



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of January 11, 2019

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 11, 2019.

Members absent and excused were: Kathleen Alley, Cecelia Cook, Cody Coyne, Lindon Ratliff, Samuel Winer, and Molly Zuckerman.

The meeting was called to order by Senate President, Randy Follett.

President Follett asked for any corrections to the minutes of the November 9, 2018 meeting. President Follett, hearing no corrections, accepted the minutes as presented.

GUESTS

Dr. Mark Keenum, President, Mississippi State University

Dr. Keenum said he met with the leadership from MSU, Starkville, Oktibbeha County, and the Greater Starkville Development Partnership. He said the group tries to meet quarterly, but are not always able to. The meeting gives the group an opportunity to share things that are happening in their area and how they tie in with the other areas represented. One of the items discussed was the Blackjack Road project. Dr. Keenum said the county is working to resolve some easement issues with property owners along the route. The hope is that construction will be able to start in the spring. Once the Blackjack Road project is underway, it allows MSU to begin some projects in the Stone Boulevard corridor whose funding is tied into the Blackjack Road project.

Dr. Keenum said Dr. Judy Bonner discussed her eventual retirement with him just before the holiday break. He said as heartbreaking as the news is for him, he respects her decision. Dr. Bonner is planning on staying with the University through the fiscal year ending on June 30th. Dr. Keenum added that Dr. Bonner said she would stay until a replacement was found if necessary. Dr. Bonner has been with the University for the last two and a half years. Dr. Keenum said Dr. Bonner has provided great leadership for the campus and has been a wise counsel for himself. He added that she has been a great friend as well.

Dr. Keenum said Dr. Follett has agreed to lead the election process to identify faculty for the search committee. A national search will be conducted to find Dr. Bonner's replacement. A search firm has been hired to help with the process. Dr. Keenum said he hopes to have the search committee in place by mid-February. Once the search committee is established, they will meet with the search firm and begin the process of identifying Dr. Bonner's replacement. The advertisements for the position have already been released.

Dr. Keenum said the legislature has reconvened. This is an election year, which can affect the dynamics of business reviewed by the legislature. Dr. Keenum said this will be his eleventh budget cycle. He said the current state revenue numbers are the best he has seen since he became President of MSU. The month of December realized revenues of 41 million dollars over the estimate. Since July 1st, state revenues are 90 million dollars more than last year. Dr. Keenum said he hopes this trend continues over the coming months. Most of the legislature's financial decisions are made in the month of March. If the current trend continues, the legislature should have over 100 million dollars more to distribute.

Dr. Keenum said the PERS board assessed the solvency of the PERS system. They determined that the system is not as solvent as they would like it to be. If the legislature agrees, all state and local agencies will be asked to increase contributions to the PERS system. If the University does not receive additional funds to cover the increased contributions, it will effectively be a funding cut. IHL has asked the legislature to provide the additional funds needed to meet the increase in contribution. If the increase is approved, state agencies, including universities, will be contributing just over 76 million dollars more each year. If this is expanded to all state agencies and municipalities it will cost an additional 100 million dollars. There remains uncertainty whether the legislature will approve the increased contributions and if so, where those additional funds will come from.

Dr. Keenum said IHL is also asking for the same level of funding that was provided in fiscal year 16. For Mississippi State, this level of funding would cover all inflationary costs, allow for a healthy pay raise, and prevent an increase in tuition. The legislature is also discussing pay increases for all state agencies. It has been over a decade since the legislature has provided funding directly for pay raises. The IHL board is also asking for a 10 million dollar increase for

state aid. Dr. Keenum said the IHL system is seeing a need for additional funding for state aid amongst the students attending.

IHL is also asking for additional funds for facility improvements. The legislature has provided these one-time dollars for capital improvements in the past. Last year, the IHL system received 11 million dollars for facility improvements. Mississippi State received roughly 2.5 million dollars.

On January 30th, the House Appropriations Committee will hold their first hearing. Dr. Keenum said the IHL Commissioner and all of the Institutional Executive Officers will be in attendance to present their case to the committee. Confirmation has not yet been received regarding the Senate Appropriations Committee meeting date, but it may be the same day. Dr. Keenum said these hearings give him a chance to talk to the legislature about the importance of what the faculty and staff at Mississippi State University do. MSU's faculty and staff educate the future leaders of the state and nation. They also perform world-class research. This attracts industries and jobs as well as supports existing industry and business. All of Mississippi's universities are the economic engine of the state, particularly Mississippi State University. Dr. Keenum said when he spoke to the Joint Appropriations Committee last year, he used the analogy of a goose that lays golden eggs. He asked the committee what they would do for the goose. Most likely, they would keep the goose well fed and provide the best level of health care to protect the goose. He compared the eight IHL institutions to geese laying golden economic eggs. He explained to them that they were not providing for the geese as best they could. Dr. Keenum said, with the appropriate support, IHL institutions will continue to provide economic gains for the state of Mississippi.

IHL will be seeking another bond bill this year. Eight of the last ten budget cycles, IHL got a bond bill. Dr. Keenum said he is hopeful that a bond bill will be approved this year. The top priorities for Mississippi State are a new kinesiology facility, a new facility for the College of Architecture, Art and Design, and renovations to George, Etheridge, and Magruder Halls. The Division of Agriculture Forestry and Veterinary Medicine's priorities are to renovate Ballew Hall and Dorman Hall, provide more technological assistance in an addition to the Bost Extension Center, renovate the Wise Center, and build a new facility for animal research.

Dr. Keenum thanked all of the senators for representing their constituents and providing him with sound guidance. The general faculty meeting will be held on February 19th at 2:00 p.m. in the Ballroom of the Union. He said the format will be the same as it was in the fall with Dr. Bonner, Dr. Shaw, Dr. Bohach, and himself speaking.

Dr. Keenum said the 25th Annual Martin Luther King Jr. Unity Breakfast will be held on January 21st at the Mill Conference Center. The breakfast will be at 8:00 a.m. and the program will

begin at 9:00 a.m. Marcus Thompson will be the speaker. Mr. Thompson is the Deputy Commissioner and Chief Administrative Officer for IHL. Dr. Keenum said he is a very dynamic speaker and leader.

Senator Freyne asked Dr. Keenum to talk about the College Football Playoff. Dr. Keenum explained that he represents the Southeastern Conference on the 11 member Board of Managers and serves as the chair. The Board of Managers consists of university presidents/chancellors from all 10 conferences and Notre Dame. There has been talk of expanding the playoffs to include more teams. He said the board is looking into the matter, but no decisions have been made. The College Football Playoff started in 2014 and there is a 12 year contract in place for media and game sites. He added that every conference also has contracts in place with media and bowl partnerships. If another game is added, all of these contracts would have to be undone. Dr. Keenum said the current system includes 12 regular season games, a conference championship game, the playoff games, and the national championship game. This is 15 games that these young men have to prepare for and play while still meeting their scholastic requirements. Dr. Keenum said adding another game could become very taxing on these students. The consensus on the Board of Managers is the current system is working well, however the board is always looking to improve the system and nothing has been ruled out. Dr. Keenum said he feels that the media attention that Mississippi State University has received as a result of his being the Chairman of the board is special for the University.

Senator Williams asked where the policy created in the University ad hoc committee on bullying was in the review and approval process. Dr. Keenum replied he has not seen the policy, but will look into the matter and report back to the Faculty Senate.

Steve Parrott, Chief Information Officer

Mr. Parrott began by saying it was decided in 2018 that DUO, MSU's two-factor authentication system, will be required for students to log into Central Authentication Service (CAS) enabled systems. Last fall there was a large education campaign to raise student awareness of DUO. There have been a large number of voluntary enrollees as a result of this campaign. The decision has been made that as of January 15, 2019 all students will be required to use DUO. The warning screen was changed last week to reflect the date of mandatory enrollment. As of this morning, 73% of students had enrolled in DUO. This leaves 5,587 students who have not enrolled. On January 15th any student that has not enrolled will be automatically enrolled. If a student that is automatically enrolled tries to access a CAS enabled system, they will be taken to the device registration page and will be required to register a device before moving forward.

Mr. Parrott said he sent an email to all instructors of record asking for consideration of the challenges that students may encounter when trying to register a device.

Mr. Parrott said Canvas is now the official learning management system of Mississippi State University. There are currently 6,411 sections in Canvas, with 102,521 students. Mr. Parrott said the classroom tab was updated last week to remove the countdown clock. A link was also added to access Blackboard. All materials in the Blackboard environment will be available until June 30th, 2019. Mr. Parrott urged the senators to begin moving the content they wished to retain from Blackboard. As of July 1st, 2019, any content that remains in Blackboard will be inaccessible. Over 700 instructors have received the Canvas training from ITS. There will be additional training which will be provided in the form of webinars posted to the ITS website. The webinars will cover topics such as: Arc, Google integration, rubrics, speed-grader, groups, gradebook, and quizzing. There are also many knowledge base articles available on the Service Desk website. A Canvas Users Group has been started for faculty to meet periodically and discuss their experiences with Canvas. It is designed to be run by faculty for faculty as a support and encouragement platform.

Mr. Parrott said MSU is currently upgrading the phone system on campus. The Mississippi Department of ITS has awarded a new state contract which went into effect July 1st, 2018. This contract awards voice communication to C Spire. The campus will be upgraded to utilize C Spire's Voice over Internet Protocol (VoIP). There are approximately 6,000 phone lines on campus. The migration has already begun and will continue on a building by building approach. The new phones will be the Polycom VVX411. These phones feature speakerphone, color display, up to 12 line appearances or custom speed-dial buttons, and the ability to add side-cars which can add up to 56 additional line appearances or speed-dial buttons. Caller ID will also be a new feature for our campus. The new system will also allow for unlimited domestic long-distance for no additional cost. This will have an enormous financial impact on campus. Each fiscal year, the university uses several million minutes of domestic long-distance calls.

Mr. Parrott said the university went to a single consolidated email system in 2014. The Exchange Version 2013 environment is five years old now and the hardware supporting it has come to its end-of-service life. It is very expensive to maintain the system. The decision had to be made to update the equipment or move to an online environment. After a pilot test of Office 365, the decision was made to move to Office 365 moving forward. Office 365 will require two-factor authentication on all devices. An individual will have to two-factor authenticate the first time the system is accessed from a device as well as any time that the net password is changed. Another benefit of the Office 365 email environment is the data loss protection it provides. It analyses all incoming email and attachments and identifies viruses and malicious items. Another item that will be purchased and integrated is Advanced Threat

Protection. This will prevent sensitive items such as social security numbers from being sent. Mr. Parrott said the migration process will take more time due to mobile devices. The native app on Android phones will have to be removed and the Outlook app will have to be set up with the new email system. Apple iPhones running iOS version 11 or 12 will be able to use the native app, but it is recommended all users use the Outlook app. The additional support required will limit the number of users that are able to be migrated to 300 – 500 a week. The first migration should occur the last week of January. There are 300 devices that are connected to the network that cannot run an operating system that will allow them to use the Outlook app. The users associated with these devices were notified in December of the impending migration. These users do not have to purchase new devices, but they will be limited to using the online app. Once users are migrated, they will have access to OneDrive and the Microsoft online app suite. This will allow faculty to collaborate with others globally. OneDrive will allot each user 5TB of space. The goal is to have all academic units migrated by the end of the spring semester.

Senator Wipf asked if OneDrive was going to be OneDrive for Business. Mr. Parrott replied it will be OneDrive for Business.

Senator Barrett asked if the email addresses will be affected by the migration. Mr. Parrott replied all email addresses and aliases will remain the same.

Senator Williams thanked Mr. Parrott for the new phone system. He said he has been upgraded and the new system is much better than the old system. Senator Williams asked Mr. Parrott to consider a seminar that shows faculty how to switch between their personal online drives and the educational online drives such as Google Drive used in Canvas. Senator Williams also said the lock-down software, Respondus, does not work on phones. He said he has found students looking at course content on their phones while taking a quiz on their laptop. Mr. Parrott said he will look into a training seminar for faculty and will research the issues with the Respondus software.

Senator Ridner asked why Google Drive was integrated in Canvas and not Dropbox. Mr. Parrott replied faculty have been asking for a way to collaborate with students. Since the student email is Google based, Google Drive allows them the ability to collaborate with students. He said Microsoft OneDrive is intended to allow faculty to collaborate with others both on and off campus just like Dropbox does.

Mayah Emerson, Student Association President

Ms. Emerson said the Student Association has identified a need for professional clothing for students. Students need professional clothing for interviews, presentations, and more. As a result, the Student Association has started Bully's Closet. This is a repository of professional

clothing items which students can access. Donations of gently used or new professional clothing as well as monetary donations are being accepted. All donations can be sent to the Center for Student Activities in suite 314 in the Union. Ms. Emerson asked the senators to spread the word of the donation drive amongst their peers.

Ms. Emerson said a workshop was created last year to help students gain the critical interview skills. The workshop is titled “A Seat at the Table”. This year, the workshop will be held January 26th from 9:00 a.m. to 2:00 p.m. Students can register for the event on OrgSync. The workshop will include speakers from MSU as well as student leaders from LSU and the University of South Carolina. Ms. Emerson encouraged the senators to let their students know about the opportunity.

Susan Brooks, Chair, Staff Council

Ms. Brooks said an application has been submitted by MSU to host a chapter of Camp Kesem. This organization funds student groups on college campuses that provide a free camp each year for six to eighteen year old children who have been impacted by a parent’s cancer. In a teleconference earlier in the week, Camp Kesem expressed their excitement of MSU hosting a chapter. There are currently 42 states that have a chapter, but Mississippi is not one of them. Twelve thousand votes will be needed to be granted a chapter at MSU. The voting window is 8:00 a.m January 28th to 7:00 p.m. February 1st. If selected, the chapter will be fully funded for the first few years. The chapter will be run by student leaders. Nurses and counselors will be on hand to work with campers during the camp each year. Some people have made signs saying things like “Give Kids Kesem at MSU”. Volunteers are being sought to take pictures with these signs. Once voting opens, anyone with an email address can vote. Ms. Brooks asked the senators to spread the word about the campaign and said flyers are available and someone can come talk to their classes if they wish.

REPORT OF THE FACULTY SENATE PRESIDENT

Happy New Year to all of you! I hope everyone had a great break from work over the holidays, aside from the outcome of the bowl game on New Year’s Day. There have been relatively few actual meetings that I’ve attended since our last meeting, although there are several items that bear mentioning.

The first item is in regard to the survey of faculty regarding the possibility of +/- grading. Hopefully you have seen the reminder e-mail from earlier this week, pointing everyone to that survey, which remains open until January 31. As mentioned, you can access it multiple times, in

order to allow for new ideas to continue to flow into the pool of information. We'll see results from this poll next month.

The Executive Committee recently met with the Academic Department Heads Executive Committee, and had a very good discussion regarding some of our outstanding AOPs. In particular, AOP 13.15 Evaluation of Teaching Performance was the center of attention, and we primarily focused on how to ensure that the process is giving the best possible information to the appropriate people involved in the process. Of course, the Student Evaluation of Teaching survey was discussed in detail, with several suggestions from both sides about working to improve that instrument, as well as improvement of techniques to supplement that information in the annual evaluation of faculty. The other two AOPs that were mentioned were AOP 13.24 Annual Faculty Review Process and AOP 10.02 Academic Administrators and Directors. These three AOPs are the most out of date policies on the books right now (8, 5, and 3 years out of date, respectively). It should be noted that all three of them are under currently under review, so there is still hope to get them finalized.

A big announcement that occurred on Monday of this week concerned Dr. Bonner's news that she will be retiring at the end of this fiscal year. On behalf of the senate, and personally, I want to thank her for her service over the past three years, and wish her well in retirement.

Status of AOPs:

The following AOPs are not under review to the best of my knowledge, but are past the four-year review cycle:

AOP	Title	Date
11.04	Split Level Combined Undergraduate/Graduate Courses	3/19/2014
12.03	Awarding of Degrees Posthumously	6/9/2014
12.07	Student Honor Code	7/11/2014
12.15	Academic Probation for Undergraduate Students	6/9/2014
12.23	Cooperative Education Program	6/9/2013
13.06	Sabbatical Leave for Faculty Members of State IHL	6/9/2014
13.08	Travel by Faculty and Staff	5/6/2013
13.16	Establishment of Academic Centers and Institutes at Mississippi State University	6/9/2014
21.01	Graduate Admission Criteria	4/12/2012
31.02	Legal Resident Status	2/5/2013

Reports from committees on which I serve:

Athletic Council – hasn't met since my last report

Diversity Council – hasn't met since my last report

Executive Council – On November 26, the Executive Council met and approved updates to the following OPs and AOPs:

OP 01.13 World Wide Web Pages and Other Electronic Publications

OP 03.04 Sexual Misconduct

OP 01.27 Sustainability, Facilities Operation, Grounds, Materials, and Transportation

AOP 10.16 Substantive Changes

AOP 12.11 Degree Requirements – Undergraduate

AOP 12.26 Undergraduate Credit by Examination

AOP 13.07 Academic Promotion and Tenure

AOP 34.01 Special Teaching Programs – (Rescinded)

OP 56.08 Promotion in Rank & Title of County Extension Agents

OP 61.07 Faculty and Staff Recognition Awards

Executive Enrollment Management Committee – The last meeting of this committee was on December 10th, at which time Laura Dunn was introduced as the Interim Director of the Center for Student Success, as a result of Rodney Pearson's recent retirement. A number of topics were discussed, including an update on graduate student enrollment applications, which are up about 20%. A significant new initiative that has identified 213 students already is the Lapsed Graduate Student Initiative. Other items that were discussed were applications for the fall 2019 semester, including financial holds and other reasons that students haven't yet enrolled. A particularly interesting statistic mentioned is that MGCCC transfers are down, reportedly based on the possibility of the implementation of +/- grading at MSU.

Game Day and Special Events – hasn't met since my last report

Information Technology Council – This committee last met on December 4, at which time we received updates on a number of projects that ITS has ongoing. The requirement of DUO enrollment for all students is progressing, and was at 50% at that time. Other topics were the Office 365 conversion that is being planned, the status of Canvas, and progress on conversion to VoIP across campus. Since Steve Parrot is on the agenda for today, I won't go into detail here, since he will be able to provide much more up to date information.

Master Plan Development and Advisory Committee – While we haven't actually met in the last couple of months, we have had e-mail votes regarding consent agendas, as put forth by the Design Review Committee (a subcommittee of MPDAC). In December, we voted to send out an

RFQ for an engineering professional to perform environmental and land use assessments for the proposed Autonomous Vehicle Test Track at CAVS. We also tabled a proposal for creation of a “photo-op” site on campus, based on the need for more information on the proposed materials and specific positioning of the letters. (HALL STATE letters would be installed in such a way that people could stand in place of the missing “I” for a photo.) The final project considered was a new outdoor freezer for the Clay Lyle building to provide safe storage of specimens for the Entomological Museum, which was approved.

The current month’s meeting was also cancelled, with an electronic vote in progress regarding the proposed Music Building on Hardy Road, which the Design Review Committee recommended be modified to include changes on access driveways, ADA parking setup, sidewalk placement, and drainage. (The vote is due by Wednesday of this week.)

Parking and Traffic Regulations Committee – hasn’t met since my last report

Sustainability Committee – As mentioned above, the revised Sustainability policy was passed by Executive Council, with just a few editorial changes. Other items addressed were the recycling procedures, with a discussion of recycling of glass, and an update on the energy consumption of the campus as compared to previous years.

President Follett said an email will be coming out from the Faculty Senate office asking for nominations for the Provost and Executive Vice President Search Committee on Monday morning. The nominations will be open for two weeks. The week after the nominations close, elections will be held with the assistance of ITS. If needed, run-off elections will be held the following week.

Senator Carskadon asked President Follett to explain why faculty were able to access the plus/minus survey multiple times. President Follett replied the survey is being used to gather meaningful comments either for or against plus/minus grading. He said allowing multiple submissions lets faculty add comments as they occur to them. Senator Bora said some of the questions are two-part but there is only one yes/no answer. President Follett replied if there is anything that is confusing or does not fit, please state your position in the comments. Senator Bora asked who will make the decision. President Follett replied the senate will make the final recommendation. He said the results of the survey will be reviewed by the Student Affairs Committee who will then present a recommendation to the senate to be voted on.

Senator Spain thanked President Follett for addressing the concerns over losing trails due to the purchase of land located near CAVS. She said there have been very constructive and exciting discussions which involve areas of the property not affected by the proposed test track.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council –

December 2018 meeting was cancelled

Committee on Campus Access –

December 2018 meeting was cancelled

Community Engagement Committee –

A working group has been assigned to complete the application for re-classification of the Carnegie Community Engagement Classification. The working group deadline is March 8 and the application is due April 15, 2019.

MSU Excellence in Community Engagement Awards winners:

<https://www.msstate.edu/newsroom/article/2018/11/msu-announces-community-engagement-award-honorees/>

- CE Service: Engineers without Borders (Zambia drilling project)
- CE Teaching & Learning: Sweet Potato Challenge
- CE Research: Tai Chi with MS's Aging Population
- Scholarship of Engagement: Magnolia Bayou STEAM

Winners will be formally recognized at a reception in March

CE Fellows program: applications for 2019 class will be available in January. Classes are for 3 weeks in May. Last year, fifteen fellows participated and are now teaching with community engagement activities incorporated into their 2018-19 courses.

Spring workshops: tentative dates:

- February 7 – Designing a CEL course
- February 28 – What Community Engagement Looks Like panel discussion

President's Commission on the Status of Women –

Spring program planning has begun; dates and information forthcoming

Spring PCSW awards (<http://www.committees.msstate.edu/pcsw/awards/>) nomination announcement will be coming soon. Please consider nominating someone for one of the following awards:

- Outstanding Faculty Member
- Outstanding Staff Member
- Outstanding Graduate Student
- Outstanding Community Member
- Student Leadership Awards (Undergraduate)

President's Committee on Planning –

State of Excellence: 2019-2025

An email from President Keenum was sent on November 1, 2018 requesting participation from relevant stakeholders. There are two ways to participate:

1. Provide input via an online survey at <http://www.president.msstate.edu/excellence/>. NetID and password authentication is required; you can only submit once. All entered data will be confidential.
2. Town Hall meetings: schedule for 2019 dates will be announced soon

Textbook Committee –

Has not met since I have been assigned to the committee

Undergraduate Research and Creative Discovery Committee –

Has not met since I have been assigned to the committee

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEES

1. AOP 12.12 Credit and Grades (Academic Affairs)

President Follett explained AOP 12.12 Credit and Grades is slated to go to the Academic Affairs Committee for review. Senator Bora made a motion to send AOP 12.12 to the Academic Affairs

Committee. Senator Sherman-Morris seconded the motion. The motion to send AOP 12.12 Credit and Grades to the Academic Affairs Committee passed by unanimous hand vote.

STANDING COMMITTEE REPORTS

Academic Affairs

1. AOP 12.18 Academic Amnesty for Graduate Students

Senator Addy, on behalf of the Academic Affairs Committee, presented the report on AOP 12.18. Senator Addy said the committee agreed with the changes presented to senate and the committee did not feel any additional changes were needed.

The motion by the Academic Affairs Committee to accept AOP 12.18 Academic Amnesty for Graduate Students passed by unanimous hand vote.

2. AOP 12.38 Undergraduate Academic Advisement

Senator Addy, on behalf of the Academic Affairs Committee, presented the report on AOP 12.38. Senator Addy said the committee agreed with the changes presented to senate and the committee did not feel any additional changes were needed.

The motion by the Academic Affairs Committee to accept AOP 12.38 Undergraduate Academic Advisement passed by unanimous hand vote.

Ancillary Affairs	No Report
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Charter & Bylaws	No Report
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Faculty Affairs	No Report
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Student Affairs	No Report
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University Resources	No Report
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SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

Senator Williams made a motion to adjourn. Senator Bora seconded the motion. The motion to adjourn passed by unanimous voice vote.

President Follett closed the January meeting of the Robert Holland Faculty Senate at 3:37 p.m.

Submitted for correction and approval.

Cody Coyne, Secretary

Jason Cory, Administrative Assistant II