

ROBERT HOLLAND FACULTY SENATE UNCORRECTED MINUTES OF SEPTEMBER 9, 2011

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, September 9, 2011.

Members absent and excused were: Mike Brown, Burnette Hamil, Ken Hood, Rocky Lemus, and Jilei Zhang.

Members absent were Juan Silva and Becky Toghiani.

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

Senator Bailey made a motion to adopt the minutes of the April 8, 2011, meeting. Senator Dampier seconded. The motion passed on a unanimous voice vote.

GUESTS

DR. JEROME A GILBERT, PROVOST AND EXECUTIVE VICE PRESIDENT

Dr. Gilbert said that MSU has gotten off to a great start with a record campus enrollment of 20,424 students, a four percent increase from last year which was the target for this year. He said he was glad to have the four percent salary raise for faculty and staff implemented over the summer and pointed out that the raise is due to self-generated funds rather than state funds. Last Spring, twenty-one new faculty positions were created. Twelve were filled for this fall semester and Dr. Gilbert is anxious to get the rest filled. Dr. Bohatch and Dr. Shaw are working with Dr. Gilbert to look for ways to creatively reward Faculty for productivity. They plan to share ideas with the Senate soon.

Next Thursday, the Bulldogs will be facing LSU on Campus. There will be no classes that day, but an extra day was added to the school calendar to allow for the required contact hours. Non-essential staff will be dismissed at noon and those that must work will be paid holiday pay. Dr. Keenum announced it as an Administrative leave day. Like last year, \$200,000 in proceeds from the Thursday Night game will be divided among the units from Athletic Department in compensation and recognition of the inconvenience of the Thursday night game.

Instructional professors proposal – approve of the concept, send to general faculty for a vote on the concept, then begin the AOP process to create a document that would come back to the Senate to be debated and revised through the normal AOP approval process. One provision in the current proposal is a limit of one-third of instructional faculty as non-tenure track – instructors and instructional professors. Another is that this category will be optional for the faculty member to choose rather than forced upon. Also, this category of faculty would be optional for the departments and colleges. A provision is included to create a new position using internal money with Faculty member, Department head, Dean, and Provost approval. These positions will not be a consolation position for faculty that do not get tenure. Faculty members would be given until the end of the 4th year to convert from tenure track to instructional faculty if the department, college, and faculty member agree to make this change. Dr. Gilbert said that the proposal is designed to give tenure and tenure track faculty more time for research and reduce their course loads. It differs from the current non-tenure track faculty in that candidates will be doctorally qualified and there is a promotion ladder.

Senator Dampier asked if the instructional professors could also bear some of the service load of the department. Dr. Gilbert said that it would be up to the department to make those substitutions.

Senator Barbier asked if the department was opposed to a faculty member switching to an instructional faculty position from a tenure track position, then it could not happen. Dr. Gilbert confirmed. She also asked if a faculty member did switch from tenure track to instructional professorship, would the department would lose a tenure track position. Dr. Gilbert confirmed, but said that the decision would have to be made by the faculty member, the department head, dean and the Provost.

Senator Berk asked what percent of Faculty are tenure track. Dr. Gilbert said that the number is in the high seventies percentage-wise. The instructional professor proposal could potentially lower that percentage, but could be controlled by the AOP.

Senator Lueg asked where the administration was in adding more faculty lines. Dr. Gilbert responded that the administration is holding off on those because of a possible modest budget cut. He said that adding more faculty lines should always be a possibility when not facing a looming budget cut until the faculty numbers reach the 18:1 student to faculty ratio. Another plan that may be delayed for a while is to create a second professorial rank beyond full professor as a way to appropriately adjust salaries in compressed areas. It would be an evaluative process and would cost ½ million per year cumulative.

Senator Wise asked if the administration has considered changing department governance as a way to relieve some professorial compression. Dr. Gilbert said that it would provide some relief but not as much as the second rank. Also, a downside would be that the faculty member has to put their career on hold for three years to take on the administrative role of chair.

Senator Byrd asked how increased enrollment is affecting the student teacher ratio; how many classes are above 100 students; and how is that effecting student learning for Freshman class. Dr. Gilbert said that the faculty is teaching larger classes and more sections and the current Student to Faculty ratio is 20-21:1.

DR. LOUIS R. D'ABRAMO, ASSOCIATE VICE PRESIDENT OF ACADEMIC AFFAIRS AND DEAN OF THE GRADUATE SCHOOL

Dr. D'Abramo introduced Dr. Karen Coats as the Interim Associate Dean of Graduate School.

He reported that the Graduate student population has increased by 20% over the past 5 years. About 70% of Graduate School Applications are domestic and 30% are international. 50% of applicants are accepted and 50% of that enrolls in graduate classes. 28% are enrolled in distance education classes. Since 2004, the Graduate School has maintained over 100 Ph.D. students each year which is one reason for MSU's High Research Carnegie classification. Over 40% of graduate students on campus are receiving assistantships – Graduate Research Assistant, Graduate Teaching A, and Graduate Service Assistant. The Office of the Graduate School funds work-study assistantships, graduate recruitment assistance, travel assistant grants for graduate students, perspective student campus visits, and graduate student organizations through application and audit fees.

New policies for The Graduate School – Academic Amnesty Policy for Graduate Students, Grievance Policy for Graduate Students, Graduate requirement (no more than 6 hours of grades can be below a B for a student to graduate – will go into effect Fall 2012), allow International students to

submit a second TOEFL score prior to enrollment, and Conditional admission for international students.

New Programs for The Graduate School - Graduate Student Exit Survey, Preparing Future Faculty Program, the format of Graduate Diploma has been changed – degree now awarded by the Graduate School, New laboratory instructor portion of the Graduate Teaching Assistant Orientation with the help of the Chemistry Department.

Operational enhancements for the Office of The Graduate School (OGS) – renovating reception area of front office, implementation of CAPP – using as a final audit for graduate students, revisions to application form, looking at more corporate based fellowships – currently have one from Verizon-, user-friendly online bulletin of the Graduate School

Managerial goals of OGS – Development of a survey for Faculty to evaluate the services provided by the OGS, maintain or increase number of Fulbright scholars – currently have 5, implementation of new process for processing applications, looking for a permanent Associate Dean of the Graduate School

In the future, OGS would like to have an ethics training requirement for all graduate students, a campus-wide GMAT or GRE admission requirement for entrance into graduate school, a half day workshop for new graduate faculty, and to increase the application fee from \$40 to \$60 to meet the programming demands of the higher graduate enrollment.

DR. CHRISTOPHER SNYDER, DEAN OF THE SHACKOULS HONORS COLLEGE

Dr. Snyder spent the last 15 years in the U.S. Senate. He has also previously been a history professor, department head and a director of an Honors program.

The Shackouls Honors College is located in Griffis Hall, Zacharias Village and works with over 1500 students.

Dr. Snyder would like Faculty ideas for honors courses. He is spending his first year as Dean getting to know Faculty to determine the new Honors curriculum. He desires it to be distinctive, rigorous and to have a significant senior capstone experience in addition to fitting the needs of the students and faculty of MSU.

Senator Byrd asked if there was a plan to increase the number of course offerings for honors students. Dr. Snyder said that in the past model, the number of honors courses offered was determined by individual departments resulting in an inconsistent honors experience, so the current plan is to design an honors curriculum. In planning, the Honors College will eventually know how many sections and courses will be offered.

Senator Carskadon asked if there was a plan for compensating departments for teaching honors courses. Dr. Snyder has talked to the Deans about compensating departments but also about enriching the classroom experience for students and faculty using Foundation money.

Dr. Gilbert pointed out that the number of Honors students may decrease when the rigor is increased. Dr. Snyder said that he wants a senior capstone experience where honors students write and defend a senior thesis in preparation for graduate and professional school.

Senator Jacobs asked where these students will defend their senior theses, in their departments or in the Honors College. If it is done through their departments, would it be in addition to the senior experience required by their departments? Dr. Snyder said that it would be primarily done through the department beginning in the junior year with a proposal. Each committee would be composed

of 2 faculty members in their department and a representative from the Honors College for consistency and possibly an external examiner for networking purposes.

Dr. Coats asked if there would still be a 2 tier level of recognition at graduation for honors students. Dr. Snyder said that it is in discussion. He would like to recognize the most distinguished scholars, but that he realizes that there will be another set of students who will be active in the Honors College, but will not be able to take the number of courses required or to complete the senior thesis because of their majors.

Senator Barbier asked what the incentive would be for those students to be in the Honors College but not be an Honors College graduate. Dr. Snyder responded by saying that they are trying to put together an intellectual community and promote a culture change.

MS. AMY TUCK, EXECUTIVE DIRECTOR OF CAMPUS OPERATIONS

Ms. Tuck serves as the Chair of Special Events and Game Day Operations Committee. She passed out handouts of the Special Events and Game Day Operations Committee members, the September 7th e-mail from Dr. Gilbert re: Thursday Night Game, the September 7th e-mail from Amy Tuck re: lot closures, and the MSU Fan Guide to use as a reference of game day parking lots.

Thursday athletic events bring national visibility to MSU and challenges for the entire campus especially the faculty, staff, and students. The Committee thanks everyone for their flexibility and willingness to work with everyone that is charged with carrying out game day operations. They also appreciate input, ideas, suggestions, and concerns

Committee meetings are at 3:00 on Wednesdays. The committee is representative of various groups on campus. The goal of the committee is to come up with mutually agreeable solutions to the concerns that arise.

As a result of SCEI recommendation #25, Dr. Gilbert appointed a taskforce which recommended the organization of a standing committee to plan and coordinate Special Events on campus. On February 4, 2011, Dr. Gilbert appointed the committee – 3 members have been added to the committee as ex-officio members: Police Chief Lindley, who is responsible for traffic flow, Brent Frey, from Athletic Event Management, and Mike Harris from Parking Operations.

Recommendations addressed by the committee – RV parking, Game day private golf cart use policy, university utility vehicle registration and decals for those vehicles, placement of tents, tailgating issues – areas and pets, opening time of tailgating areas, and provisions for student parking concerns.

REPORT OF THE PRESIDENT

Dr. Millea began by reminding senators to report to their colleagues regularly through e-mail the deliberations of the senate especially items that are relevant to their colleges.

The school year begins with over 75 new faculty members at MSU and over 1,300 faculty across the university. Our fall enrollment number is well over 20,000 students. The university is growing at an incredible rate which offers challenges and presents opportunities. Our challenge is to maintain academic quality and high levels of research and service productivity while serving a larger student body. The opportunities arise from the increased visibility of our university in the state, region, country, and internationally and additional revenues in the form of tuition. It is as important as ever

for the faculty to communicate our needs to the university administrators so that they can make informed decisions that facilitate our productivity.

The Fall General Faculty meeting was held August 30th. President Keenum addressed the faculty and outlined his review of the last 2 years at MSU, the current status, and anticipated changes for the university.

There are several committees that have been meeting through the summer and have met already this academic year.

President's Strategic Planning Committee is comprised of faculty, staff, students, and administrators. This group has been meeting for several months to formulate a strategic plan for the university that will address the university mission including instruction, research, and outreach/service. In addition the strategic plan focuses on globalization and institutional culture. A draft of the document will be released to the university community for comment electronically.

I serve on the Game Day Committee that currently reviews items related to managing the university campus on football game days. I want to remind everyone that MSU is playing LSU on the Davis-Wade Stadium on Thursday, September 15th. There will not be classes on that Thursday. All non-essential staff will be released at noon on Thursday. The academic calendar has accommodated this day of cancelled classes. Classes and the campus will resume normal activities on Friday.

The Benchmarking Committee chaired by Dr. Julia Hodges has revised the initial survey instrument that was sent to department heads at peer and peer plus universities. The committee has been working collaboratively with the departments participating in this pilot to identify appropriate external departments for the surveys. The process is being refined and is anticipated to include all academic departments later this semester.

Athletic Council discussed the academic performance of the student athletes from last year and current and anticipated changes in NCAA regulations.

I am working on the SACS accreditation preparation committee with Dr. Tim Chamblee and the Institutional Research and Effectiveness Office, as are many other faculty, staff, and administrators. Our compliance Certification report is due to SACS in September 2013.

Dr. Gilbert has a standing meeting with Dr. Emison and me each Friday to maintain open lines of communication between the Faculty Senate and the Provost's Office. I want to formally thank him for the extra effort that he makes to reach out to the Senate.

Respectfully Submitted,

Meghan Millea
September 2, 2011

Dr. Millea also reported that she and Dr. Bailey had a meeting with Dr. Hank Bounds earlier in the week where they talked about the economic conditions of the state. Mississippi has shrinking tax revenues at the state level and components of the state budget have non-discretionary spending so we must be aware of that component. They also talked about having the various Faculty Senate

Presidents of Mississippi institutions meet with him periodically through the academic year to talk about what is going on at all of the institutions.

VICE PRESIDENT REPORT

Academic Deans' Council

July 26

Announcements:

- Sharon Oswald was introduced as the new Dean of Business.
- State Pride Awards – – The Provost's office will be distributing via a spreadsheet to the deans the number of state pride awards each college may make. Nominations for these awards are due September 1 from the deans to the Provost.
- Modified Promotion and Tenure Application – –The new forms for applying for promotion and tenure are to be distributed this week. The principal adjustment concerns treatment of applicants whose petitions for permanent residency in the United States have not been completed yet.
- Identification of Essential Personnel – – The office of human resources will be requesting the deans to identify those nonexempt support personnel deemed to be essential in cases of special circumstances or inclement weather. This is so those employees can be compensated appropriately for the extra days work.
- The Drill – – A representative of the Student Association described ideas for conducting the drill this year. Ideas for making it more academic and less of a pep rally were solicited.
- New Classroom Building – – The Provost expects that the president will present to the IHL Board in September or October. Plans for a new classroom building of approximately 60,000 ft.² and containing 180 parking spaces. It is expected to be located behind the YMCA.

Academic Operating Policies Reviews: The deans took the following actions on the listed academic operating policies:

- AOP 12.08 – – Degree Requirements – approved
- AOP 12.10 – – Undergraduate Academic Achievement – approved
- AOP 12.35 – – Academic Accommodation for Disabilities – approved with the amendment that stipulated instructors are required to provide accommodations once they are notified of the need for such accommodations and clarified that such accommodations are not retroactive.
- AOP 13.08 – – Travel by Faculty and Staff – Returned to associate deans to evaluate whether or not it was still needed as an academic operating policy, given that an operating policy on this topic currently is in place.
- AOP 13.09 – – Academic Credentials – approved

August 15

Announcements:

- Chris Snyder was introduced as the new Dean of the Shackouls Honors College.

- George Hopper was introduced as the new Dean of the College of Forest Resources and the College of Agriculture and Life Sciences.
- Visa Requirements-- The Provost announced he had discussed with the department heads the visa requirements for hiring someone from the international community. Dr. Gilbert encouraged the department heads and deans to consult closely human resources in this matter.
- The Drill – –Halston Hales, vice president of the Student Association, described plans for conducting the Drill this year. The emphasis will be on academics not on a pep rally. It will begin with a procession of the academic colleges, have speakers who will include Peter Ryan, Bill Kibler and Whit Wade, and will stress the University community overall rather than athletics.
- New Classroom Building – – The Provost expects that the president will present to the IHL Board in October plans for a new classroom building of approximately 60,000 ft.² with allocation for parking still under discussion. There is a possibility that it may be larger; size is also still under discussion. It is expected to be located behind the YMCA, although the location also is still not firm.
- New Faculty Orientation – – There were approximately 75 new faculty at orientation. This includes approximately 12 of the 21 new positions created this year by the President. The Provost hopes to be able to add further faculty depending upon enrollment, which is estimated at 20,400 to 20,500 for this fall. IHL has under discussion funding allocation formulas that would take into account strategic differences among universities, especially considering comparative enrollments.
- Early Start Program – – Planning is still underway for the early start program for summer 2012. It is expected that approximately 200 freshmen would be enrolled in second semester of summer school. The purpose of the program is to relieve pressure on overfull sections from the fall. Students would be selectively chosen, and it would be an optional, not mandatory program, with inducements of housing preference and tuition grants.
- Fall faculty meeting – – The fall general faculty meeting is scheduled for August 30.
- The MSU student forestry group was recognized as the number one such group in the nation.

Academic Operating Policies Reviews: The deans took the following action on the listed academic operating policies:

- AOP 13.05 – – Faculty Grievance Procedure – Approved subject to modifications that clarify appeals processes from below the dean level.
- OP 0121 – –Post-Tenure Review – Approved

Capital Campaign:

- John Rush alerted the deans that a new capital campaign is under consideration, although no decision has been made to proceed.

- Considerable emphasis was placed on identifying objectives that could be achieved through such a campaign. The deans were asked to begin thinking about ideas and amounts and how they would fit with the overall strategic plan for the University.

Aiken Village Construction

I represent the Faculty Senate on the committee charged with the selection of the architects/engineers to design the new Aiken Village. Eight firms responded to the request for proposal. Four of these firms have been selected to present their qualifications and ideas to the committee on September 14.

Information Technology Task Force

The Information Technology Task Force concluded its work and provided the Provost recommendations to improve information technology services in the university. The Provost has accepted the report. He recently announced his intentions to implement the recommendations to establish a Chief Information Officer and undertake to create a unified email environment that allows easy email communication across the university.

Dr. Emison reported that Dr. Gilbert appointed Mike Rackley as the Chief Information Officer.

Senator Wise asked about the modified P and T application referenced in his submitted report.

Senator Dampier said that the new application is available.

REPORT FROM FACULTY SENATE DESIGNATES ON UNIVERSITY COMMITTEES

Calendar Committee – no current designate – Dr. Millea said that if anyone would like to serve on this committee, please let her know.

Employee Benefits Committee – Senator Lueg – Committee will be meeting in September

Facilities Use Committee – no current designate

Faculty Research Advisory Group – Senator Dampier serves on the committee, but is unsure if he represents the Faculty Senate

Information Technology Advisory Group – no current designate

Instructional Improvement Committee – Senator Carskadon - announcements for Grisham awards have gone out, discussion of awarding more than one Grisham Award in a year because so many faculty are deserving

Traffic Committee– Vice President Emison – The committee is discussing the type of barriers to put behind Cresswell Hall to block traffic through that area.

Work/Life Balance Committee– Secretary Franz – committee has not met yet

BUSINESS TO BE SENT TO COMMITTEES BY CONSENT AGENDA

LETTER FROM DR. GILBERT RE: AOP 13.20 EXIT INTERVIEWS OF DEPARTING FACULTY (UNIVERSITY RESOURCES)

LETTER FROM DR. GILBERT RE: AOP 31.10 SCHEDULE PLANNING AND REGISTRATION (STUDENT AFFAIRS)

LETTER FROM DR. GILBERT RE: AOP 30.04 ELECTRONIC COMMUNICATIONS INFRASTRUCTURE AT MSU (ANCILLARY AFFAIRS)

LETTER FROM DR. GILBERT RE: AOP 30.05 INTERNET DOMAIN NAMES AND SERVICES AT MSU (ANCILLARY AFFAIRS)

LETTER FROM DR. GILBERT RE: AOP 13.02 SELECTION OF WILLIAM L. GILES DISTINGUISHED PROFESSORS (FACULTY AFFAIRS)

LETTER FROM DR. DUNAWAY RE: HONOR CODE POLICY AND PROCEDURE (ACADEMIC AFFAIRS)

LETTER FROM DR. GILBERT RE: OP 01.21 POST-TENURE REVIEW POLICY (FACULTY AFFAIRS)

LETTER FROM DR. GILBERT RE: AOP 12.08 REQUIREMENTS FOR DEGREES, ACADEMIC MINORS, AND CERTIFICATE PROGRAMS (ACADEMIC AFFAIRS)

LETTER FROM DR. GILBERT RE: AOP 12.10 RECOGNITION OF UNDERGRADUATE ACADEMIC ACHIEVEMENT (STUDENT AFFAIRS)

Senator Bailey made a motion to accept the consent agenda, Senator Dampier seconded. The motion passed by a unanimous voice vote.

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

Senator Follett said that he was planning a subcommittee meeting for the near future.

Follett also reported that as Academic Affairs subcommittee chair he serves on the Associate Deans Council. The council is reviewing AOP 13.15 – Evaluation of Teaching Performance and the Honor Code. Currently a task force is being formed to review the Honor Code and the associated AOPs with the expectation of producing a new pair of documents.

ANCILLARY AFFAIRS

NO REPORT

CHARTER AND BYLAWS

NO REPORT

Senator Rude said that his committee has not met yet but will be reviewing the Faculty Handbook this year.

FACULTY AFFAIRS

7.1.1 Dr. Gilbert's Instructional Professor Proposal

Senator Coyne referred the Senate to documents passed out at the meeting regarding Provost Gilbert's Instructional Professor Proposal. The proposal is to adopt a category of ranks to general

faculty: Instructional Professors. The Senate must recommend the adoption this new category of rank to send the proposal to the general faculty for a vote. If passed there, an AOP will be created with the input and agreement of the Senate. Senator Coyne made a motion that the Faculty Senate recommends to the General Faculty the establishment of a new category of faculty termed Instructional Faculty and that the AOP that implements such a decision follow the content of Jerome Gilbert's material dated August 12, 2011.

Senator Foster asked why the figure of 1/3 was selected as the percentage of faculty that can be in this category. Senator Coyne responded that the 1/3 figure has been an issue for several people and could be addressed in the process of developing the AOP. Senator Foster said that the number could influence the General Faculty vote because it could change department dynamics. Senator Coyne said that the proposal currently reads 1/3 of the full time teaching faculty rather than all faculty. Senator Dampier pointed out that the proposal says "no more than 1/3."

Senator Dobson asked if departments would not be able to hire more lecturers or instructors if they are already at this 1/3 level. Senator Coyne said that it is an issue that was addressed in a letter to Provost Gilbert. The proposal currently lumps instructors with instructional faculty, but lecturers are not mentioned because they are not considered part of the faculty.

Senator Coyne referenced a handout of other schools that have non-tenure track instructional professorship categories.

Senator Elder asked if the category was in particular colleges or across colleges at the other schools. Senator Coyne said that it was an option across campus but some departments participated more intensively. Senator Elder asked if Senator Coyne saw a trend in what departments used instructional professors. Senator Coyne said that he did not see an obvious trend.

Senator Nagel said that the proposal was another instance of attacking traditional faculty. He also said that he would like to teach the same load without service responsibilities and receive the same pay. Senator Coyne pointed out that this category of faculty would have limited service responsibilities to protect them from doing all of the committee work for their department or college.

Senator Delgado expressed a concern of new faculty members opting for this category to avoid doing research.

Senator Jacobs said that each department will still be judged on productivity and asked if this category would help or hinder. Senator Coyne said that the intention of the proposal is to spread the teaching load away from research intensive faculty so that the department excels in both research and teaching.

Senator Barbier questioned whether productivity would change with this new category. She said that the department is evaluated on research first and teaching second.

Senator Wise pointed out that departments could opt to not have this category of faculty because it is optional for each department.

Senator Dampier said that as he understood it this group of faculty would have a 4:4 teaching load so adding them to the ranks would reduce the load of the current faculty.

Senator Byrd expressed concern about quality of learning in the large classes (200+ students) because of increased enrollment and the need to guard this position if created from teaching thousands of students in one semester and reducing the quality of education. Senator Coyne said that the intent is that these faculty would be higher qualified and more experienced than instructors.

Submitted for correction and approval.

Dana Pomykal Franz, Secretary