



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of March 10, 2023

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in Bost Auditorium North at 2:00 p.m. on Friday, March 10, 2023.

Members absent and excused were Jenna Altomonte, Todd Archer, Iva Ballard, Mike Breazeale, Charles Freeman, Andrew Jarosz, Kimberly Kelly, Stephanie King, Santanu Kundu, Todd Mlsna, Andy Perkins, Amanda Stone, Tara Sutton, Kimberly Wood, and Molly Zuckerman.

The meeting was called to order by Senate President Jason Barrett.

President Barrett asked for any corrections to the minutes of the February 10, 2023 meeting. Hearing no corrections, President Barrett for a motion to approve the minutes as presented. Senator Frank Adams make a motion to approve the February minutes and Senator Rebecca Robichaux-Davis gave the second.

GUESTS

Dr. David Shaw, Provost and Executive Vice President

Dr. Shaw stated his appreciation to the Senate for working to include the IHL policy changes regarding promotion and tenure into our Faculty Handbook.

Dr. Shaw said the Meridian campus has exciting future plans in the development process. IHL recently approved the next stage for the Master of Science in Nursing. He said this is an innovative program that no one else in the state offers and a big accomplishment for our university as well as the state.

Dr. Shaw said he in a recent meeting with the deans and department head ways were discussed to promote teaching excellence and shared some highlights.

The group discussed the fact that we are a leading research university with a high-caliber teaching program. Dr. Shaw said while it is easy to recognize and measure research accomplishments, it is not as easy to recognize those in teaching. Dr. Shaw asked the senators

to think of metrics or should they come across ways to applaud teaching, inform him as he wants those to be celebrated.

Dr. Shaw said as an institution and cultural aspect of our institution, we must think at times about the language that we use such as we speak of buying out teaching for research, but not buying out research for teaching.

Regarding the promotion & tenure process and the new faculty ranks, it has come to the forefront that in some cases we may be sending a subconscious or overt signal that research is all that matters for P&T. He added we must make sure that teaching excellence is regarded just as much as research and service.

Dr. Shaw said to promote teaching excellence, administration is considering adding a 3-week course on best teaching practices for new faculty to begin on July 15. They would be expected to complete the course through the Center for Teaching and Learning. They are working through how that will work with HRM and Legal so would not begin this year.

Dr. Shaw said they have increased the number of Grisham Master Teachers and several other teaching awards. He added with the assistance of the Faculty Development Task Force there are ways we can help current faculty in accessing their effectiveness, and through CTL think about new approaches to take for ongoing faculty educational efforts.

Dr. Shaw said the Distance Education Task Force had several recommendations they have been working through. Dr. Susan Seal was given the challenge to think through the future of Distance Education. Dr. Seal and her team worked with the deans and brought back a recommendation on reorganizing to build upon what is established, to reorganize that group and bring Continuing Education back as it was in years past under one roof. The unit would not be to compete with the academic programs but to focus on the over 25-year-old adult learners.

Senator Williams said our P&T document notes one of the areas faculty members are evaluated is for research or creative works and there are many awards for research but not in creative works such as art, music, design, and others such as broadcasting. He would like to see emphasis on those as they are one of the mechanisms to make promotion. Dr. Shaw responded they are looking for ways to develop this area and if anyone had examples from another institution to please send to him along with suggestions.

Senator Adams asked if these type of teaching awards were happening at our peer institutions as that is where we get some future faculty. Dr. Shaw responded it is a very common conversation among peer institutions but there is not one that is standing out for doing a great job.

Senator Rai stated the teaching awards is a very welcomed change. He added it will take time but the more we emphasis these we will eventually get to that point that it does have value.

REPORT OF THE FACULTY SENATE PRESIDENT

It is exciting to see and experience spring in Mississippi. We are already in March, so the year is moving on.

I do hope you all were either in attendance or watched virtually, the General Faculty meeting and hear the many activities, events, and initiatives taking place at MSU. Dr. Keenum, Dr. Shaw, Dr. Jordan, and Dr. Coble all delivered very encouraging reports not only about what has happened at MSU but what is in the works for the days and years ahead. It is very promising to me about where this university is going when we get to hear from our administration about the groundwork this is being completed.

We do have a new face at the Faculty Senate office, so I ask you now as I asked you then to join me in thanking Mr. Jason Cory for his years of service to Faculty Senate and join me in welcoming Ms. Dinah Jenkins to the Faculty Senate office.

We have a couple events to be mindful of between now and our April 2023 meeting. First, we will begin accepting nominations for Senate officers. Dr. Beth Stokes will serve as our elections officer so please send all nominations to her and she will begin the compilation process. Second, we have opened nominations for Senators from the respective units that have open seats, so I encourage you to seek good quality faculty to serve in these positions. The request for nominations went out last week and are due into the Faculty Senate office at 5:00pm on Tuesday March 7th.

As I say every month, please know that the Holland Faculty Senate is always open and wants to hear from and work with faculty. This is your office so please reach out with any questions and/or comments that we all can address to make MSU a better place.

Reports from Committees on which I serve:

Athletic Council – There has been no meeting of the Athletic Council since the February 8, 2023, meeting in the M-Club. Vice President Banik attended as the Faculty Senate representative and reported on this meeting at the February 2023 Faculty Senate meeting. The next scheduled Athletic Council meeting is March 29, 2023, from 1:00-2:00pm at the M-Club.

The Baseball Faculty & Staff Appreciation date is Tuesday May 9th vs. Memphis. Like last year, we will have access to the Rooftop, which we will need to RSVP due to space limitations and GA tickets for other faculty and staff wishing to attend. More information will be coming but go ahead and place this date on your calendars.

Executive Council – The February 27, 2023, meeting was canceled due to a lack of agenda items. The next scheduled meeting is March 27, 2023.

Executive Enrollment Management Committee (February 21, 2023) – This meeting was held and Vice President Banik attended and will report out. The next scheduled meeting is March 14, 2023.

Faculty/Staff Housing Appeals Committee (March 2023) – We had no appeals come before the committee in February or the beginning of March.

Inclusive Excellence Leadership Council – Has not met this Spring semester.

IT Council (February 7, 2023) – IT Council met on February 7, 2023, and Vice President Banik reported out at the February Faculty Senate meeting.

The next scheduled meeting for the IT Council is March 7, 2023.

Master Plan Development and Advisory Committee – The March 9, 2023, meeting was not held due to no agenda items.

Parking and Traffic Regulation Committee – There was no meeting in February 2023.

President’s Committee on Planning – Has not met for Spring 2023.

Special Events and Game Day Operations Committee – There has been no meeting of this committee for Spring 2023 semester.

Sustainability Committee – There has been no meeting of this committee for Spring 2023 semester.

Design Review Committee – The March 2, 2023, committee meeting was not held due to a lack of agenda items.

The next scheduled meeting for the Design Review Committee is April 6, 2023.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council

Academic Deans Council met on February 15th @ 1pm. Meeting minutes were approved from the Nov. 16th meeting. The agenda covered three AOPs.

AOP 12.20 Undergraduate Course Forgiveness and Repeating a Course

AOP 12.08 Requirements for Academic Programs and Academic Consortial / Contractual Agreements

AOP 12.36 Repeating a Course

The meeting started and focused on the AOP 12.20 and AOP 12.36. The AOP 12.36 was up to be rescinded, as much of that language would be absorbed into AOP 12.20. There was much discussion about the Academic Forgiveness, starting with awarding 9 credit hours of forgiveness and only allowing the D or F grades to be forgiven. Also discussed was giving forgiveness of a grade without retaking a course if the degree doesn’t require the course any longer. The grade remains of the transcript, but not applied to graduation. Other SEC schools will not factor in grades in certain courses that no longer apply to the

degree, i.e., if an engineering major fails Calculus II and moves to major in English, then the student does not need Calculus any longer. The new version of AOP 12.20 was approved by the Council.

The AOP 12.36 was also voted to be rescinded by the Council.

The AOP 12.08 was discussed. There were several points made about the idea of separating the major from the degree. Also discussed were questions of minors that overlaps with the majors. For instance, engineering majors getting a math minor. The Council decided several more edits were forthcoming, and that this AOP would be tabled for further discussion.

Committee on Campus Access

The March meeting has not been scheduled as of this report.

Community Engagement Committee

I have emailed the listed chair of this committee. After emailing the chair, the committee has disappeared from the committee list. I contacted the Center for Community-Engaged Learning, and I discovered that this committee has not met since Spring 2020, and there are no plans for this committee to meet in the foreseeable future.

Master Plan Development and Advisory Committee

The February meeting scheduled for February 9th was cancelled. The March meeting scheduled for March 9th was also cancelled. The next scheduled meeting is on April 13th.

Undergraduate Research and Creative Discovery Committee

The URCD committee was held on February 17th, 2023 @ 11:15am.

The committee discussed Ideas /edits to the research agreement and concerns regarding undergraduate research.

The committee is developing a form to use as a tool for students and faculty to understand the commitment in time and resources to any research opportunity. This form would also be a useful tool for gathering QEP data. It will be posted on the Honor's College website. You may find the form on the URCD website: <https://www.urcd.msstate.edu/faculty/mentor-resources>

This committee will also be discussing and concerns that come from undergraduate research. A few topics discussed at the previous meeting were:

Presentation expectations – possible NSF REU language could be used for these expectations.

Training on ethics when researching and publishing.

Funding for various aspects of research like travel.

Photo releases to publish online for past work.

Also, don't forget about the March 22, 2023, deadline for the Undergraduate Research Symposium.

From previous Faculty Senate meeting (2/10/2023):

Update on URDC: Meetings are now scheduled for February 17th, March 24th, and April 21st.

Dr. Elder also announced the Call for Abstracts and Invitation to Participate in Spring 2023 Undergraduate Research Symposium.

The Mississippi State University's Undergraduate Research Symposium will be held on April 13 and April 14, 2023, in the Colvard Student Union. All undergraduate student researchers are invited to participate!

This event showcases faculty-guided, student research efforts from diverse departments, colleges, and research centers across campus. Students are invited to submit poster presentations, and for some areas, oral presentations, or performances. This event is hosted by the Shackouls Honors College in conjunction with the Office of Research and Economic Development and Office of the Provost and Executive Vice President.

The symposium is open to all undergraduate students engaged in faculty mentored research and creative discovery. Submissions will be organized into the following four categories: Humanities and Arts, Biological Sciences and Engineering, Physical Science and Engineering, and Social Sciences.

Abstract Deadline for all submissions: 11:59pm, Wednesday, March 22, 2023. More information, including the schedule, student handbook, description of special area competitions, and submission guidelines are available at <https://www.urcd.msstate.edu/symposium>

They are seeking graduate students and faculty volunteers to interact with and leave comments for student presenters. If interested, sign up here:

https://msstate.co1.qualtrics.com/jfe/form/SV_5sF92B0TgggMgpE

Executive Enrollment Management Council Meeting (In place of President Barrett)

The Council met on February 21, 2023 @ 1:30pm.

Four topics were discussed at the meeting.

1. Spring 2023 Enrollment Census – Dr. Tracey Baham gave some updates based on the 10th day of class trends. Overall, we are down almost two percent from last spring 2022, though Wintersession was higher. Undergraduate population is shrinking due to record graduating classes and declining first-time enrollment (particularly in the transfers). The

population is changing as well with higher average ACT scores, farther in their college education, younger in age, fewer students of color, and fewer Pell grant students.

2. Slate Portal and Campus ESP – The Campus ESP is a new MSU Family Hub. This is a website for parents and students to connect with others on their campus with their interests. Groups may include first-gen students, minority students, honor students, etc. Parents and students alike can post into a group (with approval).

The Slate Portal is a one-stop shop for student applications, financial aid information, and student information. The site will calculate cost per year in tuition without having to go to various websites to find out information. The site even plays Hail State when applying.

3. Master in Science in Nursing (MSN) – New program being proposed for our MSU Meridian campus. This will be an accelerated graduate entry into nursing designed for undergraduate students with any major to get a nursing degree in one additional year. Hopeful that this will start in Fall 2024.

4. BAS and Enrollment update – overall numbers seem to be up for incoming freshmen. Transfer students are looking flat. BAS is looking to have four majors in the Fall 2023 semester – Advanced Manufacturing Technology, Public Management, Cybersecurity, and Trades Supervision. New hires for Academic Counselors for several states have been approved and looking for candidates now.

From previous Faculty Senate meeting (2/10/2023)

Update on Athletic Council (In place of President Barrett)

Coach Zach Arnett spoke to the Council about the honors the student athletes in football had. 3rd highest team GPA of 2.77. One the most diverse teams in the SEC. 31 academic honors. 52 with 3.0+ GPA. Will be hosting Faculty/Staff appreciation day again (details to follow later). Bringing back honorary guest coach experience.

Career networking is planned for Feb 20-21. Every Thursday will be career planning opportunities.

Resend out instructor letter about grades/who to call/etc.

3.16 overall GPA across athletics with 256 3.0+ GPA

ACT/SAT elimination by NCAA for eligibility (since COVID)

Students without scholarships may enter transfer portal anytime now.

Start an NIL Summer Course (1 hour) for students

March meeting moved to March 29th @ 1pm due to NCAA Tournament

Zac Selmon spoke (as he did here today).

Upcoming Dates

Mississippi State Baseball Opening Day (VMI) February 17, 2023

SEC Indoor Championships (T&F) Fayetteville, AR February 24-25, 2023

Men's Tennis (Tennessee Tech/UAB) February 25, 2023

Mississippi State Softball Opening Day (MVSU) February 28, 2023

Men's Tennis (Florida) March 2, 2023

Women's Tennis (UK-Friday/Vanderbilt-Sunday) March 3-5, 2023

SEC Women's Basketball Tournament, Greenville, SC March 1-5, 2023

Softball Faculty/Staff Appreciation Game (Murray State) March 5, 2023

Baseball Faculty/Staff Appreciation Game (Lipscomb) March 10, 2023

SEC Men's Basketball Tournament, Nashville, TN March 8-12, 2023

Super Bulldog Weekend, Mississippi State University April 14-16, 2023

Baseball Faculty/Staff Rooftop Game (Memphis) May 9, 2023

From previous Faculty Senate meeting (2/10/2023)

Update on IT Council (In place of President Barrett)

Minutes were approved from December meeting. Three major topics were discussed.

1. Adobe Cloud. Currently have 1270 users among employees and students. Can be purchased at prorated half cost of \$75 until Aug. 16th. Also, there is a pilot among 9 instructors with 14 sections in the English Department (345 students total). Students are excited about using the product in these sections.

Mr. Steven Parrott would like to discuss these outcomes of this pilot at RHFS in April if possible.

If any faculty member would like training with Adobe Sign, you may contact Amy Berryhill for a 20 – 25 minute quick training session.

2. Current MSU IDs. We currently use Proximity for our MSU ID (magnetic strip). Currently, we have card readers on campus that can read these cards, but also read SEOS cards. Most of these are in non-dorm places. Departments have expressed interest in these new cards, and it would take about 34000 to update all on campus. Cost difference is \$7.00 vs \$1.90 for the old cards. Departments would cover the cost of the new cards, and 10000

have been ordered (6000 for orientation + 4000 for employees). Hopefully they will be in by June with the lead time of 4-6 months.

3. Tom Ritter discussed the Comprehensive Security Assessment done every 3 years. 1st one was in 2017, then 2020, and again in 2023. MSU will now go with doing this every year around the Christmas break. NextStep Innovations completed this latest one, and MSU received a good score (7/10). They had access to everything by having access through the firewalls. JAVA issues had a few flags.

Steven also mentioned looking at a solution with vendors contract management. Finding an e-procurement suite to go from start to finish on orders. Will discuss more next month at the next IT meeting.

Adobe eform for the Admin by Request coming out. DUO for desktops coming soon to academic units.

Senator Pelaez asked the reasoning Executive Enrollment Management Council report is showing enrollment shrinking as well as being fewer students of color and how it will be addressed. Vice President Banik replied there are various reasons such as students coming in with credit hours earned in dual enrollment and AP credits therefore graduating from the university but not spending the entirety of their undergraduate time here which reflects on the undergraduate retention rate. He said there is not a good solution especially with the decline of 18-22 years olds but are looking at trying to increase the overall enrollment and diversifying different age groups and going outside the state.

Senator Fincher said he works with community colleges and in Fall 2020 the enrollment was down thus graduating less students last year and is happening nationally.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

No Reports

BUSINESS TO BE SENT TO COMMITTEE

- 1. AOP 12.20: Undergraduate Course Forgiveness and Repeating a Course** (Academic Affairs)
- 2. AOP 12.36: Repeating a Course for Rescission** (Academic Affairs)

President Barrett addressed the AOP's together as AOP 12.36 is tied to AOP 12.20. He added AOP 12.36 will be rescinded due to changes in 12.20.

The vote to send to Academic Affairs Committee to review passed unanimously.

STANDING COMMITTEE REPORTS

Academic Affairs

1. AOP 11.05: Requirements for Shortened Format Courses

Senator Robichaux-Davis thanked the committee for their work and noted it was accomplished in one month's time. She said edits were made due to the increasing number of Shortened Format Courses being offered to clarify language and make consistent.

The motion to accept the report on AOP 11.05: Requirements for Shortened Format Courses passed by unanimous hand vote.

Ancillary Affairs - No Report

Charter & Bylaws

1. Letter of Request: Study to Strengthen Shared Governance

Senator Spurlin on behalf of the Charter & Bylaws committee presented the committee report on the letter of request.

Senator Gregory asked if there were members of the executive committee that were 9-month faculty and are they required to meet outside of their 9-month contract. President Barrett confirmed EC does have 9-month faculty and were not required to meet during the summer.

Senator Gregory said a concern is EC would not have enough members to have a quorum and 9-month faculty are not required to respond to emails during the summer months. President Barrett responded this was discussed in EC and which is why the meetings are set in the fall and spring due to those schedules. He added the only time he has seen a request come forward is when it has been urgent from a time standpoint or in need of a paramount decision.

Senator Jack asked if there was a way to select ad hoc senators who have 12-month appointments to step in when 9-month faculty is not available. President Barrett said it would not be feasible as it would mostly be comprised of Division of Ag faculty.

Senator Rai said he thought it would only work if there was a buy-in from administration that if a matter of significant importance to the faculty arises the sense of urgency must somehow be managed due to the majority being 9-month faculty. President Barrett said he thought the administration was extremely conscious of making decisions during the academic year. He stated in the past summer we had College of Business and CVM deans announce their retirement. Due to Business being mainly 9-month faculty those elections were postponed as they wanted to wait until all the faculty were returned but CVM moved forward as they have 12-month faculty. He added he thought the committee's recommendations were acceptable granted we keep the transparency over the summer months.

Senator Haynes said the most important thing is transparency. She said to make certain when something does come to senate in the summer that it is identified an actual emergency and not just a convenience and have that communicated.

Senator Vivier said he thought the discussion understates the role of the senate. He referred to the section III of the Faculty Handbook under the functions of the senate that states “the functions of the senate in making recommendations to the president of the university on matters pertaining to the welfare of the university”.

He stated the handbook also states in University Governance, Section I under Consultation that due diligence would be exercised in issues affecting them. The next paragraph on Representation states the RHFS is the official representative of the faculty on all matters not delegated by the general faculty to other elected faculty bodies. He asked if the Executive Committee is doing due diligence as representative of RHFS over the summer.

Senator Adams stated things were not going to stop in May and recommends adding a statement that EC members are volunteering to be on call and contacted during the off periods.

Senator Williams said when issues come up that cannot wait, the senators need to know when things happen and not wait until August to be informed.

Senator Gregory moved the recommendation be tabled. Senator Adams gave the 2nd. Motion passed to table.

2. OP 01.09: Principles for University Governance

Senator Spurlin said this was a regular review of the OP with a format change only.

The motion to accept the report on OP 01.09: Principles for University Governance passed by unanimous hand vote.

<u>Ancillary Affairs</u>	No Report
<u>Faculty Affairs</u>	No Report
<u>Student Affairs</u>	No Report
<u>University Resources</u>	No Report

SPECIAL COMMITTEE REPORTS

1. Ad Hoc Committee: Faculty Handbook Review for Inclusion of IHL Policy Change Report to the Robert Holland Faculty Senate

Ad Hoc Committee for Review of the Faculty Handbook

Report on Suggested Edits to Faculty Handbook

March 10, 2023

Background

In November 2022, President Barrett charged an ad hoc committee with conducting a thorough review of the Faculty Handbook to ensure the document is accurate, clear, and consistent throughout. He also asked that the committee make recommendations to make the Faculty Handbook easy for users to navigate and search. The ad hoc committee decided that they should provide suggested changes after a concurrent committee's work finished concerning changes following new IHL policy.

Recommendation

The ad hoc committee recommends that the senate adopt edits to the Faculty Handbook as shown in the accompanying version of the handbook.

One substantive change is recommended to Section V. Promotion and Tenure Procedures such that the language under letter *H* has been edited to address non-reappointment and dismissal of professional-track faculty, to clarify policy concerning non-tenured tenure track faculty, and to include existing language concerning dismissal of tenured faculty.

Non-substantive changes include needed updates to web links, edits to use gender neutral pronouns, moving existing text to a different location within the document for clarity, and formatting and spacing adjustments. Further, a clickable Table of Contents has been added to aid navigation of the document.

Discussion

Following the adoption of a new version of the Faculty Handbook by the faculty senate in their February 2023, meeting, the ad hoc committee met in person on Feb. 13, 2023, to be reviewing the handbook to edit it for accuracy, clarity, and consistency.

The committee discussed the request by Senator Zuckerman to edit the handbook to use gender neutral pronouns, which have been incorporated into the provided version. The committee also discussed the comments provided by Senator Gregory but from a faculty member concerning the university president serving as chair for committees that advise the president and questioning the existence and potential problematic composition of the MSU Educational Building Corporation. Joan Lucas was consulted about the MSU Educational Building Corporation and stated that it "is a statutorily created nonprofit corporation that is formed to allow the University to issue bonds for construction. The relevant code section is 37-101-61. The membership of the board is controlled by the corporation's bylaws." The committee makes no recommendation regarding the faculty member's comments that were relayed via Senator Gregory.

The committee made edits to the handbook during their in-person meeting and continued edits individually and provided comments in the Word version of the handbook that was posted for their use in Teams. On March 1, 2023, the committee's edits were compiled and provided to the senate executive committee for its suggestions.

Committee Members: Dr. Paul Spurlin (Chair), Dr. Jim Dunne, Dr. Rebecca Robichaux-Davis, Dr. Brent Fountain, Dr. Julie Parker, Dr. Randy Follett, Dr. Stacy Haynes

Senator Spurlin noted they addressed and corrected the use of gender-neutral pronouns.

Senator Robichaux-Davis requested adding language about multi-year contracts for instructors, professors of the practice and teaching professors.

Senator Gregory asked if faculty the senators represent had requested changes or comments be incorporated as part of feedback in April. President Barrett confirmed they would and forward to Senator Spurlin.

Senator Rai asked if there was a presentation among the senators of professional track or all tenured or tenured track faculty. President Barrett answered we did not.

PENDING BUSINESS

NEW BUSINESS

Senator Baker made a motion to adjourn. Senator Robichaux-Davis seconded the motion.

The meeting adjourned at 3:44 p.m.

Submitted for correction and approval.

Beth Stokes, Secretary

Dinah Jenkins, Administrative Assistant II