



## **ROBERT HOLLAND FACULTY SENATE**

### **Uncorrected Minutes of February 10, 2017**

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 10, 2017.

Members absent and excused were: Michael Brashier, Tom Carskadon, Mark Crenshaw, Wendy Herd, Lelia Kelly, Rocky Lemus, and Natasha Randle.

Members absent were: Ben Harvey, and Debra Prince

The meeting was called to order by Senate President, Cody Coyne.

President Coyne asked for any changes to the January 13, 2017 minutes. Senator Wilmoth moved that the minutes be accepted as written. Senator Krishnan seconded the motion. The motion to approve the February minutes passed by majority voice vote.

### **GUESTS**

#### **Dr. John Dickerson, Assistant Vice President, Enrollment**

Dr. Dickerson thanked the Senators for inviting him to address them. He said that two years ago the Undergraduate Recruitment and Enrollment offices were moved to Academic Affairs from Student Affairs. The enrollment offices have merged Admissions and Scholarships, Orientation and Events, Registrar, Student Financial Aid, and Student Recruitment. Dr. Dickerson said that having all of these units housed under Academic Affairs has helped due to the fact that it gives these offices a closer working relationship with the academic side of the institution.

Dr. Dickerson said that this fall we enrolled 22,622 students, which is a 3.5% increase from fall of 2015. This is also 1,500 more students than two years ago. This is the eighth consecutive undergraduate enrollment increase. Meridian and the graduate school also experienced increases. There are now 50 students enrolled through our Gulf Coast Engineering Program at Mississippi Gulf Coast Community College. This program offers Electrical and Mechanical Engineering. African American student enrollment has increased by 106 students to 4,147. Hispanic enrollment is up 83 students to 597. Mississippi resident student enrollment increased by 253 and non-resident enrollment increased 496. Mississippi State enrollment consists of 66% resident enrollment. The largest out-of-state enrollment states are Alabama, Tennessee, Georgia, Texas, and Florida. More students are coming in from all over the country which brings diversity to the University. Freshman enrollment increased 4.5%, or 153 students, with a two-year increase of 650 students. This fall's freshman class has the highest ACT average ever at 24.4, and the highest high school core GPA at 3.4. This last fall's freshman class had the highest average GPA at 2.86. Mississippi State also was able to enroll over 1,800 transfer students. This is 39 students less than the record year of 2015. There has been an increase in Mississippi community college students that attend MSU.

Dr. Dickerson said that there has been an increase by prospective students. As a result, campus visits have been expansions and adjustments. The admissions processes have been streamlined to be more efficient and effective. Students are now admitted earlier in the fall semester. Another change has been to allow the use of the prior year's information when filling out a FAFSA. This allows the University to offer financial aid much earlier and allows parents and students more time to plan.

The Student Recruiting Office has made a Recruitment Council that meets once a month. This council has recruitment employees from the academic colleges as well.

At this point, application and admitted student numbers are up for the coming fall. This increase was projected and programs were put in place to produce a higher yield. One example of this is the Academic Insight Programs. This allows admitted students to come to campus and establish a connection with their academic college.

Senator Wilmoth said that there seems to be a relationship between the success of the football team and enrollment. He asked if there was any data related to retention of the students that came primarily for that reason. Dr. Dickerson replied that the effect of the football team on enrollment was called the "Flutie effect". He said that he did not have any data related to the retention of those students. He added that the fall of 2014 was a tremendous shot in the arm for the University. Dr. Dickerson said that this has been used as an opportunity to expand the MSU brand into places that it has not been before.

Senator Elder asked for clarification on the expansion of campus visits. Dr. Dickerson replied that historically a recruitment counselor would meet one-on-one with the family to present the

enrollment information followed by a campus tour and a departmental visit if requested. This could not be sustained with the increased number of students. Now the enrollment information is presented to small groups. The presentations were given in a room in the Union until the University moved some things around to create a presentation room in Montgomery Hall. Presentations are given twice a day Monday through Friday. There used to be two fall preview days. A third preview day has been added. There was one preview day in the spring geared mainly toward sophomores and due to demand, a second preview day had to be added. Senator Elder asked if the orientation days have been set for this year. Dr. Dickerson said that the dates are posted. He added that there will be a session right before classes start to accommodate the students that live far away.

Dr. Dickerson said that his office is looking at how to shorten that commencement ceremonies as well as alleviate the seating and parking shortages.

Senator Elder said that her department is having a hard time predicting the number of students that they will have and the number of classes they need to have available. She asked if there is any mechanism that is available to help. Dr. Dickerson replied that his office is currently testing and refining analytic software that will help departments determine class requirements.

Senator Middleton said that he attended the December graduation and the police were not directing traffic when he left the ceremony. He said that he may have left before the police came out and asked if the police normally directed traffic after the ceremony. Dr. Dickerson replied that the police do direct traffic after the commencement ceremonies.

#### **Dr. Lori Bruce, Associate Vice President for Academic Affairs, Dean Graduate School**

Dr. Bruce began by saying that there has been a trend of students leaving before the commencement ceremony is over. There has been discussion regarding removing the hooding ceremony for graduate students to help shorten the ceremony. Dr. Bruce said that she was very much against removing the hooding portion of the ceremony. She said that it is hard for her to make her case against removing the hooding ceremony when the very people that are hooding and being hooded do not stay for the duration of the ceremony. She asked that the Senators discuss this with their colleagues.

Dr. Bruce said that when she became the Dean of the Graduate School three years ago, there had been a four year decline in enrollment. This has continued up to this fall. To understand why enrollment was declining, surveys were taken from students that enrolled and students that were admitted but did not come, focus groups were held with faculty and graduate students, national trends were examined, and other Universities were visited. One of the problems that was identified was that the applicant pool was not as deep as other Universities. Another issue that was identified was that the students were being admitted too late and had already committed to other Universities that admitted them earlier. The application processing time has been reduced to 20% of what it was previously. We have still seen a decline in applications, but we have been

able to gain more students. Last year was the first year to see an increase in graduate enrollment on the Starkville campus in a decade. This year is the first year to see an increase in overall graduate enrollment in seven years. Dr. Bruce said that this is a problem for the long term unless the applicant pool can be expanded. To increase and diversify the applicant pool, names have been purchased from the GRE, electronic marketing campaigns have been initiated, and general marketing and branding of programs has been instituted.

As of yesterday, applications are down 5% compared to last year for the fall semester. The number of completed applications sent to departments is up 20% and the number of admissions decisions that have been made are up 65%.

Dr. Bruce said that she is trying to utilize more truly electronic forms. As an example, a faculty member can fill out a program of study and it automatically populates in CAPP so the student's progress can be tracked.

Dr. Bruce said that a new policy has been put in place that allows a student to take a 0 credit hour course if they missed a deadline for graduation. This will allow a student that has already defended, but missed a submission deadline to the library to not have to enroll in a course that costs a lot of money. She said that the policy has been approved by the Provost and is in the process of going through UCCC right now.

During that last fall and spring there have been over 400 TAs trained. The training is a three to four day course. Dr. Bruce said that she has been collaborating with ORED and the Library to provide additional training to Research Assistants and general professional development for graduate students. There are also numerous training opportunities for graduate faculty as well. There is also a Department Head and Graduate Coordinator workshop offered each semester to cover policy and other items that will help them be successful.

Dr. Bruce said that her office also has financial assistance programs. Each year between \$40,000 and \$50,000 is awarded in travel grants to graduate students. This year \$295,000 has been awarded for recruitment grants and fellowships.

The Graduate Research Symposium will be held on March 25<sup>th</sup>. The Graduate School Awards Banquet will be held on March 30<sup>th</sup>. Graduate student appreciation week is April 3<sup>rd</sup> through 7<sup>th</sup>.

Senator Middleton asked if the awards benefits at Mississippi State were comparable with our peer institutions. Dr. Bruce replied that she has done a comprehensive study related to benefits to assistantships including health insurance. Research Assistants get a 100% tuition remission scholarship. Teaching Assistants and Service Assistantships typically get a 71% tuition remission scholarship unless the department or faculty member can supplement more. This is far behind our peer institutions. Dr. Bruce said that she has written a proposal to the Provost and the President regarding this. She said that the issue has been discussed on several occasions. She added that she feels that it is on hold right now due to the budget cuts that have occurred.

Senator Krishnan thanked Dr. Bruce for allowing the travel grants. He also said that he likes the zero credit hour course for graduate students. Senator Krishnan asked how the mix of international and domestic graduate students has changed over the past few years. Dr. Bruce also asked about the effect of depleting funding on the graduate student population. Dr. Bruce replied that she looks at the assistantships and the external grants and contracts as the driver for the doctoral enrollment. She said that as the research funding on campus has increased the number of research assistantships has declined. She said that she has been speaking to the Office of Research and Development to ensure that as much of the external funding as is possible may be used for graduate students. Dr. Bruce said that 17% of graduate students are international. She said that this is well below our peer institutions. The Carnegie I average is 50% international. Carnegie II, which is what we are now, the average is 40%. The International Institute now has recruiters which should help attract international graduate students. She said that she is concerned that the College of Engineering graduate applications are down 26%, and it is almost all international students. She added that all other college's applications are higher.

Senator Spain said that she heard that applications from the countries named in the travel ban have ceased to be processed. Dr. Bruce replied that she sent an email stating that applications from those countries should be processed. She said that a department's decision on an application should have nothing to do with whether or not they think that person can get a visa or not.

Senator Strawderman asked if there has been any discussion regarding separating graduate commencement and undergraduate commencement or possibly doing commencement by college. Dr. Bruce said that the topic has been discussed, but she is against it. She said that history has proven that separate but equal does not normally hold true. She added that she felt that it would diminish the experience for the graduate students. Senator Williams said that he graduated from the University of Georgia in a separate graduate ceremony and he did not feel diminished at all. Senator Lathan said that the Veterinary school holds a separate graduation ceremony that she really enjoys.

Senator Sherman-Morris asked what the goal of the zero credit hour course was. Dr. Bruce said that she had multiple reasons to ask for the course. One reason was due to many staggered deadlines. She said that she felt the process was confusing. She said that even if the student has defended they have to get everything to the library. The students that met the intermediate deadline did not have to register. Senator Clary asked if the course was just allowed for one semester. Dr. Bruce replied that it could only be taken once. Senator Krishnan asked if the course option will be grandfathered in for existing students. Dr. Bruce replied that it would be available to any graduate student once it meets final approvals.

## **REPORT OF THE FACULTY SENATE PRESIDENT**

**Robert Holland Faculty Senate President Committee Reports**

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|--|---|
| Athletic Council                           | Diversity Council                         |
| Executive Council                          | Information Technology Council            |
| Executive Enrollment Management Council    | Master Planning Design Review Committee   |
| Faculty Research Advisory Committee        | Design Review Committee                   |
| Anti-Bullying Policy Development Committee | Sustainability Committee                  |
| Alumni Board                               | Game Day and Special Events Committee     |
| Maroon and Write QEP Advisory Board        | Parking and Traffic Regulations Committee |
| Freshman Convocation Review Committee      | Campus Access Committee                   |
|  | Faculty Housing Appeals Committee         |
|  | Annual Faculty Review Form (ad hoc)       |
|  | Text Book Adoption Committee              |

**Phi Beta Kappa Chapter On-Site Review** **February 1, 2 & 3, 2017**

Representatives from the Faculty Senate for the College of Arts and Sciences along with the Robert Holland Faculty Senate Officers met with team members to review aspects of self-governance and the role of each Faculty Senate in student academics and the function of the university.

Senator Williams said that everyone in the exit interview felt really positive about the site visit. Senator Spain said that two of the deficiencies identified during the first visit was the adequacy of the language requirement. The second issue was providing competitive salaries for the instructors. She said that the pay issue has not been rectified.

**Faculty Senate Office**

The MSU administration has asked Faculty Senate about the feasibility of moving their office to a different site on campus due to the need to expand the Command Center in the Alumni Center. University Houses / Hunter Henry / Memorial Hall Small Auditorium / Lee Hall / Union

Senator Elder asked if there has been any discussion of having a faculty lounge. President Coyne replied that it has been discussed, but he feels that they may be concerned about the current budget situation.

**Executive Enrollment Management Committee** **December 13<sup>th</sup>, 2016**

**Executive Enrollment Management Committee** **January 11<sup>th</sup>, 2017**

Applications and Admissions for First-Time Freshman for Fall Semester

2015	Applications = 10,038	Admissions = 6664
2016	Applications = 11,407	Admissions = 7161
2017	Applications = 11,680	Admissions = 7660

A collection of strategies were reviewed to identify how to increase submission of applications

Applications and Admissions for First-Time Freshman for Spring 2017 Semester

2015	Applications = 10,668	Admissions = 7225
2016	Applications = 11,946	Admissions = 7834
2017	Applications = 12,218	Admissions = 8248

A collection of strategies were reviewed to identify how to increase submission of applications

### Fall 2016 Semester Student Success Parameters

Freshman ACT Average = 24.5\*/25.2\*\* (record high)

High School GPA Average = 3.40 (record high)

Freshman Fall GPA Average = 2.86 (record high)

Freshman Fall GPA < 2.00 = 18.1% (record low)

Freshman Spring GPA Average = 2.90

\*Highest single ACT examination score

\*\*Reconstituted ACT score from multiple examinations

## **University Committee Reports**

### **General Spring Faculty Meeting (Folkes Auditorium, Colvard Union)**

**February 14, 2017**

### **Honorary Degree Candidate Selection**

**January 30, 2017**

A list of three candidates were identified from the applicant pool and forwarded to President Keenum

A request was made to issue an Honorary Degree to another candidate already approved by IHL

### **Alumni Association Board Meetings**

**February 3 & 4, 2017**

Alumni of the Year announced by individual academic colleges at the evening banquet

### **Phi Beta Kappa and Faculty Senate Officers Joint Meeting**

**February 3, 2017**

Representatives from the College of Arts and Sciences Faculty Senate and the Robert Holland Faculty

Senate officers met with Phi Beta Kappa team representatives to review and discuss a range of topics.

### **Design Review Committee**

**February 6, 2017**

Partnership School Safety / Emergency Entrance

Creelman stop sign traffic control at Stone Boulevard and Bost Drive

Giles Bus Stop

Engineering and Science Complex: Master Plan Design Review Package approved (MPDRC / IHL)

### **Information Technology Council**

**February 7, 2017**

University Security Review

### **Master Plan, Design Advisory Committee**

**February 9, 2017**

Partnership School Safety / Emergency Entrance

Creelman stop sign traffic control at Stone Boulevard and Bost Drive

Giles Bus Stop

Engineering and Science Complex: Master Plan Design Review Package approved (MPDRC / IHL)

### **Construction and Renovation Progress Reports**

Meat Science Laboratory Building

South Entrance Road Development

Classroom Building

YMCA Renovation

Mitchell Memorial Library Addition

Aiken Village Demolition

Russell Street Improvements

Eckies Pond

NSPARC

Music Building

Dudy Noble Renovation (\$55 million projected)

Davis Wade Stadium (pre-planning stages for east side renovations/audio sound system renewal)  
Humphrey Coliseum (pre-planning stages)  
North Parking Garage (pre-planning stage)

Senator Elder asked about the nSPARC construction. President Coyne replied that the building will be located in the Research Park and will be 90 % for hardware.

Senator Jones asked when the new south entrance road would be completed. President Coyne replied that it would be this September.

**Sustainability Committee** **January 12, 2017**

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**Executive Enrollment Management Council** **February 6, 2017**

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**Athletic Council** **February 15, 2017**

Chairman Stephen Turner has assembled a team composed of Athletic Council members (n = 5 total) that will review the Athletic Academic Department. Each member will be assigned a specific responsibility during the review process which is scheduled to be completed by May 1, 2017.

**Executive Vice President and Provost Office** **February 17, 2017**

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**University Anti-Bullying Policy Committee** **February 21, 2017**

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**Preplanning and Design Committee** **February 22, 2017**

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**Executive Council** **February 27, 2018**

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**Athletic Council** **January 18, 2017**

Athletic Academic Department Review: 1 active senator, 2 past senators, 1 additional faculty member

- Request forwarded to faculty senate for consideration will be transferred to the Athletic Academic Department Review Committee pertaining to athletic sports that have schedules that severely

The main criteria that allowed MSU to participate in the St. Petersburg Bowl was APR/Graduation Rates

Student-Athlete Academic Update:

Overall GPA = 3.01 / Tennis had highest GPA (all women >3.0)

President Scholars = 59 / Deans Scholars = 48 / GPA = 4.0 for 30 Top Dog students

Bulldog Honor Roll = 205 / Fall Graduation = 31

An Academic Counselor will be hired in the near future

Bulldog Honor Roll students will be honored at the Women's basketball game Feb 16

MSU student candidates for the SEC Davis and McWhorter Awards were described

Athletic Director John Cohen reviewed how the Athletic Department functions financially in a self-sustaining manner and MSU is one-of-six SEC universities that operate in this manner. Financial transfers to the university were \$2.79 million during the last fiscal year.

The SEC FY1 distribution is expected to increase by an amount of only \$911,000

Renovation Review

Dudy Noble / Davis-Wade / Humphrey Coliseum renovations

New sound system installation for Davis Wade and Humphrey Coliseum  
Palmero Center field turf restoration  
SEC Network “build-out”

MSU participated in 7 straight bowl games (only 5 universities in the last decade have done so)  
MSU will play Ole Miss on Thanksgiving Day for at least the next two years (possibly 4 years)  
Quarterback Fitzgerald had eight games were he rushed for  $\geq 100$  yds (averaged 7.1 yds/carry)  
MSU has 9 players in the NFL at the present time  
Women’s Basketball Team: 18-0 record so far and is the only undefeated SEC team so far  
Men’s Basketball Team: 11-4 (youngest team in Division 1)  
Women’s Cross Country: Nationally ranked 15<sup>th</sup>  
Andy Cannizaro has been hired as the new MSU Baseball Coach

Tennis: MSU is ranked in top 25 and is the most consistent ranked team sport  
MSU is the only university that does not have an indoor tennis facility

Ole Miss has a FY17 operating budget 105.8M  
MSU//Bulldog Club combined has a FY17 operating budget of \$87.8M (\$18M difference)  
Ole Miss Athletics received \$2.56 M in tuition waivers for out-of-state athletes while MSU does not have a tuition waiver in place.

MSU in the SEC is ranked 13th out of 13 as far as total operating budget for athletics  
Ole Miss receives a fixed annual student fee transfer of \$1.91M ....MSU does not

Ole Miss transfers a fixed SEC/ESPN allocation of \$1.5 million  
MSU athletic facilitates prepayment of \$1. 53 million (\$2 million in 2018)  
Ole Miss charges students \$130 per ticket for football games (MSU \$55) which amounts to a calculated difference of \$787,500 (plus 190 transfers)  
MSU takes less from students for football tickets than any other SEC school

Bully Pulpit is a new program that involves media interviews of well-known individuals  
Dak Prescott is being awarded a national “Best Top 10” academic athlete award

**Campus Access Committee**

**February 7, 2017**

Cancelled

**University Anti-Bullying Ad Hoc Committee: Policy and Procedure**

**December 7, 2016**

Sub-Committee1: Training and Communications.....Judy Spencer

Sub-Committee 2: Position Statement and Policy/Procedure.....C.P. Coyne

- Reference university anti-bullying notice statements have been assembled for committee review
- Definitions of the wide spectrum of different types of bullying behavior have been assembled
- Reference university policy and procedures has been assembled for design of the review process
- Recent recommendations have proposed drafting independent policy and procedure document
  - OP 03.03 - Non-Discrimination and Anti-Harassment Policy
  - OP 03.02 - Equal Opportunity and Affirmative Action
  - OP 60.401 - Guidelines for Employee Conduct

A draft document has been composed that is accompanied by options for reporting and investigating bullying behavior at universities across the nation. Challenges associated with anti-bullying policy and procedure include the following

- Consistent uniform implementation of policy (what bothers some does not bother others)
- Consistent uniform interpretation of bullying behavior
- Potential for reporting system to be overwhelmed if the threshold for infractions is very low
- Who and how many individuals will decide if an infraction has occurred
- Who and how many individuals will investigate possible infractions
- How will the individuals be selected that will be involved in investigating possible infractions

#### **SEC Faculty Achievement Awards Selection Timeline**

- Office of the Provost Final Selection Date: January 30, 2017
- Tuesday, February 28, 2017 – Nomination packets due to SEC office  
[Last business day of February]
- Wednesday, March 1, 2017 – Nomination packets and ranking ballot provided to Provosts
- Tuesday, March 14, 2017 – Completed ranking ballots due to SEC office from Provosts  
[Approximately two weeks for Provosts to evaluate packets]
- Tuesday, March 14, 2017 – Top three ranked recipients provided to Provosts
- Wednesday, March 15, 2017 – SEC Professor of the Year Award selection teleconference

**Note:** In conference with the Office of the Provost, Robert Holland Faculty Senate will begin establishing a database of applications for the SEC Faculty Achievement Awards selection process so that candidates that have applied in previous years will automatically be included as applicants the following year. One of the motivating factors that lead to the modification in the procedures process was the belief that all well qualified candidates should know that their accomplishments have been recognized, appreciated and the remain competitive candidates for the SEC Faculty Achievement Award.

#### **William L. Giles Distinguished Professors**

- Criteria for nomination and selection are contained in AOP 13.02
- Format for recommendation is the same as that used for promotion.
- Submission: Office of the Executive Vice President and Provost
- Receipt Date: January 31, 2017
  - Established record as scholar
  - Demonstrated research achievements
  - National and international prominence
  - Excellence in teaching
  - Excellence in service
  - Established concern for others that motivates students/colleagues
  - Continuing achievement in research
  - Continuing commitment to excellence in teaching
  - Continuing commitment to excellence in service
  - MSU for 5 years

#### **Robert Holland Faculty Senate Committee Assignments and Responsibilities**



Academic Operating Policies and Operating Policies in Review External to Robert Holland Faculty Senate

- AOP 12.09 - Class Attendance and Reporting Policy
- OP 91.120 - Possession of Firearms, Explosives, or Other Devices, Substances, or Weapons
- OP 95.500 - Faculty/Staff Temporary Housing
- AOP 12.29 - Undergraduate Entrance Requirements
- Course Load for Readmission
- Graduate Provisional Admission Policy and Appeal Process

**Academic Operating Policies (AOP) Extended Beyond 4-year Cycle Review**

<u>Number ▲</u>	<u>Title</u>	<u>Date</u>	<u>Attachment</u>
10.03	Deans Council and Associate Deans Council	04-12-2012	None
10.05	Nepotism	12-05-2012	None
10.15	Substantive Changes	08-13-2013	None
11.05	Requirements for Shortened-Format Courses	11-21-2013	None
11.06	Study Abroad	11-06-2012	None
12.02	Withdrawal from the University	06-01-2010	None
12.08	Requirements for Degrees, Academic Minors, and Certificate Programs	12-05-2012	None
12.12	Credit and Grades	08-12-2013	None
12.23	Cooperative Education Program	09-20-2013	None
12.25	Pass-Fail Option	02-05-2013	None
12.26	Undergraduate Credit by Examination	04-12-2012	None
12.30	Developmental Studies	04-23-2012	None
12.36	Repeat Policy	04-12-2012	None
12.38	Undergraduate Academic Advisement	04-23-2012	None
13.05	Faculty Grievance Procedures	05-18-2012	None
13.07	Academic Promotion and Tenure	08-27-2013	None
13.20	Exit Interviews of Departing Faculty	05-11-2012	None
13.21	Faculty Released Time for Specified Committee Chairs	09-15-2011	None
21.01	Graduate Admission Criteria	04-12-2012	None
32.01	Mississippi State University Library	12-01-2006	None
34.01	Special Teaching Programs	12-01-2006	None

**Operating Policies (OP) Extended Beyond 4-year Review Cycle**

<i>Number ▲</i>	<i>Title</i>	<i>Date</i>	<i>Attachment</i>
01.07	Whistleblower Policy	08-04-2009	None
01.09	Principles for University Governance	09-12-2013	None
01.20	Use of Copyrighted Works for Education and Research	02-14-2008	None
60.103	Recruitment and Selection	10-02-2012	None
60.104	Employment Authorization	10-02-2012	Attachment
60.320	Office Hours-Work Schedule	10-02-2012	None
60.401	Guidelines for Employee Conduct	10-22-2012	None
60.501	Workforce Development	10-02-2012	None
91.109	Dissent, Disruption and Academic Freedom	09-26-2011	None
91.150	Satisfactory Academic Progress Policy	01-23-2012	None
91.177	Extended Orientation for International Students	07-16-2012	None
91.178	Policy on University Scholarship Programs and Procedures	05-23-2013	None

**Academic Operating Policy Extended Beyond 4-Year Review Cycle (Currently in Review??)**

10.02	Academic Administrators and Directors	04-28-2009	None
10.07	Veterans Administration: Students	11-26-2005	None
12.17	Undergraduate Academic Fresh-Start	12-05-2012	None
12.19	Undergraduate Academic Amnesty	12-05-2012	None
12.20	Undergraduate Academic Forgiveness	04-23-2013	None
13.01	Emeritus Appointments	09-15-2011	None
13.02	Selection of William L. Giles Distinguished Professors	07-31-2012	None
13.03	Faculty Responsibilities in Instruction and Curriculum	11-21-2013	None
13.11	<a href="#">Academic Freedom</a>	04-12-2012	None
13.14	<a href="#">Grade Appeal &amp; Academic Review Board</a>	04-28-2009	None
13.15	Evaluation of Teaching Performance	08-02-2006	None
13.24	Annual Faculty Review Process	10-14-2011	Attachment

**Academic Operating Policy Revision of Listing**

12.21	Veterans Academic Status	09-20-2013	None
13.04	<a href="#">Attendance at Classes: Teaching Faculty</a>	07-15-2011	None

# REPORT OF THE FACULTY SENATE VICE PRESIDENT

## Work-Life Balance Committee

January 17

To gather information on several issues of interest to the faculty and staff, the Work-Life Balance committee has created subcommittees to focus on the following specific issues

- Childcare
- Sanderson Center faculty/staff membership reimbursement
- Leave Policy Updates/Allowances
  - Donated leave
  - Major Medical
- Compilation of employee discounts for faculty and staff

Two questions were asked by senators during the January Faculty Senate meeting.

- One senator asked how potential rollbacks of the Affordable Care Act may impact current faculty and staff benefits? Kim Thomas, Associate Director of HRM reported that at the present HRM believes that any changes to the current Affordable Care Act would have no impact on current employee benefits through the university.
- One senator asked about operating hours of the Sanderson Center swimming pool. The swimming pool is closed from 8:00-11:00 am Monday through Friday. For many faculty with flexible teaching schedules, this would be an opportune time to utilize the swimming pool. The Work-Life balance committee agreed with the senator and further discussion is set to take place between the members of the Work-Life balance committee and Sanderson Center administration.

## Community Engagement Committee

January 17

Due to an overlap of meetings, I was unable to attend the January meeting of the Community Engagement Committee and was unable to find a replacement. The information reported is from Michelle Garraway. Next meeting of this committee is scheduled for February 21.

- Survey Working Group Subcommittee
  - Survey is currently in review to meet Carnegie standards-tentatively set for Fall 2017 launch
- Community Engagement Awards Subcommittee
  - Discussed using President's Service Honor Roll application as a template
  - Created and reviewed working draft of the Community Engagement Awards application
  - Meetings regarding the awards implementation has already taken place between the committee and some of the Vice Presidents. The committee is in the process of requesting a VP Council meeting to present the concept and solicit feedback.
- Education and Outreach Working Group

- Discussion continues regarding the creation of an educational PowerPoint that would help faculty/staff at the department level better understand Community Engagement
- Discussion continues on how to incorporate community engagement into existing infrastructures. Possible examples include:
  - Outreach Button on homepage
  - Faculty and staff evaluation processes and reporting
  - Framing within institutional priorities
  - Explicitly connecting CE to We Ring True
  - The MSU TV Center has created a storyboard for an educational video on understanding CE and will follow up with CE staff on moving forward

### Upcoming scheduled meetings

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| • Master Plan Development and Advisory Committee | February 9  |
| • Spring General Faculty Meeting                 | February 14 |
| • Deans Council Meeting                          | February 20 |
| • Work-Life Balance Monthly Meeting              | February 21 |
| • Community Engagement                           | February 21 |
| • Master Plan Development and Advisory Committee | March 9     |

### Upcoming planning meetings

- 2017 Spring Faculty Senate Roundtable-initial discussions regarding the annual responsibility of the RHFS Vice President has begun.
  - Date to be confirmed (usually late April)
  - Topic of roundtable to be confirmed (topic is of interest to both faculty and administration)

Respectfully submitted,

Brent Fountain

RHFS Vice President

## **FACULTY DESIGNATES ON UNIVERSITY COMMITTEES**

Senator Addy said that it has been discussed as to how faculty can be informed about ongoing searches. He said that there does not really seem to be a good solution. Senator Addy said that the minutes for Associate Deans Council can be found online. Senator Potter asked if the minutes are available online. Senator Addy replied that the minutes can be found on the Office of the Provost website.

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

1. Lecture Videotaping Inquiry (Ancillary Affairs)
2. Handbook Review (Faculty Affairs)

President Coyne gave some background information pertaining to the items to be assigned to committee. The motion to send the items to their respective committees passed by majority hand vote.

## **STANDING COMMITTEE REPORTS**

**Academic Affairs**                      No Report

**Ancillary Affairs**                      No Report

### **Charter & Bylaws**

Senator Elder, on behalf of the Charter & Bylaws Committee, informed the Senate about the report on Faculty Senate re-apportionment. She noted that due to rounding, Meridian could potentially lose a seat and Extension could gain a seat. She explained that the committee felt that the Meridian campus should retain their two seats since they have to travel to campus to meet.

Senator Wilmoth asked if there were any numbers regarding Extension faculty that have been elected within their departments rather than Extension. Senator Elder replied that she did not have that information. Senator Dodds said that he was elected as a representative of CALS even though he has a 75% Extension appointment. Senator Elder said that an individual can be elected into either Extension or their college. Senator Middleton said that he feels that this re-apportionment method would give Arts & Sciences an unfair advantage. Senator Elder replied that she did not feel that the method gave an unfair advantage due to the fact that it is a direct representation of the number of faculty housed in each college.

Senator Dutta said that he has an issue regarding the uneven distribution of Arts & Sciences seats. He said that there are only four representatives of the sciences and ten representatives of the arts. Senator Elder replied that the elections occur at the college level. She suggested that Senator Dutta encourage his peers to run for Senate positions.

Senator Grace said that at one point she had a three way split between Extension, CFR, and FWRC. She said that she was allowed to run for Senate to represent either Extension or CFR, but not both. Senator Elder said that the list of faculty does not count any person, regardless of their appointment, twice.

Senator Wilmoth said that he feels that Extension is well represented because some of the faculty that represent their home colleges also have Extension appointments.

The motion to accept the report from the Charter & Bylaws Committee to keep the number of seats each college has remains the same passed by majority hand vote.

### **Faculty Affairs**

Senator Baldwin, on behalf of the Faculty Affairs Committee, explained that there has been confusion regarding the handling of promotion and tenure document handling. The portion of the Faculty Handbook that is affected by this topic is line 475. Senator Baldwin explained that some Department Heads have been receiving the letter from the departmental committee and writing their letter either in concurrence with the departmental letter, or point by point refuting the departmental letter. The Faculty Affairs Committee views this as a clarification and not a change. The proposal by the committee is that the document be treated as a peer review grant would be. The reviewers should not collude with each other until it reaches the college level.

President Coyne noted that the candidate would benefit by this in the case of an error. Currently, errors can be perpetuated through the review process. Senator Baldwin said that currently the letter of clarification that is allowed to be written by the candidate is received by the Department Head. The letter of clarification should be addressed to the author of the letter containing the error. The Department Head is entitled to know the outcome of the vote before the dossier moves forward.

Senator Krishnan said that there is nothing that prevents the Department Head from receiving the formal communication of the decision. Senator Baldwin replied that the term “separate and independent” does preclude the formal letter from being shared with the Department Head before his/her decision is reached.

Senator Musser said that he heard that legal counsel had weighed in on this subject and ruled as directly opposed to what the Senate is proposing. Senator Baldwin replied that legal counsel said that the system could not be changed while the process was ongoing.

President Coyne said that it is possible that legal counsel may have been unaware that the departmental review and the Department Head review occurred simultaneously.

Senator Potter asked if it worked the same way at the college level. Senator Baldwin replied that the process at the college level is sequential and the college committee makes a recommendation to the dean.

Senator Sebba asked if the separation of the letters was to avoid bias. Senator Baldwin replied that it was. He added that the Department Head annual reviews being included in the dossier is seen by Department Heads as biasing the departmental committee. Senator Baldwin said that it is up to the candidate whether to include the annual reviews or not. Senator Elder said that some college documents do require the inclusion of annual reviews.

Senator Wipf suggested that a statement interpreting the document being distributed may allow others to follow the rules as Senate sees them until a change can be made. Senator Baldwin said that he agreed that something like a White Paper would be beneficial. Senator Jones said that she is concerned that using a White Paper and not changing the document would lead to the clarification being ignored. Senator Baldwin replied that if this is viewed as a clarification, it can be put into effect. If it is viewed as a change, the changes would not take effect until a later date. If this is the case a White Paper would be beneficial to get everyone used to the changes that will take effect later.

Senator Middleton said that there is no stated policy on each step of the promotion and tenure process as to how jointly appointed faculty members are to be evaluated. Senator Baldwin replied that former Provost Gilbert was hesitant to put guidelines in the document since it is up to the department to evaluate their peers. Senator Middleton said that this precludes the secondary Program Director or Department Head from having a role in the promotion and tenure process. Senator Baldwin replied that both Department Heads jointly review the candidate in such a case in his department. Senator Middleton asked if the Senate felt that a jointly appointed faculty member should have a formal process for review by all departments that they hold an appointment. President Coyne said that one of the concerns against this is that a Program Director has a keen interest in the success of the faculty. He added that legally a faculty member should not have an extra step in their evaluation versus any other candidate. Senator Elder said that it could be potentially harmful to the candidate if more people are involved. Senator Spain said that if the home department does not value certain journals as highly as the department holding the joint appointment, it could de-value the candidate's body of work. Senator Thompson said that the jointly appointed faculty should be reviewed for other reasons in each department that an appointment exists, but there is only one department awarding tenure. Senator Fountain pointed out that with the new tenure position for 100% Extension faculty, there will be a time when the Provost and the Vice President will have to make a joint decision.

## **Student Affairs**

No Report

## **University Resources**

Senator Grace gave an update on behalf of the University Resources Committee. She explained that her committee is looking into the mandatory online teaching certification. She said that the committee is working on the wording and should have a report at the March Faculty Senate Meeting.

Senator Williams asked if it was required to have the certification. Senator Grace replied that CTL has made an effort to get those who have not gotten the certification to do so. She said that there are other methods of getting certified besides CTL 101. Senator Sherman-Morris said that the email that she received said that it would be mandatory starting January 2017. Senator Grace replied that the date has been pushed back.

## **SPECIAL COMMITTEE REPORTS**

### **PENDING BUSINESS**

### **NEW BUSINESS**

#### **1. Letter of Request to Review Athletic Scheduling Effects on Academics**

President Coyne explained that there is a new University committee that is tasked with reviewing athletic academics. There are several current and past Faculty Senators on the committee. President Coyne said that the Executive Committee motions that the letter of request be forwarded to the new University committee.

Senator Ridner said that she felt the request letter was more about excused and un-excused absences rather than athletic scheduling. President Coyne replied that the Executive Committee felt that this was not an issue for many of the sports. He said that it was looked at as an advising issue. Senator Spain said that she feels that the Senate should handle this matter and not send it to an external committee. She said that some of this pertained to how certain modes of learning are being undercut. Senator Elder asked what the charge of the University committee was. Senator Wilmoth replied that this topic is not something that the committee has looked at in the past. He suggested that Senate should handle the request as well as send it to the University committee.

Senator Krishnan said that he has an issue with someone from the athletic department overriding the decisions that have been made by UCCC.

Senator Follett made a motion to send the request for review to the Academic Affairs Committee as well as send it to the University Committee for informative purposes. Senator Williams seconded the motion. The motion to send to the Academic Affairs Committee passed by unanimous hand vote.

Senator Krishnan made a motion to adjourn. Senator Follett seconded the motion.

After a unanimous voice vote, the meeting adjourned at 4:41 p.m.

Submitted for correction and approval.

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Kent Marett, Secretary

Jason Cory, Administrative Assistant II