOP back to committee. President Follett replied that if the motion to accept the AOP was rejected, the AOP would automatically be sent back to committee.

Senator Nagel made a motion to move the last sentence of the second paragraph of the Policy/Procedure section to the beginning of the paragraph. Secretary Elder seconded the motion. The motion to move the sentence passed by unanimous voice vote.

President Follett asked for a vote on the amended recommendation of the Faculty Affairs Committee. The motion was defeated unanimously by voice vote.

## **Student Affairs**

### **1. AOP 11.02 Special Non-Degree Student Classification (Non Traditional) for Undergraduate Students, Rescind**

Senator O'Neill reported that the contents of AOP 11.02 were incorporated into AOP 12.29 Freshman Entrance Requirements in April of 2014. Senator O'Neill, on behalf of the Student Affairs Committee, recommends that AOP 11.02 be rescinded.

The motion to rescind AOP 11.02 was approved by unanimous voice vote.

## **University Resources**

### **1. Food Science, Nutrition, and Health Promotion Parking Proposal**

Senator Bullington explained that there were revisions that were made to the policy on visitor parking permits since this request was received by the Faculty Senate. Senator Bullington further explained that the yellow visitor permits were exclusively for non-employees of the University. There is also a green permit that is intended for use by employees that are located off of the main MSU campus. Senator Bullington stated that the originators of this request were satisfied with the revisions that had been made. Senator Bullington, on behalf of the University Resources Committee, recommends that no further action be taken in regard to this request.

President Follett instructed the Senate that this was a report and not a recommendation so therefore it did not require a vote.

## **OLD BUSINESS**

## **NEW BUSINESS**

None

Vice President Coyne made a motion to adjourn. Senator O'Neill seconded the motion.

After a unanimous voice vote, the meeting adjourned at 4:18 p.m.

Submitted for correction and approval.

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Anastasia Elder, Secretary

Jason Cory, Administrative Assistant II