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## Faculty Senate Minutes - September 2, 2011

USM Faculty Senate

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**The University of Southern Mississippi**  
**Faculty Senate**  
**Trent Lott Center**  
**Sept 2, 2011**

Members Present and Represented (by proxy): M.A. Adams, L. Agler (D. Lunsford), J. Anderson, A. Branton, R. Buchanan, D. Conville (S. Reischman-Fletcher), D. Daves, K. Davis, K. Dillon, J. Ding, D. Douglas, M. Dugan, M. Elasri, D. Fletcher, L. Flynn (B. Burgess), A. Haley, T. Hartsell, L. Iglesias, D. Lunsford, M. Lux (S. Piland), D. Masterson (T. Zelter), C. Meyers, M. Naquin, L. Nored (M. Elasri), W. Odom, S. Oshrin, S. Piland, R. Press (L. Downey), T. Rehner, S. Reischman-Fletcher, A. Sevier (B. Burgess), K. Shelley, J. H. Shin, C. Sirola, P. Smith, L. Story, D. Tingstrom, J. Wiggert, T. Zelter

Members Absent: C. McCormick

Visitors: D.Davies, M. Forster, T. Laird, K. Reidenbach, W. Watson, K. Zantow

**Business Meeting – 2:00 p.m.**

1.0 Call to order

President Rehner called the meeting to order.

2.0 Approval of Agenda

Motion to approve by Senator Oshrin. Seconded. Motion carried.

3.0 Approval minutes (May/June)

Motion to approve by Senator Adams. Seconded. Motion carried.

4.0 Officers' Reports

4.1 President

President Rehner thanked Secretary Downey and Secretary-elect Branton for updating the Faculty Senate web-site. Senator Rehner welcomed Randy Buchannan who accepted the vacant Faculty Senate from the College of Science and Technology.

Senator Rehner reported on meetings with President Saunders. President Saunders will provide an update on resolutions passed during the 2010-2011 academic year once she receives additional information from the Vice Presidents. Senator Rehner thanked i-Tech for agreeing not to charge Faculty Senate for linking Hattiesburg and the Coast during each Faculty Senate meeting. Senator Rehner will continue to request additional funds for Senators from remote campuses to get reimbursed for travel to the meetings in Hattiesburg.

President Rehner and Provost Lyman have been in discussion about the size, composition, and scope of the reallocation committee. President Rehner encouraged Senators to continue pressing for strategic planning, especially as decisions are made regarding academics.

President Rehner provided an update from Expanded Provost's Council on August 29<sup>th</sup> where the Gulf Coast Guidelines for Inter-Campus Collaboration (hereafter referred to as Gulf Coast Guidelines, see Appendix A) were disseminated. Senator Oshrin reported that the Council of Chairs had asked Provost Lyman to rescind the Guidelines until further review. Senator Haley pointed out that the Gulf Coast Guidelines should not supersede the Faculty Handbook and suggested that the Faculty Handbook would need to be revised before the Gulf Coast

Guidelines are implemented. Senator Smith added that most faculty members on the Coast fully support the Gulf Coast Guidelines.

President Rehner suggested that a significant issue relates to how administrators give directives, such as the Gulf Coast Guidelines, without proper vetting with governance bodies. Senator Smith stated that there had been thorough vetting of the Gulf Coast Guidelines on the Coast.

President Rehner also reported that conversation between the Executive Committee and Provost Lyman had centered on the Gulf Coast Guidelines, as well as the University's dedication to the RCM budget model. Senator Rehner attended the President's Expanded Cabinet where Chris Crenshaw provided an update on the physical plant.

4.2 President-elect  
Senator Adams provided budget report

4.3 Secretary  
Senator Downey stated that the Faculty Senate web-site is being developed in Drupal. She hopes to present the shell of the new web-site at the October Faculty Senate meeting.

4.4 Secretary-elect  
Senator Branton stated that Faculty Senate materials are also available through CampusHUB.

#### 5.0 Remarks from Administration

5.1 President Saunders reported that overall enrollment is up 4.6% (unduplicated numbers) for a record enrollment. Freshman enrollment is up 8%--an increase for the fourth consecutive year. There is a 5% increase in enrollment of transfer students. The rate of enrollment among graduate students is flat.

President Saunders reported that the average ACT score for freshman had increased a point, for an average ACT score of 22.1. The Honor's College admitted 150 new students with an average ACT score of 30.

President Saunders stated that there is not an update on possible mid-year budget reduction. USM is in much better shape to absorb a cut up to 5%.

In regard to the RCM budget model, President Saunders reported that Ann Blackwell recently made a presentation to the Executive Cabinet. The RCM Action Team will begin meeting with campus groups to solicit input on a scaled-downed RCM model. Provost Lyman stated that a scaled-down model is needed because the University does not have the capacity to implement a full-scale RCM model (i.e. real-time information on expenditures and revenues).

Senator Rehner requested that the senate have a representative on the RCM Action Team. Senator Adams asked that the co-chair of the Faculty Senate Budget/RCM committee be a member of the Action Team.

President Saunders reported that an offer had been made to a candidate for the position of the Director of Human Resources.

President Saunders will provide an update on last year's Faculty Senate resolutions after she has had the opportunity to discuss them with the Executive Cabinet.

Senator Rehner mentioned the need for a reliable list of University faculty for elections. President Saunders affirmed the need for reliable information. Senator Fletcher stated that there is a process lag in updating the list of chairs.

Senator Rehner asked for an update on student retention efforts. President Saunders reported that retention numbers will be available in coming weeks. It remains unclear whether retention efforts are effective.

President Saunders reported that the Coast enrollment is up.

President Saunders reported that a student Eagle Club has been organized and is already raising money. At the game, the student Eagle Club will present \$2,500 to the marching band.

- 5.2 Provost Lyman discussed the Position Allocation Committee (PAC), a smaller, more focused committee than the UPC—Academic Priorities committee. PAC will have 12 members, roughly two representatives from each college and two representatives from University Libraries, comprised of former UPC and non-UPC committee members. The committee will be asked to make recommendations for reallocating 14 vacated faculty lines and a recommendation about the reestablishment of the College of Nursing. Committee members will serve for a year, and the committee may serve as a prototype for a standing committee.

The committee will be responsible for meeting with deans to discuss requests for vacated faculty lines, read a five page proposal from the nursing faculty, interview the director of the nursing program, engage in deliberations about the requests, and produce a prioritization list of recommendations and make a recommendation for establishing the College of Nursing. The Provost will take those recommendations to the President and Executive Cabinet, along with his recommendations. Several faculty senators have been invited to serve on this committee.

Senator Fletcher asked whether the Provost envisions this committee to serve as the beginning of a strategic planning process. The Provost does not think that the charge of this committee is that grand, but one element of strategic planning is the reallocation of positions. Senator Fletcher asked the Provost if he had a vision of a larger strategic planning process. [Response inaudible]

Dr. Rehner explained that a strategic plan would help the committee decide where to position the 14 lines. Provost Lyman agreed.

[A discussion between Senator Fletcher and Provost Lyman is inaudible]

Provost Lyman reported that the suspension policy committee has not been formed but envisions that Faculty Senate, Student Government, professionals from Student Affairs and Academic Affairs, and perhaps other faculty governance groups will have representation on the committee.

The President emphasized that we are at an important juncture and that the RCM model will help the University determine what programs will be incentivized or enriched. President Saunders emphasized the important of PAC in helping determine the direction of programs by deciding where the most precious resource on campus, faculty lines, will be spent.

President Saunders stated that key measures, such as demand for programs, numbers of students in programs, accredited programs will help shape decisions about programs. The

decisions will not be based on characteristics of programs. Identifying the areas of growth, energy, demand, and quality will determine the direction of the University.

Senator Fletcher stated that the UPC was a step in the direction of making those determinations and asked for greater clarification on operationalizing the process.

Provost Lyman provided a history and detailed review of the Gulf Coast Guidelines. As he stated, the purpose of the Gulf Coast Guidelines is to bring clarity about the domains of responsibility on the Coast and in Hattiesburg. This document outlines the functional responsibilities of Departments/Colleges, Coast administrators, and shared responsibilities between Departments/Colleges and administrators on the Coast.

Senator Haley asked whether Provost Lyman and Dr. Frances Lucas would be identifying programs to which the University is committed to offering on the Coast. Provost Lyman responded that college deans and Dean Lansford are in the process of identifying a sub-set of programs that the University will commit to offering on the Coast. These programs to which the University commits could be identified by fall semester 2012.

Senator Daves asked about the plan for offering GEC courses on the Coast. Provost Lyman agreed that offering of GEC was essential and that there are multiple modalities of offering those courses on the Coast (USM face-to-face courses, the use of IVN between USM campuses, Community College courses, MS Virtual Community College courses).

Senator Haley voiced concern about the process of implementing the Gulf Coast Guidelines and pointed out that the Guidelines might be in violation of the responsibility of Chairs as outlined in the Faculty Handbook.

Senator Smith stated faculty on the Coast endorsed the Gulf Coast Guidelines.

Senator Daves asked who determines when classes on the Coast need to be closed. Provost Lyman said more communication between campuses is needed in making those decisions.

President Rehner voiced concern about administrative decisions to develop and implement these Gulf Coast Guidelines without consulting governance bodies.

The Provost clarified that the role of the Space Utilization Allocation Committee (SUAC) is to look at space that has been declared vacant and consider proposals by units that are interested in taking possession of that space. Dr. Oshrin questioned whether there is a mechanism for departmental space needs to be addressed. Senator Zelner, former member of SUAC, stated that there is a web-site that lists space as it becomes vacant. Units can submit proposals to SUAC for vacated space. SUAC will consider their request.

## 6.0 Old Business

### 6.1 Suspension protocol (faculty and student conduct)

President Rehner emphasized the need for Faculty Senate to have representation on the committee once formed.

### 6.2 Commitments to tenured faculty lines

President Rehner recommended gathering more data on hiring University librarians over the last four years. Senator Haley stated that long-term questions need to be addressed, such as

whether the University is hiring four/four teaching faculty and whether those faculty are eligible for tenure.

- 6.3 A reliable listing of faculty for governance election  
President Saunders assured the Senate that an accurate listing would be provided.
- 6.4 Faculty Council's linkage to the senate and university structures  
President Rehner stated that the Constitution/Bylaws committee will look at how to build linkages between Faculty Senate and the Faculty Council on the Gulf Coast.
- 6.5 Faculty development and VP for research  
The Research and Scholarship committee will continue working on ongoing issues.

## 7.0 New Business

- 7.1 Strategic planning  
President Rehner stated that the University needs to have a strategic plan to inform the work of committees.
- 7.2 Reallocation Committee  
Provost Lyman provided an update.
- 7.3 Coast guidelines  
Provost Lyman provided an update.
- 7.4 Implementation of academic protocols  
President Rehner encouraged Senators to be aware of issues (i.e. efforts related to retention, student success) that go through administration channels but by-pass academic channels.  
  
Senator Haley provided the non-attendance policy as another example of such a decision.
- 7.5 Disability accommodations  
President Rehner discussed in President's remarks.
- 7.6 Senate representative on RCM budget committee  
Senator Haley reported that according to the Committee on Committees, Senator Oshrin is the Faculty Senate representative on the RCM Budget Committee.

## 8.0 Committee Reports

- 8.1 Academic and Governance  
No report
- 8.2 Budget  
No report
- 8.3 Constitution and Bylaws  
No report

There was discussion about whether the most current version of the Constitution and Bylaws is posted on the Faculty Senate web-site. B. Burgess will assist in making sure that the most current version is posted.

- 8.4 Evaluation and Assessment  
VJ Patel has agreed to assist the Evaluation and Assessment Committee with the evaluation of administrators this year.
- 8.5 Research and Scholarship  
Senator Zelner stated that the Research and Scholarship Committee will meet with the Vice President for Research to discuss ongoing issues and opportunities, including faculty development opportunities.
- 8.6 University Awards  
No report
- 8.7 University Relations  
No report
- 8.8 University Welfare  
Haley reported that the University Welfare Committee will meet in coming weeks to set their agenda.
- 8.9 Elections  
No report
- 8.10 Faculty Handbook  
No report
- 8.11 Gulf Coast Faculty Council  
Senator Naquin reported that the Faculty Council had a retreat and met with Dr. Lucas. There was groundbreaking for a new building. Dr. Zantow is the president-elect of Faculty Council. Senator Naquin will share the Faculty Council meeting dates with Faculty Senators. Issues that will be discussed by the Faculty Council this year include space needs and funding for writing/speaking/math tutor lab.

- 9.0 Other Business  
Dr. Rehner reminded sub-committee co-chairs to meet on September 16 at noon in the ELI Annex.

Dr. Rehner will ask two senators to serve on the University Assessment Committee and Board of Publications, respectively, at the close of the meeting.

- 10.0 Adjournment  
Motion to adjourn. Seconded. Motion carried. Meeting adjourned at approximately 4:25.

## **Appendix A**

### **Guidelines for Inter-Campus Collaboration**

#### **Guidelines for Gulf Coast Operations**

- 1). Students enrolled in a Coast program should not normally have to travel to H'burg to take classes (i.e., Coast programs should have a set rotation of courses that allows students to complete coursework within 2-3 years, depending on program);
- 2). Coast college administrators should manage course scheduling to ensure rotation of courses and avoid unnecessary cancelation of classes with appropriate consultation with chairs and deans;
- 3). All routine paperwork for Gulf Coast students should be completed or approved on the Coast (i.e., course additions or withdrawals, waivers, substitutions, suspension clearance, change of major, discipline issues, etc.) with appropriate consultation with chairs and deans;
- 4). Coast faculty should not be dependent on H'burg for routine issues (i.e., office space, purchase of office equipment or computers, permissions to travel, etc.);
- 5). Coast administrators should control coast academic budgets (including hiring adjuncts) with appropriate consultation with chairs and deans;
- 6). Coast administrators have appropriate input on faculty annual evaluations, tenure and promotion decisions, and hiring;



## **Functional Responsibilities**

Departments/Colleges have main responsibility for:

- 1). Tenure/Promotion (with appropriate input from Coast, i.e., associate dean or equivalent does concurrent letter or eval. with chair, Coast dean does concurrent letter with dean, etc.);
- 2). Annual Evaluation (with appropriate input from Coast, i.e., associate dean or equivalent does concurrent letter or eval. with chair, Coast dean does concurrent letter with dean, etc.);
- 3). Hiring (with appropriate input from Coast);
- 4). Curriculum and program development.

Coast has main responsibility for:

- 1). Budget (including travel);
- 2). Course Scheduling, including offerings, the sequence or rotation of course, and days/times (the Coast already coordinates the latter);
- 3). Buildings/Office space;
- 4). Equipment;
- 5). Staff support (as overseen by college administrators on the Coast);
- 6). Routine student paperwork--course substitutions/waivers, etc. (assumption is that departments/colleges would empower appropriate signature authority for Coast faculty, as is currently the case);

Shared responsibility for:

- 1). Student recruitment (for instance, Coast faculty should have appropriate input on graduate admissions);
- 2). Student advisement and degree progress;
- 3). Program creation or elimination on the Coast;
- 4). Student grievances/discipline;
- 5). Faculty grievances.