

Fall 9-5-2014

## Faculty Senate Minutes - April 25/May 30, 2014

USM Faculty Senate

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**The University of Southern Mississippi**  
**Minutes of the Faculty Senate Meeting**  
**April 25, 2014 (Replacing May 2<sup>nd</sup> meeting)**  
**Trent Lott Center Rooms 101/102**

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

**Members Absent:** D. Daves, M. Dugan, M. Elasri, K. Goodwin, C. Meyers, W. Odom, J. Wiggins.

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

**1.0 Call to order 2:12 pm**

**2.0 Approval of agenda**

On motion by Sen. Davis, second by Sen. Reischman-Fletcher, the agenda was unanimously approved.

**3.0 Approval of April 4th Minutes**

On motion by Sen. Susan Hrostowski, second by Sen. Wiggert, the minutes of the April 4, 2014 meeting were unanimously approved.

**4.0 Officer Reports**

**4.1 President**

Pres. Fletcher reported the following:

- The QEP topic selection has narrowed the topics to six;
- The Strategic Planning Committee met yesterday. Two subcommittees have been formed to look at Forces and Trends and Internal Environment; and
- Please review the document sent out on the listserv today regarding Space Planning.

**4.2 President-Elect**

Pres-Elect Press noted the following:

- In the process of identifying chair-elects for the upcoming year. Please contact Pres. Press if you have any desire to chair a committee;
- Current chairs, please send end of year reports to Pres. Press before the next meeting.
- An expression of appreciation to the outgoing senators and Pres. Fletcher and Secretary Story. I look forward to building upon the work they have done;
- An expression of appreciation to Dr. Bennett for granting Faculty Senate a seat on the Executive Cabinet;

- An expression of appreciation to Drs. Bennett and Wiesenburg for their level of engagement with the senate and for being open to suggestions.

#### **4.3 Secretary** No report

#### **4.4 Secretary-Elect** No report

### **5.0 Introduction of Guest Speakers**

#### **5.1 Provost Wiesenburg**

In Dr. Wiesenburg's absence, Alison Gillespie reported that the Provost's office has been looking at opportunities to expand the summer school program. We have been exploring marketing options, faculty resources, and creative solutions. We need faculty to encourage students to put courses in their shopping carts so we can track them. We are doing a Summer Expo where campus and community partners will be there to offer employment options for students. We are sending numerous emails out to inform students about their options.

Sen. Haley asked if enrollment has been trended.

Ms. Gillespie stated that we have been flat for several years. We are working with departments to see how we can increase summer enrollment.

Sen. Sirola stated that faculty would be more willing to teach summer courses if they were paid more.

VP Vinzant agreed and stated that we are looking at options to transition from a system that is not near where it needs to be to close without putting a strain on the University. We are also looking at where the revenue goes so that it will incentivize summer school (e.g., push money back to the colleges and the departments).

Sen. Haley suggested that maybe offering incentives to faculty/departments for increasing enrollment above the minimum.

VP Vinzant stated that we need to change the model in which we have been operating under. Those kinds of suggestions are the things we need to hear and consider.

Pres-elect Press asked if we could provide housing for things like mini-sessions. Two-week sessions can be enriching if done correctly.

Sen. Welsh reinforced that notion and added that being immersed in the topic is a great experience.

VP Vinzant stated that we can work out those details and get with Scott Blackwell.

Ms. Gillespie reported that there is discounted housing and meals now being offered for the summer.

Pres. Fletcher expressed appreciation for all the work Ms. Gillespie and the working committee has done.

#### **5.2 Vice President for Finance and Administration Vinzant**

VP Vinzant presented a presentation of the “Budget Development for Fiscal Year 2015.” The presentation is preliminary work to allow for feedback before the final budget is made. The presentation included the following goals for the process:

- Use a multi-year framework
- Increase transparency and involvement of university constituents
- Move toward a performance based resource allocation decisions
- Eliminate deficits and cut expense that are not essential
- Rebuild University reserves.
- Promote integrated operating and capital planning in auxiliary enterprises.

Sen. Haley asked how the university evaluated the auxiliaries in non-monetary outcomes.

VP Vinzant replied that we need to have a customer feedback loop.

Sen. Haley noted that the service providers often manage those things.

VP Vinzant agreed that there should be an external feedback loop but that right now the focus is on getting a hold of the financial situation.

Pres Fletcher stated that these issues could be addressed in the strategic planning now that is clear that the CFO office is not handling it.

VP Vinzant noted that we are trying to figure out how we develop a uniform integrated service delivery model across multiple campuses.

Sen. Zantow asked if we as faculty senate could offer suggestions on this issue, and VP Vinzant welcomed suggestions.

VP Vinzant also reported:

- The final budget is due to IHL June 2<sup>nd</sup>. A budget memo to the VPs, Deans, and directors for budget requests as been sent. Requests will be due to the budget office by May 16. The President will make final decisions regarding the budget by the end of May.
- We are looking at our reinvestment/reallocation process. We will probably release some sort of target to the departments. This target is not meant to taking money back, but instead meant to have them look at how they can be more efficient.
- We will be receiving nearly \$1.6 million above the base from state, which is up from the \$96,000 originally planned. The commissioner lobbied for a minimum threshold so that institutions that were struggling with enrollment would not be penalized twice.

Sen. Barry asked if this is an increase from the typical state allocations, to which VP Vinzant answered, yes.

Sen. Haley asked if this minimum threshold would be continued. VP Vinzant said there are no guarantees, but he is optimistic. He also stated that:

- We need to increase in student aid to approximately \$1.8 million.
- Athletics need \$800,000. We need to get our athletics department to be self-sustaining.
- We need \$882,000 for organizational changes for the two campuses.

- Multi-year Challenges
  - We need to continue to increase enrollment and monitor our enrollment efforts. Pres-elect Press asked if this includes retention. VP Vinzant stated yes. It is about net student growth.
  - We need to plan based on the IHL formula where student credit hours is the main driver.
  - We need growth in online offerings, at Gulf Park, and in international enrollment.
  - We need \$425,000 for faculty promotion and benchmarking and \$2.2 million (each 2016 and 2017) to implement a salary program.
  - There will be an elimination of the vacancies that is \$1.6 million as a part of the E & G.
  - The research lab needs \$2.9 million in improvements, which is currently being diverted to the E & G. We need to phase that in each year. This was done as a part of the budget cutbacks a few years ago. This \$2.9 million reoccurs annually as a part of research grants.
  - Total amount of revenue from all sources is projected nearly \$7.8 million for 2015.

Sen. Haley asked for clarification on the differences from enrollment growth and enrollment initiatives.

VP Vinzant explained that the initiatives are from the estimates from the proposals accepted for funding. Enrollment growth is from increase in enrollment.

Pres Fletcher invited VP Vinzant to come back and give an update on the progress of these initiatives to which VP Vinzant stated he would oblige.

Sen. Hrostowski asked if VP Vinzant would give an example to one of the initiatives and how they demonstrated impact. VP Vinzant noted a College of Nursing proposal to open up a spring enrollment on the coast campus. This proposal asked for one new faculty line that would increase student numbers by approximately 25.

Sen. White asked how non-essential expenditure reduction will play in the future? VP Vinzant stated they will play a roll but we need to be strategic and be systematic. We need to encourage departments to find ways to save money and then let them reinvest it in a way that has real promise of showing a return.

Sen. Cloud noted that with our thin resources and the fact that it takes years to phase out programs sets the stage for a disaster. He went on to ask when we will move on to the decision-making phase before the disaster hits. VP Vinzant reinforced that people need to be confident in the decision-making method we use. We will be working through that in the next couple of months. Some of how we do that is examining the things that are mandatory and which are a service expectation.

Pres-Elect Press asked if there is a plan on how to get athletics to the self-sufficiency. VP Vinzant stated yes.

Sen. Zantow asked where the foundation falls in all of this. VP Vinzant stated that he was not sure, but we want those private dollar investments to let you do something different to set you apart. Not a good idea to use private dollars to plug holes.

Sen. Haley noted that there is nothing in the budget model to address the compression issue. VP Vinzant stated that they were hoping to build up a salary pool will allow for raises. Sen. Hrostowski noted that the budget states that the raises will be based on merit. VP Vinzant added that we could address it with promotion. Sen. Hrostowski stated that if we do not make it retroactive then it may increase compression. Sen. Haley noted that stating that planning on dealing with compression with promotion encourages faculty to limit productivity until those incentives are in place. VP Vinzant asked if someone had looked at the cost of a program to systematically address compression. Sen. Haley and Pres Fletcher stated yes, the Provost has.

Pres-Elect Press asked why was \$800,000 need for the structural changes when that money could be used for faculty raises. VP Vinzant noted those costs were due to the creation of associate deans and an associate provost the change required.

Sen. Haley noted that we are being asked to increase enrollment and retain them, but not compensate them. VP Vinzant stated that many of these initiatives are adding personnel. Sen. Haley said what this is telling us we need more resources for administration and junior faculty, but resources are not being put into long-standing faculty. Sen. Zantow noted that the Provost has stated that resources will be removed in the event that enrollment drops.

Pres Fletcher stated that he did not think that the athletics problem is going to resolve anytime soon. He also noted that summer school money has been diverted to the athletics program and now are not delineated on the budget. VP Vinzant stated that we are trying to determine incentives to grow summer school. We did not put it on the budget because any growth will likely be reinvested. This separation is so that the summer revenue will not have to compete with the larger budget. Our goal is to increase the base summer pay. Initially, it may be in other ways. Pres Fletcher asked why we could not use current revenue from summer school to address salary compression instead of putting it into athletics. VP Vinzant stated that the allocation was made by the board. VP Vinzant stated that he will be considering this feedback before the budget is finalized.

Sens. Zantow and Haley agreed that the summer revenue would be more of a faculty incentive if it was somehow making it to the faculty instead back into places such as deans' offices who often work with inflated budgets. Sen. Haley stated that the money could be put into a pool for next year. VP Vinzant stated we are looking at ways to reward performance with one time money.

Sen. Booth noted that the budget reflected the increases in utility prices, and faculty are experiencing the same increases in cost of living. VP Vinzant stated that he will voice these concerns to the administrative team.

Pres-Elect Press asked how long can we support a sinking athletic department at the risk of sinking academics. VP Vinzant noted that these issues are not going to get easier nor are they going away. We have to sort them out. Transparency with the process is intended to help the process. VP Vinzant noted that if we do not generate change we will be at a loss. We need to look at each department to identify where improvements can be made.

Sen. Zantow voiced his appreciation with VP Vinzant's candor and transparency.

VP Vinzant asked for a summery of comments be sent to him.

## **6.0 Proposal to move June 5 meeting to May 30**

A motion to move the June 5, 2014 meeting to May 30, made by Sen. Davis and seconded by Sen. Hrostowski was unanimously approved.

## **7.0 Old Business**

### **7.1 Academic Integrity Policy**

Sen. Haley (for Sen. Iglesias) reported that the suggestions from faculty senate regarding the Academic Integrity Policy. The updated policy was circulated on the faculty senate listserv.

Sen. Haley made a motion to endorse the policy, and a second was made by Sen. Reischman-Fletcher.

Discussion of the motion commenced by Pres Fletcher asking if the committee would dissolve or continue. Sen. Haley stated that an Academic Integrity Officer would be established but that no plans were made to continue the committee. The Officer will monitor the initiatives and the implementation. An appeals committee will be established to deal with breaks in the policies. Pres-Elect Press offered some suggestions including some wording changes, the designation of breaches on student transcripts, and the use of Turnitin as a standard. Sen. Haley stated that the faculty has a right to determine whether or not to initiate the process. There are other options for when intention to plagiarize is not expected. There are built in processes to ensure student rights. Sen. Buchanan called for questions.

Sen. Press then made a motion to amend the motion to endorse the Academic Integrity Policy. A second was made by Sen. Welsh. The motion failed by a voice vote of two aye and the remainder opposed.

The vote was sent back to the original motion for a voice vote, which failed by a vote of two aye and the remainder opposed.

## **8.0 Committee Reports**

### **8.1 Administrative Evaluation**

Sen. Barry reported that the reports are not out due to technology issues.

## **Recess of May Meeting until the June meeting to be held on May 30, 2014**

### **Recommence April 25 (May ) Meeting**

**Members Present and Represented (by proxy):** L. Agler (M. Naquin), J. Anderson, T. Barry, A. Beck, D. Booth, R. Buchanan, S. Cloud, D. Daves, K. Davis, K. Dillon (J. Wiggert), D. Douglas, D. Fletcher, A. Haley, B. Hayden, D. Holt, S. Hrostowski, L. Iglesias, J. Lambers, M. Lux (L. Neelis), E. Molaison, M. Naquin, L. Nored (R. Buchanan), W. Odom (K. Davis), J. Olmi, S. Piland (S. Cloud), R. Press, S. Reischman-Fletcher, T. Roberson, K. Shelley, C. Sirola, P. Smith (C. Maugh), L. Story, C. Tardy (S. Reischman-Fletcher), T. Welsh (K. Shelley), J. White (S. Reischman-Fletcher), J. Wiggert, K. Zantow, T. Zelner.

**Members Absent:** G. Chen, M. Dugan, M. Elasri, K. Goodwin, C. Meyers, J. Wiggins.

**8.2 Academic and Governance** No report

**8.3 Administration Evaluation**

Sen. Barry reported that there continues to be issues with the new systems. The committee is working with Itech to resolve the issue and is hoping to disseminate the results as soon as possible.

Pres. Fletcher requested the committee make a process report for future cycles especially regarding receiving names from Human Resources.

**8.4 Awards** No report

**8.5 Budget** No report

**8.6 Bylaws** No report

**8.7 Elections**

Sen. Zelner reported that there were fewer errors this year, but we will continue to work on improving that process.

**8.8 GC Faculty Council** No report

**8.9 Handbook** No report

**8.10 Research and Scholarship** No report

**8.11 Student Life** No report

**8.12 Teaching and Service** No report

**8.13 University Relations** No report

**8.14 University Welfare and Environmental Concerns** No report

**9.0 Old Business** None

**10.0 New Business from April 25<sup>th</sup> (May) meeting**

**10.1 Review of Proposals to Amend the Bylaws**

**10.1.1 Clarification of Senator start and end dates**

**10.1.2 Expanded duties of president**

Pres. Fletcher recommended we wait until September meeting to vote on the bylaws change to give everyone adequate time to review the suggested changes.

**10.2 Elections**

**10.2.1 President-Elect**

Pres.-Elect Press nominated Sen. Hwrostowski from the floor.  
Sen. Zelner nominated Sen. Story from the floor.  
Sen. Story was elected by secret ballot.

## **10.2.2 Secretary-Elect**

Pres.-Elect Press nominated Theresa Welsh from the floor. No other nominations were made. By acclamation, Sen. Welsh was elected as Secretary-elect.

## **10.3 Other**

### **10.3.1 President-elect Budget report for the year**

Pres.-Elect Press presented the budget report for the 2013-2014 year.

### **10.3.2 President's Final Report**

Pres. Fletcher presented the final report.

## **11.0 Adjournment of April 25<sup>th</sup> (May) meeting and end of 2013/2014 Senate year**

## **Commence May 30<sup>th</sup> (June) 2014 Organizational Business Meeting for 2014/2015 Senate Year**

**Members Present and Represented (by proxy): M. Alford, J. Anderson, T. Barry, A. Beck, D. Booth, R. Buchanan, S. Cloud, K. Davis, D. Fletcher, D. Griffin, R. Griffitt, A. Haley, S. Hart, O. Harvey, B. Hayden, F. Heitmuller, D. Holt, S. Hrostowski, L. Iglesias, J. Lambers, M. Leonard, M. Lux (L. Neelis), H. Lyn, C. Maugh, C. Meyers, E. Molaison, L. Neelis, L. Nored (R. Buchanan), W. Odom (K. Davis), J. Olmi, R. Press, P. Price, L. Rackoff, S. Reischman-Fletcher, T. Roberson, S. Rouse, K. Shelley, C. Sirola, L. Story, C. Tardy, M. Van Norden, T. Welsh, J. White, K. Zantow.**

**Members Absent: K. Goodwin, C. Miller.**

## **0.0 Seating of New Faculty Senate Members**

### **1.0 Call to order**

### **2.0 Approval of Agenda**

Pres. Press did not call for an approval of the agenda.

### **3.0 Special Agenda Items**

#### **3.1 Appreciation for outgoing President, Secretary, and Senators**

Pres. Press expressed a deep appreciation for the outgoing senators and Pres. Fletcher, Sec. Story, and Sec-Elect Anderson in their service on the Executive Committee.

#### **3.2 Appointment of Omar Harvey and Dori Griffin to fill two Senate vacancies**

Drs. Harvey and Griffin were unanimously appointed by the senate to fill two vacancies for a period of one year by voice vote.

## **4.0 Officer Reports**

### **4.1 Pres. Press**

#### **4.1.1 Presentation of the Budget**

Pres. Press added \$1,000 to Commodities to add cushion for receptions and added \$1,000 for printed materials. Sen. Lyn noted that travel had been omitted. Sen. Haley questioned the communications budget. Sec. Anderson expressed a strong opposition to spending money on printed materials. Pres. Press stated that all comments regarding printed materials would be taken into consideration.

#### **4.1.2 Appointment of Parliamentarian, Dr. Thelma Roberson**

Pres. Press appointed Sen. Roberson as Parliamentarian for the 2014-2015 senate year.

#### **4.1.3 Affirm support for Chairs to join expanded Executive Committee meetings**

The chairs of senate committees were added to an expanded Executive Committee by unanimous affirmation.

### **4.2 President-Elect**

Pres-Elect Story expressed gratitude for the votes of support for her position as President-Elect.

### **4.2 Secretary**

Sec. Anderson reminded Senators to sign the sign-in sheets.

### **4.4 Secretary-Elect (Absent)\_No Report**

## **5.0 Remarks from Administration**

Provost Wiesenburg reported the following:

- There is an internal search for the Honors Dean and three interviews were conducted. The pool was small but qualified. Thus there was no campus-wide meet/forum. The decision should be made within a week.
- A national search is underway for the Dean of the Graduate School. Tom O'Brien is chairing that search. The top three candidates will visit campus in the upcoming weeks.
- Dr. Frances Lucas has resigned her post to join the faculty in Human Capital Development.

Sen. Haley asked for a report on how student success is being implemented.

Provost Wiesenburg stated that an implementation team co-chaired by Kristi Motter and Bill Powell has been identified. They prepare and circulated a report and have put together a job description for Associate Provost for Academic Success. There are two parts to the position: faculty development and student success. It is anticipated that the position will not be filled before spring. Right now, co-chairs are occupied with SACS orientation for site visit. Kristi Motter is working on recruitment. Also, related to enrollment management is to put together a small group interested in looking at ideas for recruitment. A recruiting consultant

(enrollment person from University of Miami) will be brought in this summer. He had great success while at Miami.

Sen. Haley asked if this would be spearheaded by the university or by the colleges/ departments?

Provost Wiesenburg expressed that a new strategy is need, as no appreciable enrollment growth has occurred in past twelve years. MSU and Ole Miss have grown. However, Southern Miss has not.

Sen. Holt asked if there would be organizational changes on the coast since the resignation of Dr. Lucas.

Provost Wiesenburg stated that no changes would be made in the next year. President Bennett appointed Steve Miller for a one-year appointment, and no further changes are expected during that time.

Sen. Holt asked if there has been any move forward on the Associate Provost position for the Gulf Coast Campus.

Provost Wiesenburg stated that there will be a national search. Funding will be available July 1. Funds will also become available for the search for the Asst. Dean for the College of Education.

## **6.0 Committee Reports/Discussion**

### **6.1 Academic and Governance**

Sen. Holt reported a list of identified members for the committee and discussed items of interest for the committee for the upcoming year, including:

#### **6.1.1 Academics**

- Assessment overload
- Recruitment/retention
- Communication among administration/deans/faculty.
- Exploration of the use of Dashboard
- Prevention of Academic Suspension
- HTC implementation
- Student Success
- UNIV 101/301 courses

#### **6.1.2 Governance**

- Clarification of the University structure
- Clarification of the definition of Misconduct
- Salary inequities/compression

### **6.2 Administrative Evaluation**

No Chair has been identified. Sen. Fletcher has volunteered to consult committee but not chair.

### **6.3 Awards Committee**

Sen. Berry (via Sen. Reischman-Fletcher) reported that the Awards committee functions well and the charge of the committee is clear. Issues for the committee for the upcoming year include:

- Timely management about awards decisions in conjunction with Provost's office;
- Increased recognition of talented and accomplished faculty;
- Discuss monetary prizes and increase the number of award categories; and
- Increase representation on the committee to include as many colleges as possible.

### **6.4 Budget**

Sen. Zantow, Chair, noted that the committee should serve as a liaison between the faculty senate and the administration on issues related to finance and should serve as an advocate for transparency in the budget process. The committee should also facilitate dissemination of financial information and provide commentary on process.

### **6.5 Bylaws**

Sen. Roberson, Chair, stated that the committee should continue to be responsive to changes in university policy and align them with the faculty senate bylaws. The bylaws also should be reviewed for wording, clarification, and to make sure they are procedurally sound. Pres-Elect Story and Sen. Bill Odom volunteered to join committee.

### **6.6 Elections**

Pres. Press asked for volunteers. Sen. Holt stated that the most challenging issue with this committee. Pres. Press recommended we send a letter to VP Vinzant asking for assistance with this issue.

### **6.7 Gulf Coast Council**

Casey Maugh, Council President discussed the fact that the Coast lost many major figures this year due to retirement, restructuring, or resignation and is undergoing many changes. The Council will work on:

- Mentorship for faculty;
- Gulf Coast representation on UAC and CAC for T & P purposes; and
- Recognition for GC Faculty Council as an official governing body.

Sen. Roberson asked if there are enough full professors in each college for UAC and CAC representation. Council Pres. Maugh stated that is unknown, but the Council is looking into this issue.

Sen. Roberson recommended that the Council be added in the University Handbook. Sen. Haley, as representative on Committee on Committees, recommended the Council request the addition of the committee through the President's Office and that he would send Council Pres. Maugh the guidelines. Sen. Fletcher stated that bringing the council into the senate may strengthen the body and support the notion that we are one faculty body.

Sen. Story suggested that the senate should express the support formally.

## **6.8 Handbook Committee**

Sen. Davis, Chair, reported that the mission of the Handbook Committee is an extension of the overall governing body of the faculty senate and should work in conjunction with the University Handbook Committee. Objectives of the Handbook Committee are:

- Manage the senate appointees to the University Handbook Committee;
- Process and discuss faculty issues, elicit input, and submit recommendations to the senate and the University Handbook Committee; and
- Clarify the committee's definition.

## **6.9 Research and Scholarship**

Sen. Buchanan, Chair, noted the goals of the committee, which include:

- Examine what the committee has previously accomplished;
- Ensure indirect research dollars are getting back into research;
- Ensure proper accounting; and
- Explore the faculty reward system.

Sen. Fletcher reminded that VPR Cannon has reported the new incentive program, but there needs to be follow-up.

## **6.10 Student Life**

Sen. Olmi, Chair, reported that the mission of the committee is to bring the attention to the faculty senate issues that affect our students including student success and well-being. The committee will be working to clarify its focus, identify duplication and gaps, promote health and well-being, and financial support.

Sen. Haley noted that the new academic calendar allows for early aid distribution but that we need someone to champion that. He also stated that we continue to have bookstore issues. Finally, Sen. Haley noted that we should have a greater voice over academic issues.

Sen. Rackoff noted that the increased need of students to work negatively affects our students.

Sen. Olmi noted that the committee will try to have SGA members from Hattiesburg and GC to sit on the Committee as well as a coast faculty member.

## **6.11 Teaching and Service**

Sen. Iglesias, Chair, noted that the committee will be exploring:

- Student recruitment and retention;
- Coordinating with the Student Success Implementation Committee;
- Faculty recruitment and retention;
- SACS issues (in coordination with Bill Powell);
- Best practices for teaching evaluations;
- The use of “+” and “-“ grades;
- Follow-up on the guidelines for online teaching; and
- Identification of ways the evaluation of service can be improved.

Pres-elect Story asked the committee to explore the issue of determining minimal service based on rank.

## **6.12 University Relations**

Sen. Rackhoff, on behalf of Sen. Alford, Chair, stated the committee will:

- Explore what the faculty needs to support the University's external relations and
- Establish relationships with external environment bodies.

Sen. Rackoff also stated that the committee wants the general public to better understand the University and wants to become the face of the University outside the University.

Sen. Haley noted that senators should be reaching outside the University in an official capacity. While many attend events outside of the University, we should be involved on behalf of the University.

## **6.13 University Welfare**

Sen. Hrostowski noted that the committee does not have a mission statement and needs to delve into archives to understand how the committee was formed. She also stated that she believes the committee ensures well-being.

Pres. Press suggested that the word "environment" be added to the committee name, so as to see to concerns such as the lack of recycling bins in buildings and smoking in non-designated smoking places.

## **6.14 University Committee on the Evaluation of Teaching (external)**

Sec. Anderson reported that the committee did make a recommendation to the Provost that either a teaching portfolio (the contents of which would be determined by the departments) and/or peer review as a part of the evaluation of teaching. The committee has recommended to the Provost that student comments be provided to the faculty supervisors, but only if the policy includes a grievance procedure in the event these comments are used inappropriately. The Provost has not made a final decision.

Sen. Booth noted that it would be nice to have some way to recognize the difference between small and large classes.

Pres. Press stated we will put the evaluation of teaching issue on the upcoming agenda.

## **7.0 Old Business None**

## **8.0 New Business**

### **8.1 Creation of Communications Committee**

Sen. Press requested the creation of a Communications Committee that would be chaired by Chuck Tardy.

Sen. Haley expressed that communications should be a function of the Executive Committee, in particular, the secretary.

Sen. Lambers recommended that the secretary be a member of the committee.

Pres. Press noted that the Secretary-elect Welsh previously had agreed to serve on the committee.

Voice vote of affirmation: All in favor.

## **8.2 Announcement**

Sen. Alford announced that Tuesday, June 10 would be the grand opening of Lake Thoreau Environmental Center. The foundation would like an RSVP for lunch/snacks.

## **9.0 Adjournment**

Upon a motion by Sen. Lambers and second by Sen. Hrostowski, the meeting was adjourned by unanimous voice vote.

## **Dates of Interest – Senate Meetings 2014-2015**

Mtg #1	August 15, 2014, (Retreat -- <i>Location and times TBD</i> )
Mtg #2	September 5, 2014
Mtg #3	October 3, 2014
Mtg #4	November 7, 2014
Mtg #5	December 5, 2014
Mtg #6	February 6, 2015
Mtg #7	March 6, 2015
Mtg #8	April 3, 2015 (Good Friday)
Mtg #9	May 1, 2015
Mtg #10	June 5, 2015