

**ROBERT HOLLAND FACULTY SENATE
UNCORRECTED MINUTES OF JANUARY 13, 2012**

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, January 13, 2012.

Members absent and excused were: Hart Bailey, Mary Kathryn Barbier, Michael Brashier, Sylvia Byrd, LaDonne Delgado, Ken Hood, Paul Jacobs, Vivien Miller, and Becky Toghiani.

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

The minutes, of the November 11, 2011 meeting, were approved.

GUESTS

DR. MARK KEENUM, PRESIDENT

Dr. Keenum said that he hoped that the Spring semester was off to a good start for everyone. He has been busy meeting with new state leaders, and he expects a strong understanding from them of MSU's role in the state. Joey Filligane has been appointed as the MS Senate Finance Committee chairman. Dr. Keenum is looking forward to working with him on bond funds for renovating and repairing facilities and building new facilities on campus. Terry Burton was appointed chairman of the University and Colleges Committee. Dr. Keenum looks forward to working with him and his leadership for that committee. MSU graduate, Eugene (Buck) Clarke, was appointed chair of the Senate Appropriations Committee. He is a personal friend to Dr. Keenum, and he looks forward to working with him also. He expects that the Speaker of the House to make his leadership appointments in the coming week.

He expects this legislative session to take on some big issues including the state budget, including the \$500 million shortfall in funds that will not be available this session, and the \$1 billion in state agency fund increases. Keenum said that the two formal budget proposals that have been submitted call for cuts of 3.4% and 2.6% for IHL. MSU receives less funding per student currently than 10 years ago, and has increased enrollment, tuition, and efficiency to deal with the shortage. Dr. Keenum's highest priority is to maintain quality.

Commissioner Bounds has asked Presidents to come up with multiyear tuition plans. The plan submitted by Dr. Keenum has a stipulation that is dependent upon legislative funding.

Dr. Keenum said that the state economy is moving in the right direction. Tax revenues year to day are up \$100 million or 3.4% from last year.

Upcoming Dates:

January 16 – Dr. Martin Luther King, Jr. Unity Breakfast in the Foster Ballroom of the Union

January 27 – General Faculty Meeting in the Foster Ballroom of the Union

February 17 – Faculty Senate Roundtable

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

Dr. Gilbert distributed a page of Campus Announcements including:

MLK Jr. Breakfast, Monday, January 16, 7:00

Metacognition workshop with Sandra McGuire, January 20, 11:45

Recruiting and Retaining Diverse Faculty Webinar, January 24, 11:45 and January 31, 11:45
Diversity Conference, March 1-2

As part of SACS Accreditation, MSU is required to create a plan for improving student learning at the undergraduate level. Dr. Gilbert encouraged faculty to participate in the Quality Enhancement Plan (QEP) listening sessions in the coming weeks. He said that he is continuing to plan the Early Start program for the summer for incoming freshmen in hopes that it will relieve fall semester bottleneck courses and help the student to adapt to college life. He has an informal group of administrators working together to think of ways to increase graduation and retention. Dr. Ryan is chairing a committee that is looking at intermediate (non-credit) courses for ways to modify how they are offered. Dr. Hodges is continuing to work with her committee to plan the classroom building. The committee will present their plan to Master Plan Committee by the end of the next month. Aiken Village is no longer occupied by students. The Master Plan Committee is planning for the demolition and rebuilding on the site. The hope is for the site to be occupied fall of 2014 and should be a mix of apartments for international, graduate, and married students. Digital Measures software product has been purchased for faculty to log productivity metrics. The plan is to implement the software this semester. It includes templates for output for curriculum vita, annual review forms and promotion and tenure documents. The Strategic Plan will be left open and available for leaving comments. Dr. Shaw will soon be posting the Research Strategic Plan and both documents will be open at the same time so that comments can be made from one to the other.

Senator Nagel asked why there are only 2 large classrooms in the current Classroom Building proposal. Dr. Hodges said that changes have been made to that plan. The campus architect is making a layout for the committee's review then a plan will be presented to Dr. Keenum. President Millea expressed that the committee is moving away from a mixed use space to a classroom only space with student areas as requested by the Student Association. Mr. Stokes' analysis of classroom needs was utilized in the committee deliberations. The Committee is trying to address a number of different concerns.

Senator Elder asked if the committee will be making decisions on how the interior of the classroom building be as far as classroom structure and technology needs. Provost Gilbert said that he hopes that it will be state of the art technology. Architects will be consulting with a group that builds classroom buildings. He would appreciate input.

DR. TOMMY STEVENSON, DIRECTOR OF THE OFFICE OF DIVERSITY AND EQUITY PROGRAMS

Dr. Stevenson thanked President Millea for the opportunity to visit with the Faculty Senate.

Office of Diversity and Equity Programs (ODEP) has changed in the past year. Rather than focusing on compliance they look at how MSU can diversify at all levels and serve as a resource for campus. Dr. Stevenson expressed excitement for the goal set by Dr. Keenum to diversify faculty. ODEP provides diversity training for campus and search committees.

They are currently working on a Strategic Plan for Diversity including 5 goals requested by IHL:

1. Create a campus climate that models respect for differences and recognize the value of diversity in achieving organizational and academic excellence.
2. Increase enrollment and graduation rate of minorities and female students.
3. Increase the employment of minorities and females in administration, faculty and staff positions.
4. Enhance overall curriculum by infusing content with multicultural awareness and understanding
5. Increase the use of minority professionals and contractors and other vendors.

In order to achieve these goals, Faculty will be at the heart of what ODEP does because faculty recruits more faculty. Dr. Stevenson said that “together we can achieve more.”

He requested everyone to look at the two goals in the University Strategic Plan related to diversity.

REPORT OF THE PRESIDENT

Since the November meeting there has been movement on several fronts.

CLASSROOM BUILDING

The Classroom Building Committee chaired by Dr. Julia Hodges met with representatives from the faculty, students, and support services. After much discussion, space in the proposed building will be primarily for classes and study space.

| <u>CATEGORY</u> | <u>SF PER ROOM</u> | <u>NUMBER OF ROOMS</u> | <u>SPACE ALLOCATION</u> |
|----------------------|--------------------|------------------------|-------------------------|
| Study Space | 140 | 14 | 1960 |
| Auditorium-250 | 4500 | 1 | 4500 |
| Auditorium-350 | 6300 | 1 | 6300 |
| Wet Labs | 1000 | 8 | 8000 |
| Computer Labs | 1500 | 1 | 1500 |
| Lecture Hall--100 | 1800 | 6 | 10800 |
| Lecture Hall --80 | 1440 | 2 | 2880 |
| Lecture Hall--50 | 900 | 6 | 5400 |
| Lecture Hall --35 | 630 | 14 | 8820 |
| Building Management | 900 | 1 | 900 |
| Lap prep and storage | 900 | 1 | 900 |
| Total | | 53 | 50160 |

These recommendations were passed along to the Provost for consideration. Special thanks to the faculty colleagues and members of that committee.

SOCIAL MEDIA WORKING GROUP

In addition, a Social Media Working Group with representatives from ITS, University Relations, the Student Association, Dean of Students, and faculty commenced discussions on a potential social media policy and best-practices guidelines.

DIVERSITY COMMITTEE

A new Diversity Committee has been formed to identify specific action plans to achieve university goals of recruiting and retaining minority students, faculty, staff, and administrators.

BENCHMARKING

The Benchmarking Committee that began its work in 2009 has identified a process of collecting productivity measures from departments and soliciting external reviews of departments’ metrics from peer and peer-plus departments. This committee met with the department heads last week to present and discuss the process. A schedule for review of departments will attempt to

accommodate other reviews departments and colleges conduct for accreditation or other types of periodic external reviews.

ORIENTATION WORKING GROUP

Dana Franz has a productive team of faculty senators who will collaborate to provide feedback to the advising and orientation process. Rebecca Robichaux, Sylvia Byrd, Kathryn Barbier, and Dwayne Wise have agreed to serve. The College of Business and the College of Engineering have both provided written feedback about the advising/orientation process for their consideration. We look forward to hearing more about their discussions and recommendations.

GENERAL FACULTY MEETING:

The President and I discussed running the Spring Faculty meeting slightly differently than previous sessions. In particular, Vice Presidents Gilbert, Bohach, and Shaw will provide updates on the activities and initiatives in their unit as well as an overview from the President and a report from the Faculty Senate. This meeting is scheduled for 3:00, Friday, January 27 in the Bettersworth Auditorium in Lee Hall.

Respectfully Submitted,



Meghan Millea
January 10, 2012

President Millea clarified that the recommendations in her report were passed to Architect, but her purpose for including it in her report was to show that the committee is thinking that having student support services in the new building would break up those groups geographically and will not be best use of the space.

President Millea formally thanked Senators Hamil and Gu for their service on the Senate. Their respective Deans are working to find replacements for them.

Senator Berk expressed concern that some measures that are important to CAAD and have been submitted to the Benchmarking Committee are not being recognized. President Millea said that the committee is trying to standardize benchmarking across campus but there will be unique measures for many departments. Department Heads will have space to include those unique and critical measures.

VICE PRESIDENT REPORT

Academic Deans' Council

November 21

Announcements:

- The University will be closing at noon this Wednesday with energy-saving measures to be implemented until the following Monday.
- Applications for sabbaticals for the 2012/2013 academic year are due to the Provost by January 10.

- Julia Hodges will be chairing the ad hoc committee on space allocation in the new classroom building.
- Julia Hodges will begin discussions with department heads during the first week of January concerning data collection related to the benchmarking committee.
- The strategic plan will shortly be released to the University website for review and comment.
- The state pride award list is available on the website for the MSU Foundation.
- Solicitation is underway for proposals for the Southeastern conference academic research conference for 2014. The 2013 conference topic will be energy and will be conducted at the University of Alabama.

Reporting Responsibilities (Thomas Bourgeois and Joan Lucas): The deans were briefed on work that the Office of General Counsel and the Dean of Students have underway to strengthen reporting responsibilities for potential misconduct in the University community. More training is expected concerning harassment, discrimination, purchasing and other potential categories of misconduct. In addition, the deans were encouraged to promote within their colleges behavior that brings forward promptly to appropriate authorities potential misconduct.

Master Plan Advisory Committee

Aiken Village: This project has been placed on hold by the president. The projected completion date of phase 1 for August 2013 is moved to at least August 2014. At the December 2 master plan advisory committee meeting the office of student affairs informed the committee that new cost estimates for the project increased the projected expenditures from approximately \$14 million to approximately \$21 million. Faculty Senate representatives requested explanations for this cost increase, which were subsequently provided. Based on these cost estimates and other information, the office of student affairs at a January 3 meeting of the master plan advisory committee further informed the committee that the cost increases required that the configuration of the project be altered to have approximately 40% of the units be four-bedroom apartments. Faculty Senate representatives expressed concern that such cost increases and changes in project parameters could transform Aiken Village away from being an international student/graduate student complex. The president, who attended the January 3 meeting, requested that the committee continue to explore courses of action that would bring the costs down and adhere more closely to the project's original target clientele.

[Prior to the December meeting, I had participated on the master plan advisory committee during its meetings of October 18 and November 2 with the architects designing the new Aiken Village (Pryor & Morrow and Mackey/Mitchell). At the time of these meetings the site was planned for three phases: Phase I of 125 units and 250 beds is to be completed by August 2013. Phase II of 125 units and 250 beds would be completed at a later time to be determined. Phase III may be a potential mixed use development along Collegeview with its nature and footprint being deferred at the present time. The discussions of October 18 centered on principles to employ in placing the buildings on the site. The committee expressed a preference to locate the buildings away from Collegeview, leaving a substantial space for future potential development along Collegeview (Phase III). On November 2 the architects brought to the master plan advisory committee recommendations for specific building footprints for Phase I and Phase II. The committee altered the architects' proposals to improve utility cost considerations (yielding more East-West orientations) and smaller, more distinct buildings. With these adjustments the committee approved the site plan unanimously.]

At the November 2 master plan advisory committee meeting a number of status reports/authorizations on capital projects were made:

- The athletics department's architects presented conceptual plans for enclosing the north end of Davis Wade stadium. The committee approved the proposal.
- The committee approved a request that the university apply for a grant from Blue Cross/Blue Shield to construct a walking track around Chadwick Lake.
- A number of status reports on capital projects were provided:
 - The university's master plan is currently under review at the Mississippi Department of Archives and History. They are expected to provide their feedback by mid-November.
 - The IHL has approved the classroom building/parking garage, proceeding on the Aiken Village project, naming the new residence halls at Arbor Village as Magnolia and Oak Halls as well as renaming Building #3 to North Hall.
 - The provost has established a committee, chaired by Julia Hodges, to provide detailed programming decisions about the allocation of space in the new classroom building/parking garage.
 - Renovation of Lee Hall is expected to begin July 1.
 - Middleton Hall will be ready for occupancy during December.

At the December 2 master plan advisory committee meeting, a number of status reports/authorizations on capital projects were made:

- The committee authorized the Alpha Gamma Rho fraternity house, which has been purchased by Pi Kappa Phi fraternity, was authorized to undertake renovations that will allow the establishment of this new fraternity on campus and transform the exterior to a more traditional appearance.
- The committee authorized the MSU golf course master plan to be developed with more detail than was provided for in the original master plan by Sasaki and Associates.
- The committee authorized the development of a project to reinstall the bullring in front of the union, near its original site prior to removal when the union was reconstructed.
- The committee authorized the construction of a bike path on Hardy Street between Morrill Avenue and the campus boundary.
- The committee authorized the location of trailers for ITS behind the Newell-Grissom building.
- A number of status reports on capital projects were provided:
 - The construction documents for renovation of Lee Hall are almost complete. Bids are expected to be opened in May with initiation of construction in July.
 - New classroom building: Julia Hodges is chairing a subcommittee looking at the allocation of space (please see report of the President for more details on status).
 - The construction of Oak and Magnolia residence halls is on budget and on time.

Vice President Emison explained that one reason for the cost increase in the Aiken Village project is that extra care in the demolition because of asbestos.

Senator Berk asked if renovation was completely off the table since the original cost projections were much lower than current cost projections. Vice President Emison said that he felt Dr. Keenum delayed the project for a year so that it could be re-evaluated.

Senator Nagel asked about the renovation project to the formerly Alpha Gamma Rho/now Pi Kappa Phi house to a more traditional appearance. Vice President Emison said that the architects and current owners desire a less 1970's exterior.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

Senator Follett reported that the Calendar Committee met to look at the Fall Semester of 2012. There will no longer be a Thursday Night Football Game. The new calendar includes a traditional fall break on October 4 and 5th. Other important changes include the increase in number of days after final exams and before commencement and the request to always start semesters on Monday. Senator Follett requested feedback on the two drafts for 2013 calendar year. Thanksgiving falls later than usual in 2013 leaving less time between Thanksgiving and Christmas break. One version is a full week of classes after thanksgiving, followed by week of finals and one day held for make-up then a midweek commencement.

Senator Carskadon asked what the rationale for overlapping Maymester and Term 1 of summer. Senator Follett said that it is required to get everything in the calendar year. Senator Carskadon said that it was a disadvantage for both students and faculty. Senator Follett said that some years, it is possible to avoid the overlap, but others it is not with the other stipulations that the Calendar Committee is working to include.

Senator Haupt asked how set in stone is having the full week of class after Thanksgiving. Senator Follett said that the committee would always try to have it but some years like 2013 it may not be possible.

Senator Follett said that he serves as a Senate designate on the President's Committee on Planning and encouraged everyone to view and make comments on the Strategic Plan currently posted on the MSU website. The Special Committee on Revising the Honor Code is still working on that document. He also serves on the Quality Enhancement Plan Selection Task Force and the Special Committee on Course Fees.

BUSINESS TO BE SENT TO COMMITTEES

6.1 LETTER FROM DR. GILBERT RE: AOP 35.05 PAYMENT OF NON-RESIDENT FEES FOR APPROVED STUDENT EXCHANGE (STUDENT AFFAIRS)

6.2 AOP 12.30 DEVELOPMENTAL STUDIES (ACADEMIC AFFAIRS)

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

NO REPORT

ANCILLARY AFFAIRS

7.1.1 AOP 30.03 Management of Copyrighted Site Licensed Computer Software at Mississippi State University

Senator Johnson presented AOP 30.03. The Ancillary Affairs Committee recommended that the AOP be changed to an OP. The motion passed unanimously.

7.1.2 AOP 30.04 Electronic Communications Infrastructure at Mississippi State University

Senator Johnson presented AOP 30.04. The Ancillary Affairs Committee recommended that the AOP be changed to an OP and made one grammatical correction. The motion passed unanimously.

Senator Nagel said that 30.03 says it should be reviewed every 5 years and 30.04 says every 4 years. He questioned which was correct and said it should be kept consistent.

7.2.3 AOP 30.05 Internet Domain Names and Services at Mississippi State University

Senator Johnson presented AOP 30.05. The Ancillary Affairs Committee recommended that the AOP be changed to an OP. The motion passed unanimously.

CHARTER AND BYLAWS

Senator Rude said that his committee is still working on revising the Faculty Handbook and should present it in the coming months.

FACULTY AFFAIRS

7.2.1 Promotion and Tenure Section of the Faculty Handbook

Senator Coyne presented the Promotion and Tenure Section of the Faculty Handbook. Provost Gilbert requested that the Faculty Affairs committee review and consider the inclusion of the Provost in process, the definition of service, an international parameter included the description for each academic mission, the current procedures and management of external letters because there is variability across campus, and the concept of candidate notification of intent to departments. Additionally there are other issues or concerns that are complaints from both administrators and faculty. There is no mechanism to record significant accomplishments after the initial review process, no correlation of FTE assignment with accomplishments in the academic missions, no declaration of responsibility of who will notify candidates of decisions made at each level. There is a question of should the process at the department level be blind and if there should be the option of having administrators not involved in the review process. A final concern is the interpretation of conflict of interest for external reviewers. The Faculty Affairs committee has drafted several options for Senate review. The committee will vote on the options that it recommends at a later meeting. Senator Coyne made a motion to accept the report. Senators Rude and Follett seconded the motion. Senator Nagel asked when the documents would be available. President Millea said that the paper copies were distributed in the meeting but it would also be e-mailed to senators. Senator Wise asked why the report needed to be voted on since no action could be taken on the report. Vice President Emison said that the committee wanted Senate approval of the process that they wanted to take. Senator Wise clarified that the recommendation was for the Senate to review the report and respond to Faculty Affairs Chair Coyne. The motion passed unanimously.

STUDENT AFFAIRS

NO REPORT

UNIVERSITY RESOURCES

NO REPORT

SPECIAL COMMITTEE REPORTS

Senator Franz reported that the Orientation Task Force will meet Tuesday to review the charge and talk about what large colleges do for Orientation.

OLD BUSINESS None

NEW BUSINESS

Senator Nagel asked how Senator Bailey was doing. President Millea said he was doing well. He took off last semester, but was back on campus now.

SUPPLEMENTAL INFORMATION DISTRIBUTED AT MEETING

11.1 SENATOR FOLLETT DISTRIBUTED VERSIONS OF THE ACADEMIC CALENDAR FOR 2013/2019

11.2 SENATOR COYNE DISTRIBUTED THE FACULTY AFFAIRS REPORT ON THE PROMOTION AND TENURE SECTION OF THE FACULTY HANDBOOK.

Senator Follett made a motion to adjourn. Senator Coyne seconded. The meeting was adjourned at 3:40 p.m.

Submitted for correction and approval.

Dana Poymkal Franz, Secretary