

ROBERT HOLLAND FACULTY SENATE AGENDA

February 11, 2022

1. Call to Order
2. [Adoption of Minutes, January 21, 2022](#) (p. 2)
3. Introduction of Guests
 - Dr. Gary Jackson, Director, Extension Services
 - Mr. Jeremiah Dumas, Executive Director, Parking & Transit Services
 - Dr. Thomas Bourgeois, Associate Vice President for Student Success and Dean of Students
 - Dr. David Shaw, Executive Vice President and Provost
4. [Report of the Faculty Senate President](#)..... (p.16)
5. [Report of the Faculty Senate Vice President](#) (p.18)
6. Reports from Faculty Senate Designates on University Committees
7. Business to be sent to Committee:
 - 7.1. [AOP 12.30 Developmental Studies - To be Rescinded](#) (Academic Affairs)..... (p.32)
 - 7.2. [AOP 13.20 Exit Interviews of Departing Faculty](#) (University Resources)..... (p.34)
 - 7.3. [AOP 13.21 Faculty Released Time for Specified Committee Chairs](#) (University Resources)
..... (p. 36)
8. Standing Committee Reports:
 - 8.1. Academic Affairs
 - 8.1.1. [AOP 12.08 Requirements for Degrees, Minors, and Certificates](#)..... (p. 19)
 - 8.2. Ancillary Affairs
 - 8.3. Charter & Bylaws
 - 8.3.1. [Faculty Senate Apportionment Report](#)..... (p. 27)
 - 8.4. Faculty Affairs
 - 8.5. Student Affairs
 - 8.6. University Resources
 - 8.6.1. [AOP 10.08 Classroom Regulations](#)..... (p. 28)
9. Special Committee Reports
10. Pending Business
11. New Business
 - 11.1. [Resolution on Academic Freedom](#)..... (p. 31)
12. Adjourn



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of January 21, 2022

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in Bettersworth Auditorium at 2:00 p.m. on Friday, January 21, 2022.

Members absent and excused were Mike Breazeale, Thu Dinh, Charles Freeman, Derek Marshall, and Amanda Stone.

The meeting was called to order by Senate President Rebecca Robichaux-Davis. President Robichaux-Davis asked for any corrections to the minutes of the November 12, 2021, meeting. Hearing no corrections, President Robichaux-Davis accepted the minutes as presented.

GUESTS

Dr. Rick Travis, Dean, College of Arts & Sciences

Dr. Travis said prior to becoming dean, he was a faculty member in the Political Sciences Department. One of his focus areas was democracy, democratization, democratic failure, and institutional structures including legislatures and their role. While a faculty member, he was also the Director of the Model United Nations Program on campus for 17 years. He said in this role he saw a lot of high school and college students engage in debate and deliberation over multiple days. Dr. Travis said he has also previously served two terms on the Robert Holland Faculty Senate from 1997 to 2001 and from 2004 to 2007. He said he was asked to speak to the Senate about representation, deliberation, and policy outcomes.

Dr. Travis gave a PowerPoint presentation which can be viewed at the end of these minutes on the Faculty Senate website (<https://www.facultysenate.msstate.edu/meeting-materials>).

Senator Pelaez said, while considering that we are living in a pandemic, some senators want to be part of this spirit of mutual respect and critical conversation without fear of honesty and sheer regard but have a medical condition that recommends they are not here with us. She

asked Dr. Travis what he recommends for this situation. Dr. Travis replied there is a difference between temporary measures, even if these temporary measures last another 9, 12, or 36 months, and permanent decisions. He said he does not disapprove of what is happening today. He said it is his opinion that hybrid meetings such as this, in the long-run, will lead to a lesser sense of cohesiveness among the senators and a lesser sense of consideration of policy positions that will be taken. Dr. Travis said in the short-term it is a different thing. He said he understands the cautions needed now. He said the cautions needed now are not things that need to be codified in the rules of order.

Dr. David Shaw, Provost and Executive Vice President

Dr. Shaw began by wishing the senators a happy new year. He said the decision to delay the start of the spring semester to allow for the Winter Intersession has worked to our advantage in many ways. He asked the senators to provide him with feedback to help determine next year's calendar.

Dr. Shaw said today marks the end of the first week of the semester and we are still standing. He said we have faced many challenges this week, but he could not be prouder of how the faculty and students are handling the new spike in Covid cases. The IHL institutions spent over an hour talking with Dr. Thomas Dobbs, seeking his advice on how to approach the new semester. Dr. Shaw said Dr. Dobbs encouraged the schools to do just as we are doing. Dr. Dobbs recognized this variant as a milder variant. Due to this, and our vaccination rates, Dr. Dobbs recommended we hold in-person classes and maintain the mask requirement. Dr. Shaw said administration is aware that with the inevitable spikes a certain amount of grace will have to be shown with the faculty and staff. The resiliency of our institution, which has been enhanced over the past two years, is really paying off in terms of the experiences faculty have had on how to adapt. He said he understands if someone is sick and needs to stay home or if extracurricular assignments need to be assigned to continue the student learning experience. Dr. Shaw said all the deans have reported that they are proud of the way faculty have responded. Dr. Shaw said he recognizes that this is a stressful time, and he thanked the faculty for doing what is best for our students and their success.

Dr. Shaw said another survey is being conducted of students and employees to determine current vaccination status. After the first day of the survey the numbers are basically the same as the last survey results with over 80% of employees and over 50% of students reporting that they are vaccinated. Vaccinations are still being strongly promoted. A number of the mobile testing sites will be operated over the next few days and weeks. Dr. Shaw said the administration is staying in close contact with Dr. Dobbs and the local hospitals to make sure we are best prepared for any contingency that may arise.

Dr. Shaw said three task forces were created to look at three different topical areas of multidisciplinary or transdisciplinary academic program development. The three areas are data science, health sciences, and autonomy. All three of these committees have made significant progress recently. Last fall, after going through the normal processes, we approved the new program in data science. This was initially a partnership between the Mathematics and Statistics Department and the Computer Science and Engineering department. This has grown to include involvement from five colleges. The Introduction to Data Literacy course was taught last fall and will be taught again this spring. In just the second semester since its inception, there are already 107 students enrolled in the course. We are currently in conversation with the community college system to think of ways we can partner with them to help prepare their students to continue their education at Mississippi State. With regard to the health sciences initiative, a consultant has been hired to identify new opportunities in academic and professional programs. Dr. Shaw said he met with the consultant yesterday afternoon and he seemed to be very excited about some of the opportunities we could pursue. Dr. Shaw said we are not yet at the point where we are talking about specifics, but he is excited about some of the opportunities we have to have an impact on health services in Mississippi. Mississippi generally ranks between 49th and 50th in health outcomes in our country. This is a way that a land grant institution can make a true difference for the state. Dr. Shaw said, with regard to the autonomy effort, MSU was recognized by the FAA as a sanctioned and recognized institution for the teaching and training for unmanned aerial systems last fall. He said it is exciting to see the developments coming on that front.

Dr. Shaw said the Teaching Evaluation and Faculty Evaluation reports have come together in a way that has spurred a lot of additional conversation in both his office and across campus about what we can do, in a positive way, to make sure we are doing the best job we can to prepare, equip, and train our faculty. Dr. Shaw said he finished his PhD program at Oklahoma State University on a research assistantship while having taught only one guest lecture. He said he was then hired by Mississippi State University in May and was teaching in a classroom in August. Dr. Shaw said we can do better than that for our faculty. He said he has asked Dr. Jim Dunne who previously led the Center for Teaching and Learning to lead an effort to determine what other institutions are doing to train their faculty to be the most effective they can be.

Dr. Shaw said one of the recommendations that came out of our strategic plan was to address the impending decline in the number of college aged citizens in the state. He said it is unrealistic to expect that budgets would not be affected by a decline in tuition funds. As part of our Strategic Enrollment Management, Ruffalo Noel Levitz, the national leader in enrollment projection and planning, was hired. They are in the preliminary stages of producing a final report so more information will be shared on this in the near future. Dr. Shaw said he is excited

about how they are helping us to identify ways that we can not only maintain enrollment but grow enrollment moving forward.

Dr. Shaw said Dr. Regina Hyatt chaired a task force on Student Success. The task force provided several hard-hitting recommendations on things we need to be thinking about and doing. Dr. Thomas Bourgeois has been serving as a liaison between Student Affairs and Academic Affairs in his dual role as Associate Vice President for Student Success and Dean of Students. Dr. Shaw said this role has proven to be a huge asset to him due to the fact that student success is not solely a Student Affairs or Academic Affairs issue. He said Dr. Bourgeois is really helping the Office of the Provost to understand the things outside of the classroom that directly impact student success as well as taking the conversations from the Academic Affairs side back to Student Affairs. Dr. Bourgeois is leading the effort to develop a strategic plan for student success and more information on this will be shared later this semester or at latest by the beginning of the fall semester.

The Evaluation of Teaching Task Force put a great deal of effort into developing a new instrument which Dr. Shaw feels is a more effective tool to get the feedback faculty need. Last semester was the first time the new instrument was used and the survey will continue to be monitored for changes that may need to be made.

Dr. Shaw said he just received two subcommittee reports from the Associate Deans Council on the Instructional faculty initiative on which Senate made recommendations. He said he just received these reports and has not yet had the time to review them. He said he recently met with President Robichaux-Davis and Vice President Hopper and discussed the things that will need to be thought about to be able to get this initiative implemented. He said he has not talked to anyone that did not think Senate recommendation number one discussing the new ranks was a good idea. Dr. Shaw said when he was in his faculty role he was in the Division of Agriculture with a split appointment between CALS and MAFES. When the decision was made in the 1980's to bring Extension in and have unified departments that included extension, research, and teaching, the first thing that was set up was promotion and tenure committees. He said this was prior to tenure for Extension faculty. Extension needed to have representation on the P&T Committees to ensure they were being evaluated fairly for promotion. Dr. Shaw said there were some ugly conversations that were difficult to go through to grasp if an Extension faculty could sit in on the evaluation of a research and teaching faculty member and vice versa. There were a lot of strong opinions on both sides. Dr. Shaw said we will have to have some of these same conversations as we think about professorial ranks within departments and colleges that are not tenure-track positions. Dr. Shaw said he is fully confident that we can get there, but he is also confident that if we do not have these conversations up-front, we may lose the objective in the general faculty vote. There will most

likely be some Town Hall discussions to provide the opportunity to understand, pose questions, present ideas, and express concerns prior to a faculty vote. Dr. Shaw said that he would love to get this done this spring semester so we can begin thinking about the structure of the committees, but he said we need to make sure that we get this right rather than quickly. He said we will take the time to ensure that all concerns and ideas are vetted.

Dr. Shaw said he is very excited about the quality product Sasaki Associates is developing for our master plan. He said there is a great deal of input they received from the campus community. The quality of the plan being delivered will be better than anything that we have seen in the past and casts a great vision for where we are going. More will be shared on this as the plan is finalized in the next month or so.

Dr. Shaw said over the last several months we have been engaged with Prophet Corporation based out of Atlanta to help us think through how we can tell the story of Mississippi State University more effectively. The firm does branding and marketing work nationally and has several large clients such as Chick-Fil-A. Dr. Shaw said he thinks this meshes very well with what we are doing with strategic enrollment planning, the campus master plan, and the transformational plan for change.

Senator Gregory said she believed it would be appropriate for someone who sees the positives of online meetings to address the Senate. She said she spoke to Rasheda Bodie Forbes when she had concerns about her colleagues not being able to attend and she may be a good guest to invite.

Senator Gregory said one of her colleagues in the College of Architecture, Art, and Design and some faculty members in the College of Arts and Sciences have been trying to get a civil rights activist to speak on campus. She said there was a request by the University to have an alternative viewpoint to their civil rights views. She asked what the status of this request was and what the University views as an alternative view to civil rights. Dr. Shaw said he will follow up on Senator Gregory's question. He said he did not believe he was part of all of the conversations relating to her question.

Senator Williams said the Communications Department just started a new master's degree program. He said part of the conversation when preparing the degree program involved the GRE. He asked what Dr. Shaw saw as the future of standardized tests such as the ACT and the GRE. He also asked how this would affect merit-based aid. Dr. Shaw said there is a huge debate nationally about standardized testing. He said, with respect to the GRE, it can be used very effectively for the students who are right on the margin and may not qualify without the test score. The GRE can actually help make the case for the inclusion of the student. He said he has also seen in a lot of the available information that it may not be the best single tool to be

using. Dr. Shaw said the administration's guidance to the deans is to use the test to evaluate students on the margin, but not to use it as a hard cutoff. With the dropping of the GRE requirements in some departments recently we did not see a drop in the average GPAs for the programs. Dr. Shaw said a lot of what he said about the GRE also applies to the ACT and SAT. He said the conversation about these tests in the state of Mississippi has to be driven by the fact that IHL and the state legislature require these tests for state aid. This is not something that we can make a decision on by ourselves. This was a topic of conversation during the last meeting of the IHL Chief Academic Officers. Dr. Shaw said our experiences with this during the pandemic needs to stem the conversations nationally and locally on the future of standardized tests.

Senator Pelaez asked what the current plans are for the Omicron variant. She said last semester there was a threshold at which masks requirements would be changed. Dr. Shaw replied the mask requirement will follow the CDC guidance which requires masks when the county is in a substantial or high rate of spread. The guidance from the State Health Officer was to monitor the county status on a one or two week rolling average. Dr. Shaw said the vaccine mandate is on hold pending the decision of the Supreme Court. He said the University is doubling down on promotion of the vaccine. Dr. Shaw said guidance from Dr. Dobbs and the CDC encourages face-to-face classes due to the mildness of the variant and the vaccination rate of the most susceptible population. There will be high numbers, but we will not see the same situation we had with the Delta variant. Dr. Shaw said Dr. Dobbs is very hopeful that we are at the peak right now and the numbers should be going down sharply in the next two or three weeks.

Senator Kelly said she wanted to follow up on Senator Gregory's question about alternative points of view. She said this past fall the Gender Studies Department in conjunction with another department set up a panel discussion with a well-established scholar and a prominent attorney to speak about the potential implications of the Supreme Court case Dobbs vs the State of Mississippi. She said this case could make abortion illegal or very restrictive. She said this case has critical implications which should be discussed in a university setting. The attempt to organize an alternative point of view prevented the publicizing of the original event. She said she has concerns about the alternative viewpoint policy and said, with her experience and Senator Gregory's experience, she gets the impression this policy only applies to topics and speakers that are unpopular in a conservative political climate. She said if restrictions are only put on these topics, it violates academic freedom. Dr. Shaw replied that for a number of consecutive years now Mississippi State University has been recognized as a free speech campus. Dr. Shaw said the administration is very proud and very respectful of this. He said he suspects that questions were raised for these events given they are hot topics. Dr. Shaw said he wants to see topics like this discussed on a college campus. He said in the case that Senator

Kelly is referring to, the question of will we provide the opportunity for our students to hear about the Mississippi case that is being made. The answer was why would we not bring in someone like the attorney pleading the case. Dr. Shaw said this was not a one-to-one matchup, but to take advantage of something that is putting Mississippi in the national spotlight and to be sure that our students fully understand the ramifications of the case. Dr. Shaw said he does not think that there is a requirement every time to have alternative viewpoints and it is not always a conservative versus liberal philosophy. He said we must make sure that our students have the opportunity to hear from different viewpoints. He said he was in a conversation just this week asking if there are lectureships we should be exploring to bring in nationally and internationally recognized speakers on topics just like these. He said he is very supportive of this and wants to make sure that the students, the faculty, and the citizens of Mississippi are given the exposure that is necessary to see this accomplished.

Senator Zuckerman asked what the latest university vaccination data shows. Dr. Shaw said as of this morning, when the survey had been available for one day, 81% of employees had reported being fully vaccinated. When we stopped the vaccine mandate the number of employees who were either vaccinated or reported an exemption was between 92% and 93%.

Senator Priddy said the questions in the new student survey were much more geared toward evaluating student learning. She said she has heard from a couple of colleagues in the College of Agriculture and Life Sciences and the College of Engineering that they would like some guidance on how to tie the results of the new survey in with the older evaluation data. Dr. Shaw said this is not the first time he has heard this, and we will need to work collectively to address it. He said the task force recommendation was to not include the averages. He said we need to think about what we can do to provide information without it being used in a punitive way which it was not intended. Dr. Shaw said he is not sure what the answer is on this, and we need to continue having this conversation.

Senator Wood said she has heard some concerns about the timing of when the student surveys become available. She said faculty would like more advanced notice so they can encourage their students to take it in class. She asked what conversations have been held about how we can encourage our students to complete the surveys. Dr. Shaw said he would have liked to have everything finalized a bit earlier last semester to provide more advanced notice. He said administering the survey during the Thanksgiving week was also not ideal. Dr. Shaw said there are discussions about the timing of the survey and the window it is open. He said he welcomes any feedback or suggestions on this.

Senator Kelly said she would like to see alternative funding opportunities for departments to be able to facilitate hosting alternative points of view. She said smaller departments with smaller budgets may not be able to fund multiple events and the alternative point of view may

not line up with the departments mission or priorities. She said it also may be beneficial to see if there is organic interest in an alternative point of view. In 2018 an abortion provider who speaks strictly from a Christian perspective came to speak on campus. She said there were many who were in strong disagreement who organized their own events. Dr. Shaw said conversations are ongoing about what we can do with regard to lectureships. He said it is too early at this point to say we have something, but administration is very interested in seeing what can be done to be sure that a lot of different viewpoints, not just pro and con, can be presented.

REPORT OF THE FACULTY SENATE PRESIDENT

Happy New Year, Senators! Welcome to 2022! I hope you had a restful and relaxing holiday break and your Spring semester is off to a good start! For those of you who taught a Winter Session course, thank you for providing that opportunity to our students. I hope you were still able to find a little time for rest and relaxation. As we begin, I wish you a successful and healthy semester as we continue to face challenges brought on by variants of COVID-19.

Since my last report, several of the university standing committees on which I serve did not meet, but some did along with other standing monthly meetings that I have in my role as President of the Faculty Senate; thus, it was still a busy month. On Dec 3rd, 6th and 7th, I attended the virtual SACSCOC Annual Conference as part of MSU's team of Dr. Keenum, Dr. Shaw, Dr. Tracey Baham and Vice-President for Finance and Administration, Mr. Don Zant. We attended required sessions for those going through reaffirmation in 2024. I also attended sessions specifically focused on faculty governance and the accreditation process.

Since our last meeting, I met with Dr. Jim Dunne (one of my regular monthly meetings) and we discussed the formation of a committee to replace the "Committee on Committees". This new committee will review the work of each University Standing Committee and determine if any changes to the committee's charge, purpose, and composition need to be changed. The President of the Faculty Senate will serve on this new committee. We expect for this committee to begin its work at some point during this semester.

Also in December, I attended a meeting of the Committee on Inclusive Excellence Statements during which time we reviewed the inclusive excellence statements of some units on campus as well as many of our peer institutions and discussed what we thought should be included in such statements for MSU. We are in the process of constructing such statements for our university, building off of what some units on campus already have.

In response to a concern about the vagueness of the policy for excused absences for medical reasons, I met with Dean Thomas Bourgeois to discuss this concern. He noted this policy is purposefully vague and is aligned with that of our peer institutions. He did share that he and

personnel from our Title 9 office and General Counsel are currently reviewing and updating various parts of the policy and asked if I would like to appoint a senator to represent us in those discussions prior to any changes in the policy coming before the senate through the usual review cycle. I have asked Senator Lindsey Miller to do this, and she has graciously agreed. Dr. Bourgeois also volunteered to come speak to us about this. He reiterated that his office provides support to faculty in determining whether or not absences due to medical reasons are excused or not. He said all the faculty member has to do is contact his office, explain the situation, provide any documents that they may have, and his personnel will take over after that. He said not many faculty take advantage of this service, but encouraged us to do so. After discussing this with the Executive Committee, I have invited Dean Bourgeois to speak to us at our February meeting.

I have continued to attend weekly COVID-19 meetings during which time I voiced any concerns that were sent to me during the week prior to the meeting. You should notice that the COVID-19 website has been updated to reflect new guidance about quarantining with or without being fully vaccinated along with other updated information.

I have also been recently appointed to the Experiential Learning Task Force and attended one meeting of that group during which time we discussed how best to capture what is currently being done on campus as it pertains to Experiential Learning. A survey will be going out to all faculty at some point this semester and I urge you to complete that survey, as well as to urge those who you represent to also complete the survey.

With regards to the new Student Course Survey that we approved during our October meeting, which was implemented at the end of last semester, I have only received feedback from a few faculty members after its implementation. This feedback included that they liked the items much better than the previous ones, but that the response rates were still very low. Please send me any other feedback that you may have received, along with any ideas you may have for increasing the response rates.

Reports from Committees on which I Serve:

Athletic Council – This committee met on January 12, 2022. Ann Carr shared that a Leadership Academy will be held for student athletes this semester. Fourteen student athletes will be chosen to participate. The interview process for identifying the next cohort of BELI Interns for this semester is underway. Christine Jackson shared that Athletic Academics is fully staffed now, but they are still looking for more academic tutors. If you know of anyone interested in tutoring student athletes have them contact Christine. For the ninth straight semester, our Athletic Department had an overall departmental GPA over 3.0. The departmental GPA for Fall 2021 was 3.1. Next week, John Cohen, Bracky Brett and Brent Fountain will be attending the

NCAA Annual Convention at the NCAA Headquarters in Indianapolis, Indiana. They will be voting on a new constitution for the NCAA. They will also participate in meetings of the D1 Transformation Committee which is being led by Co-Chair SEC Commissioner Greg Sankey. The D1 Transformation Committee will work to make significant changes in the way Division 1 Athletics operates. Their main focus will be the student athlete experience.

COVID-19 Task Force – The COVID-19 Task Force continues to meet weekly. Information from these meetings has been provided primarily through emailed updates as well as through the updated COVID-19 website. To start the semester, our current mask requirement is masks must be worn inside all buildings on campus. Individual employees do not have to wear masks in their own office spaces. The COVID-19 Vaccine remains available at the Health Center. See www.msstate.edu/covid19 for more information.

Design Review Committee – This committee met on December 2. We approved of the installation of concrete pads on campus for outdoor public sculptures that will be part of an “Art Trail” from downtown Starkville to campus. We also approved the plans for the Humphrey Coliseum Renovation and the Lakeview Drive Relocation project. Lakeview Drive will be “pushed” closer to the Sanderson Center.

Inclusive Excellence Leadership Council – This council has not met since my last report.

Executive Council – This council has not met since my last report.

Executive Enrollment Management Committee – The committee met on November 29th during which time our Ruffalo Noel Levitz representative shared with us the 13 strategic enrollment planning strategies that we will be adopting as we move forward. Those strategies are:

- (1) Comprehensive, University-Wide Marketing Plan
- (2) University-Wide Undergraduate Recruitment Communications Plan
- (3) Coordinated Graduate Student Recruitment Communications Plan
- (4) Expanded & Increased Market Reach
- (5) Comprehensive University-Wide International Recruitment
- (6) Comprehensive and Holistic Review of Under-Graduate Financial Aid Awarding
- (7) Graduate Assistant-Funding Strategy
- (8) University-Wide Expansion of Non-Traditional Terms
- (9) Graduate Stackable and Micro-Credential Development

(10) Enhance and Execute an Incoming Student Onboarding Experience

(11) Develop Broad Academic Support Strategies

(12) Further Develop Student Success Strategies for Campuses 2 & 5

(13) Streamline and Improve Processes for Graduate Admissions

Fall Convocation Group – This committee has not met since my last report.

Game Day and Special Events – This committee has not met since my last report.

Information Technology Council – This committee met on December 7, 2021. ITS has implemented a new project scheduling and prioritization process as part of the overall IT Transformation. Prioritization will be based on alignment to MSU’s project objectives which are (1) enhance student experience, (2) grow/lead life-changing research, (3) improve operational efficiency, (4) pursue healthy, sustainable growth, and (5) address security risks. The Vice-Presidents will review project requests each month to determine priority,

Master Plan Development and Advisory Committee – This committee has not met since my last report.

Parking and Traffic Regulations Committee – This committee has not met since my last report.

Sustainability Committee – This committee met on December 8. I was unable to attend this meeting, but asked Senator Follett to attend in my place. Senator Follett attended the meeting and subsequently provided me with notes from the meeting. Green Week is being planned for the Spring 2022 Earth Week. Considerable updates have been made to the Sustainability Website (www.sustainability.msstate.edu), but they welcome any comments or suggestions on potential improvements. They are actively working to include more details of ongoing projects on their website. WastePro was the winner of the recent RFP for a recycling vendor. They are the current vendor so there won’t be any transition issues. The Climate Action Plan, created in 2012, is being reviewed in terms of either updating it or generating a completely new version. Campus Landscaping is working to re-introduce native grasses and flowers to different areas around campus. We have moved to slow-release fertilizers to get more sustainable benefits. We currently have about 1,200 acres of turf being mowed on a roughly 10-Day cycle across campus. In the next three to five years, we will get to a “complete” status on the conversion of certain areas to the native plant materials. It will sometimes appear that some areas of campus are “dead” or not kept up during this transition time. Signage is being installed in those areas to inform people who notice it and have questions. The upcoming solar farm that will be constructed near GTRA is part of the TVA Green Investment Program and is planned to produce 200 MW of power, of which Starkville (with MSU) will get about 30 MW. This will help in making

progress towards the goal of MSU being carbon neutral by 2042. The MSU Ice Plant on campus is being upgraded. The ice plant is an energy storage facility used to help provide the chilled water for those campus buildings on the steam and chilled-water air conditioning loop. The storage area of the plant will double from 12,000 ton-hours to 24,000 ton-hours of capacity. Currently, there are over 3.5 million square feet of building space on this system.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council

The December Academic Deans Council meeting was cancelled. The January meeting is scheduled for January 19th.

Committee on Campus Access

The Committee on Campus Access meeting was held on December 6 in virtual format. There was one agenda item and that was to address funding of projects. The committee voted to appropriate \$20,000.00 to initiate a survey of campus architectural requirements including ADA barriers that need to be addressed for the purpose of identifying greatest needs and creating a priority list to plan for funding. The survey will take approximately 3 weeks and will focus on percent of higher use buildings and then phase in other buildings. The committee voted not to exceed \$20,000.00 for this survey with a future vote to approve the actual amount when set.

The January meeting was cancelled.

Community Engagement Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date.

Master Plan Development and Advisory Committee

The Master Plan Development and Advisory Committee (MPDAC) had three Consent Agenda items this month which were (1) Humphrey Coliseum Renovations, (2) the associated realignment of Lakeview Drive project to the east, and (3) two locations for future display of public outdoor art pending further administrative discussion and approval. In the absence of other new business or an objection, the MPDAC requested a ye or nay vote on the consent agenda via email by December 9th. The consent agenda was approved.

The January meeting was cancelled.

Undergraduate Research and Creative Discovery Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date.

Sustainability Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date.

Updated on January 17, 2022

Respectfully submitted, Missy Hopper

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEE

- 1. AOP 12.12 Credit & Grades** (Academic Affairs)
- 2. AOP 13.06 Sabbatical Leave for Faculty Members of State Institutions of Higher Learning** (Faculty Affairs)

President Robichaux-Davis asked for any discussion on sending the policies to their respective committees. The motion to send the policies to their indicated committee passed by unanimous hand vote.

Senator Follett said during the last meeting he had made a recommendation to send further consideration of changes to the bylaws back to committee. He said this recommendation was based on the motion made by Senator Carskadon. Senator Follett said, given the workaround of the bylaws employed today to allow for remote attendance by the senators with medical concerns, he would like to withdraw his prior recommendation.

STANDING COMMITTEE REPORTS

Academic Affairs	No Report
Ancillary Affairs	No Report
Charter & Bylaws	

1. AOP 12.39 Policy on Undergraduate University Scholarship

Senator Barrett, on behalf of the Ancillary Affairs Committee, shared the committee report on AOP 12.39 Policy on Undergraduate University Scholarship.

Senator Welch asked why the Presidential Scholars and Provost Scholars were stricken from the policy. Senator Barrett replied that he was not certain why the scholarships were stricken and withdrew the motion of the Ancillary Affairs Committee to accept the report on AOP 12.39 in order to get further clarification.

Faculty Affairs	No Report
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Student Affairs **No Report**

University Resources **No Report**

SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

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

The motion to adjourn passed by unanimous hand vote at 3:43 p.m.

Submitted for correction and approval.

Stephanie King, Secretary

Jason Cory, Administrative Assistant II

INTRODUCTION OF GUESTS

Dr. Gary Jackson, Director, Extension Services
Mr. Jeremiah Dumas, Executive Director, Parking & Transit Services
Dr. Thomas Bourgeois, Associate Vice President for Student Success and Dean of Students
Dr. David Shaw, Executive Vice President and Provost

REPORT OF THE FACULTY SENATE PRESIDENT

Greetings, Senators! I hope your Spring semester has been productive and successful so far in terms of research, teaching, and service. Although we are still being impacted by COVID-19, I am confident that we will have another successful semester here at Mississippi State University. Thank you to those of you who joined me for the Spring General Faculty meeting! I am sure you will agree that these are exciting times for our great institution! If you were not able to attend the meeting, I encourage you to watch the recording of the meeting and hear the “state of our State”!

Since my last report, only a few of the university standing committees on which I serve had meetings. Additionally, some of the Task Forces on which I serve, including the COVID-19 Task Force, had meetings. The Faculty Development Task Force met and each of its three subcommittees gave reports on the results of various surveys, focus groups, and website reviews that have been conducted. The subcommittee reports will be complete within the next couple of weeks at which time, the entire task force will review all three subcommittee reports and provide feedback. The feedback will be used in putting together the final task force report that will be submitted to Provost Shaw. The task force is aiming to present its final report and recommendations to Provost Shaw sometime in March.

I am working with Dr. Tracey Baham in OIRE to develop a process through which faculty will be able to add questions to the student course survey if they wish. As we work toward finalizing this process, I encourage you to be preparing your additional questions so that when the request is made for additional items, you are ready to submit those.

I have continued to attend COVID-19 Task Force meetings during which time I voiced any concerns that were sent to me during the week prior to the meeting. We are continuing to monitor the COVID-19 data of the county and the university and will revisit the current mask requirements in the coming weeks.

Reports from Committees on which I Serve:

Athletic Council – This committee has not met since my last report.

COVID-19 Task Force – Information from these meetings has been provided primarily through emailed updates as well as through the updated COVID-19 website. Our current mask requirement is masks must be worn inside all buildings on campus. Individual employees do not have to wear masks in their own office spaces. The COVID-19 Vaccine remains available at the Health Center. See www.msstate.edu/covid19 for more information.

Design Review Committee – This committee has not met since my last report.

Inclusive Excellence Leadership Council – This council has not met since my last report.

Executive Council – This council met on January 24th. One operating policy, OP 01.14 – Political Activities, was passed, along with three HRM policies: 60.118 – Drug and Alcohol-Free Workplace, 60.119 – Drug-Free Workplace, and 60.121 – Controlled Substances and Alcohol Use Testing of Employees with a Commercial Driver’s License.

Executive Enrollment Management Committee – This committee has not met since my last report.

Fall Convocation Group – This committee has not met since my last report.

Game Day and Special Events – This committee has not met since my last report.

Information Technology Council – This committee met on February 1st. In accordance with the new prioritization process, the Vice-Presidents met to prioritize the current ITS projects. The intake process will be tweaked and the prioritization matrix will be reworked as we move forward and gain experience with it. ITS is under-resourced for the current list of projects. Remote management solutions such as Log Me In must require two-factor authentication and be procured.

Master Plan Development and Advisory Committee – This committee has not met since my last report.

Parking and Traffic Regulations Committee – This committee met on January 27th. The one agenda item was “Scooters, Skateboards, and One-Wheels.” There will be five bike shelters with scooter racks installed in various locations around campus by June. Scooters and other such “vehicles” are to be parked in those shelters so that those “vehicles” are not endangering pedestrians in adjacent “no-ride zones”. We will continue to discuss policy as it relates to those vehicles on campus at our next meeting.

Sustainability Committee – This committee has not met since my last report.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council

The Academic Deans Council met on January 19, 2022. A committee chaired by Dean Travis will be looking at all AOPs related to student success; for this reason, all AOPs dealing with student success were tabled.

AOP 12.30 Developmental Studies was rescinded because we no longer have this program. The following AOPs were discussed and sent forward: 13.20 Exit Interviews of Departing Faculty and 13.21 Faculty Released Time for Specified Committee Chairs.

Committee on Campus Access

The Committee on Campus Access meeting scheduled for February 7 was cancelled.

Community Engagement Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date.

Master Plan Development and Advisory Committee

The Master Plan Development and Advisory Committee was cancelled due to no agenda items.

Undergraduate Research and Creative Discovery Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date.

Sustainability Committee

No meetings were held since the last Vice President's report, and no meetings are scheduled to date

Updated on February 7, 2022

Respectfully submitted, Missy Hopper

REPORTS FROM FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEE

1. [AOP 12.30 Developmental Studies – To be Rescinded](#) (Academic Affairs)(p.32)

2. [AOP 13.20 Exit Interviews of Departing Faculty](#) (University Resources)..... (p. 34)
3. [AOP 13.21 Faculty Released Time for Specified Committee Chairs](#) (University Resources)
..... (p. 36)

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

1. **AOP 12.08 Requirements for Degrees, Minors, and Certificates**

Report to the Robert Holland Faculty Senate

Academic Affairs Committee

Report on AOP 12.08 Requirements for Degrees, Minors, and Certificates

January 28, 2022

Background

AOP 12.08 came to the Academic Affairs Committee after modifications were made by the Associate Deans Council and the Deans Council. Most of the edits from those two bodies were made in order to bring us into compliance with the required terminology for Certificate programs, with some other minor changes. In particular, the programs formerly known as Certificates at MSU are more properly called Course Recognition Certificates, and actual Certificate Programs are independent of an actual degree program.

Recommendation

The Academic Affairs Committee recommends that the Robert Holland Faculty Senate adopt the revised version attached to this report, and to send that back to the Associate Deans Council to initiate another round of reviews.

Discussion

The additional changes provided in the version agreed upon by the Academic Affairs Committee primarily came from discussion with representatives from the Office of Institutional Research and Effectiveness (OIRE) and University Committee on Courses and Curricula (UCCC) regarding the preferred routes to follow for creation and monitoring of the Course Recognition Certificate programs that would result from the change in nomenclature. However, it was also recognized that these programs could be modified to become a minor and would therefore become a more prestigious program for those students who choose to pursue them. There were certain changes needed in order to clarify the process for doing so, however, including the removal of the outdated statement that a minor must be offered by a department in an already established area of study (recognized by the existence of a major, or course prefix). Since current practice by the university allows for (and has already approved) minors that span multiple disciplines, several of the detailed changes were made in order to clarify that as a

possibility.

Additionally, the approval process for a Course Recognition Certificate program was not included in the previous edits, so we decided that approval for such a program should be made by the academic dean of the college in which such program would exist. (Note that these programs would not require any review by the UCCC.)

Other minor changes were made to remove certain redundancies and to clean up language and formatting of existing statements, without changing the intent of the statements.

Committee Members: Randy Follett (Chair), Mike Breazeale , Brian Davis, Erdogan Memili, Andy Perkins, James Sobaskie, Andrea Varela-Stokes, Kimberly Wood



AOP 12.08: REQUIREMENTS FOR DEGREES, ACADEMIC MINORS, CERTIFICATE PROGRAMS, AND ACADEMIC CONSORTIAL/CONTRACTUAL AGREEMENTS

PURPOSE

The purpose of this Academic Operating Policy (AOP) is to establish requirements for different degrees and to provide the basis for establishing and maintaining academic minors and certificate programs which both recognize successful completion of course work area(s) other than a student's academic major.

POLICY/PROCEDURE

1. **Degree Programs.** A degree program is defined by the Mississippi Institutions of Higher Learning as a course of study with a prescribed set of requirements which a student must complete. It is identified by a specific degree title and a specific major subject matter area. Mississippi State University (MSU) offers baccalaureate, master's, educational specialist, Doctor of Philosophy, Doctor of Education, and Doctor of Veterinary Medicine degrees. All courses and curricula are subject to the review and approval of the University Committee on Courses and Curricula; additionally, the Graduate Council will review and approve courses and curricula at the graduate level. Faculty members representing [each](#) of the MSU colleges serve on these committees. All courses and curricula are also subject to review and approval by the Academic Deans Council.

Undergraduate degrees. All baccalaureate degrees offered by MSU must comply with the guidelines established by the Board of Trustees of the Mississippi Institutions of Higher Learning. All undergraduate degree programs must have a minimum of 120 semester hours and typically no more than 124 hours. Exceptions for exceeding the 124 **hours** can be requested based on discipline-specific accreditation and licensing standards and other standards in certain disciplines. All baccalaureate programs must meet or exceed the university's general education requirements. [Students enrolled in undergraduate degrees who have not completed bachelor's requirements should not enroll in academic programs at higher levels \(including postbaccalaureate certificates\) unless through formal accelerated or early admission programs.](#)^[RP1]

Graduate Degrees. The five graduate degrees have length requirements as follows:

- All master's degrees at MSU must have a minimum of 30 semester hours. The master's degree with a thesis option requires 24 hours of graduate course work and 6 hours of earned research/thesis hours. Any non-thesis master's option must contain a minimum of 30 hours of graduate course work.
- The ~~educational~~-**Educational specialist**-~~Specialist~~ degree requires 30 semester hours of graduate credit above the master's degree. The educational specialist degree with a thesis option requires 24 hours of graduate course work and 6

hours of earned research/thesis hours. Any non-thesis educational specialist option must contain a minimum of 30 hours of graduate course work.

- The Doctor of Philosophy degree requires at least three academic years beyond the bachelor's degree to meet the course requirements. Also required for the Doctor of Philosophy are a dissertation and a minimum of 20 semester hours of research for the dissertation. Each academic unit which administers a degree program leading to the Doctor of Philosophy will determine, if any, the research and special skill requirements for the degree. The academic unit will notify the Dean of the Graduate School of any new skill requirements or any changes in current requirements.
- The Doctor of Education degree requires at least three academic years beyond the bachelor's degree or a minimum of 90 semester hours beyond the bachelor's degree to meet the course requirements. Also required for the [doctorate of education](#) [Doctor of Education](#)^[WK2]^[FR3] are a dissertation and a minimum of 20 semester hours of research for the dissertation.
- The Doctor of Veterinary Medicine degree is a professional degree, and it requires a minimum of the equivalent [of](#) four academic years, including two academic years of hands-on clinical education.

2. [Post-Master's Certificate.](#) [A post-master's certificate is a stand-alone academic program with courses beyond the master's degree, but does not meet the requirements of academic degrees at the doctor's level. To enroll in a post-master's certificate program, a student must have earned a master's degree or equivalent. The establishment of post-master's certificate programs must be approved by the University Committee on Courses and Curricula, the Provost and Executive Vice President, and the Assistant Commissioner of the Institutions of Higher Learning for Academics and Student Affairs.](#)

3. [Postbaccalaureate Certificate.](#) [A postbaccalaureate certificate is a stand-alone academic program with an organized program of study beyond the bachelor's degree, but does not meet the requirements of a master's degree. Students in postbaccalaureate programs must have completed a bachelor's degree. The establishment of postbaccalaureate certificate programs must be approved by the University Committee on Courses and Curricula, the Provost and Executive Vice President, and the Assistant Commissioner of the Institutions of Higher Learning for Academics and Student Affairs.](#)

2.4. [Minors.](#) An academic minor is a designation of a group of courses in an approved academic area in which a student can gain recognition for the completion of a required number of credit hours. Minors are optional at the undergraduate level but may be required in certain graduate degree programs. Minors can only be granted concurrently and in conjunction with the granting of a degree from Mississippi State University.

The following conditions apply to minors:

- A minimum of 15 credit hours is required for an undergraduate minor and a minimum of 9 credit hours is required for a minor at the master's level and 12 credit hours at the doctoral level.

- At least one-half of the hours in the undergraduate minor and two-thirds of the hours in a graduate minor must be taken at MSU.
- A minimum grade point average of 2.0 is required in all courses taken as part of an undergraduate minor, while a minimum 3.0 is required in all courses taken as part of a graduate minor.
- A department or college academic unit granting a minor^[FR4] may specify majors for which students cannot earn that minor. Otherwise, students are free to pursue any approved minor.
- Academic units can establish additional requirements that go beyond those specified in this policy.
- The establishment of all undergraduate minors^[FR5] must be approved by the University Committee on Courses and Curricula and by the Provost and Executive Vice President.
- A student must declare intent to complete requirements for a minor prior to the declaration to graduate.
- Completion of a minor will be noted on a student's academic transcript.

3.5. Certificate Programs Course Recognition Certificate. A course recognition certificate can only (Dr. T. Baham suggested “can only” over Dr. R. Travis use of “must”) be granted in conjunction with a degree program. ^[RP6] academic course recognition certificate program is a thematic grouping of courses in which students can attain recognition for the completion of a required number of credit hours. It is distinct from a minor in that it is not necessary for the granting of a certificate to be tied to the granting of a degree although individual certificate programs may make that requirement. These course recognition certificates are not formally recognized at the university as an academic program.

Unlike minors, which tend to be in areas where there are majors, eCourse recognition^[FR7] certificate programs can be interdisciplinary and are often in areas in which the university offers no major.

The following conditions apply to course recognition certificates^{[BT8][DB9][FR10]}:

- A minimum of 12 credit hours in a program are required for a course recognition certificate.
- At least 50% of the hours earned in a certificate program must be taken at MSU.
- A minimum grade point average of 2.0 is required in all courses taken as part of an undergraduate course recognition certificate program, while a minimum 3.0 is required in all courses taken as part of a graduate course recognition certificate program.
- Course recognition ecertificate programs can be established with additional requirements that go beyond those specified in this policy.
- A committee or oversight body must be established that administers the course recognition certificate program.

- The establishment of each course recognition certificate program must be approved by the dean of the academic college in which the program will be administered.
- ~~The establishment of all certificate programs must be approved by the University Committee on Courses and Curricula, the Provost and Executive Vice President, and the Assistant Commissioner of the Institutions of Higher Learning for Academics and Student Affairs.~~
- ~~A course recognition certificate may must be granted independent of a degree or in conjunction with a degree if so specified by the certificate program. [FR11]~~
- Completion of a course recognition certificate program will be noted on a student's academic transcript at the request of the department.

4.6. Review and Approval of Courses and Curricula. Any addition, modification, or deletion of a course, or a degree program, or any formal and coherent grouping of courses (to include concentrations, minors, and certificate programs) is subject to the review and approval of the University Committee on Courses and Curricula and the Academic Deans Council. These changes are subject to the review of the Graduate Council when offered at the graduate level.

The following definitions shall be used to determine if review is required:

- **Degree:** The most general designation assigned to a graduate or undergraduate program of study. The degree is usually awarded by a College or School.
- **Major:** A subdivision of a degree. The major usually resides within a Department.
- **Degree Program:** The combination of degree and major.
- **Concentration:** A subdivision of a major. It is a formal and coherent grouping of courses beyond the core of the major that allows a student to focus on a specialty area.
- **Emphasis:** An informal grouping of courses within a concentration that provides a direction for advisors and students wishing to pursue a particular aspect of their chosen concentration. Emphases are not tracked or indicated on the student's transcript.
- **Minor:** A formal and coherent grouping of courses primarily outside the major designed to provide the student with specialized training. Minors are offered, and administered, by a department in an already established area of study (recognized by the existence of a major, or course prefix) or college [FR12], and are not generally available to students pursuing a major within the same department.
- ~~**Certificate:** A formal and coherent grouping of courses that are not sufficient in number to constitute a full degree program, taken outside the context of a degree program. If completed within a degree program it is usually considered a minor. [FR13]~~

5.7. Academic Consortial/Contractual Agreements. Agreements which allow students to obtain academic credit which broadens their educational experience, while aligning with the mission of Mississippi State University.

- A. Consortial relationship—formal arrangement between Mississippi State University and one or more institutions of higher learning to share the responsibility for delivery of courses/programs meeting mutually agreed upon academic quality standards.
- B. Contractual agreement/formal arrangement between Mississippi State University and another institution(s) of higher learning for receipt of courses, programs, or other academic credit delivered by the other institution(s).
- C. All academic consortial/contractual agreements must be approved by the Provost and Executive Vice President. The agreements will be on file in the Office of the Provost and Executive Vice President.
- D. The ~~Associate Executive Vice~~ Provost ~~for Academic Affairs~~ will be responsible for a periodic review of the academic consortial/contractual agreements to ensure compliance and alignment with the university’s mission.
- Agreements which specify an evaluation date will be reviewed accordingly.
 - Agreements which do not specify a review cycle will be evaluated biannually.

REVIEW

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

REVIEWED:

Executive Vice Provost and Dean of Graduate School

Date

Provost and Executive Vice President

Date

President, Robert Holland Faculty Senate

Date

Director, Institutional Research and Effectiveness

Date

General Counsel

Date

APPROVED:

President

Date

ANCILLARY AFFAIRS
CHARTER & BYLAWS

1. Faculty Senate Apportionment Report

Report to the Robert Holland Faculty Senate

Charter & Bylaws Committee

Report on Senate Apportionment

February 11, 2022

Background

Every year the Charter and Bylaws Committee determines the number of General Faculty in each unit represented on the Robert Holland Faculty Senate.

Discussion

A current (January 24, 2022) list of all MSU Faculty was obtained from Information Technology Services that included information regarding titles and rank. Part-time faculty (those with <100% workload) were excluded from the enumeration process. For faculty whose college-unit placement was not clear, the appropriate vice president was contacted to determine unit placement. The 2022 faculty apportionment data are provided below.

Robert Holland Faculty Senate 2022 Faculty Apportionment

College-Unit	Faculty Count 2021	Faculty Count 2022	Proportion of Seats*	Current Seats
Arch., Art, Design	46	47	1.94	2
Arts & Sciences	331	339	13.97	14
Business	68	70	2.89	3
CALS/MAFES	167	176	7.25	7
Education	127	134	5.52	5
Engineering	155	149	6.14	6
Forest Resources / FWRC	54	41	1.69	2
Library	26	27	1.11	1
MSU Extension	91	87	3.59	4
MSU-Meridian	43	37	1.52	2
Vet Medicine	110	106	4.37	4
Total	1,218	1,213	50.00	50

* Calculated as (Number of Faculty in College-Unit /1,213) x 50

Committee Members: Robin Fontenot (Chair), Beth Baker, Matthew Brown, James Chamberlain, Alicia Hall, Melissa Moore, Paul Spurlin, Sorina Popescu

FACULTY AFFAIRS
STUDENT AFFAIRS
UNIVERSITY RESOURCES

1. AOP 10.08 Classroom Regulations

Report to the Robert Holland Faculty Senate

University Resources Committee

Report on AOP 10.08 Classroom Regulations

February 11, 2022

Background

AOP 10.08 came to the University Resources Committee for a regularly scheduled review.

Recommendation

The University Resources Committee recommends that the Robert Holland Faculty Senate adopt the revised version attached to this report.

Discussion

Changes made in the revised version include removal of the time that buildings on campus lock for the day in item 3, replaced with more general phrasing. The original version reported buildings locking at 10:00 pm, which is not accurate in many cases, even in buildings hosting evening classes. The term “individuals” replaces “staff members”, as graduate students or other personnel may request after-hours access as well. Language was also added to clarify that such requests should be submitted to the person responsible for assigning card access for a building.

Item 5 changes include specification of electronic devices to include laptops, tablets, and smartwatches. Language was also added to indicate that allowance of such devices is not only the purview of the instructor, but that these items may be permitted based on a student’s accommodation through the Disability Resource Center.

Committee Members: Beth Stokes (Chair), Todd Archer, Thu Dinh, Santanu Kundu, Sol Pelaez, Rosangela Sebba, Mary Love Tagert, Molly Zuckerman



AOP 10.08 - Classroom Regulations

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to insure an understanding among students and faculty on regulations governing the use of classrooms.

REVIEW

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

POLICY/PROCEDURE

1. Tobacco Use In Classrooms: Mississippi State University regulations prohibit tobacco use in classrooms. Please refer to the Policy on the Use of Tobacco on Campus, OP 91.301.
2. Classroom Allocation: Classes are scheduled for certain rooms by the Coordinator of Curriculum and Scheduling in the Office of the University Registrar. Maximum efficiency will take priority in the class scheduling process. With certain exceptions involving specialized equipment, departments do not have exclusive use of any classroom. Room changes are made only through the Coordinator of Curriculum and Scheduling. Faculty are not authorized to make changes on their own initiative and without prior approval. Such changes are requested through a faculty member's department head and dean to the Coordinator of Curriculum and Scheduling, so that all records are in agreement.
3. Issuance of Access to Buildings: Ordinarily, academic buildings are locked after classes end for the day. † 10:00 p.m. Staff members/Individuals desiring to remain in the buildings or to enter them after this hour may secure access from the person designated to assign card access for each building. Academic deans can identify these persons.
4. Facility Alterations: Alterations are not to be made to physical facilities or properties of this University without prior approval of Facilities Management. Likewise, changes or additions to mechanical, electrical, or other such service must first be cleared with Facilities Management. In addition, alterations to seating capacity shall not be made without prior approval from the Office of the Registrar and the Office of Environmental Health and Safety.

5. Cell Phones and Electronic Devices in the Classroom: In order to limit classroom disruptions, as well as to protect against academic misconduct, the use by students of cell phones, messaging devices, [laptops](#), [tablets](#), [smartwatches](#), -and other electronic devices is prohibited in the classroom unless authorized by the instructor [or by a student's accommodation through the Disability Resource Center](#).⁴

AOP 10.08

APPROVED:

Associate Provost for Academic Affairs Date

Provost and Executive Vice President Date

President, Robert Holland Faculty Senate Date

REVIEWED BY:

Assistant Vice President and Director
Institutional Research and Effectiveness Date

General Counsel Date

APPROVED:

President Date

SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

1. Resolution on Academic Freedom

In light of the recent bomb threats to Historically Black Colleges and University around the country and in the state of Mississippi, as well as the passage of Senate Bill 2133, the Holland Faculty Senate of Mississippi State University stands with these colleges and universities and affirms the central importance of academic freedom to the university and wider community. These events show that educators cannot take for granted a social context that supports our mission to teach young people to think critically about the past, present, and future. Students also need to be able to be and feel safe to learn. Academic freedom entails listening to and learning from diverse viewpoints and perspectives, which in turn requires freedom from fear of physical threats and freedom to determine curriculums and events without political oversight. We thus call on the leadership of Mississippi State University to publicly reaffirm the university's support of academic freedom and to condemn these abhorrent threats.

Submitted by Senator James Chamberlain, Senator Alexis Gregory, and Senator Sol Pelaez

ADJOURN



AOP 12.30: DEVELOPMENTAL STUDIES

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to ensure that developmental studies courses serve their intended purpose, to prepare students for college-level academic pursuits.

POLICY/PROCEDURE

All individuals who apply to Mississippi State University but do not meet regular admission requirements may take the Accuplacer exam for a university admission review. The Accuplacer exam is an Educational Testing Service (ETS) product that consists of mathematics, sentence skills, and reading sections. The Institutes of Higher Learning (IHL) sets threshold scores for each section of the Accuplacer exam. If threshold scores are met, the student is fully admitted to the university. If a student decides not to take the Accuplacer exam or does not meet IHL threshold scores on the exam, the student has the opportunity to enroll in the Summer Developmental Program (SDP). A system-wide IHL program, SDP is an intensive summer program with English, mathematics, and reading courses, supported by an academic laboratory. These courses, offered only in summer, are to prepare students for the college curriculum. To successfully exit the SDP and be admitted to MSU, students must achieve a grade of C or above in all summer classes and the laboratory. No developmental course will satisfy any credit course requirement for any degree at the University.

REVIEW

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

REVIEWED

Executive Vice Provost for Academic Affairs

Date

Provost and Executive Vice President

Date

President, Robert Holland Faculty Senate

Date

Assistant Vice President, Institutional Strategy & Effectiveness

Date

General Counsel

Date

APPROVED

President

Date



AOP 13.20: EXIT INTERVIEWS OF DEPARTING FACULTY

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to promote an understanding about the policy related to exit interviews of departing faculty members. Exit interviews of departing faculty members can provide useful information to the administrative decision-making process of this university.

POLICY/PROCEDURE

A departing faculty member who wishes, is encouraged to express his/her views or to provide an evaluation of one's working environment, and shall be granted an opportunity for an exit interview with the appropriate department head, director, or dean as requested by the exiting faculty member. Exiting faculty are also strongly encouraged to complete the online Faculty Exit Survey. An invitation to submit the online survey will be sent via email upon notification of resignation to Human Resources Management.

It shall be the responsibility of the appropriate department head, director, or dean to notify the departing faculty member of these opportunities, allowing sufficient time to complete the process (i.e. participate in the interview, sign the report, and if necessary rebut the report) before they depart the university.

If an exit interview is given, a summary report should be prepared by the department head, director, or dean of the departing faculty member(s) for the purpose of addressing any problems or concerns. A possible format for such a report should contain the following information:

1. Date
2. Name, position/rank
3. Date of separation
4. Length of service at Mississippi State
5. Reason(s) for leaving
6. The departing faculty member's suggestions for improvement.

Finally, this report should be forwarded to the Dean and to the Provost and Executive Vice President. An online submission of the Faculty Exit Survey will automatically be reviewed by the Office of the Provost and Executive Vice President.

REVIEW

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

REVIEWED:

Executive Vice Provost for Academic Affairs and
Dean of the Graduate School

Date

Provost and Executive Vice President

Date

President, Robert Holland Faculty Senate

Date

Assistant Vice President, Institutional Strategy & Effectiveness

Date

General Counsel

Date

APPROVED:

President

Date



AOP 13.21: FACULTY RELEASED TIME FOR SPECIFIED COMMITTEE CHAIRS

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to promote an understanding among the holders of this manual regarding faculty reassigned time for the Robert Holland Faculty Senate President, the Robert Holland Faculty Senate Vice President, the Faculty Athletics Representative, and the University Committee on Courses & Curricula Chair.

POLICY/PROCEDURE

The University operates under the philosophy that certain committee positions filled by faculty members carry specified released time in order to perform the assigned functions. There are four such positions. The University will reimburse the appropriate departments for the percent of faculty time released based upon 9-month salary or equivalent for these activities according to the following:

1. Faculty Senate President – Released time of 50% during the fall and spring terms, plus 16.67 % for the summer. The rate for the summer is based on the salary of the faculty member at the time he/she serves as chair. These equivalent funds will be transferred to the faculty member's department in August of each year. In the event the faculty member fails to complete the year's obligation, the funds remaining revert to the Office of Academic Affairs.
2. Faculty Senate Vice President – Released time of 25% during the fall and spring terms plus 8.33% for the summer. These equivalent funds will be transferred to the faculty member's department in August of each year. In the event the faculty member fails to complete the year's obligation, the funds remaining revert to the Office of Academic Affairs.
3. Faculty Athletics Representative – Released time of 25% during the fall and spring terms. These equivalent funds will be transferred to the faculty member's department in August of each year. In the event the faculty member fails to complete the year's obligation, the funds remaining revert to the Office of Academic Affairs.
4. University Committee on Courses and Curricula Chair – Released time of 25% during fall and spring terms. These equivalent funds will be transferred to the faculty member's department in August of each year. In the event the faculty member fails to complete the year's obligation, the funds remaining revert to the Office of Academic Affairs.

REVIEW

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

REVIEWED:

Executive Vice Provost for Academic Affairs and
Dean of the Graduate School

Date

Provost and Executive Vice President

Date

President, Robert Holland Faculty Senate

Date

Assistant Vice President, Institutional Strategy & Effectiveness

Date

General Counsel

Date

APPROVED:

President

Date