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Faculty Senate Minutes - October 16, 1998

USM Faculty Senate

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The University of Southern Mississippi
Faculty Senate Minutes
October 16, 1998

Members Present: **College of the Arts:** Kimberley Davis, Cheryl Goggin; Shellie Nielsen; **College of Business Administration:** Scott Magruder, Robert Smith; **College of Education and Psychology:** Janet Nelson, Jesse Palmer, John Rachal, Lillian Range, Daniel Surry; **College of Health and Human Sciences:** Mary Ann Adams; **College of International and Continuing Education:** Mark Miller; **College of Liberal Arts:** Linda Dysart Goff, Kate Greene, Kim Herzinger, Alexandra Jaffe, Arthur Kaul, Stephen Oshrin, William Powell; **College of Nursing:** Janie Butts; **College of Science and Technology:** Robert Bateman; Bob Coates, Dean Dunn, Mary Lux, Gerald Mattson, Lawrence Mead, Karen Thrash; **Center for Marine Science: Gulf Park::** **University Libraries:** Sherry Laughlin, Karolyn Thompson.

Members Represented by Proxy: **College of Business Administration:** Trellis Green (pr. Scott Magruder), Ernest King (pr. Scott Magruder); **College of Health and Human Sciences:** Jan Drummond (pr. Kate Greene), Michael Forster (pr. Art Kaul); **College of Liberal Arts:** Charles Bolton (pr. Bill Scarborough), **College of Nursing:** Norma Cuellar (pr. Janie Butts); **College of Science and Technology:** Delia Anderson (pr. Karen Thrash); **Center for Marine Science:** Steve Lohrenz (pr. Dean Dunn); **Gulf Park:** Darlys Alford (pr. Michael T. Allen), Shahdad Naghshpour (pr. Michael T. Allen).

Members Absent: **College of Health and Human Sciences:** Susan Graham-Kresge; **College of Liberal Arts:** Michael Dearmey; **College of Science and Technology:** Mary Gregg.

1.0 Call to Order Meeting: The meeting was called to order at 2:00 p.m.

2.0 Approval of Agenda: The agenda was approved as distributed.

3.0 Approval of Minutes: The minutes of the September 18th meeting were approved.

4.0 Executive Committee Reports

4.1 President's Report: Jesse Palmer

University Cabinet: Enrollment: Fall 1998 enrollment is about the same as it was last year; however, the numbers of freshmen, minority students, in-state students, and students with a 25 or better ACT are up.

Travel Agency: Bids for a local travel agency for the University will be opened October 22nd. Much Senate discussion followed as to why the University or the state needs a travel contract. Two travel agencies have recently failed at fulfilling the state contract, and many Senators expressed opinions that individuals can get better rates on their own. President Palmer said the question to leave travel in open competition was discussed by the Cabinet, but the decision was made to get a University agent because state law mandates it. We are behind in expressing our concerns, since bids will be opened next week. This is a three year contract and the decision has been made by the Cabinet. President Palmer said that he would express our concerns at the Cabinet meeting next week.

Satellite Uplink: A satellite uplink has been purchased at a cost of \$600,000, most of which has been donated. **Welcome Center:** There is a move to turn the Alumni House into a Welcome Center for visitors, with access to information about the University, registration, exhibits, etc.

Strategic Planning: The strategic planning process is up and running. The Provost has given the Deans and Vice-Presidents guidelines and deadlines. A committee of 15 will be appointed by November 1st, and at least 5 of these will be faculty. **Holidays:** The Calendar Committee is considering recommending the Wednesday before Thanksgiving as a holiday instead of Labor Day. The Staff Council wants to keep Labor Day as a holiday. A question was asked as to why staff can't have Labor Day off and we would still have classes. Several concerns were expressed: it is disruptive to have Labor Day off so earlier in the term, especially for classes that meet once a week and for labs; if you have Wednesday before Thanksgiving off, many students will not show up for class that entire week; why can't we have both days off. Additional discussion ensued about the week recently added by IHL to the fall and spring semesters. President Palmer said that according to IHL guidelines, we were at the correct number of minutes of class required. IHL has to tell us we can have fewer class days before they can be reduced. Karen Thrash moved that we request the Wednesday before Thanksgiving as a holiday in

lieu of Labor Day. Dan Surry seconded. The motion passed, 16 votes for and 11 votes against. President Palmer asked the Academic and Governance Committee to revisit the calendar issue. **Diversity:** An informal group headed by Larry Leflore has been studying diversity issues at Dr. Fleming's request. A more formal committee will be established and the Senate will be part of this. There is a move toward hiring a full time compliance officer. **Center for Research:** J. T. Johnson has been moved from OTR to Don Cotten's office. A Center for Research will be established that he will direct. This will allow him to work more closely with faculty on their research. **Volkswagen Raffle:** Faculty are encouraged to support the fund raising campaign for scholarships by purchasing a raffle ticket for the Volkswagen. **Recognition Ceremony:** Dr. Fleming discussed the possibility of a single faculty and staff recognition ceremony for years of service, separate from the convocation. The possibility of offering a choice of mementos is also being discussed. **USM Products:** The University is moving toward more product consistency and identity in marketing USM products. **Student Plaza:** The construction of the student plaza has been delayed until next year. Today's Hattiesburg American has a story on the plaza saying that bids will be let in February with completion six months from that date. **Universal ID:** The University is moving toward a universal ID card. **P.O. Rates:** Post Office box rates are going up. **Staff Vacancies:** USM staff vacancies will now be posted to the Internet.

Deans' Council: Strategic Planning: The Deans' deadline for submitting their strategic planning reports is November 6th, and the Vice-Presidents will be submitting their reports November 20th. Each dean will nominate 2 to 4 faculty for the strategic planning committee. **Academic Standards Report:** Academic Council has made some recommendations concerning the Academic Standards Report disseminated in June. Dr. Hollandsworth has incorporated these changes into the document and wants feedback from the faculty. **Space Committee:** President Palmer has nominated Delia Anderson as the Senate representative to the Space Allocation and Utilization Committee. A consultant has been hired to set up a database and to prioritize space in buildings under construction and in building being vacated by moves. **Hurricane Georges:** A decision was made that classes need to be made up, but there will be flexibility in how it is done. There is little space available to make up classes on Saturdays. Faculty should indicate to their chairs how the classes will be made up.

IHL: Assistant University Counsel: Joy Wolfe was hired as Assistant University counsel effective November 9, 1998. **Property Purchase:** USM requested permission to purchase property adjacent to the existing Gulf Park campus at 113 Beach Park Place for \$86,000. **Easement:** USM requested permission to grant an easement to the City of Hattiesburg along the north side of Classic Drive at the Equestrian Center for construction of streets, drainage, and utilities. **Gulf Coast Report:** A Gulf Coast status report was given by Dr. Tom Layzell, IHL Commissioner. 1) Should USM offer freshman and sophomore courses at Gulf Park? (IHL has not voted on this.) 2) Upper division courses at Gulf Park should be strengthened. IHL has funded three quarters of a million dollars to USM in 1998 for this purpose and has requested \$1.1 million for Fy 1999. 3) Upper division courses not offered on the coast or in Hattiesburg should be delivered to the coast. Should there be a Universities Center on the coast? Dr. Fleming responded to these issues and presented a report to the IHL on USM's position.

4.2 President-Elect's Report: Art Kaul

Carnegie Research II: Don Cotten spoke at a brown bag luncheon last week on achieving Carnegie Research II status. One criterion is that we award a minimum of 50 PhDs each year, and we far exceed this. The decisive issue will be external funding, and there is likely to be a greater push to acquire more external funds. The minimum amount of external funding in order to qualify is \$15.5 million, and we are at about \$6 million.

4.3 Secretary's Report: Sherry Laughlin: No report.

4.4 Secretary-Elect's Report: Shellie Nielsen

The attendance roster was passed and proxy statements were read. Everyone was thanked for information about individuals who need hard copies of the minutes.

5.0 Committee Reports

5.1 Academic and Governance Committee: Kate Greene

The committee has met and will be meeting again soon to deal with the Academic Standards Report.

5.2 Administration and Faculty Evaluations: Bill Powell

The committee has discussed several issues: the evolution of the evaluation forms; how to link the process to the Report of the Commission on the Future of the University; how to maintain continuity; how to get feedback from the deans and the chairs; the process; timing of return of the results to chairs--in one instance last year the evaluation was done before the faculty evaluations had been completed--; how to deal with certain colleges such as Honors. One discussion point has been that there may need to be an option to have the evaluation at the beginning of a regularly scheduled meeting in order to get better attendance. The opinion was expressed that the evaluation meeting should remain as a stand-alone meeting. The committee wants to send to all faculty members a description of the process and a copy of the form for their information.

5.3 Athletic Liaison: Trellis Greene: No report.

5.4 Awards: Linda Dysart Goff

The committee is in the process of selecting the HEADWAE winner. They are trying to reconstruct a list of the winners for the last 11 years by going through presidential files in Archives.

5.5 Benefits and Work Environment: Mike Forster

Art Kaul reported for Mike Forster. The committee has decided to accept the following charges: salary compression, equity, health insurance, retirement benefits. The committee is pressing for administrative action on benefits resolutions that have been passed by the Senate. They are using USMtalk to get information from the faculty.

5.6 Constitution and Bylaws: Sherry Laughlin

The Constitution and Bylaws Committee will address the following issues: elections procedures, eligibility for Senate membership, procedures for dealing with resolutions; issues surrounding proxies; standing committee responsibilities, Senate communications.

5.7 Elections: Mary Dayne Gregg: No report

5.8 Environment (ad hoc): Dick Conville

The Environment Resolution was mailed to all Senators and will be discussed under old business.

5.9 Faculty Development: Norma Cuellar

The committee has corresponded by email and has discussed the committee's charges in relation to the Report of the Commission on the Future of the University. There will continue to be discussion of strategies to be used to serve all faculty.

5.10 Technology: Dan Surry

The Report of the Commission on the Future of the University has three recommendations that deal directly with technology and the faculty:

- 1) "take advantage of new instructional opportunities offered by advanced technology to enhance teaching, reach place-bound students, encourage lifelong learning, and expand course offerings. However, USM must continue to place a high value on personalized teaching and mentoring in a learning community and assign faculty a major role in decisions concerning the use of distance learning."
- 2) "promote innovation in teaching, interdisciplinary instruction and team-teaching, and writing across the curriculum. Provide the latest instructional technology and training in effective use of such technology."
- 3) "recognize advanced technology as fundamental to the maintenance of a world-class faculty and staff and significantly increase USM's financial commitment to education technology."

The USM Faculty Senate Technology Committee determined that the following 6 actions were critical parts of the overall goal of ensuring that the recommendations of the Commission Report as they related to technology are carried out:

- 1) That the University establishes a center to assist faculty in the design, development, and

implementation of advanced technology to enhance teaching. This center should include full-time personnel and leading edge hardware, software, and peripherals needed to utilize multimedia, distance learning technology, and web-based instruction.

- 2) That the University establishes an ongoing, active and professional program to train faculty in the proper use of technology at the beginning, intermediate and advanced levels.
 - 3) That the University ensures every faculty member is provided with an up-to-date computer workstation including a direct connection to the internet and necessary application and productivity software. This technology should be available on the faculty member's desktop.
 - 4) That the University develops a plan to fairly, equitable, and systematically upgrade and replace the hardware and software over time.
 - 5) That the University establishes an annual award to the faculty member developing the best innovative use of technology in teaching. The purpose of the award would be to encourage some faculty members to modernize their courses and also serve as a means to publicize those efforts to the university community.
 - 6) That the University ensures that students have access to Internet connections in the dorms, library, and other public areas to increase the utilization of Internet resources outside traditional computer labs.
- The USM Faculty Senate Technology Committee, therefore, will have the following seven charges for the year 1998-1999:

- 1) To identify appropriate University committees and personnel who have the responsibility for implementing the recommendations of the Commission Report as they relate to technology.
- 2) To periodically meet with the appropriate committees and personnel and emphasize to them the important role that university faculty and the Faculty Senate, in particular, can play in implementing the recommendations of the Commission Report.
- 3) To inform appropriate university committees and personnel of the six actions listed above that were identified as critical parts of the overall goal of ensuring that the recommendations of the Commission Report as they relate to technology are carried out.
- 4) To determine what specific actions appropriate university committees and personnel are planning to take to ensure that the recommendations of the Commission Report as they relate to technology are carried out.
- 5) To monitor the activities of appropriate university committees and personnel who have responsibility for ensuring that the recommendations of the Commission Report as they relate to technology are carried out.
- 6) To periodically report the findings of the Technology Committee in regard to the above items to the entire Faculty Senate.
- 7) To recommend actions that the Faculty Senate might undertake to facilitate the implementation of the recommendations of the Commission Report as they relate to technology

5.11 University Club: Kim Herzinger: No report.

5.12 Parking: Bill Scarborough

New parking meters have been installed in front of Kennard Washington and the textbook center. The lot north of 4th Street has been paved. New parking zone signage with large color coded signs will soon be installed at the entrance to each parking zone. This new signage will cost \$2,499. Smaller signs will be located within the zones. Additional new meters will be installed near the front entrance to campus and near the Printing Center. There is discussion ongoing about changing the name of the committee to the Transportation Committee. Serious discussion is now taking place about a multi-level parking garage with 841 spaces north of the Chain building. The proposal is to construct this on a lease-back basis where the university would pay the builder with parking fees over 25 years (total cost of the project \$14 million) A consultant will be engaged to do a needs assessment. The University and the city have been meeting with a Georgia consulting firm on a transit plan. This would be part of a regional system involving busses; however, the busses would not go through the center of campus. The committee wants to take charge of the issuance of zone 5 decals. We are now collecting only about 50% of fines or fees for towing vehicles. The gate lot issue is not dead and will be brought up again. Kate Greene moved that we recommend that the University not spend over \$20,000 that it would take to do a study of whether or not we need a parking garage. Karolyn Thompson seconded. In the ensuing discussion, Bill Scarborough said that there would probably be useful information gathered by such a study, including hours of operation,

garage structure, projected annual operating expenses, etc. The vote on the motion failed with an 11 to 13 vote.

6.0 Old Business

6.1 Environmental Resolution

The [Environmental Resolution](#) was emailed to all Senators earlier and was presented for a vote. Gerald Mattson was concerned about language in the resolution saying that decisions on the campus environment were being made in piecemeal fashion and was not sure if this was true. Janet Nelson, committee member, said that the statement is strong, but she feels it is true. The committee has found that it is not always possible to trace down how decisions are being made. Bill Scarborough said he thought the President would turn the Parking Committee into a more general committee that might have influence in these matters, and that the Faculty Senate should have representation on whatever body will oversee management of the campus environment. Mark Miller asked if there is any indication that adequate planning has not taken place because there hasn't been enough money. Janet Nelson replied that because there is not enough money and because Physical Plant has responsibility for so many other things, many other problems take precedence over landscaping and environmental planning. The resolution passed with 3 dissenting votes.

6.2 Summer School Committee

Opinion on the summer school issue seems to be leaning toward two separate sessions within a full session. Dr. Fleming and Dr. Henry don't want to do anything that will negatively affect summer enrollments. There was some Senate discussion about students enrolled at USM who elect to take difficult courses at a junior college. This is a loss of revenue and there were questions about the quality of the courses. PACE forms require that the last 32 hours must be taken here. Some thought students should be prohibited from taking courses at junior colleges, but other felt as strongly that no such prohibition should be enacted. A motion was made by Bill Powell and seconded by Bob Coates that this year's Senate strongly affirms last year's Senate resolution to go to a percentage of nine month pay for summer salary. The motion passed unanimously.

7.0 New Business

7.1 Hurricane Georges Makeup

See President's report.

7.2 Fall Calendar Change

See President's report.

7.3 Faculty Hiring

Larry Mead raised a concern about a dean stepping into the hiring process and requiring a department to hire faculty in certain fields. The concern is that the departmental faculty are in the best position to know what they need in new faculty hires. In one case the department was told that the position would not be filled unless it was filled in the manner in which they were instructed. President Palmer referred this concern to the Administrative and Governance Committee.

8.0 Announcements

8.1 University Faculty Senates Association Workshop

The University Faculty Senates Association workshop will take place on November 5th at the University Center in Jackson. The workshop is free and is open to any faculty member who wants to attend. President Palmer has reserved a University van; contact him if you want to attend. Topics for the workshop include academic freedom, faculty governance, and professional requirements in the University, among others.

8.2 Fall Employee Appreciation Day

The next Employee Appreciation Day will take place on October 30th at 11:30.

9.0 Adjournment

The meeting was adjourned at 3:50.

Respectfully submitted, Sherry Laughlin