

ROBERT HOLLAND FACULTY SENATE UNCORRECTED MINUTES OF OCTOBER 11, 2013

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room of Mitchell Memorial Library at 2:00 p.m. on Friday, October 11, 2013.

Members absent and excused were: Joanne Beriswill, Mike Cox, LaDonne Delgado, Sandra Eksioglu, Lelia Kelly, David Nagel, Dasha Radin, Juan Silva, Chip Wade and Dwayne Wise.

The meeting was called to order by the senate president, Jerry Emison.

The minutes of the September 2013 meeting were approved.

GUESTS

DR. MARK KEENUM, PRESIDENT

President Keenum gave an update on the state budget. The 2013 fiscal year ended with \$300 million in the positive and the first 3 months of FY14 are trending positively - 10% higher than last year.

Commissioner Bounds and IHL presidents met with joint legislative budget committees asking for a 5.7% increase for IHL.

He mentioned the new capital campaign with a goal of \$600 million by 2018. The fund has been in a silent phase and has already raised \$340 million. He is confident MSU will exceed the goal.

Even with the fall tuition increase and the newly instituted capital fee for students, MSU still has the lowest tuition in the SEC and lower than most in SUG. MSU is a Carnegie One Research University, and *Wall Street Journal* ranked MSU in the "Top 3 Best Value Universities." He plans to talk about tuition pricing and about additional tuition increases without disenfranchising students at the October IHL board meeting.

The Cotton Mill project on will be on the IHL board agenda for October. The plan is to renovate the building to include a convention center with office space. Additionally a hotel and parking deck will be included in the area. Retail space is also envisioned.

Other items for the IHL meeting are: an approval request to renovate Roberts Hall with plans to move the Post Office from the YMCA into the space; a \$9.8 million bond bill to renovate the YMCA into faculty office space adjacent to the new classroom building; and \$7.7 million was received for the Division of Agriculture for a meats processing lab to be located by the Wise Center.

MSU will host a Phi Beta Kappa site visit at the end of January. Drs. West, Williams, and Carskadon have been instrumental in the application process.

The SACS on-site visit will be April 1.

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

Dr. Gilbert's updates included:

Another full professor compression analysis is planned for January.

In the process of third year review of administrators and expect the process to be complete in a week or two and have results in the coming months.

Cyber Security week events include sessions on copyright infringement and phishing among others.

Senator Elder asked about the data of administrator reviews. Provost Gilbert said that he will see the data and comments as well as department heads and deans, but it will remain anonymous unless there is self-identification in the comments.

Senator Banicescu mentioned that salaries would lag again if the faculty salary compressions are stopped. Provost Gilbert said that the commitment was made for two years on full professor salaries and no decision has been made on what to do next.

Senator Lemus asked about the Windows upgrade. Provost Gilbert said that an agreement has been made with Microsoft making Windows will be available at no charge. He said that a central fund for hardware upgrades could be considered depending on needs.

Senator Williams asked if the upgrade would be to Windows 7 or 8. Provost Gilbert said that he understood the upgrade would be to Windows 7.

DR. TURNER, FACULTY ATHLETIC REPRESENTATIVE

Dr. Turner distributed spring grades for Student Athletic teams and overall for last academic year. The overall average for all athletes was 2.97 for 2012-2013. He noted that over ½ of the teams had a GPA of 3.0 or higher. While the men's basketball team's remained the lowest; their average is improving.

In Athletic Council, he was asked about faculty seating in the renovated football stadium. The stadium will be reseated but faculty seating will not. He compared athletic seating with faculty athletic representatives in the SEC. MSU's 20% discount is average, but seat location is some of the best in the SEC. He also noted that 2000 seats are allotted as Faculty/Staff.

MR. STRICKLIN, ATHLETIC DIRECTOR

Mr. Stricklin said that the thursday night game tickets will be available to faculty and staff for \$10.

He said that he hoped that an effort is evident on the part of coaches and athletes in classroom performance.

He apologized for the construction issues associated with the football stadium expansion. He said that the project is on budget and on schedule to open fall of 2014. It should be a logistical and aesthetic improvement.

Senator Coyne asked about vulnerability associated with NFL litigation on head trauma. Stricklin said that he could not answer that but there has been a lot of stress on the rules in this area. It is a concern and is watched. Two members of an SEC concussion research team are connected with MSU and are on sidelines for games.

Senator Carskadon asked about expansion of Dudy Noble. He said that the Bulldog Club is conducting a feasibility study and listening sessions for feedback on the project, but it is very early in the process.

Senator Williams said that Lynda Moore and Steve Corhern were very helpful in answering questions for the portion of the Phi Beta Kappa application pertaining to athletics.

Senator Byrd asked about current graduation rates of student athletes. Mr. Stricklin said that he would send the information.

REPORT OF THE PRESIDENT

Much of my time has been spent representing the Faculty Senate in a number of committees as they conduct start-up activities for the academic year. Here are some of the specific activities you may find interesting.

Alumni Association Board of Directors

I represented the Faculty Senate at the MSU Alumni Association Board of Directors meeting Friday October 4. President Keenum reviewed the highlights of university progress for the board. You may find interesting that he stated that his number one priority for additional funds is to raise faculty pay and strive to reward the faculty at the prevailing market rate for academic salaries. The new executive director of the MSU Alumni Association, Jeff Davis, was announced at this meeting. Also John Rush, Vice President for Development and Alumni Affairs, briefed the Alumni Association Board on the announcement of the new capital campaign for the university.

Information Security Committee

ITS briefed the Information Security Committee and feedback solicited concerning expansion of information security training. Hackers/phishers are becoming increasingly sophisticated, and this requires the university to heighten its vigilance. ITS is proposing mandatory online security training for all relevant employees, which will likely include all faculty. Their expectation is that the training will take about 30 minutes and be valid for two years. It would be presented in discrete self-paced modules online. The target time for implementation of this training is Spring/Summer of 2014. ITS will be using Cyber Security Awareness Week of October 14-18 to heighten awareness of the value of sound online security practices and the value of this training to avoid compromising university web accounts.

Information Technology Committee

ITS briefed the Information Technology Committee in detail on the migration from GroupWise to Outlook Exchange. This migration is currently underway with acquisition of hardware. It is expected for departments to commence migration in February 2014 with completion during 2014. Full functionality will require a Windows 7 or Windows 8 operating system; Windows XP will not suffice for full security effectiveness after the migration. As a consequence, Mike Rackley informed the committee that ITS will be encouraging conversion to Windows 7 or 8 as soon as possible. Since this may require additional storage space on computers, ITS is encouraging customers to undertake such assessments now.

ITS solicited feedback from members of the committee concerning the number of ways users should be allowed to have email addressed at the university. Currently the netid@msstate.edu is the standard, with many using an alias of name@organization.msstate.edu. Under discussion is the advisability of dis-allowing automatic forwarding as a pass through from such addresses to non-MSU addresses.

University Athletic Committee

The University Athletic Committee received information from Scott Stricklin on potential reorganization/governance activities for the NCAA as well as proposals to pay student athletes. The structure/governance of the NCAA has not been determined yet, however Mr. Stricklin expects changes to be decided in 2014. Concerning pay for student athletes, Mr. Stricklin expressed that while MSU supports full cost reimbursement for athletic scholarships, MSU opposes a pay-for-play approach advocated by some.

Game Day Committee

The Game Day Committee has dealt with a number of operational matters concerning location of tents and parking issues. Since the university will be on Fall Break when the Kentucky game is played on Thursday evening October 24, the administration will release most staff at noon to facilitate game preparations.

Parking Fee Committee

At the last Faculty Senate meeting Dr. David Nagel inquired about the status of the request for establishment of a committee to consider parking fees on campus. This request had been sent to Ms. Amy Tuck, Vice President of Campus Operations. Through a number of conversations with Ms. Tuck, I learned that she has asked the Traffic Committee to serve as the home for this committee, and she has solicited this committee's views on establishing such a committee focused on parking fees. The Traffic Committee reported that they discussed this establishment at their last meeting and were further developing their response to Ms. Tuck.

Legal Opinion re: Confidentiality of Email

Dr. Tom Carskadon asked at the previous Faculty Senate meeting about General Counsel's views on confidentiality of university email, especially email used to tally informal votes on various university committees. When I queried

Ms. Joan Lucas, she communicated the following in an email on 9-17-2013:

“Most campus committees have the ability to make their own determination of the manner for taking votes. All written documents prepared in the course of employment at the University are public records under the MS Public Records Act. While some public records are exempt from production under the Act, most are not. Accordingly, if votes are taken and the individual votes are recorded as a part of the minutes, the votes will be subject to production as are all University committee minutes.”

It seems that university committees, Faculty Senate or otherwise, should consider this when choosing voting options for deliberations.

He added that a call letter for SEC Professor of the year nominations would be sent out this month.

Senator Sullivan asked if communicating student grades via email is allowed. President Emison suggested consulting FERPA. Another suggestion was to use the blackboard web format.

Senator Robichaux asked about faculty positions in terms of faculty to student ratio. President Emison said that he didn't know the number, but the administration is tracking it and is concerned about it.

VICE PRESIDENT REPORT

Academic Deans Council - September 16, and October 7, 2013

Based on the new Promotion and Tenure guidelines approved earlier this year, updates to departmental and college guidelines should be underway. (It is possible that college guidelines could be done first, followed by departmental guidelines.)

As discussed in the last Faculty Senate meeting, the process of salary adjustments for full Professors is ongoing, with compression data due to be sent to the colleges this week. A "Best Practices" memo is also forthcoming (from Jerry Gilbert and Don Zant), detailing some suggested processes for travel reimbursement, particularly meals. Jerry Gilbert also mentioned that he has now read his 3rd year review, and found it "interesting". He mentioned that, as is typical any time you read reviews like this, there are things that you can learn about yourself. Other administrator reviews are in the process.

A presentation was made regarding the Fall 2013 Freshman Class, including several positive comments. This year's class numbered 3,156, and is the largest in university history. (Only 10 years ago, the freshman class was 1,688.) Also, at a time when most Mississippi universities are experiencing a downturn in resident enrollment, MSU's incoming class was up by 129 students. Several Academic Quality improvements were also made, including the fact that we nearly doubled the number of National Merit Scholars, and enrolled a full third of the STAR students in Mississippi.

Undergraduate Research and Creative Discovery Committee

We had our first meeting, and it is clear that although significant undergraduate research and creative discovery is already taking place, it is not so obvious from outside the university. A large part of the outcome of this committee's deliberations will be specific recommendations on how to improve the process where possible, and to try to make it more of a recognized presence on the campus.

The Ad Hoc Committee to Investigate the Summer School Budget

We have met twice so far, and are still in the process of gathering (and comprehending) data on this incredibly complex process before moving towards any final recommendations.

Senator Williams asked if faculty will see the results of the third year review. VP Follett said that it may not routinely be distributed, but there is a requirement that if over 50% report that the administrator should not be retained, there will be a faculty meeting. Senator Peacock suggested a requirement could be added if over 50% of faculty do not respond that there should be a meeting.

SENATE DESIGNATES ON UNIVERSITY COMMITTEES

Center for Teaching and Learning – Senator John Rogers reported that there is limited staff in CTL. By August 28, they have trained 600 faculty on the new Blackboard system. He added that training sessions will be closed on time, so you'll need to reschedule if you are late. The CTL has asked faculty to be civil during training. They are currently holding tier 1 training and plan to have more intensive trainings in the spring. He asked that senators email him with any issues to bring to CTL.

Work Life Balance Committee – Senator Byrd reported that a Family Care Seminar will be available on November 19 from 9-11 and 1-4 and is open to Faculty and Staff.

BUSINESS TO BE SENT TO COMMITTEES

6.1 DR. KELLY ET AL. REQUEST TO REVIEW THE PROMOTION AND TENURE DOCUMENT

The motion passed by voice vote to send this item to the Faculty Affairs Committee.

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

7.1.1 AOP 11.04 Split level Combined Undergraduate –Graduate Courses

Senator Addy presented AOP 11.04 on behalf of the Academic Affairs Committee. He noted a change made by the committee in addition to changes made prior to their review – an instructor or graduate coordinator should grant permission for students enrolling in the same course for both 4000 and 6000 level credit rather than the Dean of the Graduate School.

Senator Bullington asked if they were intending the graduate coordinator of the student or of the course. Senator McCann made a motion to amend to add “of the department offering the course,” seconded by Senator Coyne. The amendment passed with 1 nay.

Senator Byrd asked how this will be enforced and made a motion to table, seconded by Senator Williams. The motion failed by voice vote. The motion to accept AOP 11.04 as amended passed by voice vote with 2 nays.

7.1.2 AOP 11.05 Requirements for Shortened-Format Courses

Senator Addy presented AOP 11.05 on behalf of the Academic Affairs Committee and said that there were small editing changes made prior to senate review and his committee made no changes. Senator Grace noted a potential discrepancy of the document with practice. There is an implication that this only applies to three hour courses, but one hour courses exist. After discussion, Senator Foster moved to call the question. The motion was seconded and passed by hand vote. The motion to accept AOP 11.05 as presented passed by voice vote with 1 nay.

7.2.3 AOP 12.09 Class Attendance and Reporting Absences

Senator Addy presented AOP 12.09 on behalf of the Academic Affairs Committee. He summarized the four changes made by the Academic Affairs Committee. An error was noted that “should” should not be stricken.

Senator Brashier made a motion to strike “verbally” located on page 22 of the agenda. The motion was seconded by Senator Wilmoth and after discussion the motion passed by unanimous voice vote. On the motion to accept AOP 12.09 as amended, the motion carried unanimously.

7.3.4 AOP 12.11 Degree Requirements - Undergraduate

Senator Addy presented AOP 12.11 on behalf of the Academic Affairs Committee and said that no changes were made by his committee. After discussion on the changes to core curriculum made by IHL. Vice President Follett made a motion to include “fine arts.” The motion was seconded by Senator Elder. The motion to accept the amendment passed by voice vote. The motion to accept AOP 12.11 as amended passed by voice vote.

7.4.5 AOP 13.03 Faculty Responsibilities in Instruction and Curriculum

Senator Addy presented AOP 13.03 on behalf of the Academic Affairs Committee and said that no changes were made by his committee and minor editing changes were made prior to review. The motion to accept AOP 13.03 as presented carried unanimously by voice vote.

7.5.6 AOP 13.14 Grade Appeal and Academic Review Board

Senator Addy presented AOP 13.14 on behalf of the Academic Affairs Committee. The motion to accept AOP 13.14 as presented passed unanimously by voice vote.

ANCILLARY AFFAIRS

NO REPORT

CHARTER AND BYLAWS

NO REPORT

FACULTY AFFAIRS

7.2.1 13.06 Sabbatical Leave for Faculty Members of State Institutions of Higher Learning

Senator Coyne presented AOP 13.06 on behalf of the Faculty Affairs Committee and summarized their report. The motion to accept AOP 13.06 as amended by the Faculty Affairs committee passed unanimously by voice vote.

7.6.2 13.23 Faculty Workload

Senator Coyne presented AOP 13.23 on behalf of the Faculty Affairs Committee and summarized their report. Each revision was discussed individually and voted upon. After discussion of revision one, a motion was made to delete the parenthesis and its contents in the first sentence, the motion passed by voice vote. Senator Sullivan made a motion to add “university” before service. The motion was seconded by Senator Banicescu. Senator Byrd made a friendly amendment to replace “professional service/engagement activities” and with “service.” The friendly amendment was accepted and the motion carried.

Senator Bullington pointed out that summer teaching is paid at a significantly lower rate than during the semester. After discussion, Senator Fountain made a motion to replace “professional service”

“service” throughout the rest of the policy/procedure section. Motion passed with 1 nay. A clerical error was corrected.

Senator Peacock made a motion to strike “responsibilities,” in the third committee suggested revision. The motion was seconded and passed by voice vote.

After summarization of revision four, the motion to accept revision four passed by voice vote.

Senator Lemus made a motion to strike “service,” add “activities” after university and replace parenthesis with “teaching, research, and service” within revision five. The motion was seconded by Senator Swiderski, but failed 13-15 by hand vote.

Senator Brashier made a motion to change 80% to 60% within revision five. The motion was seconded by Senator McCann. After discussion, the motion failed 7-28.

Senator Banicescu made a motion to change 80% to 70%. The motion was seconded by Senator Swiderski. Senator Foster made a friendly amendment to change the percentage to 66.6% which was accepted by Senator Banicescu and Senator Swiderski. The motion failed 5-25.

Senator Byrd made a motion to add “but may not exceed 100% of the appointment” to revision six. The motion was seconded. Senator McCann made a friendly amendment to add “without compensation.” After discussion, Senator Byrd withdrew her motion.

In a motion to accept AOP 13.23 as amended by the Faculty Affairs Committee and the committee of the whole, the motion passed by voice vote.

STUDENT AFFAIRS

NO REPORT

UNIVERSITY RESOURCES

7.3.1 13.13 Leave Policies

Senator Dobson presented AOP 13.13 on behalf of the University Resources Committee. He explained that the change in the document was to reflect the 2009 senate approved version. He made a motion to accept the committee amended version on behalf of his committee.

Senator Byrd made a motion to amend the title to read “Leave Policies for Faculty.” The motion was seconded and passed by voice vote.

The vote to accept AOP 13.13 as amended passed by voice vote.

SPECIAL COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

None

The meeting was adjourned at 5:14 p.m.

Submitted for correction and approval.

Brian Rude, Secretary