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April 2012 Minutes

USM Council of Chairs

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Council of Chairs

April 5, 2012
302 Joseph Greene Hall

Minutes

Attendance: E. Ahua, A. Branton, S. Cloud, D. Duhon, K. E. Hughes, M. Miles, J. Norton, T. O'Brien, B. Powell, K. Reidenbach, G. Shearer, C. Tardy.

Absent: C. Dixon, L. Flynn, P. Jestice, K. Nugent, J. Olmi, J. Zhang.

1.0 Call to Order: 12:25PM

2.0 Dean Susan Siltanen, Graduate School, was asked to address questions about the online application process for graduate students applying to be admitted to USM programs. In response, Dr. Siltanen said that Human Resources introduced a system where applications could apply online much like job applicants apply for jobs. In 2010 a provider was selected, Admissions Pro, to organize and streamline the admissions process, from inquiry through acceptance and enrollment. It was the most competitive bid and it interfaced with iTech who needed to write the script. An upgrade of PeopleSoft slowed implementation and GRE testing implemented new but problematic testing process that could not be relied upon. Consequently, Graduate School admissions got behind. CoC members noted limitations in not being able to see all documents that are submitted online and the need for a full list of applicants with the status of completeness. The bandwidth limitations impede loading documents and iTech is dealing with those issues; however, the Graduate School should be able to keep the application process current. All faculty members have access to the online application system and permitted to view only; committee has greater authority in actual selection. Siltanen noted that GRE testing is more rigorous and assessment is different reporting two scores that should not be combined now. With these changes and improvements, reporting should be more reliable. Members recommended that Graduate School keep a paper trail until the online admissions system is more stable.

Mississippi Legislative HB1095 <http://billstatus.ls.state.ms.us/documents/2012/pdf/HB/1000-1099/HB1095SG.pdf> which supports out-of-state tuition waivers was approved by the governor March 30th. Out of state tuition waivers are coded as loss of revenue. Members commented that competition would increase by sister institutions and USA, Mobile, AL. A blanket rate may be an option for south Mississippi residents to increase admissions. Graduate assistantships (1000) currently require Mississippi residency. It is important to understand that students who are awarded USM assistantships also receive *in addition to* the tuition waiver, a graduate stipend. Scholarships are already coming out of USM budget and could be offset with new legislation. Online programs currently charge in-state tuition fees which is a great attraction to out-of-state students. We need to fill programs to capacity and waiving out-of-state- fees would make programs more attractive. Offering an alternative to the master's thesis is another possibility in attracting new graduate students. Overall, Mississippi offers affordable education; even out of state tuition is affordable when compared to other state universities. Greater independence in our ability to analyze statistics and how we report the "lost" revenue will be key in determining assessment of success.

3.0 Approval of agenda: Approved.

4.0 Approval of minutes: Approved with corrections to attendance.

5.0 Committee reports from CoC representatives

5.1 President's Cabinet—Skip Hughes reporting. No report.

5.2 New Chair/Director Training Committee—Glen Shearer reporting. No report.

5.3 Faculty Handbook Committee—Phyllis Jestice. No report.

5.4 Space Utilization and Allocation Review Committee— David Duhon reporting.
No report.

5.5 University Assessment Committee – Chuck Tardy reporting. The committee has formulated guidelines for the assessment of “stand alone minors.” These are programs which are not subsumed by an overarching major, e.g. Women's Studies, Black Studies, International Studies. Chairs overseeing these programs should expect to see a request for assessment plans.

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

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

The two subcommittees have come together and the documents are merged to make a 14 page document. After the preamble there is discussion of student misconduct and the process. Includes discussion of professional ethics of faculty and misconduct, and the process. Legal counsel and the Provost will review and it will then go out to USM for input from faculty and students with some expectation that that the document will be added to the *Faculty Handbook*. The document is very comprehensive. Notification process of an investigation will only occur when formal sanction has been filed. To date, the feedback from faculty and deans have been good. The most desirable deadline is by fall 2012. A draft will be sent to CoC members.

6.0 Old Business

6.1 Guidelines for Gulf Coast Operations. No new report.

7.0 New Business

7.1 Discussion initiated by Tom O'Brien about GTA, graduate teaching assistantships: Training graduate assistants to teach, grade, class assessment and classroom management as a 1 hour course or in workshop format instead of credit course. GS500 used to be the course taken by GA to prepare for teaching assistantships. University teaching certificate to provide methodology for individual academic department might serve as a course where departments do not provide training. Graduate Assistants with 18 hours in a discipline may teach undergraduates.

7.2 New computer orders deadline is May 14th.

7.3 Meeting salary CUPA averages and addressing salary compression are priorities for the Provost. Market price for faculty varies by discipline. Still seeking a method to resolve this issue.

8.0 Announcements/Reminders

8.1 Next meeting: May 3, 2012 at 12:15PM

8.2 Members suggested that Bob Pierce be invited to meet with the Council.

9.0 Adjourned: 1:45PM