

ROBERT HOLLAND FACULTY SENATE UNCORRECTED MINUTES OF FEBRUARY 8, 2013

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room of Mitchell Memorial Library at 2:00 p.m. on Friday, February 8, 2013.

Members absent and excused were: Joanne Beriswill, Sandra Eksioglu, Stephen Foster, Brent Fountain, Richard Hopper, Rocky Lemus, Jason Lueg, Kim Morgan, Jody Ray, Barry Stewart, Keith Walters, and Jilei Zhang.

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

A typographical error was noted in the January minutes at the top of page four in the agenda. With exception of that needed change, the minutes of the January 11, 2013 meeting were approved.

GUESTS

DR. JEROME A. GILBERT, PROVOST AND EXECUTIVE VICE PRESIDENT

Provost Gilbert began by saying that the values of integrity and accountability are important to him and President Keenum and the Vice Presidential team. He expects department heads to facilitate success of their faculty and students and for departments to be a collaborative team. He said that this semester faculty, staff, students and alumni can participate in an electronic three-year comprehensive review of deans and department heads in addition to their annual review. ITS will assist in implementing this electronic review.

He said that he plans to continue to address faculty and staff salaries.

Mr. John Dickerson has taken over as the new registrar and a number of searches are underway: the Dean of the College of Arts and Sciences, the Associate Vice President and Dean of the Graduate School, the Dean of the College of Engineering, and the Executive Director of the Center for Distance Education.

He added that Mr. Don Zant has announced the Efficiencies and Innovations Advisory Group. The group consists of the Student Association President, Mr. Joe Farris, Dr. Bill Herndon, the Faculty Senate President, Dr. Allison Pearson, the Chair of the Staff Council, General Council, and the Director of Internal Audit.

Senator Wise asked if the Department Head survey would be entirely electronic or other ways as well. Provost Gilbert said that his initial thought was to turn it into a web based survey but will entertain suggestions on other ways as well. The data would be shared with the department head, and he expects that the department head would then meet with the Faculty to talk about the results. Senator Wise expressed concern about the ability for department head to figure out who and how people voted. Provost Gilbert said that the hope is that 100% participation would dilute that impact. He added that this review should correspond with the reappointment cycle for the Department Head.

Senator Banicescu asked if Associate Deans would be included in the review. Gilbert said that they could be included and any others that fall under his appointments.

Senator Peacock asked if non-academic units were under the same guidelines to stay open from 8-5 and to have someone available for decision-making. Provost Gilbert said that it is a standard

expectation but understands that it may not apply to some non-academic units. He added that the goal is to get a chain of command established within a department.

DR. STEVE TURNER, FACULTY ATHLETIC COUNCIL REPRESENTATIVE

Dr. Turner reported on the academic progress of Student Athletes for fall 2012. The overall Student Athlete GPA was 3.04, the highest in the history of athletic program. He said that in general fall semester GPAs are higher than in the spring semesters. He also noted that several new coaches have been hired in the past year.

Senator Carskadon said he was impressed with the Student Athlete's academic accomplishments in addition to their out of class requirements and asked how they were able to manage it. Dr. Turner said that they have access to resources through the Athletic Academic Center such as tutoring in core courses. He added that freshmen are required to attend study hall. Provost Gilbert added that student athletes tend to graduate at a higher rate.

MR. SCOTT STRICKLIN, DIRECTOR OF ATHLETICS

Mr. Stricklin said that student athlete's academic accomplishments were gained through intense oversight, including a class attendance policy for student athletes among other resources. He added that the coaches do a great job making sure that the athletes are where they are supposed to be.

He said that the athletes are remarkable for their balance of academics, athletic practice and social life. He feels that the relationship that faculty and staff on campus have with the athletics is healthy and one of mutual respect.

The NCAA Academic Progress Rate measures academic eligibility and retaining of student athletes. All 16 sports are above 93% on that metric.

Mr. Stricklin highlighted the success of the football team over the past 3 seasons. He mentioned spring sports rankings: The baseball team is ranked 5th by Baseball America; Men's Tennis is ranked 10th in the country; and Men's Indoor Track is 15th in the country. He also mentioned that the softball season has begun and his excitement about the direction the Men's Basketball team is moving in as far as discipline, structure, and work ethic.

Mr. Stricklin said that he was asked about the expansion of Davis Wade and how that will affect the number and location faculty/staff seating prior to the meeting. He said that there are no plans to change the location or number, but the plan is to move the student section to the north end zone. Additionally, they have opened a new football practice facility which will allow other teams to move into their prior space.

He said that he feels that athletics are a value added to the campus and promote MSU to those who may not have visited campus otherwise. The Athletic department tries to give back to support the campus. They spend 20% of their budget at the university through tuition for scholarship student athletes and custodial services.

Senator Nagel asked about the possibility of a Thursday night football game. He said that there is a chance that we may have a Thursday night game around the Fall Break next season, but it hasn't been confirmed.

Senator Elder asked about plans to improve tennis facilities. He said that the Pitts Tennis Center needs some updating to be more aesthetically pleasing and new locker room. He also hopes to have an indoor tennis facility in the future with six indoor courts located on the old football practice field.

He added that there are plans to renovate the softball grandstand which would create a plaza between the two. Senator Elder also asked who creates the schedules for teams. Mr. Stricklin said that coaches set up non-conference schedules and the SEC does the conference scheduling.

President Millea added that she appreciates the collaborative efforts between the Athletic Department, the Provost Office, and the faculty on Thursday night games.

REPORT OF THE PRESIDENT

This past month, we had our spring general faculty meeting. The format was the same as last year which included reports from President Keenum, Provost Gilbert, Vice Presidents Shaw and Bohach. The common theme across the senate, vice presidents and president was the collaborative spirit that is pervasive on the leadership team. It is my continued hope that this collaborative spirit continues to cascade through the university.

The taskforce of me and the associate vice presidents, Hodges, Herndon, and Vaughn met to discuss OP 56.06 which is the policy that addresses the promotion process for clinical, research, and extension faculty. The revisions will attempt to align the promotion process with the promotion process of academic faculty. This is still in draft form. We have another meeting in February.

Dr. Emison and I met with Dr. Gilbert to follow up on his three-year review cycles of department heads, associate deans and deans. I am encouraged by his involvement of the faculty in these review plans.

Jerry Emison, Hart Bailey and I met to continue to move the master planning governance document forward. The leadership in facilities, with Hart and Jerry's input developed a work process that has appropriate checks and balances. The task now is to provide the narrative to go along with the process design.

The President's executive council reviewed the policy on policies (OP 01.01) and it needs revision so that the policy aligns with our practice. This will also serve as an opportunity to review the categories of policies. They also made some changes to OP 63.01- Faculty/Staff temporary housing including that the tenant is responsible for returning the unit and the grounds to its original condition- which could apply to things like fences or playground equipment. It also alters the end of contract term- it is one year term and violations of notices will be heard by an appeals committee, but that process no longer occurs prior to the end of the contract term.

I participated in the National Alumni Association Board meeting and its leadership conference. The alumni are so proud of MSU and work diligently in their chapters to provide support and appreciation for the faculty, staff, and students.

As assigned by the Senate in the last meeting, I checked with Dr. Ryan about the notification of incoming students about the prescribed mapping of ACT scores into specific Math and English courses, especially as it related to a need to remediation. This communication is provided by the Registrar when students receive their schedules and reinforced by their advisors at orientation. Some students who do not meet a threshold Math sub-score are contacted by Angi Bourgeois about the Math-plus summer program.

Respectfully Submitted,



Meghan Millea
February 5, 2013

Senator Berk asked if the clinical faculty in OP 56.06 exist on the academic side of faculty. President Millea said that the OP specifies that clinical faculty are in the Division of Agriculture, Forestry, and Veterinary Medicine and in the Office of Research and Economic Development however there have been discussions about opening that up to Academic Affairs.

Senator Nagel mentioned that at the last meeting, the Senate approved an amendment to OP 62.01, but it has not been changed. President Millea said that she brought it up to Joe Farris, and he will make the change since it didn't need approval through the review process. It may be held up due to a current transition of how policies are posted. They are currently housed in Internal Audit but are being moved to ITS. She also said that with that shift there may be some renumbering of policies. Senator Berk asked if with the reshuffling of AOPs and OPs, could there be an internal search to narrow the policies. Senator Nagel said you can use the MSU search engine to search for a policy on a specific topic.

VICE PRESIDENT REPORT

Deans' Council January 7, 2013

Announcements

The Provost announced that letters to those professors receiving SUG-average adjustments in their compensation were sent before the holidays.

The Provost reminded the deans that the university has received SEC Travel Grant funds to support travel by a faculty member to visit another SEC school for research or teaching activities. The Deans were encouraged to support faculty members seeking these funds.

During an expense audit it was discovered that there have been some instances of purchasing compensatory meals for someone who did not attend a meal associated with an official university function. The Provost reaffirmed that such expenses were impermissible, and Deans were strongly encouraged to convey to their department heads that such activities should not occur. Requiring deans to approve all meal purchases was considered but set aside for the time being.

Academic Operating Policies

AOP 12.09 Class Attendance and Reporting Absences: The Deans discussed the proposed policy and were concerned about the degree to which instructors were required to specify attendance policies. The deans agreed to discuss the matter with their department heads and reconsider it at the next Deans Council.

AOP 12.10 Recognition of Undergraduate Academic Achievement: The deans agreed to rescind an earlier preliminary action that would have suspended use of academic forgiveness grades in computation of honors and 4.0 recognition. This action was taken upon learning the registrar and information technology services do not have the capability to accurately make such a determination for honors designations. The matter of 4.0 recognition, which may be easier to determine, was deferred for consideration.

AOP 12.13 Education Records: The Deans Council approved and sent to the Faculty Senate the AOP that brought MSU's practices in alignment with FERPA by specifying which academic materials must be provided upon request.

AOP 13.14: Grade Appeal and Academic Review Board: The Deans Council approved and sent to Faculty Senate the AOP which brought MSU's practices in alignment with FERPA by requiring retention of course grading materials to one year vice the previous six month requirement.

Deans' Council February 4, 2013

Announcements

The Provost introduced John Dickerson, who recently assumed his duties as the registrar.

The Provost announced that the President has authorized the creation of the recognition category of Stephen D. Lee Scholars as the vehicle to recognize those students graduating as an undergraduate with all As. This will replace the informal recognition of a 4.0 average that has been used in previous years.

Each college has been asked by the Provost to target enrollment increases for next year at a base level increase and a stretch level increase. If a college exceeds the base level, it will receive \$5k and if it exceeds its stretch level, the college will receive \$10k. There are no negative consequences of not reaching these levels.

Saturday February 9 is the Academic Insight Enrollment Event for the Bagley College of Engineering and the College of Forest Resources/College of Agriculture and Life Sciences. These events will be hosted over the next month or so by all colleges to improve recruitment of entering students of exceptional promise.

Friday February 8 will be the Women of Color Summit. Sharon Eubanks, a MSU alum who practices law in Washington, DC will be the keynote speaker.

Academic Operating Policies

AOP 12.07 Student Honor Code: The Student Honor Code AOP and accompanying implementation material was discussed. The focus was on penalties for graduate students found in violation of the code. Informal agreement was reached to have initial violation result in probation with dismissal for the second offense. Considerable discussion concerned whether revocation of graduate funding should accompany the initial offense penalty. Ultimately such a revocation was not included in the policy. Also the need to harmonize CVM's participation in probation conditions was discussed. The Deans Council asked that the documents be revised to incorporate such harmonizing and then brought back to the Council for action.

AOP 12.09 Class Attendance and Reporting Absences: The Deans Council unanimously endorsed the AOP and forwarded it the Faculty Senate for consideration. Previous concerns about instructors specifying attendance requirements were deemed appropriate by the Deans. Previous concerns about students' notification of instructors of absences were addressed by altering "should" to "must" for notification responsibilities by the students.

AOP 00.00 Additional Course Fees (new proposal): A more formal structure for additional course fees was requested by the Vice Presidents, and this proposal seeks to codify current practice. There was considerable discussion about using these fees to operate plotters after hours in the College of Architecture, Art and Design. The Deans Council adopted the recommendation that would allow only course specific charges to be levied. The AOP was forwarded to the Faculty Senate for consideration.

Operating Policies

OP 01.17: Formal Distance Education: The Deans Council unanimously endorsed the operating policy that contains significant revisions to the handling of distance education. The document is to

be rewritten to be an AOP, however in the interim until the AOP can be completed, the OP will be employed to meet SACS requirements. I emphasized the need for the OP and the AOP to be aligned when the final adopted documents complete the AOP process.

Master Plan Development Advisory Committee

On January 16 Hart Bailey and I met with the senior staff of facilities management to discuss the decision process for facility construction projects (need, location, design, etc.). There was broad agreement on a process in which projects would be vetted with the committee prior to expenditures being incurred, regardless of source. Hart is drafting a governance document that will reflect these ideas, and we will be placing it before the full MPDAC when it is complete.

FACULTY SENATE REPRESENTATIVES ON UNIVERSITY COMMITTEES

Traffic Committee - Representative Senator Bullington said that Senator Nagel's proposal to add to policy that parking fees not be increased without a salary increase came before the Traffic Policy Committee. The result was that the committee felt that it could not put that specific statement into the OP, but many members shared the concern. A motion was made to create a study group to look at how parking fees are structured and to understand what those fees are used for with a goal of addressing this issue. President Millea met with Vice President Tuck to indicate that we wanted faculty, staff, and students' involvement in looking at parking fee structure. She plans to talk with the Student Association President and Staff Council Chair in the next week to discuss what that involvement will look like.

Senator Elder brought up another issue that her department has experienced - the requirement of a \$7 parking fee for visiting students. Other Senators expressed similar issues. Senator Nagel stated that the policy states that the 1st visitor pass is free and 2nd is \$2. Senator Bullington will report back on this issue.

Senator Nagel asked if the food trailer parking spaces for Aramark were discussed. Senator Bullington said that the food service trailer will be located in the parking lot between Patterson and Bowen Halls and will have to pay a fee for the spots.

Dining Advisory Committee - Representative Senator Nagel said that Mississippi Steak will probably be replaced next fall and will be replaced with another restaurant, a Pizza option is being considered. Also to broaden service options, a food service trailer will be located on Hardy Road for a trial run and if successful food service trailers may increase next fall.

Senator Elder said that her colleagues have expressed dissatisfaction with the decreasing level of variety and options at the cafeteria. Senator Hopper said that the university has an ethical responsibility to provide good healthy food for students and asked if that had been expressed in the conversation about the food truck and the quality of food it will serve. Senator Nagel said that the type of food has not been decided. Senator Toghiani asked why that location was chosen for the food truck. She said that the Engineering buildings are easily accessible to cafeteria and Student Union. Senator Nagel said that it was a high foot traffic area according to a Dining Services study.

Senator Emison said that food trucks in larger areas provide a great variety of quality foods and hoped they were heading in that direction rather than offering the same options as the cafeteria and Union options. Senator O'Neill expressed the need for vegetarian options.

President Millea asked to know what the mission of dining services was and is it considered in the decision-making process. Senator Toghiani asked for an updated report on the utilization of meal

plans. Senator Nagel said that Aramark has shared every piece of information the Dining Advisory Committee has asked for and he would ask for that report from last semester.

Senator Peacock urged for recycling to be a part of the discussion.

BUSINESS TO BE SENT TO COMMITTEES

None

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

7.1.1 AOP 12.20 Academic Forgiveness

Senator Follett presented AOP 12.20. He said that the changes made to the policy included a title change to include “undergraduate” and changes to the on campus interface (MyState) and the review process. The Academic Affairs Committee made an additional change to include the need for forgiveness for 9 hour studio courses. Therefore, the committee added “or 1 course not to exceed 9 hours” to the policy/procedure section.

Senator Follett made a motion on behalf of the Academic Affairs Committee to recommend approval of changes made. The motion was approved by unanimous voice vote.

ANCILLARY AFFAIRS

NO REPORT

CHARTER AND BYLAWS

NO REPORT

FACULTY AFFAIRS

7.2.1 Faculty Handbook: Promotion and Tenure Procedures

Senator Wise presented the Promotion and Tenure Procedures portion of the Faculty Handbook. He said that last April, the Faculty Senate approved a P&T document. The document was sent to President Keenum who had comments which led to a task force that is looking at Promotion and Tenure of all categories of faculty. The Provost sent a letter with considerations resulting from comments of department heads. The Faculty Affairs Committee along with the Senate President, Vice President and Secretary has tried to make changes to address the concerns of the department heads. Senate Bylaws require two readings of the document before voting.

President Millea noted that the Promotion and Tenure document that is currently in effect is the one approved by the Senate in 2008 and is section 5 of the current Faculty Handbook.

Several senators requested to see the changes made since the April approved version. President Millea said that it could be sent out as an email attachment to all senators.

Senator Nagel noted that the changes to lines 253-257 are excellent.

Senator Elder asked if what will be sent through email will include the changes made by the department heads. Senator Wise said that they did not make changes. President Millea added that the letters from Drs. Keenum and Gilbert were included in the agenda when this item was sent to committee and she would include them in the email with the tracked changes version of the document.

STUDENT AFFAIRS

NO REPORT

UNIVERSITY RESOURCES

NO REPORT

SPECIAL COMMITTEE REPORTS

OLD BUSINESS

9.1 TRAFFIC COMMITTEE STUDY GROUP

Senator Nagel noted that Parking Services doubled parking fees from 2004-2005 and have gone up \$10 each year since to create funding for a parking garage. To date, that equals around \$6 million, but no parking garage has been built.

He added that he understood Parking Services concern about funding the shuttle through parking fees, but wondered why a grant couldn't be written for public transit. Senator Dodds there is a grant that has been received to link campus and community but not internal to campus.

Senator Wise said that there will be parking in the new classroom building. Senator Emison said that it was planned to be metered parking.

NEW BUSINESS

None

The meeting was adjourned at 3:37 after a motion by Senator Cox and seconded by Senator Follett.

Submitted for correction and approval.

Brian Rude, Secretary