

2-1-2012

February 2012 Minutes

USM Council of Chairs

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Recommended Citation

USM Council of Chairs, "February 2012 Minutes" (2012). *Council of Chairs*. Paper 25.
http://aquila.usm.edu/council_of_chairs/25

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Council of Chairs
February 2, 2012
302 Joseph Greene Hall
Minutes

Attendance: E. Ahua, A. Branton, S. Cloud, L. Flynn, K. E. Hughes, J. Norton, T. O'Brien, B. Powell, K. Reidenbach, G. Shearer.

Absent: C. Dixon, D. Duhon, J. McGuire, K. Nugent, J. Olmi, C. Tardy.

Guests: John House, Chair Art and Design, Amy Miller, Chair, Anthropology/Sociology

1.0 Call to Order: 12:21 PM

2.0 No scheduled speaker

3.0 Approval of agenda: Approved

4.0 Approval of minutes for December and January: Approved with no changes

5.0 Committee reports from CoC representatives

5.1 President's Extended Cabinet—Ann Branton reporting.

5.1.1. Faculty and Staff Campaign was announced to support the USM Foundation. While a 40 to 80 percent goal in participation has been set, no monetary goal has been. Employee support reflects a commitment to the institution. Packets will be sent out by February 9th and Valentine's Day "Dancing with the Deans" will launch the campaign. Payroll deductions for as low as \$2.00 will be supported for planned giving.

5.1.2. University Libraries gave a presentation on the institutional repository, *Aquila* and demonstrated the many uses to faculty as a research showcase to increase institutional visibility on a global scale. Departmental newsletters, conference papers, research projects and faculty publications are examples of other resources to be mounted in the new Digital Community at www.aquila.usm.edu.

5.1.3. Dr. Wiesenburg announced a faculty development opportunity at the Annual Provost Seminar on February 24th, "Legal Parameters of the Professor.," in Joseph Greene Hall room 116 from 2 to 5 PM. All non-supervisory faculty are encouraged to attend.

5.1.4. VP Driscoll announced that there are many new legislators in the Mississippi Legislature and he has met with many. While the legislature is looking to pay off debt, USM is looking for public, federal and private funding to support USM.

5.1.5. The USM Fiscal 2011 accounts are ready and there is money in the bank.

5.1.6. Dr. Saunders announced that USM has been awarded the distinction of being one of the top most popular schools in the US by U.S. News and World Report ranking USM 43 out of 250 and above MSU, 65 and Ole Miss, 127.

5.1.7. Dr. Siltenan announced the upcoming 2012 Graduate Student Research Symposium, March 23, 2012 in Thad Cochran Center 9AM to 5PM. She distributed copies of the current issue of *Synergy*.

5.2 New Chair/Director Training Committee—Glen Shearer reporting.

5.2.1. "Legal Parameters of the Professoriate." Attorneys from IHL general counsel office will review best practices for non-supervisory faculty, as they relate to a variety of issues, including: duty to report; academic advising; classroom management; and student privacy rights. Final hour of the seminar will provide an open Q&A opportunity with interim provost Dr. Denis Wiesenburg. Date: Friday, February 24, 2012 Time: 2:00pm - 5:00pm, Location: HBG- Joseph Greene Hall 116. Instructor: Dr. Becky Woodrick.

5.3 Faculty Handbook Committee—Phyllis Jestice reporting. The FH committee has not met since the last CoC meeting.

5.4 Space Utilization and Allocation Review Committee— David Duhan reporting. SUARC has not met.

5.5 University Assessment Committee – Chuck Tardy reporting. No report.

5.6 Evaluation of Teaching Performance – Tom O’Brien reporting. No report.

5.7 Standards of Classroom Conduct Committee – Tom O’Brien reporting.

5.7.1. Although the SCCC committee has not met this semester, a faculty subcommittee is reviewing other university documents to start discussions and AAUP guidelines which will be important in developing a policy.

6.0 Old Business

6.1 Guidelines for Gulf Coast Operations (status): Waiting for a decision or response from Dr. Wiesenburg.

6.2 Textbook Policy: Concern is primarily a non-compliance issue particularly for faculty who do not require a textbook. Chairs are required to monitor faculty to see that they notify Barnes and Nobel Bookstore whether or not a textbook is required for a course by February 15th; Barnes and Nobles reports to IHL by March 15th the percentage of USM faculty in compliance with the IHL policy.

7.0 New Business

7.1 Department Chair Workload: Skip Hughes opened discussion on department chair workload with “talking points” to begin a conversation with chairs present. Discussion began with a concern for greater and increased responsibilities as chairs and having less authority, less voice and representation in the decision-making process. Time needed for reporting and assessment and evaluation for accreditation or other university data collection assignments takes time from mentoring and providing leadership to faculty within the department. Concern was expressed about increasing use of technology in departments without sufficient expertise to support electronic classroom management tools for which training must be ongoing. Increase in the use of technology needs greater input from iTech which has the expertise to provide effective office support and to assist departments with current and new technologies. Time away from administrative responsibilities is limited to perform research and professional growth. A different working model than the standard 12 month contract for chairs was considered but too often crisis management requires administrators to work during the summer to address

university, financial or academic concerns that impact the department. Recently the economic crisis has demanded an enormous amount of time for reporting and assessment. There just is no time to envision new, better ideas to improve or develop programs. Suggestions to resolve the stress between competing commitments in administration, teaching and research included: a 12 month contract that provided a one month or several 'black-out' week(s) to devote to research; delegating administrative tasks to an administrative assistant; greater credit for administrative duties in tenure and promotion documents and performance evaluations. In conclusion, all agreed that we would build on the talking points and draft a document with our comments to send to Dr. Becky Woodrick and all of the deans.

8.0 Announcements/Reminders

8.1 Next meeting: March 1, 2012

9.0 Adjourn: 2:20PM