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Spring 4-4-2014

## Faculty Senate Minutes - April 4, 2014

USM Faculty Senate

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# The University of Southern Mississippi

## Faculty Senate Meeting Minutes

April 4, 2014

### Faculty Awards Recognition Trent Lott Center Rooms 103

- |                          |                        |
|--------------------------|------------------------|
| 1.0 Reception            | 12:30 p.m. - 1:00 p.m. |
| 2.0 Recognition Ceremony | 1:00 p.m. – 2:00 p.m.  |

#### **Business Meeting 2:00 p.m.**

Members Present and Represented (by proxy): J. Anderson, L. Agler, T. Barry, A. Beck, R. Buchanan, G. Chen (Tilner), S. Cloud, K. Davis, K. Dillon, D. Douglas, M. Dugan (Story), D. Fletcher, A. Haley, B. Hayden, D. Holt, S. Hrostowski, L. Iglesias, J. Lambers, M. Lux, M. Miller, E. Molaison, M. Naquin (Holt), L. Nored, W. Odom, J. Olmi, S. Piland, R. Press, S. Reischman-Fletcher, J. Smith (Zantow), L. Story, C. Tardy, T. Welsh, J. Wiggert (Dillon), J. Wiggins (Nazarenko) J. White, K. Zantow, T. Zelner

Members Absent: D. Booth, D. Daves, M. Elasri, K. Goodwin, C. Meyers, T. Roberson, K. Shelly, C. Sirola

### Business Meeting 2:00 p.m. Trent Lott Center Rooms 101/102

- 1.0 Call to order** 2:00pm
- 2.0 Approval of agenda** Sen. Lambers made a motion to accept; Sen. Barry second. All in favor.
- 3.0 Approval of March Minutes** Sen. Iglesias made a motion to accept; Sen. Nored second. All in favor
- 4.0 Special Resolution from Bob Press**

Pres-elect Press read the resolution Condemning the Attack on the Islamic Center. Sen. Cloud made a motion to suspend the bylaws; Sen. Lambers second. All in favor. Sen. Barry made a motion to accept the resolution; Sen. Haley second. All approved resolution. The resolution was presented to a representative of the Islamic Center. The center representative expressed appreciation for the resolution.
- 5.0 Officer Reports**
  - 5.1 President**
    - The May meeting will be moved to April 25<sup>th</sup> in honor of the president's inauguration.
    - The Strategic Planning Committee recently met. Subcommittees were organized—one to look at external forces and one for to explore internal forces. The committee is looking at making strategic planning more of a sustainable process that will outlive any administration.
  - 5.2 President-Elect**
    - My thanks to the Senators for their public support for the right to worship free from violence and for their support for our international students and faculty here, including those of the Muslim faith. It is important for leaders in a community to speak out in favor of basic human rights when they are challenged.
    - To those Senators whose terms are ending soon, my deep thanks for the work you have done representing the faculty and contributing more time than you probably

ever reckoned on. You leave a legacy of having helped USM move forward, especially in challenging times like these.

- We soon welcome the incoming Senators: election runoffs are still underway
- Our year ahead is especially important because we will be implementing initiatives the faculty, staff and Administration have crafted to help recruitment and retention and keep developing effective teaching methods.
- We will also have representation on the President's Executive Cabinet thanks to the foresight of Dr. Bennett to seek a more inclusive set of voices in decision-making. This month marks the one year of Dr. Bennett's tenure here at USM and it has been an extremely active year. I have never seen a President as active and as dedicated to working with all constituents to help us meet severe fiscal challenges through well-crafted programs to ultimately help our students more than ever
- The Executive committee has met regularly with Dr. Bennett and Dr. Wiesenburg, and both have been open to our ideas from the Senate. These candid conversations have resulted in useful actions as we listen and learn from each other.
- We will vote on an incoming President and incoming Secretary at our next meeting, which has been moved up to April 25 due to the fact that Dr. Bennett's induction coincides with our intended May meeting. The bylaws provide for nominations from the floor. For my part, it would be helpful to know soon if you or someone you know well might be interested in serving in the position of incoming President. It is worth noting that the Senate President has a new duty now, serving as a full member of the USM Executive Cabinet, which currently involves a commitment every Tuesday from 9-12. Some national academic organizations ask candidates to submit a statement of interest, which in our case, could include (a) brief summary of their experience with the Senate and/or other service involving University policies and planning ; (b) their vision of priorities for the Senate for the upcoming year. Is there any interest in that? Nominations would still be from the floor, but if these statements were posted on facsen, by the time of the elections, Senators would have some idea of the interest and experience of nominees.
- Looking ahead to the next academic year, I have several suggestions for consideration:
  - Expanded Executive Committee. Following earlier examples from former Senate President Tim Rehner and others, I would like to expand the Executive Committee, which is permissible under our bylaws: [Section 3.1.3: The president of the Senate may appoint the chairs of the Senate committees as non-voting members to the Executive Committee to better coordinate and facilitate the business of the Senate.] This will allow us monthly planning sessions for Senate business.
  - June meeting. Under our bylaws, the outgoing President is in charge of that meeting. [Section 3.7.1: The terms of Executive Committee members who serve as officers of the Senate shall be coterminous with their terms as officers of the Senate. The terms of appointed members to the Executive Committee shall begin on the date of appointment and end with the adjournment of the organizational meeting of the Senate in June.] I would like to follow the bylaws, which would allow the experience of the outgoing President to be of use in planning for the next year. This should include confirmation of committee chairs. Faculty Senate President Desmond Fletcher has done a solid job identifying willing and able committee chairs and incoming chairs.
  - Chairs. I would like the chairs of committees for 2014-2015 academic year to submit by the June meeting an outline of the issues they deem most important for the coming year.
  - Parliamentarian. I would like to have someone serve as Parliamentarian as the bylaws provide: [Section 7.3.5: The president may appoint a parliamentarian

from or outside the Senate membership to advise him or her in interpretations of parliamentary procedures.]

- Meeting room. Some Senators have told me they have a hard time hearing in the current Senate meeting room. Others who have not spoken on this may feel the same way. I welcome suggestions on what over venues might be more suitable.
- Communications with the faculty. [Section 3.9.1 Develop and administer a comprehensive plan which provides for and promotes effective two-way communication between the Senate and the various constituencies of the University.] The bylaws emphasize the importance of the Executive Committee to establish effective communication with our constituents. We have had mixed success with listening sessions. I propose that we have a communications committee to help the Executive officers address all possible ways to improve those communications, some of which have already been developed.
- Retreat. The bylaws are clear about no meetings of the Senate in July and August. Traditionally our retreat is in August, not a formal meeting. It provides a time to get to know other senators and to further plan the year ahead. I would like to know from the Senate if they would like to continue an August retreat, or make the September meeting a second planning meeting (knowing not all Senators are around for the June planning meeting). This might involve a longer meeting in September and could begin with an informal lunch at noon to allow time for Senators to mix and get to know each other better for the year ahead.

### **5.3 Secretary no report**

### **5.4 Secretary-Elect**

- A Machform Issue was received via the dropbox regarding the Residence Life visitation policies. However, the issue was too vague. Senators were asked to seek input from their faculty regarding the issue so that the Secretary Elect can provide Dr. Joe Paul with as much information as possible when forwarding the complaint.

## **6.0 Introduction of Guest Speakers**

### **6.1 Dr. Bennett**

- Dr. Bennett invited the SGA president to speak, who expressed appreciation for the invitation. We anticipate building a strong relationship with this group. In order for our students to be successful, we have to communicate with our faculty on a regular basis.
- I would like to thank all of our faculty who were just recognized in the Faculty Award Ceremony before senate today.
- Pres-Elect Press informed me regarding the acts of violence toward the Islamic Center. I am opposed to any violence.
- I have accepted three new additions to the President's Cabinet – Faculty Senate, Staff Council, and SGA representatives. I want to increase a voice to all at the highest level. This will add richness to our discussions and advance our university.
- I know that by the SGA representatives being present today expresses the openness of this group to increase dialogue between faculty and students. LaQuita Gresham, SGA President on the Coast, has presented several well-written proposals and requests. I am working on collecting the information for a response. I have brought copies of a letter I sent to LaQuita in response.
- I also wanted to address a comment that was made to the Hattiesburg American, “stopping the bleeding and now being ready for surgery.” I want to make sure that I was trying to make a lighthearted analogy to describe the situation when I started

giving the recent tornado. Our recovery efforts sidetracked us from other things on campus that need attention. Now that we are past the recovery period, we can work and build the university we want.

- One responsibility I have is to pick a commencement speaker. I have gathered a commencement speaker committee with representatives across the university to identify the commencement speakers every semester.
- Sen. Haley appreciates the changes suggested by Dr. Bennett. I have learned that Congressman Pilazzo has been identified as the speaker for the coast graduation. He has received a negative rating from numerous groups that go against the values of the institution including groups representing education, diversity, and environment. We should identify speakers who support our values. Dr. Bennett voiced appreciation for that feedback.
- Pres-elect Press voiced appreciation for Dr. Bennett's support of the Islamic Center resolution.

## 6.2 Dr. Wiesenburg

- Information on SSSC recommendations posted and invitation for feedback via online survey developed - <http://www.usm.edu/institutional-effectiveness/sssc>
- Review and approval of pertinent recommendations by Academic Council
  - An additional recommendation to be addressed at 4/7/13 meeting (Academic Restart)
  - Implementation of those pertinent recommendations in process
- Historically difficult course list and query ready, students will be notified of potential issues with schedule.
- Advisement barrier removed and soar has been updated so that the advisor can see who has registered and needs advising and/or who still needs advising. Five hundred students still need advising for next semester. Communication plan for currently enrolled students. All blank advisors updated. Undeclared notified and plan in place for movement into major.
- Approved policy changes in process for fall 2014. Nine members of implementation team invited/named, with two others remaining. Provost charge to committee being developed
- Submission of multiple funding proposals for SSSC recommendations to CFO
  - Two proposals funded to date: departmental incentives & data analyst position in IR
- Update of tutoring resources at <http://www.usm.edu/institutional-effectiveness/tutoringacademic-support-resources>
- Development of advising tools at <http://www.usm.edu/institutional-effectiveness/advising-tools>
- Development of SSSC-related QEP topic proposal – *Success Matters at Southern Miss* – see <http://www.usm.edu/qep/qep-2016-tell-us-what-you-think> , one of final six under consideration
- Ongoing follow-up to colleges on Not Attending rosters and Midterm Grades
- Discussion/clarification of SSSC recommendations with Faculty Senate. Meetings with Space Planning Committee and with Cynthia Easterling, Rita Hayley-Burks and J. Norton on use of Cook Library space for Student Success Center
- Sen. Haley voiced concern about putting the advising tools on the Institutional Effectiveness website. Could we look at putting up a student success website? Dr. Wiesenburg said he would look at this possibility.
- Sen. Cloud asked if there would be faculty raises in the next year. Dr. Wiesenburg said that the CFO reports there would not be money for raises in the upcoming year.

- Pres-elect Press asked individuals to share their experiences with the new system. It feels like I am still doing course scheduling although the online tools are nice. Sen. Hrostowski reported that in the school of social work said that they use an advisement form they fill out before the students come in, so that they can spend more time talking with students. I could send out that form to the FS listserv. Dr. Powell added that we are in a transition between two systems. In the new system, students will have their schedule registered and set, but will not be confirmed until they have seen an advisor. Pres. Fletcher asked how students were being informed. Dr. Powell stated that emails have been sent out, but there is still a transition period. SGA president reported that he has seen multiple emails, and SGA is working with incoming freshman to educate them on the system. He also expressed that students approve the new system. Sen. Davis stated that the school of music has a similar process as the school of social work.
- Sen. Zelner stated that today was the first time she had heard about the conversion of the 1st floor the library being converted into the Student Success Center. She asked who could she go to with her questions about this process. Dr. Weisenburg stated that we need funding, need to determine the reconfiguration of the space. For example, in the process, one space is devoted to newspapers. Some space can be repurposed easily. Other things will not be as easy. I misspoke that the whole first floor will be repurposed. Part of the first floor will be repurposed. In other institutions, the library is often involved in the Student Success Centers. We are still in the formative stages.
- Pres. Fletcher asked Dr. Weisenburg to share some information regarding suspending enrollment into the masters of Science degree on the coast. Dr. Weisenburg stated that we did not have the faculty capability to support the number of students enrolled in the program. Additionally, the volume of student applications overwhelmed the staff resources. Pres. Fletcher noted that increasing enrollment is a priority. How are we supposed to do that without the resources. Dr. Weisenburg stated that we must maintain program quality to ensure the quality of the university. This program was planning on accepting 200 students with 3 faculty. You cannot serve that volume of students. Sen. Zantow asked if we should expand our international studies to the coast if there is a need for it. Dr. Weisenburg responded absolutely, but we need to make sure that we have the appropriate support. Sen Zantow stated that we need to know the plan so we can contribute to the process. Dr. Weisenburg stated that we want the plan to be developed on the ground, but to ensure that resources are available. Sen. Haley supported that administration has communicated that we need to maintain quality with growth. Dr. Weisenburg has asked the dean to develop a plan to address the issue. We are hiring a new director of the school of computing to build the program. Pres-elect Press asked how do we grow? Do we build the faculty and know that they (students) will come? Do we buy the buses so passengers can come; or do we wait till we see a bunch of people standing outside hoping for a bus before we buy one? Dr. Weisenburg responded that we have to grow in a way that we can manage it. Sen. Holt noted that the department chair instructed that the program be grown and that they would get the faculty resources, and requests were made to get more faculty. Then the notification to suspend enrollment was issued on March 15<sup>th</sup>. Dr. Weisenburg noted that he sent the memo on the day he received control over the issue in the structure change. Dr. Powell added that there was also a SACS issue with explosive, uncontrolled growth without resources in place to support it.

## **7.0 Committee Reports**

### **7.1 Academic and Governance No report**

## **7.2 Administrative Evaluation**

Sen. White asked Sen. Barry to share where we were with the evaluation process. We have had more responses than in recent years. We are pulling out comments and means, separating them by colleges. Now we are compiling the reports now. We expect to send out the reports in a week or two. Pres. Fletcher asked why we could not get the evaluations completed in early fall. Sen. White reported that it took six emails before she could get the list from HR, the list was incorrect, and HR was not able to correct the list. Sen. White reported that she spent 10 hours herself cleaning the list. There is a great deal of work that needs to be done, but we need to ensure confidentiality. Keeping the committee small, helps ensure confidentiality. We have officially moved the request of information from HR to August 1.

## **7.3 Awards**

We had a fantastic awards ceremony before the meeting. Thank you to Sens. Nored, Barry, and Fletcher.

## **7.4 Budget** No report

## **7.5 Bylaws** No report

## **7.6 Elections**

Sen. Zelner reported that they are getting ready to start round two next week.

## **7.7 GC Faculty Council**

Sen. Zantow (for Sen. Smith) noted that we want to ensure that the coast student voice does not get lost (in reference to the Coast SGA request to have representation on the President's Cabinet). We do not want to lose the SGA on the coast. Pres-elect Press asked is we could have delegates from the coast on the SGA. Sen. Zantow stated that we just want to ensure that our students have the same opportunities.

## **7.8 Handbook** No report

## **7.9 Research and Scholarship**

Sen. Piland reported that VPR Cannon should have the final wording of the research incentive program next week. We will be circulating that policy to the senate.

## **7.10 Student Life** No report

## **7.11 Teaching and Service**

- Sen. Iglesias reported that the committee could not support the mid-term evaluations. A copy of this report was circulated to the listserv. Pres. Fletcher made a motion to accept the report. All in favor.
- Sen. Iglesias reported that the committee had questions regarding the implementation of the Student Success Report, but they are in support of the report. Hopefully these concerns will be resolved with the formation of the Implementation Committee. All in favor in support of the Student Success Report.
- Sen. Iglesias reported that the committee had several questions regarding the Academic Integrity Policy. Those issues has also been brought up by other bodies. The policy has been revised to address those issues. The revised policy will be circulated to the listserv.
- Pres. Fletcher asked if the committee had considered the issue the SGA brought forward about the Deans receiving comments from student evaluations. Sen. Iglesias stated yes. There is not a standard model for annual evaluations. Sen.

Anderson reported the University Teaching and Service committee has been talking about this issue and may reconsider this issue.

**7.12 University Relations** No report

**7.13 University Welfare and Environmental Concerns**

- Sen. Hrowtoski reported that the committee is concerned about the lack of medical and mental health services on the coast. Drs. Lucas and Crawford plans underway to provide those services.
- Sen. Hrowtoski noted that the Cochran Building does not have recycling receptacles. Some reasons offered included design issues and the custodial services being outsourced. Sen. Lux noted that there is a wide spread problem with custodial staff not participating in the program and they are often disposing the recycling with the trash. The SGA reported that they are looking at ways to promote recycling.

**8.0 Old Business** None

**9.0 New Business**

**9.1 Nominations for President-Elect and Secretary-Elect**

Pres-elect Press wanted to remind everyone that elections are coming up. Pres. Fletcher stressed the importance of the roles. Sen. Lux noted that the senate's involvement with administration is dependent on the administration.

**10.0 Adjourn**

**Notice: The Faculty Senate May 2<sup>nd</sup> meeting has been moved forward to Friday, April 25<sup>th</sup>, 2:00 p.m., in Trent Lott Center Rooms 101/102 to be able to honor Dr. Bennett at his May 2<sup>nd</sup> Inauguration Ceremony.**