

# MSU Faculty Senate

## August 2010 Minutes

The MSU Faculty Senate met at 3:00 PM on August 19, 2010, in Dillard 124. Senators present included Bernard, Guy; Bultena, Charles (Treasurer); Callahan, Tom; Carlston, David (Vice-Chair); Fidelie, Laura; Gorham, Jim; Green, Becky; Hammer, Margaret; Henschel, Don; LaBeff, Emily; Lewis, Gary; Masuoka, Jim; McClintock, Stuart (Secretary); McDonald, Terry; Medford, Ann (Parliamentarian); Mills, Dana; Owen, James (Chair); Patin, Roy; Powell, Francis; Roberts, Kathy; Williamson, Anne-Marie. Lynette Watts represented Beth Veale.

The agenda was unanimously approved.

The minutes of both May meetings had been approved by e-mail vote.

### *Current Business:*

1. Meeting with Provost White. Dr. White said that she looked forward to working with the Faculty Senate and wanted the senate to know that she felt that it plays a crucial role on campus. Dr. White believes that the university is positioned well to weather the budget crunch. She mentioned that academics constitutes the largest portion of the university budget and pledged that she would do all she could to prevent academics from taking a disproportionate cut in the budget.

Dr. Rogers has called for the formation of three committees to look at the budget and to come up with innovative ways to increase revenue. Dr. White will chair the committee dealing with academics. She is looking for about twelve faculty members to serve on this committee. The provost asked the senate to recommend faculty from all disciplines teaching all kinds of courses who would be willing to serve on this committee.

2. In May, 2010, the Faculty Senate elected the following slate of officers for the 2010-2011 academic year.

Chair: Jim Owen, Dillard College of Business  
Vice-Chair David Carlston, Prothro-Yeager College of Humanities and Social Sciences  
Secretary: Stuart McClintock, Prothro-Yeager College of Humanities and Social Sciences  
Treasurer: Charles Bultena, Dillard College of Business  
Parliamentarian: Ann Medford, College of Health Sciences and Human Services

The ratification of these officers takes place at the first meeting of the following academic year. Roy Patin motioned to ratify the whole slate of officers. Anne-Marie Williamson seconded the motion, and it passed unanimously.

3. As a way for the senators to get to know each other, each member introduced himself/herself.

4. Chair Owen went over senate procedures.

5. Course evaluation form: At its May meeting, the Faculty Senate recommended the return to the course evaluation form used from 2006-2009, the form prior to the 09-10 instrument. Dr. White made some suggestions to modify a few questions that would split question one into two separate questions and to remove question eleven because it is so similar to question ten. Questions twenty-one and twenty-two will include the word “overall”. The evaluation form will have a section at its end at which each department can add a few of its own questions. The evaluation form will be done in class using ballpoint pen. Senator Williamson motioned to recommend adoption of evaluation form with suggested modifications. Senator Fidelie seconded the motion, and it passed unanimously. The evaluation form that the Faculty Senate recommended for use in Fall 2010 is at the end of the minutes.

6. Evaluation form for on-line courses. Dr. White will form an ad hoc committee to formulate an evaluation form for on-line courses and would like the senate to recommend professors to serve on this committee who have experience with on-line courses. At this time, Gary Morrison, Anne-Marie Williamson, Josh Packard, Beverly Stiles, Kathy Roberts, and Kirk Harlow have agreed to serve on this committee. The names of several other professors were put forth, and these professors will be contacted to see if they will serve.

7. Issues to consider for the 2010-2011 academic year. Chair Owen asked if there were any topics that senators wanted to address for the year. Senator Gorham said that he had been approached by members of his college who wanted to know if Faculty Development Leaves will be offered this year. Vice-Chair Carlston reminded the senate that, according to rules of the Tenure and Promotion system, a committee should have made its periodic review of the Tenure and Promotion Procedures and Criteria last year.

*Committee and Other Reports:*

1. Administrative Council (Owen) (no report)
2. Board of Regents (Medford): (see end of minutes)
3. Academic Council (Carlston): Provost White encouraged faculty, staff, and administrators who are asked to serve in some capacity with the 2013 SACS accreditation to do so willingly. All CV's and syllabi must be posted by September 1 at the latest.
4. Enrollment Management (Green): In order to help graduate students receive financial aid, the enrollment status of graduate students has been revised as follows, effective Fall 2010—Students enrolled in 6 credit hours or more are considered full-time; enrollment in 4 or 5 credit hours is considered three-quarters time; and enrollment in 3 hours is considered half time. This enrollment status is only for financial aid
5. Intercollegiate Athletics Council (Gorham): (no report)
6. Student Affairs (Williamson): Starting in academic year 2011-2012 , a student must be taking fifteen hours to receive a competitive MSU scholarship.
7. Sustainability (McClintock): (no report)
8. Financial report (Bultena): The Faculty Senate has \$318.

The meeting adjourned at 4:10.

Respectfully submitted,

Stuart McClintock  
Secretary of the Faculty Senate

Jim Owen  
Chairman of the Faculty Senate

The next Executive Committee meeting will be at 3 PM on Thursday, September 2, 2010, in the Apache Board Room of CSC.

The next Faculty Senate meeting will be at 3 PM on Thursday, September 9, 2010, in Kiowa Ex-Students Dining Room in CSC.

**Evaluation form questions recommended for adoption by the Faculty Senate**

                  excellent                  good                  acceptable                  needs improvement                  poor

1. Instructor ability to make the purpose and objectives clear.
2. Instructor ability to make the grading procedures clear
3. Instructor preparedness
4. Instructor ability to keep the class focused on the subject
5. Instructor ability to give adequate, clear, and specific instructions
6. Instructor effort to return graded assignments in fair time
7. Instructor apparent knowledge about subject matter
8. Instructor ability to clearly explain the subject matter
9. Instructor ability to challenge the students to think
10. Instructor ability to make the class interesting
11. Instructor ability to formulate tests/projects that deal with the material in the course
12. Instructor ability to grade fairly and impartially
13. Instructor ability to give constructive feedback
14. Instructor communication skills
15. Instructor ability to treat students with patience, courtesy, and respect
16. Instructor willingness to give students individual help
17. Instructor effort to encourage students to participate

18. Instructor ability to give clear and complete answers
19. Instructor ability to build upon information previously taught in the course
20. Instructor ability to inspire students to learn
21. Overall evaluation of the instructor
22. Overall evaluation of the course

**Faculty Senate report on Board of Regents meeting August 5, 2010**

The board approved an energy efficiency improvement project, and approved a University Organization Chart.

Approval was granted for the following:

- Provost changed to Provost and Vice President for Academic Affairs
- Graduate Studies to Graduate School
- Approved emeritus status for Dr. Evans Lansing Smith
- Tenure granted to Drs. David Rankin and Alisa White

Approved purchase of 917 Midwestern Pky and authorized \$150,000 for remodeling to house the Regional Nurses Training Simulation Center

Elected Shawn Hessing to serve as Vice Chairman of the Board of Regents