



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of November 14, 2014

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, November 14, 2014.

Members absent and excused were: Ioana Banicescu, Jerrold Belant, Joanne Beriswill, Robert Boyd, Sylvia Byrd, Stacy Haynes, Rocky Lemus, and Joe Wilmoth.

Members absent were: Brian Baldwin and Chip Wade.

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

Senator Potter asked that the October minutes reflect a change from the use of the word 'girls' to 'women'. The October minutes were accepted as amended.

GUESTS

Dr. Jerome Gilbert, Provost and Executive Vice President

Dr. Gilbert began by thanking the Senate for their review of his proposed edit to the Promotion and Tenure document that would allow non-tenure track faculty to vote on promotion in the departments that have both non-tenure track and tenure track faculty.

The information for compression analysis was sent out to departments today. The departments are working on the Employee Action Forms to have the compression take effect on the first of January. Two hundred and forty eight Associate Professors and two hundred and seventy Full Professors will be receiving compression adjustments. The average adjustment for Associate Professors is \$606 and the average adjustment for Full Professors is \$2,226. There was \$600,000

allocated for Full Professor compression adjustments and \$150,000 allocated for Associate Professors compression adjustments.

The Parent Portal went live this week. This allows parents to view student data in a special portion of Banner if the student has completed a FERPA waiver for them. The information that is available to the user includes class names and times, grades, attendance, and financial information. The Parent Portal was implemented to help parents stay informed of their child's progress and improve the success rate of our students. The portal may also minimize communications between parents and University personnel regarding grades and attendance. Several Universities already have similar systems in place. Roughly seven hundred students have already completed the online FERPA waiver.

Senator Jones inquired if the Parent Portal would be available to more than one parent. Dr. Gilbert responded that as long as a FERPA waiver was filled out for an individual they would have access to the portal. Students can grant access to individuals besides parents.

Senator O'Neill asked if the Parent Portal would lead to more parent and faculty interaction. Dr. Gilbert stated that instructor names were purposely left out of the information available to users of the Parent Portal for just that reason. The user would be able to see the name of the class and the time but no instructor name. The time was included to allow the parents to monitor the student's activities as they are related to course work. The parents can contact the Coordinator of Parent Services to get answers to many of their questions.

Dr. Rodney Pearson, Coordinator of Student Success

Dr. Pearson distributed handouts about recommendations for student success and some relevant statistics. He stated that he has been the Coordinator of Student Success for ten and a half months but he has been an MSU professor for twenty seven and a half years.

Dr. Pearson referenced the last page of the handout and stated that there is a web based system called the Graduation Positioning System (GPS) and it can be found at <http://gps.msstate.edu>. Anyone with a netID can log into that system and look at historical data for all students from fall 2007 through spring 2014. There are a number of tools in the system that can be utilized. Not all of the tools are available to every user. If faculty members send their netID, they can be added to the list and have access to the tools that would otherwise be unavailable. Students have the ability to use the absence analyzer. The absence analyzer shows the relationship between absences and class performance. The criteria for analysis could include a particular course, all courses in a department, all courses of a certain level, or all courses in total.

The last page of the handout shows a snapshot of the trend analyzer showing retention rates. The packet also contains fifteen recommendations, nine of which involve faculty. These recommendations involve timely reporting and early warning indicators.

The Faculty Senate can help by encouraging faculty to report absences frequently and to also report midterm grades. There is an AOP that requires that midterm grades are reported for freshman. Only fifty percent of midterm grades are actually reported for freshman.

Dr. Gilbert inquired if the new Navigators were making any difference with the freshman. Dr. Pearson responded that the result of the Navigator's work would not be realized until next fall, but the goal is to have a retention rate of eighty five percent. The Navigators do feel that they are making a difference. Dr. Pearson went on to mention the freshman website which contains the iKnowMaroon series. iKnowMaroon is something that is used to get freshman engaged.

Senator Grace asked if the barriers to faculty participation have been identified to aid with retention. Senator Grace also pointed out that faculty have a lot of responsibilities aside from teaching and some of the reporting that is being requested takes a significant amount of time. Dr. Pearson replied that other than talking to people, there has not been a large scale survey performed to address the barriers to reporting. He added that it is definitely something that should be addressed. Dr. Pearson went on to discuss the new attendance scanners that are being tested in select classrooms. The scanners do work well.

Senator Boggan asked if the statistics analyzer regarding absences was available to students. Dr. Pearson stated that the absence analyzer was available to anyone with a netID. He noted that he actually included a screen shot of the graph in his course materials so he could talk about the importance of attendance on the first day of class.

Dr. Gilbert commented that the product that Dr. Pearson has developed is actually superior to many of the commercially available products on the market. He said that Dr. Pearson had done an extraordinary job in the development of his analysis software. President Follett encouraged the Senate to help spread the word about the GPS system.

REPORT OF THE PRESIDENT

While the past month has been a wild ride for the football team, it has actually been relatively quiet as far as meetings. A number of my scheduled meetings have actually been cancelled, due to a lack of items for the agenda! (Always a welcome thing, in my opinion.) Meetings that did occur are as follows:

Summer School Budget – We are getting very close to a resolution on this item, finally. At this point, it appears that there will be a redistribution of some of the proceeds for summer school (including Maymester) in a manner similar to that currently in use by the distance education process. A limit on the total number of courses that can be taught in the summer (again, including Maymester) will likely be put in place to keep total compensation for the summer at or under the 33.3% that would be expected for a “full time” effort. Further details will be coming soon, I believe.

Special Events and Game Day – The increased crowd size for our football games this season has resulted in some stretching of the limits of the campus, particularly with the current number of road closures due to construction. The recent Homecoming game was somewhat of an exception, with a smaller overall crowd, and fewer traffic issues, due to the fact that it was an afternoon game.

Athletic Council – In addition to the fact that MSU’s football team is ranked #1 in the country, it is perhaps a little less well known that MSU’s women’s golf team is also #1 in the country. Other sports are doing well, too, but it is certainly significant to have two #1 teams in the country simultaneously.

Information Security – Recent events that could have led to a security issue were caught early in the process, and a potential exposure of personal data was averted, due to the diligence of all of the people involved in the process. Without citing any details, due to confidentiality concerns, I would just say that the report that has been given related to this incident was good news in terms of how the potential breach was corrected without any loss of data.

Information Technology – The new Campus Bird map application was previewed for this committee, including several of the already existing capabilities and potential for future improvements. At this time, besides basic navigation around campus, the capability of doing self-guided walking tours of campus and virtual tours are both available. This three-dimensional view of the campus incorporates a large amount of information about the buildings and sites on campus, with extensive photographic views, including some panoramic scenes. I urge you to look at this, and consider how your unit might make use of this opportunity in the future. Some of the future upgrades that are possible include a “you are here” icon, as well as a “where’s that classroom?” capability. Stay tuned for more on this.

Salary Compression Adjustment – This year’s salary compression adjustment has the added feature of a first time effort to include Associate Professor positions. As you may have already heard, there will be a split between the continued work to address Professor positions and the Associate Professor positions. The basic logic for both parts will be the same, with a larger emphasis on the Professor positions. Additional funding has been allocated to be used in this expanded program for this year.

Senator Hopper pointed out that there are some errors on the new campus map. President Follett said that Sid Salter’s office was coordinating the new mapping system and that corrections could be sent there.

Secretary Elder asked if there was any discussion in the Special Events and Game Day Committee regarding the traffic flow in Starkville following home football games. President Follett responded that at the request of the University, the Starkville Police Department has become involved with directing traffic following home football games. He said that the intention was that there would be more lanes opened up in directions away from campus to improve traffic flow and shorten the amount of time it takes to clear the streets of congestion. Secretary Elder expressed her concern for the adverse effects that the closures produce for the community at large. President Follett said that he would bring the issue up with the committee at the next

meeting. President Follett also said that the Campus Bird 3D Mapping System was able to reflect real time changes in road closures for the future.

Senator Wyatt asked if there would be an app available for the new campus mapping system. President Follett replied that there was a plan to implement an app for the Campus Bird 3D Mapping System.

REPORT OF THE VICE PRESIDENT

Student Honor Code Office: Student Honor Code

- Website originally offered access to the “Student Honor Code” but instead offered a procedures oriented document. On Friday of last week the website was revised so that access could be individually attained for either a copy of the Student Honor Code or the Student Honor Code Procedures document.

Undergraduate Research and Creative Discovery

- A website has been developed as a resource that can be utilized by undergraduates interested in learning about and participating in a research experience.

Electronic FERPA Release and Parent Portal System

- Website has been developed and further optimized for implementation by MSU students
- Facilitates the option for students to make decisions related to FERPA and Parent Portal Access
 - o third-party contact with instructors record
 - o third-party review of financial accounts, classroom attendance, academic performance
 - o student control of availability to confidential personal information

Student Scholarships

- A consulting firm has provided a plan that will increase student enrollment approximately 250 per year and make a significant difference in the allocation of E&G funds
- Offering scholarships earlier in the year (Feb) will improve competitiveness in attracting the enrollment of academically accomplished students

College Website Development

A base template is being developed for the website portal for individual colleges and departments in order to provide a relatively uniform but not necessarily identical appearance or profile

- Bank of videos for recruiting will be accessible
- Short clips most effective

Spring Orientation January 2015

- dates and schedule has been drafted for reviewed and evaluation

Faculty Salary Adjustments

- Assoc. Prof. and Prof, salary compression adjustments will likely be initiated in January 2015
- Different plans for increasing the promotion salary increments are being formulated for review

Faculty Office Guidelines

- Pets in offices (e.g. dogs and cats) policies may be more closely monitored in the future
- Children in offices policies may be more closely monitored in the future

Vice President for Student Affairs Search Committee

- Advertisement / position description has been drafted (very well crafted document)
- Search committee members have been identified for assembling the first meeting

Ombudsman/Ombudsperson

- University administration is actively reviewing the possibility of establishing a campus ombudsman position for faculty and possibly (in the future) staff employees
- Ombudsman serve as neutral facilitators that provide knowledge about policies and procedures
- Ombudsman do not function as an active advocate for the administration, faculty or staff.

College Administration

- Provost Gilbert will be meeting with colleges and departments to inform them of three-year review summaries for department heads, assistant deans, associate deans, deans and directors.

University Construction: Master Planning Advisory Committee

- Kappa Delta Sorority House Expansion
- Phi Delta Theta Deck
- East Creelman / East Darden / Northwest President's Circle Limited Access
- Limited driving access along East Creelman/East Dardin/NW President's Circle
- Robert's Building: plans for modification are looking more feasible than in the past
- MSU Master Plan was presented to IHL on November 1st, 2014
- Classroom building: retaining wall and foundation should be poured this month
- Mill at MSU: planning and progress are on schedule
- Fresh Foods Facility: on schedule with a July 28th 2015 completion date
- YMCA Renovation: post office negotiations have created unexpected delays

University Search Committees

- Vice President for Student Affairs: open national search is active and ongoing

DAFVM Annual Faculty Evaluation Form (Revised by DAFVM)

The DAFVM after a review and draft revision period of approximately 3 years has completed the development of and approved a new DAFVM Annual Faculty Evaluation Form.

The colleges outside of the DAFVM will be reviewing the revised forms.

Ideally, all colleges and departments would find the form acceptable so that a common form could be used for the entire campus.

Dog Bowl Trophy: MSU -vs- Texas A&M

- Dog Bowl arrived at the CVM MSU from Texas A&M
- Tentatively the trophy will be placed on display in client receiving area

Promotion and Tenure Process

- A need seems to exist within many colleges and departments for some faculty member that can serve as an immediate and convenient “*in-house*” information/knowledge resource that can be utilized by both T&P faculty candidates and administrators related to policies and procedures that guide the promotion and tenure process during the fall and winter months of each year.
- Note: letters (with rationale) in dossier packets are forwarded to candidates for review

White Paper: Robert Holland Faculty Senate Meeting

- A “White Paper” summary brief will be forwarded to the Senate Executive Committee for review with the intent of having it available as a quick reference resource within a week after scheduled meetings.

AOP Reviews and Revisions

- AOP 12.22 – Undergraduate Student Course Load
Rescind: AOP 12.31 – Freshman Course Loads recommended
- AOP 12.01 – Academic Add/Drop Policy
- AOP 12.16 – Academic Suspension and Dismissal

Secretary Elder asked who was looking into the development of the Faculty office guidelines regarding pets and children. Vice President Coyne replied that the concerns have been communicated to the upper administration.

Senator Nagel asked who the Faculty Senate representatives were on the Vice Presidential search committee. Vice President Coyne responded that he and Secretary Elder were the representatives on that committee.

Senator Potter asked what was meant by the increase in student enrollment making a significant difference in the allocation of E&G funds. Vice President Coyne stated that a consulting firm had been reviewing MSU student scholarship award practices and they made recommendations

for improving the management of this process in a manner that would significantly increase both student enrollment and result in a redistribution of allocated E&G funds. The University implements a relatively high discount rate of 59% and the total scholastic award received by many students was relatively large. If the discount rate was modified and the University re-allocated scholastic award in a manner that attracted more upper-mid level students then a significant amount of E&G funds could be made available for other purposes.

Senator Spain asked what the University policy was regarding the waiver of FERPA rights if the student was a dependent. President Follett replied that he was unsure of the current policy regarding the University policy regarding FERPA rights in the case of dependents, but said that he would look into it.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

No Reports

BUSINESS TO BE SENT TO COMMITTEES

1. AOP 12.01 Academic Add Drop Policy (Academic Affairs)
2. AOP 12.16 Academic Suspension and Dismissal (Academic Affairs)
3. AOP 12.22 Undergraduate Student Course Loads (Academic Affairs)
(AOP 12.31 Freshman Course Loads to be combined with AOP 12.22 and rescinded)
4. AOP 13.01 Emeritus Appointments (Faculty Affairs)
5. DAFVM Annual Evaluation Form (Faculty Affairs)

President Follett introduced the items that are to be sent to committee. A Senator made a motion to send the items to their respective committees. Senator Robichaux-Davis seconded the motion. The Senate voted unanimously to send the items to their respective committees by voice vote.

STANDING COMMITTEE REPORTS

Academic Affairs	No Report
Ancillary Affairs	No Report
Charter & Bylaws	No Report
Faulty Affairs	No Report
Student Affairs	No Report
University Resources	

1. Resolution on Domestic Partner Benefits

Senator Bullington presented the proposed resolution to the Faculty Senate on behalf of the University Resources Committee. Senator Bullington stated that the University Resources Committee had met with representatives of Human Resources Management to determine what they had done regarding the issue of domestic partner benefits. Upon meeting with the HRM representatives, the committee learned that there had been significant research already conducted in this area.

Senator Bullington pointed out that as an Institutions of Higher Learning University we are in a self-funded, state wide health insurance program. This means that any change in that program would require a change in state statutes. Mississippi State University also does not have the option of using a health insurance provider other than the state program without legislative action.

The administration of MSU has already begun discussions with other administrators from the other IHL schools regarding this issue. Senator Bullington pointed out that the City of Starkville recently passed a plus one plan for city employees. The City of Starkville receives its insurance through a private provider and is not a part of a state plan unlike MSU.

Senator Bullington noted that the state health insurance plan covers spouses, but does not pay for any of the spousal benefits. A spouse is defined by Mississippi state law. Currently plans such as the vision and dental plans are provided by private entities and the eligibility of domestic partners is determined by the private insurer's eligibility requirements.

The proposed resolution states:

The Robert Holland Faculty Senate recognizes the diversity of family types across the University community. In keeping with that fact, and with the University's commitment to diversity and inclusiveness, the Faculty Senate asks the University administration to identify and pursue mechanisms to increase access to all employee benefits, including health care insurance, by expanding the eligibility requirements for these benefits.

Senator Cox made a motion to vote by paper ballot. Vice President Coyne seconded the motion to vote by paper ballot. The motion to vote on the resolution via paper ballot failed by hand vote.

President Follett asked for a voice vote on the Resolution on Domestic Partner Benefits. The motion to accept the resolution as presented was approved unanimously.

OLD BUSINESS

Faculty Affairs Committee – Dr. Gilbert’s Edit to Promotion and Tenure

President Follett pointed out that due to the proposed edit involving Promotion and Tenure it had to be considered at two consecutive meetings before a vote could be held.

The Faculty Affairs Committee recommendation to accept the change to the Promotion and Tenure document passed by a unanimous voice vote.

NEW BUSINESS

None

A motion was made to adjourn. There was a second and the meeting was adjourned at 3:28 p.m.

Submitted for correction and approval.

Anastasia Elder, Secretary

Jason Cory, Administrative Assistant II