



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of April 8, 2016

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room of Mitchell Memorial Library at 2:00 p.m. on Friday, April 8, 2016.

Members absent and excused were: Iva Ballard, Stephanie Bennett, Robert Boyd, Renee Clary, Patty Lathan, Natasha Randle, and Joe Wilmoth.

Members absent were: Jenny Du and Robert Thompson.

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

President Coyne asked for any changes for the March 11, 2016 minutes. Senator Wolverton made a motion to approve the minutes. Secretary Fountain seconded the motion. The motion to approve the March minutes passed by unanimous hand vote.

GUESTS

Mr. Don Zant, Vice President for Budget and Planning

Mr. Zant began by stating that he has been with the University for 19 years. For the first 13 years Mr. Zant served as the Director of Internal Audit. He has been in his current position for the last 5 going on 6 years.

Mr. Zant said that Mississippi State University is financially strong and stable. Revenues have grown steadily. Mr. Zant explained that the University is comprised of ten separately

appropriated units. The legislature has three separate bills that appropriate funds for these units. Currently, with all of the units combined and other auxiliary units like athletics and housing, the combined budgets total 950 million dollars. This should reach the billion dollar mark in the next year or two.

Mississippi State's revenues come from several different sources. Tuition contributes 25%, 22% is appropriations, 22% is grants and contracts, and 26% is sales and services. Sales and services includes such items as housing, food service, athletics, MAFES Sales Store, and lumber sales.

The academic main campus accounts for 325 million of the total budget. Tuition and fees represents 61% of this budget and appropriations accounts for 31%. In the early 2000's these numbers were reversed with more money coming from appropriations than tuition.

The state of Mississippi revenues are down 122 million dollars through March. Sales tax is 60 million short, corporate tax is 45 million down, and oil tax revenues are 31 million dollars down. Insurance premiums are up 27 million. In January revenues were down 65 million dollars. The Governor took 35 million dollars from the rainy-day fund and imposed a 1.5% budget cut for many governmental entities including IHL. This budget cut reduced the state budget across the state by 40 million dollars. IHL was cut 13 million dollars and Mississippi State University's portion of this was 3.4 million dollars. The University, through enrollment growth and conservative budgeting practices, was able to absorb the cut.

Mr. Zant said that he is hoping that at worst the legislature keeps the funding at the level of the mid-year cut. He really hopes that the new budget would remain at the level of the original budget for last fiscal year. Once the legislative budget is in place MSU will fight for their fair portion of the funding allotted to the IHL system.

President Coyne asked if Mr. Zant had any information regarding the numbers for e-commerce and how it has affected state tax revenues. Mr. Zant replied that he did not have any definitive numbers, but he felt that a large portion of the 60 million dollar deficit in sales tax revenues could be contributed to e-commerce.

Senator Williams asked if there was any renewed interest in having a state lottery. Mr. Zant replied that there are some in the legislature that would like a state lottery and there are some that are completely opposed to it. He said that he did not believe that there is lottery legislation pending at this point.

Senator Wolverton asked if the recent bill that passed that is creating talk of outsiders banning unnecessary travel to Mississippi would have a large impact. Mr. Zant replied that he did not feel that it would greatly impact the state, but there could potentially be some impact.

Senator Williams asked if there was a way to see what University employees earn and what they spend on travel. Mr. Zant replied that there is a pdf online that allows you to see salaries as well

as budgeted amounts for travel for each department. Individual travel expenses are not included. Mr. Zant continued to say that there is also a transparency site for all IHL schools.

Senator Jones asked if the amount shown was strictly what is budgeted and not what is spent. Mr. Zant replied that Senator Jones was correct. He added that the transparency site is updated monthly and does show actual expenditures.

Senator Jones asked why athletics was not giving more funds back to the University. Mr. Zant replied that the MSU athletic department has one of the smallest budgets in the SEC. He added that traditionally a portion of tuition and fees went to help fund the athletic department, which is a common practice for Universities. Six or seven years ago this amount was capped. The current budget for the next fiscal year has none of the tuition and fees going to the athletic department. Mr. Zant said that he believed that in the future the athletic department would be providing more funds to the University.

REPORT OF THE PRESIDENT

DAFVM Tenure Track Category for Extension and MAFES Faculty

Listening Sessions: Colvard Union in "S" Auditorium on April 1 and April 4, 2016 at 3:00 p.m.

Primarily faculty from the DAFVM attended both sessions

- 1- Majority of the faculty that volunteered to present their opinion were employed in the DAFVM and enthusiastically described their support.
- 2- Many DAFVM faculty members are highly productivity and have dossiers reflecting productivity in the three academic missions of teaching, service and research that are on a plane equal to or above those for many tenured non-DAFVM faculty.
- 3- One faculty member from the library also offered their support.

DAFVM Tenure Track Category for Extension and MAFES Faculty: Committee Recommendation

Request: Faculty Senators have requested a review of committee formation and committee reporting.

Background and History: Preliminary Meetings (Vice President's Report in April 2015)

- Provost Gilbert, Director Jackson, Senate President Follett, Senate Vice President Coyne: Lee Hall (Tue)
- Dean Hopper, Associate Dean Willard, Senate President Follett, Senate Vice President Coyne: Bost

Background and History: Faculty Senate Meetings

Faculty Senate Meeting: February 13, 2015 Provost Gilbert and Director Jackson address to Faculty Senate

- Statement: Look forward to working with Faculty Senate on process
- Statement: Proposal previously discussed with Senate President Follett and Senate Vice President Coyne

Provost Gilbert Letter of March 30th, 2015 as a follow up to February 13th Robert Holland Faculty Senate

- Statement: Requesting the assembly of a special committee composed of Senators and others
- The term “ad hoc” was not applied to the description of the committee.

Senate President Randy Follett and not Provost Gilbert ultimately selected members of the committee
 President Mark Keenum: Faculty Senate Meetings on August 21, 2015, October 9, 2015, January 13, 2016

- Statement: Expressed appreciation to Faculty Senate addressing the merits of the proposal
 Vice President Greg Bohach: Faculty Senate Meeting on October 9, 2015

- Statement: Expressed appreciation to Faculty Senate addressing the merits of the proposal
 Provost Gilbert: Letter Addressing Faculty Senate on November 13, 2015

- Statement: Referred to as one of the more prominent issues that lies before Faculty Senate
 Dean George Hopper: multiple meetings and discussions

- Statement: Expressed appreciation to Faculty Senate addressing the merits of the proposal

Mandatory Submission of Course F-Grade Explanations

Proposal Recommendation:

- 1- Students will be provided a mandatory explanation for an “F” grade in a course.
- 2- The proposed plan is to have the process a mandatory requirement by Fall 2016.
- 3- A list-serve reminder will be circulated in the near future encouraging participation.
- 4- Currently is it possible for faculty instructors to report explanations for an “F” letter grade similar to reports for missing grades. Having faculty report the reason for the “F” grade using the explanation drop down menu would be a great help to the Financial Aid Office as it will avoid having to directly contact faculty instructors and the need to forward a request for retrieving the necessary information. The process become especially challenging for the Financial Aid Office when faculty instructors leave for the summer break since it complicates obtaining responses and accurate information.
- 5- Impressions, perceptions and opinions about the proposal are being requested from members of Robert Holland Faculty Senate.

Background Considerations

The request for the proposal and the acquisition of the information is not motivated by an MSU requirement, but instead mandated by the Federal Department of Education – Financial Aid Office. Requirements for reporting academic progress has become very rigorous for students receiving Pell Grants and Federal Aid. Failure to provide the necessary information in an expedient manner has resulted in substantial fines to academic institutions. A Land Grant institution was recently been fined \$700,000 for a rather simple violation.

University Anti-Bullying Ad Hoc Committee

March 10, 2016

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

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

- Reference university anti-bullying statements provided for review
- Reference university policy and procedures provided for review
- Determine if policy and procedure can and should be inserted into the following OPs
 - OP 03.03 Non-Discrimination and Anti-Harassment Policy
 - OP 03.02 Equal Opportunity and Affirmative Action
 - OP 60.401 Guidelines for Employee Conduct

Mississippi University Senate Joint Position Statement: Redesign Request for Mississippi State Flag

- President Keenum has forwarded the joint position statement from the Faculty Senate Presidents representing the local universities and colleges that requests dialog be initiated addressing the design of the state flag for Mississippi.

University Search Committees Initiated/Active/Pending

- Provost and (Executive) Vice President Chair: David Shaw
 - Second meeting scheduled for review of candidate pool developed to date
- Associate Vice President for International Programs Chair: Bill Herndon
 - Video interviews completed with initial group of selected candidates
 - David Schimidt March 7th to March 9th
 - Rick Nader March 21st to March 23rd
 - Jon Rezek March 28th to March 30th
- Assistant Vice President for Enrollment Chair: Jason Keith
 University Presentation (Open Forum): Folkes Auditorium, Colvard Student Union
 - John Dickerson February 22, 10:30-11:30 a.m.
 - Rick Barth March 7, 10:30 to 11:30 p.m
 - Lee Young March 23, 10:00 to 11:00 p.m
 - Thomas Speakman March 30, 2:30 to 3:30 p.m
 - Live stream: <http://vpesearch.mstate.edu>
- Executive Director for Distance Education Chair: Rick Travis
 - Interview of candidates completed week of February 22-26, 2016
- Assistant Vice President for Multi-Cultural Affairs Pending

Provost Search Committee March 22nd, 2016

- Approximately 9 candidates have been identified for the next phase of the interview process
- Candidate reference interviews were completed March 30, 2016
- Search committee in-person off-campus interviews are scheduled for mid-April 2016
- Final candidates (n =3) will be identified and invited for on-campus interviews

South East Conference Faculty Achievement Awards (2015-2016): Applications-to-Date

- SEC Faculty Achievement Awardee for MSU.....Brent Funderburk

William L. Giles Distinguished Professors

- Review of nominated candidates finalized and two MSU faculty applicants recommended March 22nd.

DAFVM Faculty Annual Evaluation Form: Ad Hoc Review Committee.....Completed

Diversity Council.....Meetings Suspended

Faculty Research Advisory Committee

Office of Research and Economic Development.....re-structuring for proposal development

Information Technology Council (ITC).....March 2, 2016

Phishing scams/password distribution/compromised accounts (realized by user or detected by ITS)

Copyright infringements from downloading music and videos

Faculty issues are referred to Department Heads, HRM and/or the Office of the Provost

Student issues are referred to the Dean of Students

- IT Procurements
- IT Security Assessment/ IT Audit
- Filelocker
- Ellucian Mobile
- PageUp People
- Classroom ID Cards
- Lecture Room Clicker Devices
- Banner / Blackboard / E-Form / MyState portal
- Comprehensive Security Risk Assessment Guidelines

Master Plan and Design Advisory Committee / Design Review Subcommittee March 9th, 2016

Reports and Updates

- | | |
|---|---------------------------|
| - Design and Construction Guidelines for University Greek Houses | Roger Baker |
| - Aiken Village Demolition / Child Care Center | Roger Baker and Tim Muzzi |
| - Classroom Building | VP Amy Tuck |
| - Roberts Building | VP Amy Tuck |
| - YMCA Renovation | VP Amy Tuck |
| - Library Addition | VP Amy Tuck |
| - Davenport Hall | VP Amy Tuck |
| - Meat Science / Poultry Science Animal and Dairy Science Buildings | Bob Williams |
| - South Entrance Road to University | Bob Williams |

Athletic Council March 23, 2016

MSU Volleyball

Academic Misconduct NCAA Legislation: disproportionate academic assistance to student athletes

Direct of Athletics: Scott Stricklin

- Named Athletics Director of the Year by the National Association of Collegiate Directors of Athletics
 - o 2015-2016 Under Armor Athletics Director of the Year
 - o Stricklin is the first MSU AD and one of five SEC ADs to win award in seventeen year history
 - o One of four award winners in Football Bowl Subdivision

The Reflector: Tuesday April 5, 2016

The statement that “Mississippi State University Faculty Senate passed a motion last Monday that officially makes MSU campus completely smoke free, including.....” is not entirely incorrect since the operating policy is drafted by the Office of the Vice President for Student Affairs and is functionally not an academic policy. Faculty Senate was only requested to provide opinions and perspectives about the proposed policy.

University Executive Council Agenda March 28, 2016

OP 01.06 Delegation of Signature Authority (new policy).....Director Spencer

AOP 13.12 Summer School Teaching.....Acting Provost Hodges
 OP 91.301 Smoking and Tobacco Use on Campus.....Vice President Hyatt
 OP 79.07 Minors in Laboratories, Animal Facilities, or Maintenance Shop Areas.....Vice President Shaw

Faculty Senate Committee Resolutions / Revisions / Reports: Pending Adoption

Academic Affairs (Committee Chair Noel Addy) **March 11, 2016**

AOP 12.02 - Withdrawal from the University (January Assignment).....Approved

Student Affairs (Committee Chair Stacy Haynes)

**AOP 13.15 – Evaluation of Teaching Performance (August Assignment).....Approved

Ancillary Affairs (Committee Chair Mary Ann Jones)

AOP 10.02 - Academic Administrators and Directors (August Assignment).....Approved

Faculty Affairs (Committee Chair Stan Bullington)

AOP-13.02 Selection William L. Giles Distinguished Professors (February Assignment).....Approved

Letter of Request: Annual Faculty Review Process (January Assignment).....Approved

Charter & Bylaws (Committee Chair Ed Potter)

None Pending.....None Pending

University Resources (Committee Chair Laurie Grace)

None Pending.....None Pending

Executive Committee (Committee Chair C.P. Coyne)

AOP 13.12 - Summer School Teaching.....Approved

Robert Holland Faculty Senate ByLaws: Census of faculty in years without reapportionment

Approved

Pending Faculty Senate Business: **April 11, 2016**

Faculty Affairs: Annual Faculty Review Process.....Committee Recommendations

Confidence Survey Spring 2016 (Faculty Senate: Ancillary Affairs.....(On Schedule)

President Spring Faculty Round Table: Collaboration in Departments and Colleges.....April 29, 2016

Robert Holland Faculty Senate plaque in Allen Hall will have the engraved plates updated Robert Holland

Faculty Senator Positions Currently Vacant

Rene Clary	Sabbatical	Arts and Sciences	Notified	(ends 2018)
Robert Thompson	Sabbatical	Arts and Sciences	Notified	(ends 2017)
John Wyatt	Board of Directors (Resigned)	Education	Notified	(ends 2017)

New Faculty Senate Business: **April 11, 2016**

Student Affairs

College Deans Request: AOP 13.15 – Evaluation of Teaching Performance: (access to student written text)

Charter and Bylaws

Senate Bylaws Revision: College Senator Election Completion Date of March 25th / April meeting attendance

Mandatory Explanations for Letter “F” Grades Proposal

AOP 12.09 - Class Attendance and Reporting Absences (February Senate Approval).....ADC Revisions

Senator Williams asked what was meant by the NCAA misconduct legislation. President Coyne replied that there was new NCAA legislation that would allow the NCAA to review the handling of a student athlete. An example of this would be examining how a student athlete was tutored. Did the student athlete receive preferential treatment to meet the academic requirements that would otherwise preclude their participation.

ELECTION OF OFFICERS

Senator Wolverton, acting as election officer, announced the nominations that were received by the deadline. Dr. Cody Coyne has been nominated for President. Dr. Brent Fountain has been nominated for Vice President. Dr. Kent Marett has been nominated for Secretary.

Senator Wolverton asked for nominations from the floor. No nominations were made for any of the officer positions.

Senator Follett made a motion to accept the slate by acclamation. Senator Jones seconded the motion. The motion to accept the slate of candidates by acclamation passed by unanimous voice vote.

Senator Wolverton presented President Cody Coyne, Vice President Brent Fountain, and Secretary Kent Marett to the Senate.

REPORT OF THE VICE PRESIDENT

Search committee for Associate Vice President for Enrollment: all candidates completed their visits.

An offer is out for the director of Center for Distance Education.

A search for Dean of Arts and Science will start after the hire of a new Provost.

Search process has begun for a chief diversity officer.

Faculty Awards and Recognition Program will be held Tues, April 26 at 2pm. University level awards and other honors from colleges will be recognized.

Proposal from ORED to add Research Scientist classification—distinct from Research faculty.

A new Proposal Services office /resource is being conceived from Office of Sponsored Projects (formerly SPA, with ORED). Goals include: identify and alert researchers to funding

opportunities, program consulting as requested, assistance with proposal preparation and submission, and grantsmanship education.

The International Institute will be implementing a new international risk management system in 2016. This electronic system will be the initial registration step for international travel requests. While the electronic system will initiate the paper approval routing that will be submitted through the Office of the President and Travel Services, the electronic system will allow university administration to effectively track international travel and itineraries in case of emergency incidents abroad and to facilitate the safe return of MSU faculty/staff back to the US in those cases. The system will also allow for accurate reporting of international travel for research and activities abroad.

First formally organized Black Alumni Weekend was held March 3-6, 2016. Successful event in which 450 Alumni attended. Goal is to host every other year. At the open forum there were concerns expressed about retention numbers for black students and lack of representation of black faculty and administrators as well as discussion about flying the state flag.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEES

1. Letter Regarding AOP 13.15 Evaluation of Teaching Performance (Student Affairs)
2. Senate Bylaws Regarding Deadline for College Elections (Charter & Bylaws)

President Coyne presented an overview of the business to be sent to committee. The motion to send the business to committee passed by unanimous hand vote.

STANDING COMMITTEE REPORTS

Academic Affairs

1. AOP 12.09 Class Attendance & Reporting Absences

Senator Addy, on behalf of the Academic Affairs Committee, presented an update on AOP 12.09. Senator Addy explained that the Senate had recently passed AOP 12.09. The Senate

added language that outlined what specifically was a University authorized absence. General Counsel suggested removing this language. There has also been language added that defines what a comparable evaluation.

Senator Wolverton said that he believed that this is one of the least understood policies on campus. He said that he felt that this should be outlined in the syllabus so everyone understands.

Ancillary Affairs

1. Spring Confidence Survey

Senator Jones stated that the confidence survey should be released on Monday, April 18th.

Charter & Bylaws No Report

Faulty Affairs No Report

Student Affairs No Report

University Resources No Report

SPECIAL COMMITTEE REPORTS

Senator Follett, on behalf of the special committee to consider the extension of tenure to current not tenure track positions, said that his committee met earlier in the day to discuss what the proper course of action should be. Input is still being accepted on the topic, but the committee has decided to draft a report to the Senate in the near future. Senator Follett added that if someone wished to remain anonymous, they could send their feedback directly to him and they would remain anonymous.

Secretary Fountain asked how long comments would be accepted. Senator Follett replied that he would need to receive the comments in the next couple of weeks so the final report can be drafted.

Secretary Fountain asked if the anonymous comments would be made available to Senate. Senator Follett replied that he was not planning on providing detailed feedback, but he would not be opposed to doing so if it is requested.

Senator Baldwin stated that all Senators are responsible for informing their constituents of this topic.

Senator Larson stated that she believed that the decision to accept the report of the committee was too involved to allow the Executive Committee to act on behalf of the Senate over the summer months.

Senator Ward asked if a meeting of the Senate could be called in May to vote on the topic. President Coyne replied that a special session of the Senate could be called by the Senate President.

Vice President Elder said that some of the faculty that she has spoken to were unaware of the issues that could arise. She said that having the report made available to the general faculty could be helpful. Senator Follett replied that he could not say what will happen after the report is given to Senate.

President Coyne stated that the committee was charged to answer the questions, can we and should we move forward with this. The committee is not charged with the actual mechanics of implementation. Senator Follett added that the original charge of the committee to examine the financial aspects of implementing this have been removed.

Senator Ward stated that she believed that if the general faculty would watch the listening sessions they would have enough information to form an opinion and make comments.

Senator Potter asked if the topic would have to be brought up at two separate meetings before a vote could be taken. Senator Follett explained that the report of the committee would be a recommendation to upper administration, and would not change the P&T document at this point. Therefore, the topic would not have to be brought up at two consecutive meetings before a vote could be held.

PENDING BUSINESS

NEW BUSINESS

President Coyne explained that the Provost's Office has requested that Senate provide some feedback regarding making comments required when a student receives a grade of F. He asked the Senators if they had any comments on the topic.

Senator Follett asked what kind of information the comments should entail beside the grade point average was below 60. President Coyne responded that inclusion of attendance was a big issue that should be reported. Vice President Elder added that there is a drop down list that contains

comment choices. Senator Williams said that he believed that there was an open response option that allowed text to be entered. Senator Addy commented that he was surprised that there was an open text comment section, and he is surprised that counsel would approve that. President Coyne said that the system that will eventually be used is not in place yet. For the time being faculty are asked to use the drop down menu for missing grades. When reporting this information becomes mandatory, there will be a system in place specifically for reporting the reason a grade of F has been earned.

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

After a unanimous voice vote, the meeting adjourned at 3:46 p.m.

Submitted for correction and approval.

Brent Fountain, Secretary

Jason Cory, Administrative Assistant II