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Faculty Senate Meeting Agenda

Friday, November 4, 2016

2 PM – Union Room B, FEC 303 (IVN), Caylor 103 (IVN)

Present: Daniel Capper, Marcus Coleman, Kimberly Davis (Proxy), Kate Greene (Proxy), Max Grivno (Proxy), Cheryl Jenkins (Proxy), Nicolle Jordan, Ann Marie Kinnell, William Odom, Stacy Reischman-Fletcher, Amber Cole (Proxy), Melinda McLelland, Chad Miller, Catharine Bomhold, Bradley Green, Lilian Hill, Sharon Rouse, Anne Sylvest, Cynthia Handley, Susan Hrostowski, Laurie Neelis, Tim Rehner (Proxy), Bonnie Harbaugh, Beth Tinnon, Mac Alford, Deborah Booth, Franklin Heitmuller, Chris Sirola Tulio Sulbaran, Scott Milroy, Eric Sailant, Maxim Van Norden, McPhaul, David Holt, Heidi Lyn, Kenneth Zantow

Absent: Kevin Greene, Louis Rackoff, David Lee, Sherry Herron, William Hornor, Charles McCormick, Westley Follett, Tom Rishel.

Guest: Bill Powell (Office of the Provost)

1.0 Organizational Items

1.1 Call to Order at 2:11 p.m.

1.2 Roll Call

1.3 Recognition of Quorum: we have a quorum.

1.4 Recognition of 2/3 membership for voting on Bylaws and Resolution

2.0 Adoption of Agenda

2.1 Rouse – motion to accept

2.2 2nd

3.0 Program

3.1 No Scheduled Speaker

4.0 Approval of Minutes

4.1 September 2016: motion by K. Davis, second by Rouse

4.2 October 2016: motion by Rouse, second by Heitmuller

5.0 Officer Reports

5.1 President

5.1 President's Report, November 4 (Full) David Holt

- a. Continue to send in written reports and be sure to send out minutes/ notes to your college to keep them informed.
- b. Minutes need to be updated to website
- c. Attendance in Senate – William Hornor has not occupied his seat on Faculty Senate and has missed the retreat and last 2 meetings. If not in attendance, elections committee needs to contact the affected unit for a replacement.
- d. No Hiring Freeze – but all hires must be justified through dean and provost.

Report from Executive Cabinet 10/11

Press conference held about the INTERPOL agreement

Founder's Day recommendations – to make it about Founder's Day only and move awards

Maybe a presidential address and guest speaker?

Awards Day – a comprehensive event – perhaps syncing all awards on the same day(s)

Web Development presentation

Currently on schedule – to the strategy and governance report

Waiting on content strategy report to determine the “look and feel” of the web pages

Search tool updated

Development continuing – and will for a while

Adding a calendar tool

Gulf Coast update

Housing committee meeting later in the month

Student Center is designed and the process is moving forward

Report from Executive Cabinet 10/25

JSU in the news for financial concerns –

(JSU president has stepped down since meeting) – Former US Sec of Education and JSU football coach, Rod Paige interim president

(October 20 – JSU has enough cash to operate for about 7.77 (\$4 million). Down \$33 million since 2012. Also has \$271 million invested in buildings and infrastructure.

They are stopping E&G funded positions, travel critical status, any excess in revenue moved to reserves, and retrofitting residence halls with energy conserving lighting – will add \$10 million back to reserves by end of FY.

IHL commissioner called out JSU – SACSCOC issues potential

Open records request of all 8 universities

USM and IHL – commissioner happy with USM reserves, but we have not yet met IHL target – we have recovered a good amount of money over the past 4 years.

USM goals are slow growth with financial accountability – “living within our means”

Academic Integrity Policy to Cabinet

Concerns about XF grade following students forever

XF remediation plan for students to remove the grade

XF awarded by instructors

Integrity issues to be reported to Vice Provost, Amy Miller

Vice Provost, Amy Miller, to handle the Integrity Officer role over new hire or appointment

Various Discussion Topics

120 hour plan – out in 4 initiative.

Academic Analytics (platinum analytics) for class scheduling and planning

AMP under review and release by next month

November 14 – the Student Life proposals going out for Gulf Park.

GP Master plan finalizing

Housing Study of GP due out Oct 28. Listening sessions for neighborhoods to be planned.

November 14 – groundbreaking for new Gulfport Port building

Report from Executive Senate meeting with President, VPCFO, Provost 10/11 – cancelling (only follow up from first meeting and just after the Senate meeting)

1. Teaching track – released to colleges – should be to chairs and department to write language for the promotions of instructors and teaching track.
2. Minisession Fees – 1,2,3 week – intersession fee – will look into it
 - a. Intersession – possibly looking at minisession becoming intersessions as stand alone terms – details ongoing
 - b. Summer growth enrollment – 52% of summer courses were below enrollment goals – need to parallel enrollment before changing summer funding
3. Workload policy
 - a. 4:4 workload policy – with a 1:1 release for research (to departments to return to chairs)
 - b. Review for policy and workloads
4. GCFC recognition
 - a. No update yet.
5. How much would it cost to deal with compression?
 - a. CUPA – 7.3-9.4 million to get everyone up to the averages – but NE slant to it

End Report

5.1.1 Highlights

5.2 President-Elect

5.2 President-Elect Report, 2 November 2016

1. I updated various parts of the website (contact information, committees, list of past presidents) and inquired about old versions of our bylaws. Older versions are available in Aquila, but they are “hidden” so that people don’t accidentally pull them up through typical web searches.

2. I e-mailed Office of University Communications and Associate Athletic Director of Marketing and Communications, copying the Dean of the Graduate School and Director of the Center for Undergraduate Research (CUR), about featuring faculty and student research on the video board at football games.

3. I met with the chairs of the elections committees of the various advisory bodies to begin plans for next year’s ballot.

4. No progress on summer salary plan yet.

5.3 Secretary No Report

5.4 Secretary-Elect Not present

6.0 Decision/ Action Items

6.1 Vote for the Resolution in Memory of Stanley “Stan” Abraham Kuczaj, II attached at the end of this document

6.2 Unopposed and Adopted.

7.0 Standing Committee Reports

7.1 Academics.

Dan Capper, Marcus Coleman, Cindy Handley, Frank Heitmuller, Chris Sirola, Beth Tinnon

- Committee members working on statements and recommendations regarding program implementation during a climate of budget reductions
 - Focus → Programs facing curricular hardship
 - Associated objective → Ensuring affected faculty receive formal credit for programmatic responsibilities that are excessive of the established standard

See Attachment A at end of this report.

7.2 Administrative Evaluations **Committee Chair:** Melinda McLelland

Committee Members: Amber Cole, Cheryl Jenkins, Anne Sylvest

Report:

1. We have access to the survey in Qualtrics
2. We still need detailed information on evaluation process. I will be contacting Bill Powell for advice.
3. We would like to make minor modifications to the survey
 - a. Skip Logic
 - b. Add a few questions to reflect the concerns raised in the faculty senate survey (e.g., faculty governance, transparency)

4. We plan to email the senate the current version of the survey along with the proposed questions so that we can vote at the next meeting.
5. We will distribute the survey after the vote via Qualtrics;

We will present the proposals via email and vote on floor at the next meeting.

Focus Areas for Year:

1. Determine process for administering evaluations
2. Evaluate content of evaluations
3. Determine if additional administrators should be included
4. Assess process of communicating results to University
5. Assess process of communicating results to the administrators
6. Determine who should complete the survey and when

Resolutions or Recommendations: None at the moment

7.3 Awards the Awards Committee is in the process of reviewing applications for a variety of awards. Many have November deadlines and we are expecting them soon. We are also serving as faculty senate members for the review of applications for the Suggs Award, the Grand Marshall Award, and Sabbaticals.

7.4 Bylaws revisions from last year have been made and will be posted shortly.

7.5 Elections – (Alford) Chairs of the various university advisory bodies met 2 weeks ago and went over process; all agreed that we should request spreadsheet from Human Resources and begin now instead of waiting until January. It was also suggested that we continue with a combined ballot and choose an election coordinator.

7.6 Faculty Senate Finance Committee Report

The committee met on October 31, 2016 with Dr. Doug Vinzant. Committee members present were Ken Zantow, and Max Grivno.

While a number of issues were discussed, this report will focus on the finances related to Summer Teaching.

The following data are from the recently completed FY 2015-2016, in millions (approximate).

Revenue from Summer Teaching	\$10.50
Faculty/Staff and their children's tuition waivers	\$1.60
Expenses: Teaching Salaries and Fringe	\$3.15

Expenses: Other \$0.15

Revenue Net of Expenses \$5.60

Currently, Revenues Net of Expenses go to the general fund. Over the previous three Fiscal Years, Revenues Net of Expenses have amounted to (in millions):

FY 2012-2013 \$4.5

FY 2013-2014 \$4.7

FY 2014-2015 \$5.6

The Teaching Salaries and Fringe for FY 2015-2016, being \$3.15 million, could be increased by 20% at a cost of approximately \$ 0.63 million. This increase in salary might provide added incentive to teach during the summer and would likely result in additional enrollment to offset some of the cost of these increases. While it may not be enough of an increase in one year to address the recommendation passed by the Faculty Senate on May 1, 2015 (attached), a multiyear plan, based upon these increases could be developed.

This information is provided by the Finance Committee for your consideration in the discussion of Summer Pay.

This is from May 1, 2014.

A RECOMMENDATION OF THE FACULTY SENATE BUDGET COMMITTEE

A FACULTY SENATE recommendation proposing a **Summer Faculty pay schedule**

WHEREAS, The integrity of the academic offerings of the university is based upon building and maintaining viable programs and attracting and keeping qualified faculty; and,

WHEREAS, In order to meet the needs of students, efficiently utilize facilities, and build a strong summer program; and,

WHEREAS, summer academic offerings are integral to the timely completion of degree programs, provide an opportunity to retake courses and improve grades, allow for accelerated completion of a degree program; and,

WHEREAS, Summer academic offerings contribute to student academic success, provide a timeframe that is typically less crowded in terms of scheduling, which aid in improving student retention; and,

WHEREAS, Summer academic offerings will increase tuition-based revenue to the University; and,

WHEREAS, The current summer teaching pay schedule fails to reflect current practice, recognize disciplinary salary differentials, merit and other salary increases;

Therefore, we recommend the following:

1. Faculty compensation for a summer class should be comparable to compensation for a class taught in fall or spring semesters and be based upon the faculty member's 9 month salary.
2. Incentives should be developed for students to use summer school offerings consistent with current student success efforts of the university.
3. In no case should revised summer faculty salaries be less than current summer faculty salaries.

THEREFORE BE IT FINALLY RECOMMENDED THAT, copies of this recommendation shall be sent to the Provost/Academic Vice President, VP of Finance and Administration, and President.

7.8 Gulf Coast – A concern is a survey to workplace answers that students are asked to do. It asks a lot of very person questions. It is attached to the soar account. It does appear to be mandatory for all students to take. The office of compliance has not responded. This is for both Graduate and Undergraduate students. The office of compliance has had complaints. There are issues associated with this survey.

David Holt – Will Welfare and Environment Committee look into this

Susan Hrostowski – yes we certainly will.

7.9 Handbook Committee – The University Faculty Handbook Committee met last Friday, October 28th.

8 The new 2016-17 handbook is up on the Provost’s website reflecting the changes made last year.

9 Formed a sub-committee that includes members of the Faculty Handbook, AAUP, Senate, and Council of Chairs to continue the work on Progressive Discipline and Academic Misconduct. (Drs. Rebecca Powell, Alan Thompson, Max Grivno, and William Powell; the CoC representative is Associate Professor Tisha Zelner)

10 B. Powell is recommending a revision to the Academic Dishonesty or Student Dishonesty statement in 4.5.5. We received the proposed change from Sam Bruton and will be discussing and possibly taking a first vote at the November 18th meeting.

11 Two proposals were presented that came up from the CoC: the first dealt with Departmental T & P committees, found at 9.5.2, to add the term “tenure” as a necessary qualification to serve on departmental promotion committees. The discussion was tabled for us to look into it this further.

12 The second proposal was to *modify qualifications to serve on departmental tenure committees*, from 9.7.1. **The first vote was taken to approve this change.**

12.6 Present statement: **9.7.1 Types of Tenure Proceedings**

“...The membership of the Departmental Tenure Committee shall include all tenured faculty members within the department, with the exception of departmental faculty who are also serving as the University administrative officers....”

- Proposed change to **9.7.1 Types of Tenure Proceedings**
 - “...The membership shall include ... with the exception of departmental faculty *who are of lower rank than the applicant for tenure and under review for promotion or* who are also serving as University....”

7.10 University Relations and Communication No Report

7.11 Welfare and Environment No Report

8 Outside Committee Reports

8.10None

9 Consent Items

9.10 Committee Needs

9.10.1 Sabbaticals Committee (2) one Senator and an at large

9.10.1.1 Bradley Greene (Senate)

9.10.1.2 Stacy Reischman Fletcher (at Large)

9.10.2 Grand Marshall Committee (Sharon Rouse)

9.10.3 Suggs Award Committee (Stacy Reischman Fletcher)

9.10.4 University Master Campus Facility Planning Committee (Ann Marie Kinnell)

9.10.5 Committee on Committees (David Holt)

9.11 Budget Expenses

9.11.1 Food cost change 237 to 127

10 Unfinished Business

10.10 June 2016 Minutes

10.11 Faculty Senate Retreat 2016 Minutes – Susan Hrostowski moved to accept - accepted

10.12 Academic Master Plan (update in process)

11 New Business

11.10 Convocation or presidential address interests? State of the University, on Founders Day or a Convocation, at the beginning of each semester. Moved to Governance Committee.

11.11 Plan for Summer Funding Model? Moved to Academics Committee with Finance.

11.12 Plan for Software Coordination? VP of Research could coordinate. ITEC does not have this list. Moved to university Relations and Communications committee.

11.13 Committee of the Whole: Discussion about future potential cuts and programmatic changes/ vision for the campus (Provost's letter emailed on November 1, 2016).

12 Good of the Order

13 Announcements

13.10 Next Senate Meeting: December 2, 2 PM, Union Room B and IVN

13.11 Next Senate Executive Meeting: January 17, 2:30 PM, TL

13.12 Next Senate Administration Meeting: January 17, 3 PM, TL

14 Adjourn 3:57

9.1 Resolution in Memory of Stanly “Stan” Abraham Kuczaj, II

Resolution in Memory of Stanley “Stan” Abraham Kuczaj, II

October 20th, 1950-April 14th, 2016

Authored by D. Joe Olmi, Ph.D.

Presented by Bradley A. Green, Ph.D.

We, the members of USM Faculty Senate, want to honor the memory of Stan Kuczaj who was an active and long-time member of the USM faculty who served the University well.

WHEREAS, Stan Kuczaj served for 20 years as an employee of The University of Southern Mississippi and respected member of the USM Department of Psychology faculty and for 12 of those 20 years as Department Chair.

WHEREAS, Stan Kuczaj was loved and admired by students, staff and faculty colleagues alike across the University, the country, and the globe as a result of his dedication to the fields of child development and marine mammal cognition and behavior.

WHEREAS, Stan Kuczaj was known for his dedication to and support of student success.

WHEREAS, Stan Kuczaj brought distinction to the University and to the Department of Psychology at the local, national, and international levels through his excellence in teaching, research, and service.

WHEREAS, Stan Kuczaj amassed over 200 publications including books, journal articles, and book chapters and was awarded millions of dollars in research grants in collaboration with present students, past students, and professional colleagues.

THEREFORE, BE IT RESOLVED, we honor the memory of Stanley “Stan” Abraham Kuczaj, II and insure that his memory lives on in our hearts and minds. We celebrate his life and the positive impact he has had on colleagues and students at every level at The University of Southern Mississippi. His spirit will forever walk the halls of Owings-McQuagge Hall and his presence will be forever felt in the hearts of all who knew him.

Attachment A

November 3rd, 2016

TO: Faculty Senate, The University of Southern Mississippi

FROM: Frank Heitmuller, Academics Committee, Faculty Senate, The University of Southern Mississippi

SUBJECT: Budget reduction and academic programs with curricular hardship

The ongoing and foreseeable budget reduction process at The University of Southern Mississippi (and many other state-funded public institutions in the United States) generates appropriate concerns regarding the operation of the University, the civic commitment to affordable and quality higher education, and, as a faculty member, the trajectory of our profession. Although the ultimate manifestations of these now chronic budgetary reductions have yet to be fully realized, they will most certainly hinder our progress to facilitate unbiased and financially unmotivated solutions for a multitude of problems facing our state and country.

Given the backdrop of our preparations to minimize the negative consequences of reduced public financial support, the intention of this letter is to focus on anticipated outcomes for academic programs at the University and measures that could be taken to ensure efficiency and productivity among those programs.

Four possibilities for our academic offerings appear evident: (i) program elimination, (ii) new strategic programs, (iii) continuation of existing programs with curricular surplus (luxury?, wealth?), and (iv) continuation of existing programs with curricular hardship. I will not focus on the first two because it would be merely conjecture to discuss yet-to-be-determined decisions. However, there exist programs at present that fall into the latter two categories. I will loosely define curricular surplus as those programs with sufficient faculty (and/or support staff) to ensure regular delivery of the courses necessary for students to graduate in a timely manner and ensure various programmatic responsibilities are met without deleterious effects toward creative or scholarly requirements of faculty. I will loosely define curricular hardship as those programs with insufficient faculty (and/or support staff) to ensure regular delivery of the courses necessary for students to graduate in a timely manner and ensure various programmatic responsibilities are met without deleterious effects toward creative or scholarly requirements of faculty. Various shades of gray can be envisaged.

In yeoman's terms, faculty meetings in programs with some level of curricular surplus might be concerned on any given day with Academic Council forms to offer new electives for faculty members with certain lines of expertise or propose new degree programs or emphases that provide coherence for a multitude of available electives. Programs with curricular surplus have a variety of faculty members (probably committees) that contribute to complete annual GEC course assessment reports or annual WEAVE program reports and equitably participate in student recruitment and/or Summer Preview advisement sessions. Programs with curricular surplus enthusiastically encourage faculty members to apply for sabbatical in order to establish or enhance existing research programs. Programs with curricular surplus ensure untenured Assistant Professors are minimally burdened with service obligations to ensure a successful research program and development of high-quality courses.

Faculty meetings in programs with curricular hardship might be concerned on any given day with finding an adjunct instructor to teach one or more courses required for graduation (or worse waiving a course for a particular graduating class). Programs with curricular hardship have very few faculty members (commonly one or two) who must complete annual GEC course assessment reports or annual WEAVE program reports and must represent the program at all student recruitment and Summer Preview advisement sessions. Programs with curricular hardship might not receive encouragement or approval from the Chair or Director to apply for sabbatical. Programs with curricular hardship heavily rely on untenured Assistant Professors to provide obligatory services necessary for program maintenance and stature within the University.

A disparaging portrait is painted above. However, those conditions associated with programs with curricular surplus are GREAT and should be afforded to all programs at every public university across the country! Unfortunately, the reality is and will increasingly be that many programs who are not already striving to maintain curricular order will be trimmed through retirements and subsequent elimination of those faculty lines or other means by which human capital is depleted. Without going further, I offer a few considerations to those responsible for administrative decisions to specifically maintain programs undergoing curricular hardship:

- Faculty members who teach only specialized electives should be encouraged to at least minimally contribute to core degree requirements. It is unsustainable for one or more faculty members in small programs to resist contributing toward the courses needed for timely graduation of students.
- Across-the-board budget reductions disproportionately affect programs with curricular hardship. Cuts to some programs with few existing human resources could result in consequences that ultimately cost more to alleviate in the future (e.g., student protests & public perception, legal consequences if a student is poorly advised and doesn't graduate on time) than simply establishing a lower limit to operational budgets for programs pressed to maintain a baseline curriculum.
- Adjunct instructors or emeritus professors who contribute to core degree requirements should be allowed to teach more than one course per semester and receive pay commensurate with course enrollment. These experts can bail a program out of difficult and unexpected circumstances (e.g., faculty departure or illness, sabbatical leave).
- Future course schedules should be developed years in advance to minimize advisement mistakes to students. These future course schedules should be considered as contractual agreements from departments and colleges to ensure student success and be appropriate stewards of public funds. If possible, signatures from the Chair or Director and college Dean would be an appropriate formality.
- Tenure-track and tenured faculty heavily involved in mandatory programmatic responsibilities (e.g., WEAVE program reports, Summer Preview) as a result of non-participation or absence of other faculty or qualified staff should be formally given credit during annual evaluations and the tenure & promotion process. Similarly, tenure-track or tenured faculty required to teach more than the standard course load or be excessively required to prepare new courses because of unanticipated circumstances should be

formally given credit during annual evaluations and the tenure & promotion process. The formal credit could come in the form of reduced creative or scholarly expectations during the year(s) affected by curricular hardship.

- Forms, internal reports, mandatory trainings, and other superfluous engagements should be kept at an absolute minimum by the University in order to free up the time necessary for faculty members to function at as high of an academic level as possible.

These recommendations constitute by no means an exhaustive list of considerations, but stem from circumstances experienced by those involved in programs with curricular hardship. Although true equality among programs is a realistically unattainable, albeit honorable, goal, measures can be taken to ensure that our University includes a variety of quality programs for students to choose from, and that both faculty and students can succeed and offer solutions to problems facing our state, nation, and global community.