

**ROBERT HOLLAND FACULTY SENATE
UNCORRECTED MINUTES OF FEBRUARY 12, 2010**

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room at 2:00 p.m. on Friday, February 12, 2010.

Members absent and excused were: Hart Bailey, John Byrd, Tom Carskadon, Eric Dibble, Vince McGrath, Julia Porter, Janet Rafferty, Peter Ryan, Susan Seal, Julie Sexton, Barry Stewart, and Rebecca Toghiani.

Members absent were: Dave Dampier, Stephen Foster, Tom Matney, and Wayne Wells.

The meeting was called to order by the Senate Vice President, Meghan Millea.

The minutes of the January 8, 2010, meeting were approved.

GUESTS

DR. MARK KEENUM , PRESIDENT

Dr. Keenum said he hoped the Select Committee on Efficiencies and Innovations report would be finalized and released next week. ITS is working on a feedback system where we can respond and comment to items on the report. He commended the group for their hard work, time, and efforts in working on the recommendations contained in the report. The recommendations in the report are a foundation from which to work. Dr. Keenum spoke of Fiscal Year 11 Appropriations bill. He said we were lobbying for our needs at MSU and for the IHL system as a whole. We are planning for 13% less monies for FY 11 than we had last year. We may get more, but it's too early to tell. Both the House and the Senate have passed FY 10 bill trying to restore some of the cuts taken this year using the Tobacco Trust Fund. Dr. Keenum said MSU has received almost \$83 million in federal appropriations, half of which are funds granted to faculty for research proposals and projects. He said we have a good process for submitting proposals and compiling those proposals into our "wishbook" of projects to support and present to our congressional representatives for funding, and we have led our peers by example through this process. Dr. Keenum said he was optimistic about IHL board approval of our retirement incentive plan at next week's IHL board meeting. After approval, letters will be sent to eligible retirees. Dr. Keenum said he hosted the Chairman of the House Ways and Means committee and the Chairman of the House Universities and Colleges committee. They toured our campus facilities and then invited him and other Presidents of Mississippi Institutes of Higher Learning to meet in Jackson with the Chairman of the Finances Committee to talk about facility needs on campuses and how to address them. Dr. Myers and the Provost Search Committee have 10 candidates from around the country that they will be interviewing through tele-video conferencing. They will select finalists to come to campus for interviews and hope to have the final selection made by the end of March, said Keenum. Dr. Keenum answered questions from the floor and said that the Alumni Celebration would be held that night. MSU would be giving awards to outstanding alumni from each college and special awards to Dr. Roy Ruby, Alumnus of the Year, and Dr. Zacharias.

DR. W. GLENN STEELE, JR., INTERIM PROVOST

Dr. Steele spoke of the textbook policy that was presented to the IHL board last month. It is an IHL initiative to look at our textbook policies and ensure that they comply with federal law. The

policy is designed to lighten the burden of cost on students and includes making the ISBN # available to students and adoption terms for textbooks, three years for lower division classes and 2 years for upper division classes. The policy will have its second reading for the IHL board this month and will be voted upon. He also talked about the State Pride Faculty Awards program. The athletic division has put up funds to be matched by colleges across campus by April 1st. Then the colleges will select faculty to be identified for the awards in the Fall semester. Dr. Steele talked about the Community College/Transfer Credits policy that will be presented to the IHL board this month for its first reading. Its intent is to make the transfer to an IHL institution from a community college easier. It also clarifies the process of completing the associates' degree from a community college grants eligibility to transfer to an IHL institute. Students will still have to meet the prerequisites for their program of choice and complete the program requirements at the IHL institute to receive their Bachelor's degree. Dr. Steele said that nominations for Grisham Master Teacher Award are due March 12th, and proposals for Shillig Special Teaching Projects are due to dean's offices by March 5th. The Faculty Awards Recognition Ceremony will be April 19th. The Promotion and Tenure are being reviewed by the Provost's Office and those decisions are due to the President by March 10. He said the University is undertaking a master planning process with the help of a firm to look at the overall flow and picture of the university and develop a comprehensive master plan. This will take about a year to complete and they will be talking to everyone for input of needs. This plan will be what we look to as we make future decisions. Dr. Steele said the Efficiencies and Innovations report is close to being released, and we have already begun the benchmarking process mentioned in the report. We have a committee that is gathering information from faculty, programs, and departments on what they view their metrics to be. The committee will look at these to develop a common set of metrics with flexibility for individual departments as well as look at peer and peer-plus metrics to compare. This information will be useful as well recover from the retirement incentive program and continue to fulfill our academic, research and service missions. Dr. Steele said that IHL has directed a staffing review of all institutions to indicate what staff is available and how they are being utilized. The review's intent is to make sure we have plans for adequate staffing. Dr. Steele answered several questions from the floor.

REPORT OF THE CHAIR

Faculty Senate Colleagues:

The month of January provided opportunities for me to represent the Faculty on a number of committees. The individuals working on the President's Select Committee on Efficiencies and Innovations (SCEI) have continued and are in the process of concluding their initial charge. The group is working diligently with the administration to help identify mechanisms to help meet the unprecedented budgetary constraints MSU is facing. While there is some uncertainty in our future due to the financial issues, the work of this group will enable the MSU administration to make decisions in a much more informed manner.

It was my privilege to represent the faculty at the Martin Luther King Memorial breakfast. The meeting was well attended by officials and citizenry from both the university and local community and those responsible for the event should be congratulated.

I presided over the spring Faculty meeting that was held on February 1, 2010. President Keenum spoke and answered a number of questions from the floor.

The first meeting of the Campus Master Plan committee was held with Mr. Bob Luke, the architect that has been charged the responsibility of developing a campus master plan. In the near future, there will be substantial activity in this area. I encourage everyone to get involved in the process through the many focus groups that will be held on campus.

The provost has also appointed me to serve on a benchmarking committee that will assemble information to help with the future allocation of the limited resources to which we will have access. The group is working with the different colleges to determine what information they are currently collecting and Dr. Steele would like a report within the next few months.

The Senate executive council has been discussing the faculty confidence survey and there is need for faculty with expertise in the area of survey instruments to volunteer to help. If you are interested, please let me know.

The President appointed me to represent the Faculty Senate on the Provost's search committee. The group has been meeting and is scheduled to do video interviews next week.

There are a number of different colleges that will be electing Senators next month. I encourage you to consider standing for election again if you are eligible, and if you are not, then please encourage your colleagues to contemplate running for the Senate.

Respectfully submitted February 8, 2010,

R. H. "Hart" Bailey
President
Holland Faculty Senate

VICE CHAIR REPORT

President's Select Committee on Efficiencies and Innovations

President Keenum discussed the SCEI recommendations at a broad level in the General Faculty meeting held February 1st. He projected the report would be released to the University community in a week or so. We have been working diligently to release the report as soon as possible. Anonymous feedback will be enabled via a website.

Academic Dean's Council met February 1st.

- Interim Provost, Dr. Steele circulated an overview of the work conducted by the President's Select Committee on Efficiencies and Innovations. Discussion followed.
- Dr. Julia Hodges discussed the Benchmarking Committee. They have a deadline of February 17th for each department/college to submit their benchmarking metrics (not the numbers, but rather the criteria). The Benchmarking Committee includes Julia Hodges (chair), Rodney Pearson, Keith Coble, Hart Bailey, Tim Chamblee, and Julie Fulgham.
- Human Resources in conducting review of staffing within academic units. This does not include professional staff or administrators.
- Vice President for Research and Economic Development, Dr. Shaw made a brief report of an overhead distribution focus group.
- Dr. Shaw also presented and circulated a Research Faculty Promotion Policy.
- Other items:
 - Reviews will begin for deans in their third year.
 - Giles Distinguished Professor applications are due February 15th

- Grievance Panel elections completed March 10th.
- Promotion and Tenure applications will be passed along to President Keenum on March 10th.
- Deans have been informed about the State Pride program. All faculty members below the rank of Department Head will be eligible. Each college will establish its award criteria.

Traffic Committee met on January 28th.

Several agenda items were covered including:

- Review of the change in decal designation at the Wise Center. There are limited spots and multiple uses of the facilities including the business operations (television and veterinary hospital) and classes. The parking at the Wise Center has all been designated Wise Center and All Valid Permits. The traffic committee voted to limit a portion of the Wise parking lot to Wise Center-decal-only. Constituents sharing the lot brought concerns before the committee. The Wise Center-decal-only action was delayed until next meeting to further investigate the concerns and needs of the constituents using the parking lots.
- Review of fees for certain parking citations. The committee decided to review all parking citation fees. Fee review is expected in the March meeting.
- Installation of parking meters in the Cullis Wade Depot/Barnes and Nobles parking lot. The committee supported the proposal. There will be a couple of spots for time limited free parking, but other customer parking will be metered.

Spring Roundtable

Planning for the spring roundtable has begun. The tentative date is Friday, March 5th from 1-6. The topics discussed include benchmarking academic productivity and considerations to be addressed in potential academic mergers and realignments. Select faculty from the Senate and from the General faculty will be invited to participate in the roundtable discussions with President Keenum and other university administrators.

Respectfully Submitted,

Meghan Millea
February 8, 2010

EMPLOYEE BENEFITS COMMITTEE

No Report

BUSINESS TO BE SENT TO COMMITTEES

Dr. Gilbert letter re: AOP 12.11 Degree Requirements – Undergraduates (Academic Affairs).

Dr. Gilbert letter re: AOP 12.16 Academic Suspension and Dismissal (Academic Affairs).

Dr. Gilbert letter re: AOP XX.XX Substantive Changes (Ancillary Affairs).

Letter from Dr. Blair via Faculty Senate website submission re: +/- grades (Academic Affairs)

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

AOP 12.XX: Awarding of Degrees Posthumously was presented for consideration. A motion was made to approve AOP 12.XX Awarding of Degrees Posthumously as presented by the Associate Deans Council. Motion passed.

AOP 11.02 – Special Non-Degree Student Classification (Non-Traditional) was presented for consideration. A motion was made to approve AOP 11.02 – Special Non-Degree Student Classification (Non-Traditional) for Undergraduate Students as presented by the Associate Deans Council and modified by the Academic Affairs Committee. Motion passed.

ANCILLARY AFFAIRS

NO REPORT

CHARTER AND BYLAWS

NO REPORT

FACULTY AFFAIRS

AOP 12.09 Class Attendance and Reporting Absences was presented for consideration. A motion was made to approve the following changes to the AOP: “Change where appropriate the term ‘illness’ to alternatively read ‘illness and severe injury’, add ‘No more than 10% of the credit for a course may come from class attendance alone and at least 90% of the course credit must come from graded tests, papers, assignments, and/or class participation. Students cannot pass a course simply through class attendance. The policy is not intended to limit grade penalties for unexcused absences from class for instructors who choose to require class attendance. Such class absence policies will be set by the instructor under the normal supervision of the instructor’s Department Head’ to accommodate courses where classroom attendance is critical to achieving a successful learning process, and other minor word changes (see draft AOP document). Motion passed.

AOP 13.22 Adjunct Faculty, Visiting Faculty, Visiting Scholar and Visiting Executive Appointments was presented for consideration. A motion was made to approve the following changes to the AOP: “Limit the terms of adjunct appointment to terms of 3 years or less, change the description of qualifications in the section for Visiting Faculty from ‘teaching’ to ‘teaching, conducting research or other assigned professional duties’ in the second sentence, and change the description of qualifications in the section for Visiting Scholars from ‘individual appointments should be based on knowledge and experience’ to ‘individual appointments should be based on knowledge, experience, expertise and/or accomplishments pertaining to a specific academic mission or given field considered complementary to the ongoing efforts of the host department, college or unit.’” Motion withdrawn after some discussion for further clarification.

AOP XX.XX – Credentials for Teaching was presented for consideration. A motion was made to approve the following changes to the AOP: “Change the number hours an instructor with a master’s is required to possess within the teaching discipline from ‘18’ to instead read ‘at least 18’ graduate semester hours in the same or related teaching discipline and other minor word changes (see draft AOP document).” Motion passed.

STUDENT AFFAIRS

NO REPORT

UNIVERSITY RESOURCES

NO REPORT

SPECIAL COMMITTEE REPORTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

From the Faculty Senate website submissions: Regarding the Thursday night football game set for the fall, no classes will be cancelled but the parking issues still has not been resolved, however, a plan is in the works.

The meeting was adjourned at 4:30.

Submitted for correction and approval.

Dana Pomykal Franz, Secretary