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2014

September 2014 Minutes

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Council of Chairs
September 26, 2014
Minutes

Present: Steve Cloud, Monty Graham, Bonnie Harbaugh, Susan Hart, Liz Haynes, Sabine Heinhorst, Julie Howdeshell (for Bill Powell), Stacy Reischman Fletcher, Wayne Kelly, Anne Marie Kinnell, Ray Newman, Thelma Roberson, Bill Smith, Eric Tribunella, Jeff Wiggins, Tisha Zelner

1.0 Call to order – Tisha Zelner, Chair

The meeting was called to order.

2.0 Approval of Agenda

Roberson moved to approve the agenda. Reischman Fletcher seconded (?). Motion passed.

3.0 Guest Speakers

3.1 Bob Press, Faculty Senate President – student recruitment and retention

- Faculty Senate (FS) wants to hear from CoC, which is purpose of visit
- FS has requested coordinated plan for recruitment and retention, originating with the Faculty Senate Academics and Governance Committee, went to full senate, and then to Academic Leadership Council; deans supported FS desire for a plan, and Provost said we would revive Strategic Enrollment Planning Council (already has bylaws, coordinates recruitment and retention).
- budget: FS to help disseminate information; had questions for Doug Vinzant (see below)
- recruitment and retention: FS to encourage faculty buy-in; Jennifer Anderson (FS secretary) to gather best practices from departments
- has heard that budget timeline will pushed back by a month [but this not confirmed]

Discussion from CoC

- university focus on undergraduate recruitment does not help departments that are primarily graduate
- difficult to do more for recruitment and retention with fewer resources
- we need an overall university mission/message in order to do department-level recruitment
- school/department cannot afford to bring people to campus, university is charging for space, parking, per car, per table and chair, making department-level recruitment prohibitively expensive
- does the Provost have money to assist with recruitment efforts?
- could Admissions have a liaison for each college to help coordinate recruitment?
- department asked Admissions if we have “gifts”/swag to recruit students, told we cannot use state money for gifts/swag
- need a stronger voice to coordinate recruitment efforts
- need to re-commit to graduate recruitment
- summer enrollment consultant report needs to be disseminated to chairs
- faculty cannot assist with students’ significant financial or mental health issues

- CoC could make a list of requests related to recruitment and retention
- chairs have been asked for input from deans on budget cuts
- some programs are at capacity and cannot show growth

Bob Press and Faculty Senate Questions for Vinzant and Vinzant answers

1. will budget cuts affect athletics?: yes, same level as other areas
2. what about subsidy to athletics, does football increase recruitment?: athletics is not the answer; we need to win games to increase private donors
3. will budget cuts be applied to administration?: yes
4. will we get a share of British Petroleum payout?: will not be a share of BP funds; BP funds will be released as competitive grants in the future
5. does focus on undergraduate recruitment risk graduate program recruitment?: ask Provost
6. if department isn't growing but sub-programs are, what does that mean?: department must work with dean to develop enrollment strategies
7. why the rush on budget cuts?: we are evaluating the timeline
8. why do cuts have to made at 4.5%?: over time we have allowed expenses to grow beyond revenue, temporary fixes are not sustainable, must come to grips with this scenario

- CoC: which areas are protected and not subject to cut?: institutional aid/scholarships

3.2 Julie Howdeshell, Director of Quality Enhancement – QEP 2016 topic selection

Julie Howdeshell on new QEP for 2016

- good response, including from alumni
- 24 total proposals, both Hattiesburg and the Coast
- 200 responses from listening sessions and online feedback
- 3 topics: advising and career development, critical thinking, student success in historically difficult courses
- presented May 2014; administration wanted more data on need, to find overlap among proposals
- overlap: supporting students in historically difficult courses, experiential learning
- SACS visit in March 2016, need to show progress on QEP before then
- departments need resources to promote experiential learning
- QEP progress document due Jan. 2016, SACS compliance report due Sep. 2015

4.0 Approval of Minutes – Eric Tribunella, Secretary

Roberson moved to adopt minutes pending corrections, Cloud seconded, approved by acclamation

5.0 Executive Committee Reports – Tisha Zelner

5.1 Academic Leadership Council, report of Sept. 8, 2014 meeting

Strategic Enrollment Planning Council being revived; David Sliman announced new email system that will save \$100,000 annually, students and faculty on same exchange server, faculty to be migrated over 2014/15 winter break, students to be migrated after end of spring 2015 term; classroom scheduling policies proposed Aug. 2014 will be put into

effect, Provost forming Classroom Advisory Committee to address refurbishment; class meeting time pattern for afternoon and evening classes on TuTh will not be changed; proposal to create Associate Provost for Academic Excellence going forward

5.2 Leadership Training for Department Chairs, per 9/11/2014 message to coc@usm.edu

Provost still willing to send chairs to two-day leadership workshop for department chairs in Orange County, CA

5.3 Financial aid for graduate certificate programs

Karen Coats: aid not available for students in certificate programs; she will continue to investigate

5.4 Committee on the Evaluation of Teaching – need a volunteer

Committee on Evaluation of Teaching (serves as advisory to Provost on teaching evaluation methods): need CoC representative—let Tisha know

6.0 Committee Reports, internal

6.1 Chair Development Committee – Wayne Kelly

CoC Executive Committee met with Allison Gillespie, will contact Lisa Nored and Kathy Yadrick to see how CoC can support their planning of chair training; discussed CoC putting together a chair handbook, starting with a list of topics that chairs need to know

7.0 Committee Reports, external / Liaisons to university committees

7.1 Faculty Handbook Committee – Tisha Zelner

latest revisions not up yet; Dave Beckett says all changes approved, not posted yet

7.2 Strategic Planning Council – Tisha Zelner

meeting regularly, work may inform budget cuts

7.3 University Assessment Committee – Susan Hart

just starting to do training, will meet in October

8.0 Old Business

8.1 Blackboard observer role for academic counselors and student-athletes

some concern about opportunity for abuse; why should online courses be subject to more oversight than face-to-face courses?

-Roberson motion, Tribunella seconded: CoC recommends not activating observer role, does not want non-students in these courses; faculty member should be contacted directly for needed information; approved by acclamation

8.2 Salaries for academic administrators returning to faculty

chair compensation upon return to faculty: we need to confirm with Provost whether proposal was adopted

8.3 Skip Hughes' 6/24/2014 memo re: University Policies Affecting Non-tenure-track Teachers

Defer discussion of Skip Hughes memo for future meeting.

9.0 New Business

9.1 University Budget

-proposed resolution on financial aid could decrease enrollment, which could decrease IHL funding

-we need more information on implications of cutting scholarships

-budget resolution could be to rethink our fundraising priorities to support more scholarships from Foundation and therefore preserve more funds in E&G budget

-CoC should consider resolution to undertake cuts in more deliberative manner; perhaps this is already happening

-resolution to cut scholarships not supported at this time

-we should avoid mid-year termination of personnel without declaration of financial exigency; could be very damaging to university reputation and is wrong

-CoC needs to wait and see on timeline and proposals from deans and chairs about cuts; can call a special meeting if necessary to respond to problematic proposals

9.2. University Research Awards Day – Bonnie Harbaugh – scheduled for November 21.

9.3. Provost's fall meeting/luncheon with all chairs - tentatively scheduled for October 10 on the Coast

10.0 Adjourn: Newman moved, Kelly seconded