ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of February 9, 2018

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Templeton Room of Mitchell Memorial Library at 2:00 p.m. on Friday, February 9, 2018.

Members absent and excused were: Kathleen Alley, Tom Carskadon, Cecelia Cook, Deborah Eakin, Laura Grace, Mary Ann Jones, Gregory Martin, Natasha Randle, Lindon Ratliff, Barry Stewart and Kevin Williams.

Members absent were: Byron Williams.

The meeting was called to order by Senate President, Brent Fountain.

President Fountain asked for any corrections to the minutes of the January 12, 2018 meeting. Senator Coyne asked that some of the formatting be changed. He said he will provide the formatting errors to the Faculty Senate office. President Fountain, hearing no additional changes to the minutes accepted the minutes as approved pending the formatting changes.

GUESTS

Mr. Steve Parrot, Chief Information Officer

Mr. Parrot began by saying the mandatory two-factor authentication was put in place the previous Tuesday. He said additional hardware tokens were purchased that have a more "MSU feel" design.

Mr. Parrot said the Help Desk has been running the same ticket software for the past two decades. Last year a search was performed to find replacement software for the ticket process. The software selected is produced by TeamDynamix. The Information Technology Services (ITS) staff is currently in the process of installing the software. The hope is to go live during the week of spring break. Mr. Parrot said all of the new software adheres to Information Technology Infrastructure Library (ITIL), which is a set of best practices for how to deliver services. As a result, there will be a paradigm switch that occurs upon the introduction of the new software. An example of this will be the renaming of the Help Desk to Service Desk. Also, a client portal will be introduced that allows users to request services, check on the status of service requests, and access the knowledgebase articles already published, as well as, requesting new knowledgebase articles.

Mr. Parrot then showed the Senators the new portal, which is located at servicedesk.msstate.edu. He explained the software is easily configurable.   He noted a "Classroom Emergency" button was added for the faculty who teach in technology-enabled classrooms. There is a "Find an Answer" button that allows a search of the knowledgebase articles. The knowledgebase articles are organized into categories, but are also searchable via the search bar at the top of the page.

The "Request a Service" button will allow the client to navigate to the service they require through increasingly specific categories. When the required service is located, information is displayed including the service overview, who the service is available to, and the features of the service. When a request is created the client will be required to log in through the Central Authentication Service. Then a form will appear showing the client information and a place to enter comments. When the form is complete the client just clicks to submit the request.

From the home page of the portal, the client is able to click the "My Requests" button to view all outstanding service requests. If the service request is no longer needed, the client can withdraw the request. Comments and attachments may be added through the "My Requests" page as well. Alerts may also be added to notify the client throughout the resolution process of the service request.

From the home page of the portal, clients can view the status of the different services offered. This allows users to see if there are planned outages or unplanned outages.

Mr. Parrot said there will be a transition period once the new software goes active. He said outstanding tickets will be on the old system and new tickets will be on the new system.

Senator Coyne asked if the option for administrative access tripped two-factor authentication. Mr. Parrot replied once a faculty member is granted access to category I data, they will automatically be enrolled in two-factor authentication.

Senator Coyne asked if the software will be expanded to include research and service. Mr. Parrot replied the service desk and service catalog will be ITS related. He added, if there are any

specific requests for services, ITS would examine them. Senator Coyne said he was asking about integrating with the Office of Research and Economic Development with regard to contracts, licensing, and grants. Mr. Parrot replied there was no plan to do that at this time.

Senator Wipf said he did not like the use of the term "emergency" in the classroom emergency button on the new portal. He said he thinks of an emergency as a situation like a medical emergency. Senator Wipf said he likes the idea of a button to address classroom technology emergencies, but he thinks it could be named differently to prevent users from thinking it dealt with other emergencies.

Senator Wilmoth asked what the status of the transition from Blackboard to Canvas was. Mr. Parrot replied something will be coming out about the status very shortly.

Senator Zuckerman asked if previously taught course content will be able to be transferred to a new course. Mr. Parrot replied there is a tool that will allow you to transfer content.

REPORT OF THE FACULTY SENATE PRESIDENT

Robert Holland Faculty Senate President Committee Service

Executive Council	Design Review Committee
Executive Enrollment Management Council	Information Technology Council
Special Events and Game Day Operations	Athletic Council
Diversity Council	Parking and Traffic Regulations Committee
Sustainability Committee	Fall Convocation Planning and Review
Textbook Adoption Committee	Employee Benefits Committee
Alumni Board	Health and Wellness Committee
President's Committee on Planning	Work-Life Balance Committee
Master Plan Development and Advisory Committee	

President's Reports from University Committees (January 2018-February 2018)

Announcements

The Spring General Faculty Meeting will be held in the Foster Ballroom of the Colvard Student Union on Tuesday, February 13th at 3:00 pm. Presentations will be made by:

President Mark Keenum

Provost Judy Bonner

Vice President David Shaw

Vice President Greg Bohach

A time for questions and answers will be provided. Please consider attending and please inform your colleagues of the meeting time and location and encourage them to attend as well. Information regarding the event is posted on the MSU Calendar of Events and an email will also be forthcoming.

Updates on appointments to University Committee

- President's Commission on the Status of Minorities-**Senator Debra Prince**
- President's Commission on the Status of Women-**Senator Mary Ann Jones**

*Both representatives will serve on these committees through June 30th, 2018 or until the new president names another representative to the position

Master Plan Development and Advisory Committee-January 11, 2018

- o Animal and Dairy Sciences and Poultry Sciences Connecting Building-approved
- o Stone and Morgan Ext. Parking Lot and Connecting Road-approved
    - New Parking lot will provide 315 parking spaces including ADA parking spaces
- o Project updates
    - YMCA-on schedule to complete April 2018
    - Partnership school-Bids received. $25,719M awarded to West Brothers. Notice to proceed to issue around Jan 22 and completion date is May 2019.
    - Engineering and Science Building-Start of construction Summer 2018.
    - Music Building-$14M Additional funding actively being sought
    - Dudy Noble-outfield 85% complete. Turf installed. Installation of seats has begun. At the time of the meeting there were approximately 26 days left to complete the current phase of the contract, which will include the outfield seating, right field plaza, and lower bowl seating (3,200 chair backs)
- o DAFVM updates
    - Meat Science lab ($7.7M) Anticipate completion in Spring move in late Spring 2018.
    - Animal and Dairy Sciences ($14M) completion date is October 1, more likely December 2018-January 2019.
    - Poultry Science-construction documents to IHL and bid on Poultry Science and Connector bid around June-July 2018. Projected completion late December 2019. ($13M)
    - Thad Cochran roof project-Bureau will open next week bid (1.5-2.0 million) Stoneville-Aquaculture building.

Executive Enrollment Management Committee Meeting

- o **January 16, 2018 meeting cancelled due to inclement weather.**

- Next meeting is scheduled for February 20th
- **Final enrollment for Spring 2018- 20,017 (+296 students compared to Spring 2017 (19,721)**
- **By population**
  - Returning Students: 19,226
  - New Students: 350
  - New Transfer Students: 441
- **By classification**
  - Freshman: 2,876
  - Sophomore: 3,222
  - Junior: 4,063
  - Senior: 6,474
  - Graduate: 3,023
  - Prof (CVM):   359

Athletic Council

- January 17, 2018 meeting cancelled due to inclement weather.
  - Additional information for the February meeting is forthcoming

Executive Council

- January 22, 2018 meeting cancelled due to lack of agenda items
  - Next meeting is scheduled for February 26th

Parking and Traffic Committee

- January 24, 2018-Attended by Vice President Randy Follett in my absence.

Sustainability Committee

- **January 31, 2018**
  North Parking Garage once completed will be the first net 0 energy consumption building on campus.
- SA Sustainability Proposal Competition has begun -cap on the project award is $15,000. Must focus on sustainability. Application due date February 23.
- Recycling policy has been released and the MSU Office of Sustainability is soliciting feedback
- Door2Door Recycling is accepting glass. The University is currently looking to see if glass recycling by Door2Door was an option. If faculty or staff are interested in home pick up, they can sign up at http://door2doorrecycling.com/5.html. There is a minimum of 50 locations for collections to begin in Starkville. At the time of the meeting, they were very close to having enough participants signed up.
- Earth Day is April 22, 2018. Mississippi State will have a variety of campus events and activities to highlight sustainability during the week of April 16-20.

- o Mississippi Legislative Awareness Day for the Mississippi Recycling Coalition will be held on February 7 at the Mississippi Capitol Building.

Design Review Committee

- o **February 1, 2018**-Attended on behalf of the President by Immediate Past President, Senator Cody Coyne

Alumni Board Meeting and Annual Meeting

- o **February 2, 2018**
  - Attended the Alumni Recruitment Network subcommittee meeting to work with committee members on how to continue to improve recruitment of new students to Mississippi State University by using Alumni chapters
  - Attended the Alumni Association Awards Banquet

Academic Operating Policies (AOP) Extended Beyond 4-year Cycle Review

Number ▲	Title	Date	Attachment
10.03	Deans Council and Associate Deans Council	04-12-2012	None
10.05	Nepotism	12-05-2012	None
10.15	Substantive Changes	08-13-2013	None
11.05	Requirements for Shortened-Format Courses	11-21-2013	None
11.06	Study Abroad	11-06-2012	None
12.02	Withdrawal from the University	06-01-2010	None

Number ▲	Title	Date	Attachment
12.08	Requirements for Degrees, Academic Minors, and Certificate Programs	12-05-2012	In Process
12.12	Credit and Grades	08-12-2013	None
12.23	Cooperative Education Program	09-20-2013	None
12.25	Pass-Fail Option	02-05-2013	**In Process (2/18)**
12.30	Developmental Studies	04-23-2012	In Process

12.36	Repeat Policy	04-12-2012	In Process
12.38	Undergraduate Academic Advisement	04-23-2012	None
13.05	Faculty Grievance Procedures	05-18-2012	**In Process (2/18)**
13.07	Academic Promotion and Tenure	08-27-2013	None
13.20	Exit Interviews of Departing Faculty	05-11-2012	In Process
13.21	Faculty Released Time for Specified Committee Chairs	09-15-2011	**In Process (2/18)**
21.01	Graduate Admission Criteria	04-12-2012	None
32.01	Mississippi State University Library	12-01-2006	None
34.01	Special Teaching Programs	12-01-2006	None

Operating Policies (OP) Extended Beyond 4-year Review Cycle

Number ▲	Title	Date	Attachment
01.07	Whistleblower Policy	08-04-2009	None
01.09	Principles for University Governance	09-12-2013	None
01.20	Use of Copyrighted Works for Education and Research	02-14-2008	None
60.103	Recruitment and Selection	10-02-2012	None
60.104	Employment Authorization	10-02-2012	Attachment
60.320	Office Hours-Work Schedule	10-02-2012	None
60.401	Guidelines for Employee Conduct	10-22-2012	None
60.501	Workforce Development	10-02-2012	None
91.109	Dissent, Disruption and Academic Freedom	09-26-2011	None
91.150	Satisfactory Academic Progress Policy	01-23-2012	None
91.177	Extended Orientation for International Students	07-16-2012	None
91.178	Policy on University Scholarship Programs and Procedures	05-23-2013	None

Academic Operating Policy Extended Beyond 4-Year Review Cycle (Currently in Review??)

10.02	Academic Administrators and Directors		04-28-2009	None
10.07	Veterans Administration: Students		11-26-2005	None
13.01	Emeritus Appointments		09-15-2011	None
13.14	Grade Appeal & Academic Review Board		04-28-2009	None
13.15	Evaluation of Teaching Performance 0		08-02-2006	None
13.24	Annual Faculty Review Process 1		10-14-2011	**In Process (2/18)**

Academic Operating Policy Revision of Listing

12.21	Veterans Academic Status	09-20-2013	None

Respectfully Submitted,

Brent Fountain, RHFS President

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council –

A new version of OP 30.07, which deals with international travel, was presented. This new version addresses recent changes in government policy by removing the details from the policy. A draft of the new procedure description, which will be on the travel website, was also given. There is also a new version of the travel form (A.04) for use in international travel.

A brief update on the online administration of Student Opinions of Teaching was presented, and the request was made for additional departments to be included in the trial runs that are ongoing. In order to be included, the department must choose to have all evaluations administered electronically. Some additional discussion was held regarding the potential for students to mark the comments to be delivered to both administration and faculty.

AOP 12.25: Pass/Fail Option – (Rescind) - This policy has not been used by any student for over 15 years, and there are not even any forms currently available to apply for it. So, it was voted to rescind this policy.

AOP 13.10: Other Employment – (Rescind) This policy essentially existed to point to a HRM policy that dictates the actual process, so in the interest of reducing the overall number of policies, it was voted to rescind it.

AOP 12.29: Undergraduate Entrance Requirements – This policy was approved with minimal changes. Essentially, it gives more options for evaluation of international applicant credentials, and permits a possible waiver of the English Language Proficiency requirement for international students who have completed intensive English training, or English Composition courses (although it does not guarantee it).

AOP 13.05: Faculty Grievance Procedures – This policy has been approved with an incorporation of a reference to the Ombudsman office for faculty considering a grievance. The reorganization of the document for improved clarity did not occur, so that now becomes an opportunity for Faculty Senate.

AOP 13.24: Annual Faculty Review Process – This policy was approved with some editorial changes. One potentially significant change incorporated is that the requirement for a majority of the departmental faculty to approve any proposed changes in the review process or in the evaluation standards proposed by the department head was changed to a requirement for solicitation of comments from faculty.

Community Engagement Committee (CEC)–

This committee didn't meet this month due to the closure of the university due to weather.

Special Events and Game Day Operations Committee –

This committee has not met since my last report to Senate.

Textbook Committee –

The first meeting of this committee for this academic year has not yet been scheduled.

Undergraduate Research and Creative Discovery Committee –

The first meeting of this committee for this academic year has not yet been scheduled.

Respectfully submitted,

Randy Follett

Senator Wilmoth asked about the status of the Universal Faculty Review Form. Vice President Follett replied there is a proposed form making its way through the approval process.

Senator Spain asked about the status of the AOP that went through Senate regarding student evaluations. Vice President Follett replied a trial run is being offered to departments at this time.

If an entire department wants to do online evaluations they can. He said until the policy is approved, the University will operate under the policy that is posted online.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

Senator Coyne provided the following report:

University Committee on Courses and Curricula (UCCC)   November 17, 2017
Course proposals submitted for approval have substantial variability related to inclusion or exclusion of certain documentation
- Attendance Policy
- Grading Policy/Grading Scale (with grading scale specially if double listed)
- Title IX
- Honor Code
- Emergency Response Plan

Design Review Committee   January 30, 2018
- Day Care Center proposed expansion (Note: expansion or renovation requires that an entire building complex then become ADA compliant)
- The tree grove at the intersection of Hardy Road and Blackjack Road was reviewed as a potential site for a new parking lot that will be needed to address new demands associated with the construction of the new Science and Engineering, and Music buildings in the near future.

University Anti-Bullying Policy Committee (ad hoc)   OP 03.03 -
Discrimination/Harassment/Bulling/Mobbing
Initially, a revision of OP 03.03 -Discrimination, Harassment, and Retaliation was developed that included sections for bullying/mobbing. Approximately 8 months later when it was possible to reconvene the committee members were instructed to draft a separate "standalone" operating policy that only addressed bullying and mobbing, which was the version subsequently forwarded to the Office of the Executive Vice President and Provost near the end of the Spring 2017 semester. Recent recommendations and requests received by the Office of the Provost following the solicitation of college administrations has prompted an initiative to reconsider the feasibility of utilizing single comprehensive operating policy. In response to a request, the merged version of OP 03.03 - Discrimination, Harassment, Retaliation, Bullying and Mobbing originally drafted by the ad hoc committee has been forwarded to the Office of the Provost as a point of reference.

Academic Operating Policies and Operating Policies Review
The Mississippi State University list of Policy and Procedures is being reviewed to identify AOPs/OPs that contain similar titles and address related topics. A similar list was compiled in 2014 and provided to the Office of the Executive Vice President and Provost and Robert Holland Faculty Senate.

Policy and Procedure Review: AOP/OP List

- The policy and procedures list could be reorganized into a specific order or assembled into separate categories (approximately n = 31) based on title and related content.
- A significant number of AOPs/OPs contained within each of the content groupings are either duplicates, or more commonly contain overlapping duplication of a subject/topic to the extent that opportunities exists for rescinding or merging multiple policy and procedure documents.

Justification and Benefits
- Many AOPs/OPs have similar titles so it can at times be difficult to determine if the correct AOP/OP has been identified or if all of the most relevant AOPs/OPs have been acquired for review.
- When AOPs/OPs have been identified for review and revision, the process of determining if other related AOPs/OPs need to be cross-referenced, or if other related AOPs/OPs need to also be revised at the same time could benefit if the policy and procedure document list was restructured into groups according to related content.

C.P. Coyne
Chair: Charter and Bylaws Committee
    February 9, 2018

BUSINESS TO BE SENT TO COMMITTEES

1. AOP 12.25 Pass/Fail Option (Student Affairs)
2. AOP 13.10 Other Employment (Ancillary Affairs)
3. AOP 12.29 Undergraduate Entrance Requirements (Academic Affairs)
4. AOP 13.05 Faculty Grievance Procedure (Faculty Affairs)
5. AOP 13.24 Annual Faculty Review Process (Charter & Bylaws)
6. AOP 13.21 Faculty Released Time for Specified Committee Chairs (University Resources)

The motion to send the items of study to their respective committees passed by unanimous voice vote.

STANDING COMMITTEE REPORTS

Academic Affairs

1. AOP 12.30 Developmental Studies

Senator Addy, on behalf of the Academic Affairs Committee, explained the major revision was to change the required grade for the summer developmental program from a D to a C. This conforms to current MSU and IHL policies.

The motion to accept AOP 12.30 Developmental Studies as presented passed by unanimous hand vote.

2. AOP12.36 Repeat Policy

Senator Addy, on behalf of the Academic Affairs Committee, presented the committee report for AOP 12.36.

Senator Lemley said she was concerned striking the word "normally" in item 3 would preclude a student from retaking a repeatable course. Senator Wipf made a motion to add the phrase "unless the course is listed as repeatable" to the end of item number 3. Senator Larson seconded the motion.

Senator Musser asked where a course is listed as repeatable. Senator Sebba replied it is listed in the course catalog. Senator Spain asked if seminar courses are listed as repeatable. Senator Sebba replied it is in the catalog and also says how many times the course may be repeated sometimes.

Senator Musser said the location the course is listed as repeatable should be identified in the sentence. Senator Spain said the language could be changed to say if the course was "designated" as repeatable. President Fountain said "approved" could work as well. Senator Wipf accepted the use of the word "approved" instead of "listed" in his motion as a friendly amendment.

Senator Haynes said the approver of repeatable courses should be named as well. Senator Potter added a department may think they could approve the course as repeatable. Senator Wilmoth said it would have to be in the catalog. Senator Haynes suggested the phrase be changed to "is listed as repeatable in the catalog". Senator Lemley said one of the courses she teaches is repeatable, but it is not listed as such in the catalog.

Vice President Follett said by saying "approved as repeatable" would mean UCCC has approved it and whether it is listed as repeatable in the catalog would not matter. Senator Addy said he has discovered not everyone reads things the same way, and specificity could ensure there is no confusion. Senator Spain said adding UCCC to the statement would clarify it. Senator Wipf accepted the change as a friendly amendment.

President Fountain restated the motion as follows: To add the following phrase to the end of the sentence, "unless the course has been approved by University Curriculum and Course Committee (UCCC) as repeatable."

The motion to amend item 3 passed by unanimous hand vote.

Senator Potter asked if there were any limits for the number of times a course may be retaken. Senator Haynes said there is a limit at the graduate level. Senator Addy said he was not aware of any limits for undergraduate students.

Senator Musser said item number 6 would preclude a student, who is trying to graduate, from registering for a course in which the student does not expect to achieve a required minimum grade. This situation could postpone graduation by a semester if the required course is full after

final grades are assigned. Vice President Follett said the wording "should not" would cover extreme situations. Senator Addy said if a class is needed and is full, the number of seats can be increased to accommodate the student. Senator Musser said would take the cooperation of the instructor. Senator Larson said she understands both sides of the issue, but she feels allowing the student to pre-register for a class they are currently enrolled in could send the message they can stop trying in the current class.   She added she believes a solution can be found at the departmental level.

Senator Coyne asked if this policy conflicted with any other policies. Senator Addy replied he could not identify any policy that had a conflict with this policy.

The motion to accept AOP 12.36 as amended passed by unanimous hand vote.

3. **Letter for Study and Recommendation from Dr. Kelly Moser**

Senator Addy, on behalf of the Academic Affairs Committee, provided an update regarding the letter from Dr. Kelly Moser.

Senator Coyne asked if the committee had reviewed the policy related to separation of employment for contracted employees. Senator Addy replied the expectation is that the University would honor the terms of the contract.

Senator Pelaez asked what the difference between a tenure track faculty member and any other contracted employee was. Senator Addy replied he believed in both instances the situation would be viewed as the non-renewal of a contract.

Senator Spain asked what office said tenure track and non-tenure track faculty have no expectation of future employment. She said it seems contradictory to having tenure at all. She added, the policies that name third and fifth year reviews demonstrate an expectation of continued employment. Senator Addy said Human Resources made the statement. He said he is not an attorney, but he believes it means there is no enforceable promise beyond the terms of the contract.

Senator Spain asked if the deletion of a concentration and the corresponding courses must go through UCCC. Senator Addy replied AOP 12.08 says things will go through UCCC when appropriate. This could be a way to avoid UCCC approval. Senator Addy added, a request has been made by the committee to identify changes in concentrations in the past. This will allow the committee to see what the approval process was in those instances. Senator Lemley said changes to curriculum are supposed to go through UCCC, but she said she could think of one instance "when appropriate" may have been used. Senator Wilmoth said he believed the deletion of a concentration automatically changes the degree, which would require UCCC approval.

Senator Herd asked if AOP 12.08 specifies anything about licensure programs. She asked if licensure programs have to be approved by UCCC. Senator Wilmoth replied the licenses do not come from MSU, but the courses are from MSU and would have to be approved by the UCCC. Senator Addy added certification programs are defined in AOP 12.08.

Senator Spain said she wanted to remind the committees that a Senator had previously mentioned the deletion of a concentration should be considered the reduction of a program, and should require IHL approval. Senator Addy replied IHL stated the deletion of a concentration is a campus level decision.

President Fountain said the two committees assigned the letter from Dr. Moser will be forming a joint committee to present recommendations to the Senate for consideration.

Ancillary Affairs

1. Videotaping of Classroom Lectures

Senator Prince, on behalf of the Ancillary Affairs Committee, presented the report on the Videotaping of Classroom Lectures. She explained that the recording by students in the classroom is allowed unless the subject is addressed in the course syllabus.

Senator Thompson said he believed there was a policy disallowing any technology in the classroom unless the instructor allows it. Mr. Bourgeois, the Dean of Students, said classroom policy disallows the use of all electronic devices. He said best practices dictates that approved devices be identified in the course syllabus. President Fountain said the Ancillary Affairs Committee will work with the Instructional Improvement Committee to develop best practices.

Charter & Bylaws

No report

Faculty Affairs

1. AOP 31.10 Schedule Planning and Registration

Senator Strawderman, on behalf of the Faculty Affairs Committee, presented the committee report on AOP 31.10.

Senator Spain asked if this meant syllabi would have to be available before the next semester. Senator Strawderman replied it states syllabi may be available.

The motion by the Faculty Affairs Committee to accept AOP 31.10 as presented passed by unanimous hand vote.

Student Affairs

1. Results of Voting in Reference to Plus/Minus Grading

Senator Haynes presented a report of the voting by the general faculty on the subject of plus/minus grading.

Senator Haynes said 37% of the 1,748 faculty responded to the survey. Of the respondents, 61.46% were in favor of plus/minus grading and 38.54% were against. She explained the results of the survey indicate the committee needs to look further into plus/minus grading and develop recommendations to be brought before the Senate at a future meeting.

University Resources

No report

SPECIAL COMMITTEE REPORTS

None

PENDING BUSINESS

None

NEW BUSINESS

Senator Lathan said she would like to make a motion that the Faculty Senate meet at 1:00 p.m. instead of 2:00 p.m. Senator Sebba seconded the motion.

Senator Wilmoth said starting at 1:00 p.m. would be difficult for his department.

President Fountain said the Faculty Senate bylaws have been reviewed and they do not state the time the Senate must meet. He said class scheduling has also been reviewed.

Senator Coyne said he supported the spirit of the motion, but it may affect the availability of the invited guests. Senator Lathan asked if the guests could be moved on the agenda. Senator Coyne replied, the order of the agenda is listed in the bylaws. Senator Spain said moving the meeting to an earlier time may allow more time for debate on issues and affect the intention of the motion to have an earlier adjournment. She also said faculty who are nominated to run for Senate need to know the meeting times before they decide to run.

Senator Lathan said she was thinking of all of the Senators who have to leave the meetings before adjournment due to other obligations. She said she was curious to see how many Senators would have to come to the meeting late versus how many have to leave early. She added,

normally during the first hour of the meeting the invited guests are presenting and the business is being addressed later in the meeting.

Senator Du said 1:00 p.m. could be prohibitive due to the proximity to the normal lunch hour.

President Fountain said he believed the change should occur after the final two meetings of this session. Senator Larson said she was happy to wait for next year to make a change.

Vice President Follett made a friendly amendment to send the issue to the Executive Committee to report back with a recommendation at the next meeting. Senator Lathan accepted the friendly amendment.

Senator Wilmoth said with upcoming elections, it would be nice to have a set time before future Senators are elected.

Senator Coyne said, with the recent changes to the bylaws, it is possible to have the newly elected Senators vote on the issue.

Senator Lathan asked if an informal poll could be taken. President Fountain replied, yes, one could be taken. The results of the poll were twelve Senators for, eleven Senators against, and twelve Senators who were impartial to moving the time to 1:00 p.m.

The motion to have the Executive Committee consider moving the start time of Faculty Senate meetings to 1:00 p.m. passed by unanimous hand vote.

Vice President Follett made a motion to adjourn. Senator Coyne seconded the motion. The February 9th meeting of the Faculty Senate adjourned at 3:52 p.m.

Submitted for correction and approval.

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Mary Ann Jones, Secretary

Jason Cory, Administrative Assistant II