

MSU Faculty Senate

April Minutes

The MSU Faculty Senate met at 3:00 p.m. on April 20, 2006 in the Cheyenne Meeting Room of CSC. Senators present included Arnoult, Sharon; Bultena, Charles (Treasurer); Coe, Mary Ann; Comello, Robert; Davis, Fred; Guthrie, Paul; Johnson, Tina; Johnston, Chuck; Kaciuba, Gail; Kilgore, Lon; Lewandowski, Elizabeth; Marty, Melissa; McClintock, Stuart (Secretary); McNeely, Tom; Redmon, Bob (Vice Chair); Schuppener, James; Stiles, Beverly (Parliamentarian); Tucker, David (Chair).

Agenda was unanimously approved. March minutes had previously been approved by e-mail.

Current Business:

1. Banner. Michael Dye and Valerie Maxwell made a presentation to the Senate about the new hardware/software system that MSU is adopting. The need has arisen to replace the former hardware/software system because it is approaching the end of its life span. MSU has adopted a Sunguard Higher Education product called Banner at the cost of 3.7 million dollars. The funds come primarily from computer use fees that students pay.

The project is called "Mustangs' GAIT " (Great Advances in Technology). There are four core modules that the system addresses: finance, financial aid, student information, and. human resources and payroll. It will create a server web based 24/7 environment. It should streamline many operations on campus and make many tasks such as advising much easier and more efficient.

It will last for about the next fifteen years or so. Installation has begun, and parts of the system will be operational in fall 2008 for student registration. The entire program will be completely operational by 2011.

A steering committee for Banner already exists with members from all over the campus. At present, the Chair of the Senate is a member of this committee, and he and Valerie emphasized the need for active faculty involvement on this committee. Because needs for this system will be different from college to college, many senators felt that each college or even each department should have a member on this committee.

Dye also said that Google has offered to establish a new, free e-mail system for students. It appears that it will facilitate communication with students and may eventually be the mechanism for sending e-bills for student tuition and fees.

Dye also mentioned that the most used areas of the campus such as Clark and Moffett are now equipped to enable wireless communication. In the future, "hot zones" will be created where the university population most wants to use wireless communication.

2. Emeritus status for retiring faculty. The Senate voted unanimously in favor of recommending to the President and the Board of Regents that Emeritus Status be granted to the following professors upon their retirement from the full-time teaching faculty of Midwestern State University

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|-----------------|---------------------|------------------------|
| Larry Davis | Associate Professor | Art |
| John Dowd | Associate Professor | Education |
| Ken Hendrickson | Professor | History |
| Norman Horner | Dean/Professor | Science & Math/Biology |
| Jan Walker | Chair | Social Work |

3. American Democracy Project. Senators Stiles and Lewandowski have been members of a committee investigating whether there is enough interest on campus to recommend to the Provost to proceed with ADP. There should be at least a ten percent interest rate among faculty for the program to be adopted. The committee found about a twenty percent interest rate at MSU. The committee has indicated to the Provost that there is enough interest among the faculty to pursue participation in ADP.

4. COPLAC. Secretary McClintock updated the Senate on the upcoming site visit by COPLAC. At the time of this Faculty Senate meeting, nothing specific about dates was known. The day after the Senate meeting, Dr. Clark indicated that two visitors will arrive Sunday April 30 and will spend Monday May 1 on campus. The COPLAC committee had planned activities for a longer visit, so plans will have to be amended to fit into this tighter time frame.

5. Faculty Award. There was a question about the criteria for the annual Faculty Award. Chairman Tucker said that it was not specifically a teaching award. The idea is to award a professor who has done something outstanding for the university. The exact wording of the criteria follows.

The Faculty Award was created so the Midwestern State University faculty could honor an outstanding faculty member each year. Since each faculty member has his or her own views about what constitutes an outstanding faculty member and whether someone should be honored for a career or for a short period of time, the criteria for nominating and voting for the Faculty Award were left up to each individual faculty member.

Committee and Other Reports:

1. Administrative Council (Tucker): (See end of minutes)
2. Board of Regents (Tucker): (no meeting)
3. Academic Council (Redmon): (See end of minutes)
4. Enrollment Management (Stiles): (See end of minutes)
5. Intercollegiate Athletics Council (Marty): (no meeting)
6. Alumni Association Council: (no meeting)
7. Student Affairs (Lewandowski): See end of minutes.
8. Other active committees: none
9. Financial report (Bultena): The Faculty Senate has \$435.

Closing Items:

1. Senator Lewandowski would like the Senate to address rules for membership in the Faculty Senate. There is general consent that this topic warrants the Senate's attention in the future.

The next Faculty Senate meeting will be at 3 PM on May 4, 2006 in Cheyenne Meeting Room in CSC. The date of the next Executive Council meeting will be determined.

Respectfully submitted,

Stuart McClintock
Secretary of the Faculty Senate

David Tucker
Chairman of the Faculty Senate

Administrative Council Meeting April 18, 2006

Submitted by David Tucker, Faculty Senate Chair

The Administrative Council met on Tuesday May 18, 2006. President Rogers was not present at the meeting (nor were Provost Wiedemann or VPAF Sandoval). The following topics and actions were considered at the meeting:

1. Mike Dye and Jim Hall gave a presentation about a proposal to go to a new student e-mail system to be provided to the university for free by Google. After considerable discussion, it was decided to recommend that the university pursue proposal. It would provide faculty, staff and students with much better communication capabilities, would relieve Information Systems from much of the burden of maintaining e-mail services for students, and can be expanded to include e-mail accounts for alumni, thus provided a much better mechanism for keeping in touch with them. The only down side noted was that the accounts include a certain amount of (discreet) advertising, but Google assures us that they screen that very carefully.
2. The Council recommended to the President that there be established a Non-Classified Staff Award similar to the current Classified Staff Award. Guidelines for eligibility (non-classified, benefit-eligible staff employees, excluding staff members holding the administrative titles of President, Provost, Vice-President, Associate Provost, Associate Vice President, Director, or equivalents) were discussed and a list of current job titles was reviewed to show which positions would and would not be included.
3. Discussion was held about posting of employee photographs on the MSU Website. It was noted that some employees do not want their pictures posted, but that having the directory with photos is a plus for the university. Many felt that having a large number of photos "unavailable" is, in fact, a black mark on the university, and discussion occurred on how to encourage employees to allow their photos to be placed on the web (perhaps using the photo from the faculty/staff Campus Card, if the person is reluctant to sit for another photo). It was noted these photos are used by people on and off campus to familiarize themselves with people with whom they are about to interact. It might be noted that according to the open records laws, the university cannot refuse to release photos of employees, if requested, with the exception of undercover law enforcement officers whose lives might be endangered by such distribution.

4. The Council recommended that the President take to the Board of Regents proposed changes in Policy 3.330 Student Employment and Policy 3.130 Titled Professorships. The Council noted that the Academic Council failed to recommend the changes requested in separate action by the Faculty Senate and since President Rogers had already agreed to those changes discussion will take place with President Rogers as to whether he will add those changes before taking the policy to the Board of Regents
5. The Council recommended to the President the establishment of a \$15 fee for students who take the Writing Proficiency Exam off campus through the services of another institution of higher education or some other arrangement approved by the Coordinator of the program. (This does not include those who take it in Dallas). This fee will offset part, or all, of the additional costs incurred for mailing and administration of these exams.
6. The Council recommended to the President that the Prothro-Yeager College of Liberal Arts be renamed the Prothro-Yeager College of Humanities and Social Sciences. This action is proposed in part because of the intent to join COPLAC and have the whole university designated as a liberal arts university. If approved by the Board (which is expected) this change will become formalized at a ceremony (tentatively) scheduled for the first day of the Fall Semester classes.
7. Although the item was removed from the agenda, the Council spent some time discussing a proposal from COBA to require Business Week Subscription Services for all business students.
8. The Council recommended the usual number of Key Requests for new staff members.

Academic Council Report

Submitted by Robert Redmon, Faculty Senate Vice Chair, April 13, 2006

The Academic Council met on April 12, 2006 in the Comanche Suites of the Clark Student Center. The Council was called to order at 3:00 by the Provost.

Business:

1. The titled professorship policy change (MSU Faculty Policy 3.130) was discussed and its adoption was ratified by the Council unanimously. Pursuant to a memo from the Faculty Senate Chair, a motion was made to amend Policy 3.130 by adding language that would limit funds used to pay fringe benefits related to the \$5000 bonus paid to titled professors to sources other than those used to fund faculty salary and benefits. Though briefly discussed, the motion to amend failed to receive a second and was not considered.
2. The Dillard College of Business will begin requiring all business majors to subscribe to Business Week magazine as a required text for the duration of their coursework. Details related to billing and distribution are still evolving.
3. The Dean of the College of Liberal Arts petitioned the Council to approve a change of name from "The Prothro-Yeager College of Liberal Arts" to "The Prothro-Yeager College of Humanities and Social Sciences." The council approved.
4. A \$15 fee will be assessed to facilitate the administration of the Writing Proficiency Exam when not conducted by MSU either on campus or at one of the designated off campus sites. This fee will be assessed at the time the student registers for the exam and

will be used to offset fees required by the institution that proctors the exam. The representative from HSHS objected.

5. A number of Course Catalog changes were considered and approved.

Enrollment Management Meeting April 11, 2006

Submitted by Beverly Stiles

1. We have beginning freshmen applicants who have applied for fall 2006 but who do not meet the new criteria. However, since some of them do meet the current admission criteria, it is proposed that letters be sent to them telling them that they do meet the current admission standards for summer (with advised admissions). It is proposed that they take no more than six hours (3 per summer term) and have a 2.0 grade point average before they may enroll in the fall term. The justification is that this is a transition year.

2. The total number of students at an institution paying resident tuition under The Texas Education Code, Section 54.064 for a particular semester may not exceed five percent of the total number of students registered at the institution for the same semester of the preceding academic year. We should not give over 310 competitive waivers. However, we have over awarded the number of competitive waivers allowed by the legislature since we have given over 700. The Competitive Scholarship Committee must start meeting to make sure that the competitive waivers are competitive, rather than automatic.

Student Affairs Council Meeting

Tuesday, April 18, 2006

Submitted by Elizabeth J. Lewandowski, Professor of Theatre

The following issues of primary importance to the faculty were discussed in the meeting.

- ❖ With four months remaining in the drive, the Annual Fund Drive has met its financial goal. With 143 additional donors, the drive will meet the goal of 8% alumni participation.
- ❖ New campus cards with the Mustangs logo will be issued in the fall. The old cards will still be good.
- ❖ Friday May 5 is the MSU Work Day for the Habitat for Humanity build. Volunteers are needed from 8:00am to noon and from 1:00-5:00pm. Individuals and groups desiring to volunteer can sign up at the Information Desk in the CSC.
- ❖ A new security wall pack light has been installed by the TV2 entrance to Fain Fine Arts C wing. A new emergency phone is being installed in the soccer concession stand.
- ❖ Spring Fling, including the \$2 campus picnic, is scheduled for April 28.
- ❖ When referring to the MSU mascot, always use Mustangs (plural). Even if the plural does not appear to be grammatically correct, the plural is the appropriate usage of the name.
- ❖ The bookstore has 65% of the fall book choices. A request was made for the remaining decisions to be made, if possible, before the buy back begins.
- ❖ Two Disability Grievance Procedures are currently in the Policy and Procedure Manual. The 2000 procedure will be withdrawn and the council reviewed the existing policy and

several minor wording changes. It is federal law that a copy of this policy be posted in each building in an area accessible to all.

- ❖ An extensive discussion was held regarding a possible adoption of a stole for undergraduates to wear during graduation. A multitude of issues were raised and referred to the Graduation Committee.