

10-6-2017

Faculty Senate Minutes - October 6, 2017

USM Faculty Senate

Follow this and additional works at: https://aquila.usm.edu/faculty_senate_minutes

Recommended Citation

USM Faculty Senate, "Faculty Senate Minutes - October 6, 2017" (2017). *Faculty Senate Minutes*. 197.
https://aquila.usm.edu/faculty_senate_minutes/197

This 2017/18 Minutes is brought to you for free and open access by the Faculty Senate Archive at The Aquila Digital Community. It has been accepted for inclusion in Faculty Senate Minutes by an authorized administrator of The Aquila Digital Community. For more information, please contact Joshua.Cromwell@usm.edu.

The University of Southern Mississippi
Faculty Senate Minutes

Friday, October 6, 2017, 2:00 p.m.

Union B; Hardy Hall 316 (IVN); MEC Conference Room (IVN)

Present: Daniel Capper, Jennifer Courts, Miles Doleac (Proxy), Kevin Greene, Max Grivno, Cheryl Jenkins, Ann Marie Kinnell, Bob Press, Stacy Reischman-Fletcher, Amanda Schlegel, Amber Cole, Melinda McLelland (Proxy), Catharine Bomhold, Bradley Green, Lilian Hill, Sharon Rouse, Anne Sylvest, Charkarra Anderson-Lewis, Cynthia Handley, Susan Hrostowski, Tim Rehner (Proxy), Mac Alford, Deborah Booth, Sherry Herron (phone), Joshua Hill, Susan Howell, Scott Milroy (Proxy), Jeremy Scott, Eric Saillant, Donald Redalje, Adrienne McPhaul, Lee Follett, David Holt, Heidi Lyn (Proxy), Kenneth Zantow, Tom Rishel

Absent: Marcus Coleman, Nicolle Jordan, Will Johnson, David Lee, Bonnie Harbaugh, Beth Tinnon, Charles McCormick

Guests: John Eye

1.0 Organizational Items

1.1 Call to Order – **2:04 p.m.**

1.2 Roll Call

1.3 Recognition of Quorum

1.4 Recognition of $\frac{2}{3}$ membership for voting on Bylaws and Resolutions

2.0 Adoption of Agenda – **Approved**

3.0 Program

3.1 Cameron Cloud, President; McKenna Stone, Vice President; Student Government Association (SGA)

Cloud announced initiatives that the executive branch is working on this year including the return of Eaglepalooza, which was initially not funded for this year. It is back with support from alumni, the Foundation, and Dr. Bennett.

Stone (president of SGA senate) expressed a desire for open communication between the two bodies (student senate and faculty senate). Announced that the student senate passed a resolution to allow the Latin distinction for honors graduates who are not part of the Honors College. The student senate also looked into the implications of changes to DACA and encourages faculty senate to support their initiatives to help students affected.

3.2 John Eye, Dean of University Libraries

Library Subscription Cuts (introduced by Eric Saillant) – Several online journal subscriptions that are important for SOST faculty and scientists are not available anymore through our library. Two subscription packages that were cancelled recently resulted in the loss of about 2700 journals/titles. Some of the journals in those packages are very important to research activities within SOST and possible in other units as well. Having access to journals in our field is important for us and the students. Not sure if everyone is aware of the cancellations and maybe we should have a process where each unit can review the titles that

were lost and identify those that are important to their activities and decide and discuss the process

Dr. Eye – The way the larger packages are purchased is you subscribe individually to x number of titles, then, if you subscribe to so many titles, you also get another group at a discounted rate (marketing technique). The problem is that those publishers talk about spend levels. Their bottom line is that you have to spend as much or more every year. We don't have the money to spend on the inflation of costs. \$25,000 is what we spend each year. It's been hard to negotiate any in between. We negotiated with Elsevier (with Ole Miss and Mississippi State) with a five-year contract. These two schools are subsidizing our costs; we were able to realize cuts because of State and Ole Miss. One of the metrics we use is "cost per use." We believe if usage is low then we can use Interlibrary Loan without having high cost per use. Some titles we lost were in an "extra package" (Springer/GCRL) and we still haven't found a way to get those back. It comes down to inflation and budget cuts, and we're only going to have to cut more. Forty percent of our budget is in Science and Technology because those journals cost more. We're trying to spend dollars where they do the most good. If there are titles that are not available through Interlibrary Loan, then that's a good argument to keep journal subscription.

Questions:

Eric: Some of the journals we use are very specific, so the usage may be low, but we still need to access those journals. There aren't many scientists down there so the numbers are low. Some of the journals important in the field need to be accessed to maintain competitiveness of our unit.

Eye: There are really specific niche areas at GRCL that need those journals. There are also other areas across the university that are in your same boat (low usage, but we have Ph.D. programs in that area), so the numbers are low. It's hard to apply a single formula to those cuts because of the niche areas, but we try to use our best judgment. We can't afford to pay high cost for one or two uses a year.

Eric: If any more units like ours can come together for solutions to this problem, then we should.

Eye: We have liaisons with every area. I would also like to talk about some type of formula because you have a different budget down there. The current use of ILL is very low and not sure why this is. It is a 48-hour turn around.

Don Redalje: Interlibrary Loan is not efficient in the sciences. It takes too long, and I understand the pressures. It's critical for us to move quickly and have access to material to be successful. We have to find a way to get the money to fund these resources.

Eye: Provost is doing everything he can to sustain budget. He is very supportive to keep us in a position to stay above ground.

Catharine Bohmhold: This is not a function with just this university; this is an industry-wide problem. Publishers have what they know we need, and they are holding us hostage. Open Access is an excellent idea.

Eye: Open Access is a good idea. It helps us negotiate with vendors. If you support Open Access in tenure/promotion, that puts pressure on vendors. If faculty publish in Open Access or non-profit society journals instead of mainstream for-profit journals, that would help.

Eye: We (State, Ole Miss) purchases databases together as a group, pooling resources, but the challenge is control. It is hard to put money in a pot and decide that you're going to use money fairly (they may decide one area is more important than others). We do work together and try to save money that way.

Max Grivno: Maybe we can upgrade Interlibrary Loan services. It has been successful to my work.

Eye: UC-Boulder has a rapid ILL (6 hours turn around) that we could possibly explore using.

Eric Saillant: Cost of rapid ILL?

Eye: It wouldn't be cost prohibitive for us. Mississippi State uses it. We would have to have enough people using for it to be cost efficient.

4.0 Approval of Minutes

4.1 September 2017 (Approved)

5.0 Officer Reports

5.1 President –

Accomplishments

Delivered recommendations of September meeting to listed parties (President, Provost, etc.)

Appointed members to No Smoking Implementation Committee (Beth Tinnon, Jeremy Scott)

Appointed member to University Assessment Committee (Mandi Schlegel)

Suggested members to Bicycle Committee (TBD)

Communicated stadium signage ideas and faculty spots to the President and Athletic Director

Communicated billboard marketing strategies (localities and design) to University

Communications and Undergraduate Admissions; Kate Howard will follow up based on analysis of inquiries

Communicated bulleted USM Mailout suggestion to University Communications (Jim Coll)

Recycling bins requested and placed in the suites of football stadium

Recycling bins requested for Union and Cochran, was told that cost for the aesthetically pleasing containers (not plain blue) is prohibitive at the moment; they hope to add in the near future or we could help raise the funds

Senate Executive Committee affirmed Provost's nominees for Ombudsmen (Bradley Green, Psychology; Jeanne Gillespie, Foreign Languages)

Senate Executive Committee appointed members to the Faculty Handbook Committee (Sharon Rouse, David Holt)

Information (primarily from President's Cabinet and Academic Leadership Council meetings)

Need better response to weather warnings; know location of shelters; faculty need to be leaders for students ("What should I do?" says student); appropriate responses for missed quizzes, etc.

Calls from the President's Office do not mean that a certain outcome is expected

Deans will consult faculty for interim appointments during reorganization; current directors and chairs to keep their roles this coming year

Priorities for the coming year, regardless of budgetary concerns: (1) reorganization, (2) savings (i.e., surplus + budgeted surplus), (3) recruitment / admissions

Tobacco-Free USM Policy adopted this summer (July meeting of Cabinet)

Process for legislative infrastructure requests is multi-dimensional, beginning with Design & Space Committee (Catharine Bomhold) and Physical Plant, with input from the Legislative infrastructure group and IHL, which may re-order priorities, to be determined by VPFA, VP for External Affairs, and Provost

Proposed academic calendar brought to Cabinet; additional information from the faculty sent to President upon his request (heavily geared towards science and lab and some dance); but approved on October 3

Methods to deal with budget shortfall have not been decided, almost certainly some workforce reduction, perhaps taxing DE (designated accounts) accounts; early retirement not considered significant

Search Committee, Vice President for Student Affairs, Report

Outside firm, Spelman Johnson, will be leading search; search committee of 15 people; position now advertised; we expect 8–12 candidates by November 10, with us then narrowing down to 6–8 candidates for in-person committee interviews, followed by 3–4 finalists who will be brought to campus after Christmas.

5.2 President-Elect- None

5.3 Secretary – None

5.4 Secretary-Elect – None

6.0 Decision/ Action Items

6.1 None

7.0 Standing Committee Reports

7.1 Academics – Comments from the university Online Steering committee members (Catharine Bomhold is Chair-Elect of that committee representing Faculty Senate and Cynthia Handley is representing CoH. Amber Cole is on the committee as well.) – Looking at whether online design is intentional or whether it serves students needs; focusing on totally online courses and GE courses as well. Also looking at training for faculty in pedagogical realm and not just technical. Most of the information from the Online Steering committee meeting was provided by Associate Provost Amy Miller

Catharine Bomhold: They're trying to make online grow. We're getting a lot growth in that area already.

Bob Press: Was there any sense from Dr. Miller or Provost that we should have an idea of how far we want to go as an institution as far as being online, and shouldn't the faculty have a voice in that?

Cynthia Handley: The faculty voice is the steering committee. This is the first meeting and I'm sure we'll have more.

Catharine Bomhold: Bob, I am aware of your questions, and I have passed them up the line. There are some areas of concern that Dr. Miller would like for us to look at. The Office of Online Learning is actually guiding the process, and I think that is a concern. Online is where students want to be and that's where I think the university will focus their attention (growth).

David Holt: Keeps coming back to fully online students. We do not have a plan for students who are on campus, but are just taking online courses. I want to make sure we don't get sidetracked by fully online students and forget the partially online students.

Catharine Bomhold: Would it be beneficial for Faculty Senate to call a meeting just for you all to discuss this further?

Sharon Rouse: We have to consider SACS of face-to-face required hours (SACS accreditation). It is not a correspondence course. Accreditation guidelines require something face-to-face .

Mac Alford: If we see the Steering Committee is not getting the authority to steer, we faculty need to step in and assert our role in the process.

Mac Alford: We will set up a listening session among senators soon. Catharine will send an e-mail to coordinate.

Cynthia Handley: Lee is going to serve as interim chair.

7.2 Administrative Evaluations – No report

Don Redalje: We have a school and a chair and we could only evaluate one; we want to evaluate the director and chair

7.3 Awards –

Sharon Rouse: We are reviewing rubrics we can use for evaluating awards to share with junior faculty who are not aware of how awards work and what they should do in order to be considered. We will visit with Allison Gillespie to establish additional awards. The Awards Committee continues to meet and review applications. The HEADWAE Award nomination was submitted on November 3, 2017, to the Provost's Office.

7.4 Bylaws – No report

7.5 Elections –

Initiating the process of getting spreadsheet of all faculty together so we can form ballot.

7.6 Finance –

The committee met on September 15, 2017, with Allyson Easterwood, Interim Vice President for Finance and Administration. Faculty Senate members present were Ken Zantow and Mac Alford.

The committee addressed the Summer Teaching Pay Proposal, upcoming budget cuts, the status of the Student Resource Center and student housing and other projects on the Gulf Park Campus, and the online class fees.

Summer Teaching Pay:

We reviewed the November 4, 2016, Finance Committee report on Summer Teaching and requested data from FY 2016–2017. A number of different summer pay structures were discussed (e.g., enrollment).

Budget Cuts:

The IHL has directed the University to plan for a 2% state appropriation reduction for FY 2019. The IHL has given no indication of a mid-year reduction in funding from the state at this time. At the time of the meeting, data were not clear on enrollment and its budget implications. UPDATE—There will be budget reductions in FY 2018 to adjust spending to projected revenues for the fiscal year. No details are available at this time but will be forthcoming in the near future.

Building Projects:

A RFQ (request for qualification) was issued for student housing developers for a student housing project (approximately 150 beds) at the Gulf Park campus. This action followed a favorable feasibility study conducted last year. The Student Resource Center is in the pre-planning stage. Funding for the building is at the top of the USM Gulf Coast list of priorities for state bond funding (2018 Legislative session).

The Bower Academic Center is moving to the Library.

Online Class Fees:

Online class fees (\$20 per online credit hour) are included in tuition and fee revenues that help support E&G budget allocations, including the Office of Online Learning. * We don't have the level of accounting where we split off fees/funding. [FYI: In addition to the information that Allyson Easterwood shared (above), I thought it would be interesting to see just how much money we were talking about. My estimate, based upon the 46,357 credit hours listed in the Fall Census Student Credit Hour report on the Institutional Research web site, the total income from the fee for Fall 2017 semester would be \$927,140. *Some goes to online learning; the other goes to general budget.]

Questions:

David Holt: What's the percentage? \$1 million should make for great online program. Would like council to look at how that money is being used.

Cynthia Handley: Amy Miller said that some of that money is being used to pay for Canvas.

Catharine Bomhold: We paid extra for YuJa and it's not working; Adobe Connect is now being used and has to be supplemented by department.

David Holt: Wasn't that being paid for by technology fees?

Ken Zantow: We have a serious budget issue.

Bob Press: Wondering if Senate should devote some time to the problem of students failing/flunking out. We have all of these initiatives for student success, and I'm not sure if students are being reached. Invite Amy Miller to discuss the initiatives and metrics of success (Mac will follow up with Miller about speaking to the Senate).

Ken Zantow: Complete to Compete – where students have hours towards degrees, but haven't been able to finish; finds a way for them to get a degree.

Ann Marie Kinnell: I Can provide information about Complete to Compete.

7.7 Governance – No report

In holding pattern now with reorganization going forth; if anyone has anything, please inform committee chair.

7.8 Gulf Coast – No report

7.9 Handbook –

Max Grivno (newly elected chair of the university Faculty Handbook Committee) will be meeting with Kimberley Davis (outgoing chair) and Provost soon to go over new handbook. Grivno initiated a discussion to get “Sense of the Senate” and how we might cooperate with the Vision 2020 reorganization Handbook Committee. Questions were raised about the relationship between the two committees.

Review of Handbook was done last academic year by university to look for inconsistencies in document; work was done, but report did not get to Faculty Handbook Committee. The university got a legal scholar to look for conflicts. The report was stalled at that point and was set off to the side once the reorganization started.

Questions:

Stacy Reischman Fletcher: How can we assure that the authority of the Faculty Handbook Committee stays there and doesn't become consumed by some other entity? We have a committee in place; why create a separate committee?

Josh Hill: The committee is not to usurp the authority of the (established) committee, but to look at the inconsistencies. How we approached it is by a set of proposals that works through some process. We proposed that the Faculty Handbook Committee should be part of the process. I think the problem of resolving those things should be part of the reorganization steering committee process.

Ken Zantow: The idea of the steering committee is that these are two different tasks.

Mac Alford: The Provost envisions the reorganization committee coming up with broader changes, which would move to the handbook committee who would make those changes.

Max Grivno: There is a committee who has been doing this work who could have been tasked with doing the work done by that *ad hoc* committee. We're going to be viewing things differently.

Ken Zantow: Pragmatically, don't plan on making a lot of changes to handbook before the reorganization is done. The reorganization is going to change a lot of things. It's really breaking the frame, and we don't know what those results are going to be.

Max Grivno: At some point the reorganization will go into effect, and we'll need a handbook (governance document) when that happens and one that reflects the new structure.

Josh Hill: I don't disagree that the Faculty Handbook Committee should be involved in the process; I think we just disagree when that committee should be involved.

Max Grivno: The handbook committee will have to make decisions that are hastily made.

Ann Marie Kinnell: Who has the ultimate authority to make decisions?

Josh Hill: The Structure and Evaluation Committee does have representation from Faculty Senate committee/handbook committee. The steering committee is constituting something that does not exist; the Faculty Senate handbook committee is working with something that exists.

Sharon Rouse: When we work together as a unit, we're working together for the good of the university. We need communication between groups. The organization is not necessarily about the procedures.

Ken Zantow: There may be a way to do things that may be better than the way we're doing things with the changing structure

Senator: Looking long term, when reorganization happens, we want faculty to be involved and control over the Faculty Handbook (governance) to remain with us.

David Holt: If we are going to come up with a new Faculty Handbook, the problem is that we are currently operating under an existing handbook that has been approved by the President and the IHL, and only the president has authority to change it. The way that it's structured now, we'll get a document at the end and they won't have much time to make any changes to it. I'm curious about the legality of reworking the Faculty Handbook with an existing Faculty Handbook.

Josh Hill: We have faculty members on the subcommittee looking at the handbook; not sure what is being proposed as a change other than asking the Faculty Handbook Committee to consider the work that the subcommittee proposes.

Bob Press: I just want to make sure that the faculty has a voice in whatever decisions are being made.

Ken Zantow: The Provost wants the faculty to be involved in this process from beginning to end; this was an inclusive process.

David Holt: There needs to be more communication with the Faculty Handbook Committee. Re-writing the Faculty Handbook will take a lot of focused work. We can't have different sets of people coming up with all of these rules. We can't lose the details, and the Handbook is all about the details; I think it's being lost in it.

7.10 University Relations and Communication— No report

7.11 Welfare and Environment—

Looking at issues: Compression/Inversion—ask Bennett to come up with policy and allow faculty to know that policy; Faculty Morale—ask Bennett to have a couple parties for faculty; we have money in our budget, so we may be able to have our own.

8.0 Outside Committee Reports

8.1 Academic Reorganization Steering Committee (Mac Alford, Ken Zantow) –

Talked about confidentiality and decided committees need to determine what should/should not be confidential; developed pre-proposal (each committee has charges explaining what they are supposed to do), proposal mechanisms so that people know (pre-proposal due next Friday).

Question:

David Holt: Is there a way to get periodic report instead of waiting for monthly report?

Mac Alford: *Ex officio* members of the Steering Committee to each reorganization committee should be giving feedback. After pre-proposals, the Steering Committee will craft a response that will be available to everyone.

8.2 Academic Reorganization Faculty Governance and Representation Committee (Susan Hrostowski, Scott Milroy, Stacy Reischman-Fletcher) –

Stacy is working on subcommittees, looking at standing committees and how representation is determined. Susan Hrowstoski talked about standing committees and how they are organized (some are organized really well and others are not) and what constitutes a standing committee. They're trying to get uniformity and consistency and some clarity. Committee on Committees should communicate with this group. We also should figure out how

representation on Faculty Senate will be determined .

Susan: Everyone is dedicated to faculty having their voice in decisions.

8.3 Academic Reorganization Academic Structure and Evaluation Committee (Joshua Hill, Ann Marie Kinnell) –

Ann Marie Kinnell: We have been meeting as full committee and have done a lot of yelling. Not working in a vacuum. Sam Bruton is on committee and very committed to Faculty Handbook. We broke down into three sub-sub committees. Promotion and tenure, annual evaluation, Faculty Handbook. I'm on the annual evaluation subcommittee. Our understanding is that we're supposed to really think about what processes are at the university. Thinking about annual evaluations – is the way we're doing it good? What is the purpose? Whatever the purpose is, is it meaningful? Can we come up with other ways of doing it? What is tenure? We would think about guiding principals for each unit for when they rewrite their documents. Also, looking at process. What is at department level, what is at school level? Some schools are departments and some are multiple departments? How do you work that out? Keep going back to reorganization plan to see what needs to be tweaked and what needs to be completely redone. The handbook subcommittee is working with Sabrina Cooper.

8.4 Academic Reorganization Staff Committee (Kelly James-Penot) –

Kelly James-Penot: president-elect of staff council and chairing staff structure committee. There is conversation at chair level about listening sessions coming up after pre-proposal process. Balancing confidentiality is a challenge. Staff members are concerned about losing their jobs. Should be grassroots effort and getting input from outside the committee. Have spent last couple of weeks gathering data about who the staff are and what peer institutions are doing. Looking at universities with schools structured similarly to inform our recommendation. Looking at repeatable duties that staff members do across all school. Being part of a unit can be an advantage, but also opportunities for cross training so not all staff in unit doing same thing.

8.5 Search Committee, Vice President for Student Affairs (Mac Alford) – see above

8.6 Search Committee, AA/EEO Director (Susan Hrostowski) -

Susan: The Committee has been dissolved because decision was made to merge AA/EEO department with

Human Resources Partner team. HR Manager Patty Teague will assume position of AA/EEO director.

Chakarra Anderson-Lewis: Patty Teague is very experienced. They will have some other positions under her to help with her new responsibilities.

8.7 Design and Space Review Committee (Catharine Bomhold) –

Catharine: We had first meeting. Bower Academic Center, raised one million dollars. Didn't have enough money

for independent building. Using that money to renovate space in library. Student Success Center, they have decided to use their money to build this as part of the Bower Center.

Joseph Green – renovation was planned for College of Health, the money is there, but no more money for renovation (bids too high). Now not sure who is moving in.

Ken Zantow: I would like a comprehensive report on all that.

Mac Alford: I have invited Allyson Easterwood to come to our November meeting.

8.8 Drug and Alcohol Committee (David Holt) –

David: We met in September. Now dissolved. Policy was revised with community alcohol being off limits. (Cannot bring it to share.) Policy that if fraternity or sorority breaks that, they are disbanded from this university. Included keg, punch bowl, hard liquor for mixing. Policies online and in effect. Next committee meeting will be in 2021.

8.9 Online Learning Steering Committee (Catharine Bomhold) –

Catherine: We met today and results are unclear. Be happy to meet with faculty senate for specific requests.

Jeremy Scott: Issues with not enough space. Told me to use Yuja when I asked for more.

Catharine Bomhold: Yuja doesn't work well. Big Blue Button doesn't save classes.

Jeremy Scott: Ran out of storage space three weeks into semester.

David Holt: Have audio on my PP that won't play on Canvas. So I use Dropbox for Business.

Catharine Bomhold: Training for Canvas was insulting at best. Could go on forever. Canvas shockingly linear in an increasingly hypertext world. Email me your questions.

David Holt: Skype for Business can record conversations and have as many as you want on it, and terabyte for Dropbox for Business.

Catharine Bomhold: We [dept] are paying for Adobe Connect.

Ken Zantow: Doesn't Yuja provide transcription?

8.10 University Assessment (Mandi Schlegel) – No Report

9.0 Consent Items

9.1 None

10.0 Unfinished Business

10.1 None

11.0 New Business

11.1 Input on Committee Charges with regard to Senate Representation (cf. §8.2) –

Stacy Reischman Fletcher: Be prepared to have discussion about how that should look with reorganization,

knowing one of the colleges will be giant. Our committee will recommend something, but if we cannot but we'll say what options we have discussed. We know for sure we didn't want this body to be much bigger than it is now.

Catharine Bomhold: Same conversation in Academic Council.

Mac Alford: We don't have a ceiling like Academic Council.

David Holt: Our document for Faculty Senate is loose enough that we can interpret it to make changes needed.

Stacy Reischman Fletcher: Happened when Nursing became a college when I was on Academic Council.

11.2 Budget Concerns –

Mac Alford: Provost will come out with plan in next 2–3 weeks on how to deal with cuts. In Presidential Cabinet meeting, Chad Driscoll, VP for External Affairs, met with Lt. Gov. Tate Reeves and Commissioner of Revenue Herb Frierson in Jackson, and they were surprised we've made it so far without a workforce reduction.

12.0 Good of the Order

Ann Marie: Getting marker for Freedom Trail at the university. Clyde Kennard next to Kennard-Washington.

12.1 Next Staff Council meeting: November 2, 9:30–11:00 a.m., GCRL (TBA)

12.2 Next Student Government Association meeting: October 12, 5:15–6:30 p.m., Scianna Hall 1046

13.0 Announcements

13.1 Next Senate Meeting: November 3, 2:00 p.m., Union Room B and IVN

13.2 Next Senate Executive Meeting: October 10, 2:30 p.m., Trent Lott Center 315

13.3 Next Senate Administration Meeting: October 10, 3:00 p.m., President's Office

13.4 College of Science & Technology Convocation: Today, October 6, 3:00 p.m., Polymer Science Auditorium, Shelby F. Thames Polymer Science Research Center

13.5 College of Arts & Letters Convocation: October 11, 3:45 p.m., Gonzalez Auditorium, Liberal Arts Building

14.0 Adjourn