May 2010 Minutes

USM Council of Chairs

Recommended Citation

Council of Chairs
May 6, 2010
12:15 to 1:45 p.m.
213 McLemore Hall

Minutes

Attendance: **B. Bateman, A. Branton, C. Campbell, S. Hughes. L. Fonder-Solano, E. Mann, M. Miles, J. Norton, B. Powell, T. Rehner, K. Reidenbach, K. Yadrick, J. Zhang.**

1.0 Call to Order: 12:15 pm
2.0 Approval of agenda
3.0 Guests: **Dr. Robert Lyman, Provost**
Comments:
UPC: Faculty driven and waiting for all reports to be submitted and reviewed.
Commencement: Need full participation by faculty Former New York City Mayor Rudolf Giuliani will be the Centennial Commencement Celebration speaker; his fee was funded by alumni.
Budget: Uncertainties. Currently dealing with budget cuts and lower morale. The APG cuts were made last summer 2009 and will be stable for the coming year. Unsure what will happen with PERS. Likely to be tuition increases.
Q: There is a perception that the Academic Support programs were "spared" during the APG decisions.
A: Not true.
Q: It is difficult to provide a cost analysis per program or initiative without accurate data out of the Budget office.
A: Factor student credit hours (SCH). The revenues vs cost per student. Work with the Budget office.
Q: President Saunders discussed out of state tuition scholarships.
A: Concern is "lost revenue"? De we add cost to educate per student? We have excess capacity for out of state students, resident or off-campus. Under capacity programs need to uncap the out-of-state fee to increase enrollment. Criteria needs to be documented and a need to plan and strategize better and possibly double the revenues. Other factors include quality of the student, program capacity, the cost/revenue ratio, student commitment to complete a program. Also, students in online courses do not pay out-of-state fees.

iTech: Restructuring and introducing a new model to address loss of revenues. See H. Coffman's comments.

Construction: Location of the new Nursing building planned for NW side of campus; new Business building will likely be on north H49 next to the Trent Lott Building. Funding sources are federal, state and private.

Renovations: College Hall will undergo renovations for the next two years causing a loss of 16 classrooms for this period. Classroom issues will be addressed for appropriate use and size of classes. In a few years, Green Hall will provide additional classrooms.

Q: Public perceptions question the building initiatives in light of the budget cuts.

A: State and federal bonds provide different funding opportunities outside of the operating budget.

Q: Will departments DE likely to be swept?

A: Yes.

Q: Classroom furniture is not holding up. Can we expect repairs to be done?

A: Currently not able to support repairs.

 Mr. Homer Coffman, CIO, iTech

Comments:

Telecommunications: Announced that USM has made a bulk agreement with Comcast to provide four internal channels that are external to the community. Access to channel 11 will enable USM to televise USM events such as commencement. ATT is providing a 10G network with a goal of 100G. Working with MDOT for better signage; SOAR will be much improved by November. iTech and University Libraries have partnered resources adding 330 computers for student use in Cook Library and Gulf Coast; video conferencing is in the planning for seminar and groups that will be more flexible than IVN. Telephone communications system with core services (email, telephones) need to be strengthened and supported by state funding. Students are large consumers of technology services. A comprehensive fee of $5.50 per credit hour (undergraduates) and $7.35 per credit hour (graduates), with a limit of $65 per semester for non-resident students will cover all services (telephones, wireless access, computer labs, IVN conferencing) and is preferable to separate charges. For resident students, Res Life is covering technology fees as part of the students' housing fees. There will be no fee for use of Blackboard beginning in the Fall semester 2010 which will be upgraded to 9.1.

Faculty computers will be exchanged or replaced every 4 to 5 years; new faculty will receive a new computer. Standard computer specifications will be established for staff and faculty use; departments will be charged for features above these standards. Telephones will be assigned to all faculty; telecommunication fees will be centralized and departments will not be billed.

Q: What kind of service and support will there be for labs.

A: Extra course fees for *some* courses that require substantially more complex software and will drive the need for newer computers.

Q: Will smart boards in classrooms be upgraded too?

A: Student fees will support upgrades but should be submitted as a separate request.

Q: Who will keep track of the age of a computer to know when it needs to be replaced?

A: Inventory of computers is maintained by the Procurement and Property Accounting department. The focus is to have more efficient tracking of computers and provide upgrades for faculty.

Q: Is "ownership" of a computer known?

A: A centralized inventory of all computer equipment has not been done. Selected upgrades will be made for both old and new faculty based on selection criteria and with the department chair's approval. This should also address new needs faculty may have for replacement. There are privacy issues and a replaced computer will need to be "cleaned" of all personal information.

Q: SOAR, what are the improvements in the new version?

A: New functionality in SOAR aids in tracking students; the advisory packet is technically ready.

4.0 Approval of minutes: so moved by J. Norton and seconded by C. Campbell
5.0 Committee reports from CoC representatives
    5.1 Provost Council—Ed Mann reporting. No report
    5.2 RCM Budget Committee—Skip Hughes reporting. No report
    5.3 UPC—Tim Rehner & Bill Powell reporting. No report
    5.4 Chair Development Committee—Lisa Nored & Kathy Yadrick reporting.
        5.4.1 The Provost has rescheduled the Provost Division-wide meeting to June 16, starting at 9 am. This will include a presentation on responsible conduct of research and a presentation on the UPC process and an open Q&A with the provost. The committee is also

assessing the number of new chairs coming on board for next year and the need for training this summer, similar to what we did last summer, and will be developing specific plans for that training based on need.

5.4.2 Recommend that the Council of Chairs separate the business meeting from guest speakers so that committee chairs can report.

5.5   Faculty Handbook Committee—Bob Bateman reporting.

5.5.1   The FHC is considering adding language to the FH addressing annual evaluations of department chairs when the department has selected personnel committee option 1 (chair only). The FHC language would create a committee of three senior faculty to evaluate the chair in their nonadministrative duties. The CoC was strongly against this language, arguing that evaluation by the Dean was sufficient. I therefore argued and voted against this language at the FHC, but I was in the minority.

5.5.2   There is still disagreement over whether Assistant/Associate Deans and Assistant/Associate Provosts should participate in departmental tenure and promotion deliberations. This has been batted back and forth among committees and administrators for a few years and is not yet resolved.

5.5.3 The FHC voted to approve language regarding the department chair participation in the departmental tenure and promotion proceedings. The new language states that the department chair may, at the invitation of the committee, attend but may not vote as part of the committee.

5.6   Strategic Enrollment & Planning Council—Chris Campbell

5.6.1 Retention & Persistence Subcommittee—Chris Campbell reporting.

5.6.1.1 The committee has completed its charge and did not meet.

5.7   Space Utilization and Allocation Review Committee—Kathy Yadrick & Lisa Nored reporting.

5.7.1 A website has been established on campus hub on which the new Space Utilization policy and procedures are posted, available space is posted, and space requests forms are provided. The request form is being revised slightly and should be reposted within the next couple weeks. The Space Utilization and Allocation committee will

be reviewing pending requests within the next few weeks. See website on SUAC at www.usm.edu/provost/suac.htm and the SUAC form is at www.usm.edu/provost/SUAC_form.pdf

    5.8   Ad hoc committee on Faculty Expectations—Joe Olmi reporting. No report.

6.0   Old Business

    6.1   E-platforms Committee Report—J Norton reporting.

    6.1.1 Focus Group met to create an education initiative to inform the USM community of the risk in use of electronic social platforms for personal use.

    Question: What about use of FaceBook for classes?

    Answer: No policy has been set or how to set up secure groups. Students are not aware of how public their personal information is or the liability issues surrounding use of electronic platforms.

    6.2   Meeting days and time for AY 2010-2011—Tim Rehner reporting.

    6.2.1 Recommended adding a CoC meeting each month for guest speakers and invite all chairs to attend.

7.0   New Business

    7.1   Nominations for Chair-Elect and Secretary

    7.1.1 A. Branton accepted responsibility to serve as secretary for 2010/2011.

    7.1.2 Nominations for Chair-Elect of CoC were requested. Nominations may be submitted via email to CoC chair E. Mann.

8.0   Announcements/Reminders

    8.1   UPC Reports due Monday, May 10, 2010

    8.2   Next meeting: Thursday, June 3, 2010

9.0   Adjourn: 2:45 pm