

Approved by Faculty Senate 1/17/91
Approved by Eligible Faculty 2/14/91

CONSTITUTION OF THE FACULTY SENATE OF DELTA STATE UNIVERSITY

ARTICLE I: TITLE

This organization shall be entitled "The Faculty Senate of Delta State University."

ARTICLE II: PURPOSE

The Faculty Senate shall be empowered to make recommendations to the President and Academic Council on policies affecting the University and to advise on such matters as the President shall lay before it. It shall also keep the General Faculty fully informed of its recommendations. The Chair of the Faculty Senate, or a representative, shall represent the Faculty as a voting member of the Academic Council. The Chair and other members of the Senate as directed by the Senate shall be among the representatives of the Faculty at meetings of any administrative council or other such body established, or to be established, by the President to act as advisor in administering the affairs of the University.

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Section 2. Those eligible to vote include those eligible to serve and part-time faculty teaching nine (9) hours or more per semester.

Section 3. The membership quota of the Faculty Senate shall consist of representation from each division/department/unit in which there are eligible faculty. The following scale will be used to determine representation:

<u>Eligible Faculty</u>	<u># of Senators</u>
1-14	1
15-24	2
25-34	3
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Section 4. A term of office for senators shall be two years. At any given election, a senator who has served in the two previous consecutive terms or portions thereof shall be ineligible. The immediate past chair will serve as an ex-officio voting member of the Faculty Senate during the following legislative year (May through April), independent of the number of previous consecutive terms served. In the first election under this constitution, one half of the senators will be elected for a one year term. The senators to be elected for a one year term will be determined by lot. Within a unit that will have more than one senator, one senator will serve a one year term.

Section 5. Election of Faculty Senators shall be by the approval voting method. Ballots containing the name of the candidates shall be distributed in each unit not later than the 15th day of March. Faculty shall be notified of the election results not later than the 31st day of March.

Section 6. If a vacancy occurs in the Faculty Senate, the term of that senator shall be filled by a candidate from the same unit who will be chosen by special election. The new senator shall be assigned to the same Faculty Senate committees as the senator who is being replaced.

Section 7. A Committee of Elections shall be responsible for allocating Faculty Senate representation and for conducting elections. The committee shall consist of one Faculty Senator from each of the following: The School of Arts and Sciences, The School of Business, The School of Education, The School of Nursing and the Library. Members of the committee will be elected by the senators representing their respective schools or the Library. Members of this committee shall be responsible for supplying the Committee of Elections with a list of the Eligible Faculty in each unit of their respective schools or the Library. This committee shall elect its chair.

Section 8. An organizational meeting of the new Faculty Senate shall be called by the Chair of the previous year to meet not

later than the first week of May, at which meeting the Faculty Senate shall elect a Chair, Vice Chair, and a Secretary. The immediate past chair shall not be eligible for election as an officer during the year following incumbency. The officers of the Faculty Senate shall be the Chair, the Vice Chair, the Secretary, and the immediate past Chair. These officers along with the elected Chairs of the standing committees shall serve as the Executive Committee of the Senate. Election of the Chair, Vice Chair, and Secretary shall be by ballot of the entire Faculty Senate. Faculty Senate committee membership shall be determined by the aforementioned four senate officers, but continuing Faculty Senate members shall retain their previous committee membership if they so desire. Each Faculty Senate standing committee shall elect its own chair.

Section 9. The Faculty Senate shall be considered a continuing body, and the Faculty Senate shall have the authority to create standing committees to make continuing studies of significant issues.

Section 10. The regular meeting of the Faculty Senate shall be on the second Thursday of each month, provided classes are in session on that day. An extraordinary meeting of the Faculty Senate shall be called by the Chair under either of the following conditions:

1. Upon majority vote of the officers of the Faculty Senate;
2. Upon written petition to the Chair by five members of the Faculty Senate.

When an extraordinary meeting is indicated by either of the methods above, the Chair must issue within twenty-four hours, a notice of the meeting including the time and place; the meeting must be held between twenty-four and seventy-two hours (Sundays excepted) from the time at which the notice is issued; extraordinary meetings shall not be called during scheduled University vacation periods; the purpose of the meeting must be stated in the notice issued by the Chair.

Section 11. The Faculty Senate shall abide by Robert's Rules of Order in conducting its business.

Section 12. A quorum shall be defined as a majority of the total membership.

Section 13. Agenda:

The Chair of the Faculty Senate with the concurrence of the Executive Committee shall prepare a notice of the specific items or subjects to be placed on the agenda of each meeting. This notice shall be distributed seven to ten days in advance of a notified meeting.

Resolutions concerning items not included in the agenda may be presented and seconded, but shall be placed on the agenda of the next meeting and not voted upon until that time. This rule may be suspended by a three-fourths vote of all members present.

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ARTICLE IV: AMENDMENTS

This Constitution may be amended by a two-thirds vote of the Eligible Faculty. Amendments may be submitted by vote of the Faculty Senate or by petition of any ten eligible faculty. Any amendments must be circulated to the faculty at least seven to ten days in advance of the vote.

ARTICLE V: RATIFICATION

This constitution shall become effective by majority vote of the Faculty Senate and by majority vote of the Eligible Faculty.

BY-LAWS OF THE FACULTY SENATE OF DELTA STATE UNIVERSITY

ARTICLE I: TITLE

The name of the organization, "The Faculty Senate of the Faculty of Delta State University", as stated in the Constitution and By-laws, applies to the faculty's senate at the Cleveland campus. Hereinafter, the organization is designated "the Faculty Senate".

ARTICLE II: PURPOSE

The purpose of these by-laws is to provide interpretations of the Constitution and to supply additional procedural rules to expedite the business of the organization.

ARTICLE III: ORGANIZATION

Section 1. Eligible Faculty

The definition of Eligible Faculty shall be full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Section 2. Voting Eligibility

As specified in the Constitution of the Faculty Senate.

Section 3. Membership Quota

References to the schools in the Constitution have been interpreted regularly to include the schools in which faculty are budgeted and thus do not include the Graduate School.

Section 4. Term of Office

- a. A term of office shall begin with the organizational meeting of the Faculty Senate in the Spring term.
- b. A senator rotated off the Faculty Senate, as provided in Article III, Section 4, of the Constitution, will become eligible for a new term after twelve months.

Section 5. Election

Tie votes shall be resolved by drawing of lots.

Section 6. Selection of Replacement Members of the Faculty Senate

As specified in the Constitution of the Faculty Senate.

Section 7. The Committee of Elections

- a. Members of the Committee of Elections will serve throughout their term or terms of office as senators.
- b. Elections to fill vacancies will be carried out in the respective school caucuses held during the organizational meeting, or during the next meeting after a vacancy is reported to the Senate Chair.
- c. Members of the Committee will elect the Chair at the first meeting after the organizational meeting of the Faculty Senate.

Section 8. Duties of Faculty Senate Officers

- a. Chair of the Faculty Senate. The duties of the Chair are:
 - (1) To call the organizational meeting;
 - (2) To preside over meetings of the Faculty Senate and over meetings of the Executive Committee;
 - (3) To represent the general faculty at the meetings of the Academic Council and at meetings of any administrative council or advisory body established by the President or Vice President to assist in administering the affairs of the University;
 - (4) To notify faculty members of their election to membership in the Faculty Senate;
 - (5) With the concurrence of the Executive Committee, to prepare and distribute notices of meetings of the Faculty Senate with agendas. Such notices shall be distributed at least seven to ten days in advance of a notified meeting;
 - (6) To send a memorandum to the President, not more than a week after each meeting, calling attention to any resolutions passed by the Faculty Senate and other matters of importance that arose;
 - (7) To serve as the signatory officer of the Faculty Senate's account budgeted by the University and as custodian of any other Faculty Senate funds. To make or authorize all expenditures necessary for the conduct of the business of the Faculty Senate. To maintain adequate financial records, and to report to the Faculty Senate at the January meeting the state of the Faculty Senate's finances;

(8) To supervise and co-ordinate the work of the Faculty Senate's various standing and ad hoc committees;

(9) To perform all other functions of a chair of an organization.

b. Vice Chair of the Faculty Senate. The duties of the Vice Chair are:

(1) To preside over meetings of the Faculty Senate in the absence of the Chair;

(2) To substitute for the Chair, when necessary, at meetings of the Academic Council or other organizations or functions when the Chair would normally be present ex officio;

(3) To monitor attendance at scheduled meetings of the Faculty Senate, to encourage future attendance of those members absent from consecutive meetings, and to recommend resignations from those who encounter scheduling conflicts and become unable to attend Faculty Senate meetings.

c. Secretary of the Faculty Senate. The duties of the Secretary are:

(1) To keep a record of attendance at Faculty Senate meetings which shall be included in the minutes;

(2) To prepare the minutes of Faculty Senate meetings for duplication and distribution by the Chair to all members of the Faculty Senate. The minutes are to be provided to the Chair within 2 weeks of the meeting. The Chair is to distribute the minutes at least a week before the subsequent meeting;

(3) To maintain an archive in the Robert's Library of the records of the Faculty Senate, including all monthly meeting agendas, minutes and the Chair's advisory memoranda to the President of the University.

d. Executive Committee of the Faculty Senate. The Chair of the Standing Committees designated by the Constitution together with the four officers of the Faculty Senate comprise the Executive Committee of the Senate.

Section 9. Committees

- a. Standing committees of the Faculty Senate may be authorized by the Constitution or the By-laws.
- b. Special (or ad hoc) committees may be established by resolution of the Faculty Senate. These committees shall be automatically terminated at the organizational meeting of the Faculty Senate unless continued by resolution of the Faculty Senate.
- c. The following standing committees are authorized:
 - (1) Executive Committee
 - (2) Committee of Elections conducts the elections of the Faculty Senate as provided under the Constitution of the Faculty Senate of Delta State University.
 - (3) Committee on University Standing Committees
 - (a) The committee shall be composed of three Faculty Senate members appointed by the Chair. No two committee members shall be from the same school or the Library;
 - (b) Members of the Committee shall serve throughout their term or terms of membership in the Faculty Senate;
 - (c) When necessary, new members of the committee will be appointed by the Chair at the first meeting following the conclusion of the organizational meeting or the next meeting after a vacancy is made known to the Senate Chair;
 - (d) The committee members will elect their chair each year at their first meeting following the conclusion of the organizational meeting of the Faculty Senate;
 - (e) The Committee is charged with the responsibility of selecting candidates from the university faculty for membership on all University standing committees. The Committee's recommendations will be submitted to the Faculty Senate at the September meeting, at which meeting the Faculty Senate will act upon their recommendations. The roster of candidates adopted by the Faculty Senate will be recommended to the President for appointment to the designated University standing

committees for a term of twelve months from the date of their appointment;

One faculty senator shall be appointed to each of the following committees:

Academic Computer Usage	Library
Academic Honors	Long Range Planning
Attendance	Research
Credentials	Student Publications
Faculty & Staff Benefits	Teacher Education
Graduate Council	Council

Standing

- (f) In the event an appointee to one of the University standing committees is unable to serve, the Committee on Standing Committees will recommend a replacement to the Executive Committee of the Faculty Senate. Upon the Executive Committee's approval of the replacement, the name of the new appointee will be sent to the President;
- (4) Committee on General Academic Affairs whose responsibilities will include, but are not limited to, such matters as academic freedom and tenure, teacher evaluation, curriculum and university policies;
- (5) Committee on Finance whose responsibilities will include, but are not limited to, such matters as faculty compensation, fringe benefits and the budget;
- (6) Committee on University Services whose responsibilities will include, but are not limited to, such matters as athletics and recreation, bookstore, food services, housing and traffic.
- d. Selection of Members to the Faculty Senate's Standing Committees:
- (1) Membership on certain standing committees is ex officio and members are selected as provided by the Constitution (Executive Committee), or by election to membership as provided by the Constitution (Committee on Elections) or by the Chair (Committee on University Standing Committees and all others);
- (2) The tenure of each appointed committee member continues for the duration of that member's term or terms as Senator;

- (3) At or prior to the organizational meeting of the Faculty Senate, new members will be given opportunity to submit written committee assignment preferences. The Chair and Executive Committee, as far as possible, and consistent with maintaining a reasonable balance in numbers and voting unit representation on each committee, will take these preferences into consideration in making the appointments to standing committees;
 - (4) A member coming into the Faculty Senate in mid-year to replace a Senator who has resigned from the Senate will always be assigned for the remainder of the term to the same committee on which the Senator whose place he or she has taken was serving;
 - (5) Each standing committee shall, unless otherwise provided for, elect its own chair for the year at the first regular meeting. Whenever a committee is without a chair, the Chair of the Faculty Senate shall appoint a convener. Promptly after this appointment, the convener shall call a committee meeting for the election of a new chair.
- e. The number of members of the Executive Committee and the Committee on Elections is determined by the Constitution;
 - f. All standing committees except the Committee of Elections and the Committee on Committees shall meet at the call of one or more members of the committee;
 - g. Each committee chair shall provide a summary report of the committee activities to the Faculty Senate.

Section 10. Meetings of the Faculty Senate

- a. The regular monthly meeting of the Faculty Senate will begin at 3:30 p.m.
- b. Regular meetings of the Faculty Senate will be held as prescribed by the Constitution;
- c. An official proxy shall be named for each voting unit. For voting units with one senator, the official proxy shall be the person with the second highest vote. For voting units with two senators, the official proxies shall be the persons with the third and fourth highest votes. In the event that both the senator and the official proxy cannot attend a meeting, the voting unit may send a non-voting representative;

- d. Regular meetings of the Faculty Senate are open to visitors, except that the Faculty Senate may, for any meeting, upon a motion approved by a three-fifths vote of all members present, go into executive session for discussion of a "personnel" matter, or any other matter allowable under the pertinent sections of the State's open meetings law;
- e. A visitor may only address the Faculty Senate if invited to do so by the Chair; and, unless the visitor is making a presentation to the Faculty Senate, a Senator may only address a visitor through the Chair;
- f. To facilitate the purpose and functions of the Faculty Senate, the President of the University shall be invited to address the Faculty Senate annually, and the Chair shall request that the President review the disposition of the Faculty Senate's recommendations of the past year during the address.

Section 11. Procedural Authority

As specified in the Constitution of the Faculty Senate.

Section 12. Quorum

As specified in the Constitution of the Faculty Senate.

Section 13. Agenda Procedures

- a. A new motion or resolution for the consideration of the Faculty Senate must be submitted in writing. It can be placed on the agenda of the Faculty Senate in one of the following ways:
 - (1) By presenting the written motion or resolution to a member of the Faculty Senate for placement on the agenda of the next regular monthly meeting;
 - (2) By distributing the written motion or resolution to the membership of the Faculty Senate at least ten days prior to the next regular monthly meeting, in which case it will be placed on the agenda of that meeting;
 - (3) By giving the written motion or resolution to the Executive Committee not less than 10 days prior to the next regular monthly meeting;
 - (4) By presenting the written motion or resolution at a meeting of the Faculty Senate together with a written motion for suspension of the rules and immediate

consideration. The motion to suspend the rules must be approved by a three-fourths vote of all members present and voting.

- b. Motions concerning matters on the agenda may be made orally from the floor but must be presented in writing and delivered to the Secretary before the vote will be taken on them, if any Senator so requests.

ARTICLE IV: AMENDMENTS

These By-Laws may be amended by placing a motion on the Faculty Senate's agenda as provided for in Section 13, if a majority of the members present and voting approves the motion.

Section 9. Committees

(e) The Committee is charged with the responsibility of selecting candidates from the University faculty for membership on the following University standing committees:

- Academic Achievement
- Academic Computer Usage
- Academic Honors
- Attendance
- Credentials
- Faculty Tenure Appeals
- Library
- Oral, Aural, & Visual History
- Press
- Research
- Special Programs *scholarship*
- Student Publications
- Writing Across the Curriculum
- Writing Proficiency Examination Appeals

The Committee's recommendations will be submitted to the Faculty Senate at the September meeting, at which meeting the Faculty Senate will act upon their recommendations. The roster of candidates adopted by the Faculty Senate will be recommended to the President for appointment to the designated University standing committees for a term of twelve months from the date of their appointment;

In addition, the Committee shall be allowed to appoint a faculty member to other University committees including, but not limited to, the following:

- Faculty & Staff Benefits -
- Graduate Council -
- Long Range Planning -
- Teacher Education Council -
- Athletics*

Delta State University Faculty Senate 1991-1992

Accounting

Mr. John P. Quon
Box 3237 846-4183 246-5449

Aerospace Studies

Major Thomas E. Clark
Box 3304 846-4197 843-8048

Art

Mr. Collier B. Parker
Box D-2 846-4276 846-0364

Audiology and Speech Pathology

Mrs. Florence Ouzts -
Box 3146 846-4111 843-4838

Aviation

Mr. Randall Percy
Box 3203 846-4293 843-7553

Behavioral Sciences

Dr. Camille Branton
Box 3142 846-4363 843-1107

Biological Sciences

Dr. William Hayes
Box 3163 846-4247 843-9175

Biological Sciences (Past Chair)

Dr. John D. Tiftickjian -
Box 3262 846-4246 846-6112

Computer Information Systems & Office Admin.

Dr. Darry Hardy -
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Curriculum and Instruction

Mrs. Loretta Shannon
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Economics and Finance

Dr. Val Hinton
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Health, Physical Education & Recreation

Mr. Don Skelton -
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Health, Physical Education & Recreation

Dr. Frank C. Young
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History

Dr. Martha Biles
Box 3162 846-4174 843-4636

Home Economics

Dr. Maureen Brooks -
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Language and Literature

Mrs. Georgene Clark
Kethley 219e 846-4078

Language and Literature

Dr. William Hays -
Kethley 220a 846-4084 843-7697

Library, Instructional Resources, Audio Visual

Ms. Janice Costello
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Management and Marketing

Ms. Elise Dreaden
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Mathematics

Dr. Janis Tyderle
Box 3224 846-4517 846-6268

Military Science

Major Robert Romigh
Box 3293 846-4538 843-7171

Music

Dr. Ed Bahr -
Box 3256 846-4607 843-6141

Music

Dr. James Craig -
Box 3256 846-4614 843-8604

Nursing

Ms. Sharon Bond -
Box 3343 846-4260 843-7114

Physical Sciences

Dr. Marcus Steele
Box 3255 846-4483 843-0300

Social Science

Dr. Eddie Girdner
Kethley 201a 846-4073 843-8927

Social Work

Mrs. Carol Ann Boyd
Box 3126 846-4407 378-9141

(4)

DELTA STATE UNIVERSITY FACULTY SENATE
1991 - 1992

ONE YEAR TERM

Senator

Proxy

Aerospace Studies

Colonel Thomas E. Clark
Box 3304 846-4179 843-8048

Captain Phillip Lovitt
Box 3304 846-4179 843-3388

Art

Mr. Collier B. Parker
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Mrs. Mary Anne Ross
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Dr. Camille Branton
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Dr. Freddie Litton
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Computer Information Systems & Office Administration

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Mr. Jim Brown
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Health, Physical Education, & Recreation

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Mr. Ray Bridges
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History

Dr. Martha Biles
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Dr. James Robinson
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Mrs. Marion Barnwell
Kethley 218b 846-4061 887-3152

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Dr. Donna Banks
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Physical Sciences

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Dr. Henry Outlaw
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Mrs. Carol Ann Boyd
Box 3126 846-4407 378-9141

Mrs. Margaret Tullos
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DELTA STATE UNIVERSITY FACULTY SENATE
1991 - 1992

TWO YEAR TERM

Senator

Proxy

Accounting

Mr. John Quon
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Mr. Tony Wilson
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Audiology and Speech Pathology

Mrs. Florence Ouzts
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Mrs. Gloria Brister
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Biological Sciences

Dr. William Hayes
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Dr. John Tiftickjian
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Curriculum and Instruction

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Box 3112 846-4385 846-3464

Dr. Joe Garrison
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Health, Physical Education, & Recreation

Mr. Don Skelton
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Mr. Duke Barnes
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Home Economics

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Dr. Sarah Jordan
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Dr. William Spencer
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Mrs. Jo Wilson
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Management and Marketing

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Mr. Will Wood
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Mathematics

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Dr. Burrow Brooks
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Military Science

Major Robert Romigh
Box 3293 846-4538 843-7171

Captain Gary Kramer
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Music

Dr. Ed Bahr
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Dr. David Caudill
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Social Science

Dr. Eddie Girdner
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Mr. Robert Brown
Kethley 203d 846-4067 843-8941

MEMORANDUM

Office of Institutional Research and Planning

March 14, 1991

TO: Members, Faculty Senate

FROM: Dr. Dick Myers, Chairman *DM.*
Long-Range Planning Committee

SUBJECT: D.S.U. Statement of Goals

Two important statements which help form the foundation of University activities are the Statement of Purpose (or Mission Statement) and the Statement of Goals. The Long-Range Planning Committee is charged with the review of these statements and recommendation for revision. We are now seeking your input into the process of reviewing our Statement of Goals.

Please refer to pages 10 and 11 of the 1991-92 Graduate School Bulletin for a statement of Mission as approved by the Board of Trustees. The current Statement of Goals, attached, should support the Mission and establish reference points for subsequent assessment. The Goals should reflect institution-wide aspirations.

Please examine these Goals and determine the degree to which they are appropriate for Delta State University. Send me your suggestions and recommendations by May 1, 1991. You may send them by campus mail to 202 Kethley Hall.

Thank you for your cooperation.

RSM/bmc
Attachment

UNIVERSITY GOALS

Delta State University strives to fulfill the following goals:

The Curriculum

1. Define the general education requirements to ensure that courses adequately address basic skills, knowledge, and competencies desirable for effectively pursuing careers, citizenship, and a richer personal life.
2. Provide opportunities throughout the curriculum for students to further develop their skills in writing and in critical thinking.
3. Improve computer literacy for all students by making computer services available and by facilitating the use of appropriate software packages in courses throughout the curriculum.
4. Provide a curriculum that ensures that majors are properly prepared in their chosen fields to complete licensure requirements, enter the work force, and continue advanced study in graduate or professional school.
5. Enhance educational experiences at all levels by providing student internships and other career development opportunities and by encouraging student research and other creative work.
6. Maintain a strong graduate program which provides opportunities for advanced study and research in selected fields.
7. Provide the resources and assistance to support the disciplines, including modern instructional equipment, a strong library and media center, computer facilities, and other services required for instruction, research, and public service.
8. Establish and maintain performance standards in all areas, with regular assessment of all programs, using indicators such as examination results, achievements of graduates, student and alumni opinion, and professional peer review.

The Students

9. Recruit students who can meet performance standards and contribute to the academic excellence of the University.
10. Increase student retention by providing a support program with the following attributes: a comprehensive system of advising and other services to enhance student development; increased financial support to students through scholarships, assistantships, grants, and loans; a developmental studies program for underprepared students in mathematics, English, reading, and study skills; opportunities to meet or communicate with prospective employers or admission personnel from graduate or professional school.

11. Provide a rich campus life with a variety of cultural and extracurricular activities and other opportunities for personal development; provide through comprehensive intramural and athletic programs the opportunities to participate in recreational and intercollegiate sports.

The Faculty

12. Attract and maintain a highly qualified and creative faculty skilled in teaching, service, research, and other scholarly activity.
13. Provide sufficient faculty in all disciplines to maintain a student-teacher ratio that ensures opportunities for meaningful intellectual interaction between students and faculty.
14. Strengthen the faculty in their pursuit of scholarship in teaching, service, and research through a comprehensive program of faculty development and renewal, including appropriate support services, resources, and personnel.

The Environment

15. Maintain a climate of involvement in which faculty, staff, students, and administrators work together to provide the optimal environment for living and learning.
16. Provide the facilities and the physical environment which contribute to the intellectual, cultural, moral, physical, and social growth and development of the student and of the surrounding community.
17. Provide administrative services and auxiliary enterprises which are effective and efficient in the support of the institutional mission.
18. Expand the pursuit of external funding for instruction, research, student financial aid, and other needs.
19. Increase the involvement of alumni in the life and support of the University.
20. Accommodate non-traditional students and the general public by offering a comprehensive program of continuing education, including off-campus classes, independent-study courses by correspondence, non-credit courses, conferences, and workshops.
21. Strengthen the cooperative relationships with business and industry, service organizations, and other institutions.

Recommended by the Long-Range Planning Committee

Approved by the President
May 15, 1990

DELTA STATE UNIVERSITY FACULTY SENATE

March 21, 1991, 3:30 p.m. till 5:30 p.m.
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: John Tiftickjian, Chair
Janis Tyderle, Vice Chair
Elise Dreaden, Secretary
Eddie Bays
Martha Biles
Sharon Bond
Maureen Brooks
Mark Butler
Georgene Clark
Joe Garrison
Eddie Girdner
Bill Hays
Val Hinton
John Quon
Don Skelton
Jo Wilson (for Myra Macon)
Frank Young

Members absent: Thomas Clark
James Craig
Andrea Farrow
Darry Hardy
Henry Outlaw
Florence Ouzts
Collier Parker
Randy Percy
June Pegues
Fred Woodall

Observer: Milton Wilder

AGENDA

1. Dr. Wyatt's response to the Senate Constitution
2. Progress on writing of bylaws
3. Report on March 20th meeting of University Faculty Senates Association
4. Suggestion to appoint a member of the Senate to oversee faculty benefits
5. Scheduling final exams to leave sufficient time between end of last exam and due date for grades
6. Suggestion to study the feasibility of having a "smoke-free" campus
7. Other business.

The meeting was called to order by John Tiftickjian. He introduced Dr. Richard Myers, Director of Institutional Research and Planning. Dr. Myers distributed copies of the University Goals recommended by the Long-Range Planning Committee and approved by the President on May 15, 1990. (See attached copy)

Dr. Myers asked the Faculty Senate to review these goals as well as the mission statement on pages 10 and 11 of the 1991-92 Graduate School Bulletin. He requested that any suggestions or recommendations be sent to him by May 1st.

A brief discussion followed after Dr. Myers left the meeting. The Faculty Senate agreed to respond to Dr. Myers' request as a unit. Therefore, any Senator with recommendations should send them to John Tiftickjian.

Approval of the minutes, February 14th meeting. The minutes were unanimously approved without any corrections.

AGENDA BUSINESS

1. John Tiftickjian met with President Wyatt to discuss (a) the Senate Constitution, (b) the Clarion Ledger article mentioning the elimination of faculty positions at Delta State, and (c) the source of funding for the new computer system.

John gave these comments from President Wyatt:

- (a) President Wyatt did not give a response to the Senate Constitution.
- (b) He had not seen the Clarion Ledger article and did not know its source. He suggested that it could have been the result of the fact that at that time there was a proposed additional 2 1/2% budget cut. He did state that it was the goal of the President's Council that there be no faculty cuts even if next year's funding is the same or less.
- (c) The computer funding is from money set aside for the past five or six years. The remainder will be financed.

Suggestions were made for John Tiftickjian to press harder for responses and information from President Wyatt. For example, getting a specific response to the Constitution and finding out how the remainder of the computer funding is to be financed.

2. Progress on writing of bylaws. Bill Hays reported that the draft of the bylaws will be ready for review at the next regular meeting. The following recommendation concerning proxy votes is being studied:

Establish an official proxy for each voting unit. For voting units with one senator, designate the person with the second highest vote. For voting units with two senators, designate the persons with the third and fourth highest votes.

The Faculty Senate agreed for the Bylaws Committee to establish a proxy provision based on the recommendation being studied. When completed, the Bylaws must be approved by the full Faculty Senate.

3. March 20th meeting of University Faculty Senates Association. Meeting was postponed until next month.

4. Memo suggesting the Faculty Senate appointment a Senator to oversee faculty benefits. Sharon Bond pointed out that the Bylaws will take care of this and does call for representation.

5. Scheduling of final exam reporting. After considerable discussion, the Faculty Senate recommended that a policy be established for reporting final grades which allows sufficient time from the last exam scheduled to the due date for grades.

The following motion was unanimously approved:

All grades due in the Registrar's Office by 5:00 p.m. on the day following the last scheduled exam.

It was recommended that this motion be presented to President Wyatt by John Tiftickjian at their next meeting.

6. Feasibility of "smoke-free" campus. It was decided that each senator should informally poll their faculty and obtain their suggestions. These will be reported at the next regular meeting.

7. Other business.

(a) The recent reporting of out-of-state license plates has caused a great deal of frustration among those wrongly accused. The point was made that the situation appeared to be mishandled. For example, these people could have been given notice and the situation investigated before the issuance of tickets, fines, etc.

Issues of this type should be handled through the committee structure of the Bylaws. Once the Bylaws are in place, this issue should be addressed by the appropriate committee.

(b) The question of the Faculty Senate's position on the Faculty Appreciation Picnic was also raised. It was suggested that the Administrative Staff was sponsoring the picnic for themselves and invited the faculty.

(c) It was recommended that in the future the Faculty Senate should follow its own guidelines as set forth in Robert's Rules of Order.

The meeting was adjourned at 5:30 p.m.

DATE: Tue, Mar 26, 1991

TO: Dr. Kent Wyatt, President

FROM: John Tiftickjian, Chair
Faculty Senate

SUBJECT: Deadline for reporting semester grades

At its March 21st meeting, the Faculty Senate discussed the current deadline for submitting semester grades after the conclusion of final exams. Several senators indicated that they had sometimes had difficulty preparing final grades in time to meet the deadline when a final exam was held on the last day of the exam week. Many senators feel that fair and accurate grading may be jeopardized when there are fewer than 24 hours between the end of the last final exam and the deadline for submitting grade reports. As an example, the last scheduled final exam period for Fall semester 1990 ended at 6:00 pm on Wednesday of exam week; grades were due at 8:00 am the following day.

The Senate approved the following motion concerning reporting of final semester grades:

The Delta State University Faculty Senate recommends that the policy for reporting final grades read: "All grades are due in the Registrar's Office by 5:00 pm on the day following the last scheduled exam."

Thank you for your consideration of this request. I would appreciate a response to this recommendation in sufficient time to report back to the Senate at its next regular meeting on April 11th.



Cleveland, Mississippi 38733

Office of the
PRESIDENT

March 28, 1991

Dr. John Tiftickjian
Chair, Faculty Senate
Box 3262
Campus

Dear Dr. Tiftickjian:

I am pleased to approve the request of the faculty senate that grades following the final day of tests be in the registrar's office by 5:00 p.m.

In talking with Dr. McArthur, Mr. Cooper, and Mr. Morris, they request that the faculty assist by turning grades in after each examination instead of waiting and turning all of their grades in at one time. This will allow them more time to post the grades to the data base and it will also give them more time to check for errors.

Thank you for bringing this suggestion to my attention.

Sincerely,

A handwritten signature in cursive script that reads "Kent Wyatt".

Kent Wyatt
President

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BY-LAWS OF THE FACULTY SENATE OF DELTA STATE UNIVERSITY

ARTICLE I: TITLE

The name of the organization, "The Faculty Senate of the Faculty of Delta State University", as stated in the Constitution and By-laws, applies to the faculty's senate at the Cleveland campus. Hereinafter, the organization is designated "the Faculty Senate".

ARTICLE II: PURPOSE

The purpose of these by-laws is to provide interpretations of the Constitution and to supply additional procedural rules to expedite the business of the organization.

ARTICLE III: ORGANIZATION

Section 1. Eligible Faculty

The definition of Eligible Faculty shall be full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Section 2. Voting Eligibility

Section 3. Membership Quota

References to the schools in the Constitution have been interpreted regularly to include the schools in which faculty are budgeted and thus do not include the Graduate School.

Section 4. Term of Office

- a. A term of office shall begin with the organizational meeting of the Faculty Senate in the Spring term.
- b. A senator rotated off the Faculty Senate, as provided in Article III, Section 4, of the Constitution, will become eligible for a new term after twelve months.

Section 5. Election

Tie votes shall be resolved by drawing of lots.

Section 6. Selection of Replacement Members of the Faculty Senate

Section 7. The Committee of Elections

- a. Members of the Committee of Elections will serve throughout their term or terms of office as senators.

- b. Elections to fill vacancies will be carried out in the respective school caucuses held during the organizational meeting, or during the next meeting after a vacancy is reported to the Senate Chair.
- c. Members of the Committee will elect the Chair at the first meeting after the organizational meeting of the Faculty Senate.

Section 8. Duties of Faculty Senate Officers

- a. Chair of the Faculty Senate. The duties of the Chair are:
 - (1) To call the organizational meeting;
 - (2) To preside over meetings of the Faculty Senate and over meetings of the Executive Committee;
 - (3) To represent the general faculty at the meetings of the Academic Council and at meetings of any administrative council or advisory body established by the President or Vice President to assist in administering the affairs of the University;
 - (4) To notify faculty members of their election to membership in the Faculty Senate;
 - (5) With the concurrence of the Executive Committee, to prepare and distribute notices of meetings of the Faculty Senate with agendas. Such notices shall be distributed at least seven to ten days in advance of a notified meeting;
 - (6) To send a memorandum to the President, not more than a week after each meeting, calling attention to any resolutions passed by the Faculty Senate and other matters of importance that arose;
 - (7) To serve as the signatory officer of the Faculty Senate's account budgeted by the University and as custodian of any other Faculty Senate funds. To make or authorize all expenditures necessary for the conduct of the business of the Faculty Senate. To maintain adequate financial records, and to report to the Faculty Senate at the January meeting the state of the Faculty Senate's finances;
 - (8) To supervise and co-ordinate the work of the Faculty Senate's various standing and ad hoc committees;

- (9) To perform all other functions of a chair of an organization.
- b. Vice Chair of the Faculty Senate. The duties of the Vice Chair are:
- (1) To preside over meetings of the Faculty Senate in the absence of the Chair;
 - (2) To substitute for the Chair, when necessary, at meetings of the Academic Council or other organizations or functions when the Chair would normally be present ex officio;
 - (3) To monitor attendance at scheduled meetings of the Faculty Senate, to encourage future attendance of those members absent from consecutive meetings, and to recommend resignations from those who encounter scheduling conflicts and become unable to attend Faculty Senate meetings.
- c. Secretary of the Faculty Senate. The duties of the Secretary are:
- (1) To keep a record of attendance at Faculty Senate meetings which shall be included in the minutes;
 - (2) To prepare the minutes of Faculty Senate meetings for duplication and distribution by the Chair to all members of the Faculty Senate. The minutes are to be provided to the Chair within 2 weeks of the meeting. The Chair is to distribute the minutes at least a week before the subsequent meeting;
 - (3) To maintain an archive in the Robert's Library of the records of the Faculty Senate, including all monthly meeting agendas, minutes and the Chair's advisory memoranda to the President of the University.
- d. Executive Committee of the Faculty Senate. The Chair of the Standing Committees designated by the Constitution together with the four officers of the Faculty Senate comprise the Executive Committee of the Senate.

Section 9. Committees.

- a. Standing committees of the Faculty Senate may be authorized by the Constitution or the By-laws.

- b. Special (or ad hoc) committees may be established by resolution of the Faculty Senate. These committees shall be automatically terminated at the organizational meeting of the Faculty Senate unless continued by resolution of the Faculty Senate.
- c. The following standing committees are authorized:
- (1) Executive Committee
 - (2) Committee of Elections conducts the elections of the Faculty Senate as provided under the Constitution of the Faculty Senate of Delta State University.
 - (3) Committee on University Standing Committees
 - (a) The committee shall be composed of three Faculty Senate members appointed by the Chair. No two committee members shall be from the same school or the Library;
 - (b) Members of the Committee shall serve throughout their term or terms of membership in the Faculty Senate;
 - (c) When necessary, new members of the committee will be appointed by the Chair at the first meeting following the conclusion of the organizational meeting or the next meeting after a vacancy is made known to the Senate Chair;
 - (d) The committee members will elect their chair each year at their first meeting following the conclusion of the organizational meeting of the Faculty Senate;
 - (e) The Committee is charged with the responsibility of selecting candidates from the university faculty for membership on all University standing committees. The Committee's recommendations will be submitted to the Faculty Senate at the September meeting, at which meeting the Faculty Senate will act upon their recommendations. The roster of candidates adopted by the Faculty Senate will be recommended to the President for appointment to the designated University Standing Committees for a term of twelve months from the date of their appointment;

One faculty senator shall be appointed to each of the following committees:

Academic Computer Usage	Library
Academic Honors	Long Range Planning
Attendance	Research
Credentials	Student Publications
Faculty & Senate Benefits	Teacher Education
Graduate Council	Council

- (f) In the event an appointee to one of the University standing committees is unable to serve, the Committee on Standing Committees will recommend a replacement to the Executive Committee of the Faculty Senate. Upon the Executive Committee's approval of the replacement, the name of the new appointee will be sent to the President;
- (4) Committee on General Academic Affairs whose responsibilities will include, but are not limited to, such matters as academic freedom and tenure, teacher evaluation, curriculum and university policies;
- (5) Committee on Finance whose responsibilities will include, but are not limited to, such matters as faculty compensation, fringe benefits and the budget;
- (6) Committee on University Services whose responsibilities will include, but are not limited to, such matters as athletics and recreation, bookstore, food services, housing and traffic;
- d. Selection of Members to the Faculty Senate's Standing Committees:
- (1) Membership on certain standing committees is ex officio and members are selected as provided by the Constitution (Executive Committee), or by election to membership as provided by the Constitution (Committee on Elections) or by the Chair (Committee on University Standing Committees and all others);
- (2) The tenure of each appointed committee member continues for the duration of that member's term or terms as Senator;

- (3) At or prior to the organizational meeting of the Faculty Senate, new members will be given opportunity to submit written committee assignment preferences. The Chair and Executive Committee, as far as possible, and consistent with maintaining a reasonable balance in numbers and voting unit representation on each committee, will take these preferences into consideration in making the appointments to standing committees;
 - (4) A member coming into the Faculty Senate in mid-year to replace a Senator who has resigned from the Senate will always be assigned for the remainder of the term to the same committee on which the Senator whose place he or she has taken was serving;
 - (5) Each standing committee shall, unless otherwise provided for, elect its own chair for the year at the first regular meeting. Whenever a committee is without a chair, the Chair of the Faculty Senate shall appoint a convener. Promptly after this appointment, the convener shall call a committee meeting for the election of a new chair.
- e. The number of members of the Executive Committee and the Committee on Elections is determined by the Constitution;
 - f. All standing committees except the Committee of Elections and the Committee on Committees shall meet at the call of one or more members of the committee;
 - g. Each committee chair shall provide a summary report of the committee activities to the Faculty Senate.

Section 10. Meetings of the Faculty Senate

- a. The regular monthly meeting of the Faculty Senate will begin at 3:30 p.m.
- b. Regular meetings of the Faculty Senate will be held as prescribed by the Constitution;
- c. An official proxy shall be named for each voting unit. For voting units with one senator, the official proxy shall be the person with the second highest vote. For voting units with two senators, the official proxies shall be the persons with the third and fourth highest votes.
- d. Regular meetings of the Faculty Senate are open to visitors, except that the Faculty Senate may, for any

meeting, upon a motion approved by a three-fifths vote of all members present, go into executive session for discussion of a "personnel" matter, or any other matter allowable under the pertinent sections of the State's open meetings law.

- e. A visitor may only address the Faculty Senate if invited to do so by the Chair; and, unless the visitor is making a presentation to the Faculty Senate, a Senator may only address a visitor through the Chair.
- f. To facilitate the purpose and functions of the Faculty Senate, the President of the University shall be invited to address the Faculty Senate annually, and the Chair shall request that the President review the disposition of the Faculty Senate's recommendations of the past year during the address.

Section 11. Procedural Authority

Section 12. Quorum

Section 13. Agenda Procedures

- a. A new motion or resolution for the consideration of the Faculty Senate must be submitted in writing. It can be placed on the agenda of the Faculty Senate in one of the following ways:
 - (1) By presenting the written motion or resolution to a member of the Faculty Senate for placement on the agenda of the next regular monthly meeting;
 - (2) By distributing the written motion or resolution to the membership of the Faculty Senate at least ten days prior to the next regular monthly meeting, in which case it will be placed on the agenda of that meeting;
 - (3) By giving the written motion or resolution to the Executive Committee not less than 10 days prior to the next regular monthly meeting;
 - (4) By presenting the written motion or resolution at a meeting of the Faculty Senate together with a written motion for suspension of the rules and immediate consideration. The motion to suspend the rules must be approved by a three-fourths vote of all members present and voting;
- b. ~~Motions concerning matters on the agenda may be made orally from the floor but must be presented in writing and~~

4.

DATE: Tue, Mar 26, 1991

TO: Dr. Kent Wyatt, President

FROM: John Tiftickjian, Chair
Faculty Senate

SUBJECT: Deadline for reporting semester grades

At its March 21st meeting, the Faculty Senate discussed the current deadline for submitting semester grades after the conclusion of final exams. Several senators indicated that they had sometimes had difficulty preparing final grades in time to meet the deadline when a final exam was held on the last day of the exam week. Many senators feel that fair and accurate grading may be jeopardized when there are fewer than 24 hours between the end of the last final exam and the deadline for submitting grade reports. As an example, the last scheduled final exam period for Fall semester 1990 ended at 6:00 pm on Wednesday of exam week; grades were due at 8:00 am the following day.

The Senate approved the following motion concerning reporting of final semester grades:

The Delta State University Faculty Senate recommends that the policy for reporting final grades read: "All grades are due in the Registrar's Office by 5:00 pm on the day following the last scheduled exam."

Thank you for your consideration of this request. I would appreciate a response to this recommendation in sufficient time to report back to the Senate at its next regular meeting on April 11th.



Cleveland, Mississippi 38733

Office of the
PRESIDENT

March 28, 1991

Dr. John Tiftickjian
Chair, Faculty Senate
Box 3262
Campus

Dear Dr. Tiftickjian:

I am pleased to approve the request of the faculty senate that grades following the final day of tests be in the registrar's office by 5:00 p.m.

In talking with Dr. McArthur, Mr. Cooper, and Mr. Morris, they request that the faculty assist by turning grades in after each examination instead of waiting and turning all of their grades in at one time. This will allow them more time to post the grades to the data base and it will also give them more time to check for errors.

Thank you for bringing this suggestion to my attention.

Sincerely,

A handwritten signature in cursive script that reads "Kent Wyatt".

Kent Wyatt
President

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MEMORANDUM

Thu, Apr 4, 1991

TO: Members of DSU Faculty Senate
FROM: John Tiftickjian
SUBJECT: Next Regular Senate Meeting

The next meeting of the DSU Faculty Senate will be held on Thursday, April 11, at 3:30 PM in Ewing room 109. A tentative agenda follows. An important matter that we will consider is the approval of the Senate Bylaws. Please review the enclosed copy before the meeting and note any corrections or modifications. The minutes of our last meeting are also enclosed.

Tentative Agenda

1. Minutes of last meeting
2. Dr. Wyatt's response to Senate recommendation to change deadline for submitting final grades (see enclosed letter)
3. Approval of Senate Bylaws
4. Faculty reaction to possible adoption of a no smoking policy
5. Dismissal of classes for Springfest
6. Faculty input on budget cutting decisions
7. Other business

1.

DELTA STATE UNIVERSITY FACULTY SENATE

April 11, 1991, 3:30 p.m. till 4:20 p.m.
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: John Tiftickjian, Chair
Janis Tyderle, Vice Chair
Elise Dreaden, Secretary
Martha Biles
Sharon Bond
Mark Butler
Georgene Clark
Joe Garrison
Eddie Girdner
Darry Hardy
Bill Hays
Val Hinton
Sarah Jordon (for Maureen Brooks)
John Quon
Don Skelton
Marcus Steele (for Henry Outlaw)
Margaret Tullos (for June Pegues)
Jo Wilson (for Myra Macon)
Frank Young

Members absent: Eddie Bays
Thomas Clark
James Craig
Andrea Farrow
Florence Ouzts
Collier Parker
Randy Percy
Fred Woodall

AGENDA

1. Minutes of last meeting.
2. Dr. Wyatt's response to Senate recommendation to change deadline for submitting final grades.
3. Approval of Senate Bylaws.
4. Faculty reaction to possible adoption of a no smoking policy.
5. Dismissal of classes for Springfest.
6. Faculty input on budget cutting decisions.
7. Other business.

The meeting was called to order by John Tiftickjian.

AGENDA BUSINESS

1. The minutes of the April 21st meeting were approved unanimously.

2. There was no discussion concerning President Wyatt's response to approve the Faculty Senate's request that grades following the final day of tests be in the registrar's office by 5:00 p.m. (See attached memos).

3. There were two recommended changes in the Bylaws. —

(a) In Section 10 (c), the following sentence should be added:

In the event that both the Senator and the official proxy cannot attend a meeting, the voting unit may send a non-voting representative.

(b) In Sections 2, 6, 11, and 12, the following phrase should be added:

As specified in the Constitution of the Faculty Senate.

After these changes were made, the Bylaws were unanimously approved.

4. Several Senators presented opinions from their voting units concerning the possible adoption of a no smoking policy. There was discussion both in favor of and against the adoption of a no smoking policy at Delta State. The question of whether the Student Government Association should be involved was also raised.

Sharon Bond made the motion that this issue (no smoking policy) be sent to the Health and Safety Committee with a request for this committee to study the feasibility and then present a recommendation to the Faculty Senate in the Fall 1991 semester. Darry Hardy seconded.

Sharon Bond amended this motion to also include a study of this issue by the Committee on University Services (standing committee established by the Faculty Senate Bylaws). Martha Biles seconded. Motion passed unanimously.

5. The issue of dismissal of classes for Springfest was brought before the Faculty Senate because of two concerns. First, there appears to be enough lack of continuity in the Spring semesters due to Spring Break, Easter Holiday, and Honors Day. Second, if it is to be used as a recruiting tool, then academic classes should be continued in order to best represent academic life at Delta State.

Bill Hays made the motion for the Faculty Senate to recommend to President Wyatt that classes not be cancelled for Springfest. Janis Tyderle seconded the motion.

There was additional discussion and the question of whether the Student Government Association should be involved was raised.

Darry Hardy made the motion for a roll call vote. Since the first motion had not been voted on, there was no call for a second on Hardy's motion.

The motion to recommend to President Wyatt that classes not be cancelled for Springfest was voted on and defeated.

Darry Hardy withdrew his motion for a roll call vote.

6. The issue of faculty input on budget cutting decisions was postponed since the senator requesting discussion of the issue was not present.

7. Other business.

(a) John Tiftickjian reported that he has not spoken with President Wyatt about the additional financing of the computer system.

(b) Don Skelton made the motion that the Faculty Senate request a line item in the Delta State budget next year (1991-92) for the Faculty Senate and release time for the Chair. Frank Young seconded. Motion passed unanimously.

(c) Don Skelton reported that the Committee of Elections was in the process of conducting elections for next year's Faculty Senate.

The meeting was adjourned at 4:20 p.m.

DATE: 25 Apr 1991

TO: 1991-92 DSU Faculty Senate Members

FROM: John Tiftickjian, Chair
90-91 Faculty Senate

RE: Election of new Faculty Senators
Organizational Meeting of 91-92 Senate

It is my pleasure to inform you that you have been elected by your unit to serve on the 1991-92 DSU Faculty Senate. If you served on the Senate in 90-91, let me thank you for your support and hard work in helping establish the first Faculty Senate at Delta State. If you are new to the Senate, welcome!

For your information, I am enclosing the list of Senators (actually two). One is a complete listing by unit. Please check this list to make sure that your address and phone numbers are correct. The second list indicates who will serve one-year terms and who will serve two-year terms. In future years, all senators will serve two-year terms. For the 91-92 Senate, one-half the senators were chosen by lot to serve one-year terms so that future terms will be staggered. This second listing also indicates the official proxy or proxies for each unit. (Refer to Article III, Section 10 of the Senate By-laws for information on proxies.) Please notify the proxy or proxies in your unit of their election. If no proxy is indicated, it is because there was a tie vote. This will be resolved at a later date. I have also enclosed copies of the Senate Constitution and Bylaws for all new Senators. You may wish to copy and post in your department, the list of Senators, Constitution, and By-laws, for use by the faculty you represent.

According to our Constitution, an organizational meeting of the new Senate is called during the first week in May. That meeting will be held on **Thursday, May 2nd, at 3:30 PM in Ewing 109.** Please make every effort to attend this very important meeting as one of our objectives will be the election of new officers. A proposed agenda is attached.

Again, congratulations on your election to the Senate. I look forward to a productive year in 91-92. If you have any questions prior to next week's meeting, please give me a call.

AGENDA

1. Approval of minutes of last month's meeting (Please review enclosed copy of minutes for any errors) OR
2. Proposed changes to Article III, Section 9 of By-laws. (Suggested change in wording is enclosed.)
3. Discussion of several concerns of the President and Vice President for Academic Affairs with regard to the Senate Constitution. LW
4. Nomination and election of new Senate officers.
5. Preferences for serving on Senate standing committees.

DELTA STATE UNIVERSITY FACULTY SENATE

May 2, 1991, 3:30 p.m. till 4:40 p.m.
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: John Tiftickjian, Chair
Janis Tyderle, Vice Chair
Elise Dreaden, Secretary
Ed Bahr
Duke Barnes (for Don Skelton)
Martha Biles
Carol Boyd
Camille Branton
Maureen Brooks
Georgene Clark
Janice Costello
Jim Craig
Eddie Girdner
William Hayes
Bill Hays
Florence Ouzts
Loretta Shannon
Tony Wilson (for John Quon)
Frank Young

Members absent: Sharon Bond
Thomas Clark
Darry Hardy
Val Hinton
Collier Parker
Randall Percy
Robert Romigh
Marcus Steele

AGENDA

1. Approval of minutes of last month's meeting.
2. Proposed changes to Article III, Section 9 of Bylaws.
3. Discussion of several concerns of the President and Vice President of Academic Affairs with regard to the Senate Constitution.
4. Nomination and election of new Senate officers.
5. Preferences for serving on Senate standing committees.
6. Other business.

The meeting was called to order by John Tiftickjian. The members of the 1991-92 Faculty Senate introduced themselves.

John Tiftickjian gave the following report on his recent meeting with President Wyatt:

Most of the budget cuts from last year will stand for next year. There will be some partial reinstatement in the areas of General Academic Instruction, Travel, and the Library. There will be slight increases in salaries to offset changes in retirement and insurance.

President Wyatt agreed to a line item in the budget for Faculty Senate. He recommended beginning with \$500 for travel and copy expenses. He felt release time for the chair was a good idea, but not feasible for his next year.

John Tiftickjian also reported that Doty Farmer, SGA President, has asked for some type of working association with the Faculty Senate. This could be established in the first Fall meeting.

AGENDA BUSINESS

1. The minutes of the April 11th meeting were unanimously approved.

2. The following change in the Bylaws was proposed by the Executive Committee after discussion with Dr. McArthur, Vice President of Academic Affairs:

Article III

Section 9. Committees

(e) The Committee is charged with the responsibility of selecting candidates from the University faculty for membership on the following University standing committees:

- Academic Achievement
- Academic Computer Usage
- Academic Honors
- Attendance
- Credentials
- Faculty Tenure Appeals
- Library
- Oral, Aural, & Visual History
- Press
- Research
- Special Programs
- Student Publications
- Writing Across the Curriculum
- Writing Proficiency Examination Appeals

The Committee's recommendations will be submitted to the Faculty Senate at the September meeting, at which meeting the Faculty Senate will act upon their recommendations. The roster of candidates adopted by the Faculty Senate will be recommended to the President for appointment to the designated

University standing committees for a term of twelve months from the date of their appointment;

In addition, the Committee shall be allowed to appoint a faculty member to other University committees including, but not limited to, the following:

Faculty & Staff Benefits
Graduate Council
Long Range Planning
Teacher Education Council

Jim Craig made the motion that the proposed change also include Awards/Scholarships in the list of committees which the Faculty Senate has the responsibility of selecting membership. And that Athletic Committee be included in the list of committees which the Faculty Senate shall be allowed to appoint a faculty member to membership. Bill Hays seconded. Motion passed unanimously.

3. Discussion of concerns of President Wyatt and Dr. McArthur with regard to the Constitution.

President Wyatt was concerned about the following statement in ARTICLE II. PURPOSE of the Constitution:

"The Chair and other members of the Senate as directed by the Senate shall be among the representatives of the Faculty at meetings of any administrative council or other such body established, or to be established, by the President to act as advisor in administering the affairs of the University."

President Wyatt felt that the Faculty Senate would spend too much time in meetings not concerned with faculty issues. The opinion of the Faculty Senate was that this statement requires that the Faculty Senate be notified of such meetings, but does not require attendance. It would be the decision of the Faculty Senate whether to attend. The Faculty Senate recommended that a letter be sent to President Wyatt clarifying this statement. There should not be any rewording.

Dr. McArthur has expressed concern about the Faculty Senate chair serving on the Academic Council (CONSTITUTION ARTICLE II. PURPOSE). He also felt that this was not a "purpose" of the Faculty Senate. President Wyatt is in favor of the chair serving on the Academic Council.

The Faculty Senate decided that this statement should remain in ARTICLE II. PURPOSE.

Bill Hays asked that the following change in ARTICLE III. ORGANIZATION be considered:

The statement defining Eligible Faculty also include an exception for members of the Administrative Staff Council.

4. Before accepting nominations for officers, the question of parliamentary duties was brought up. It was pointed out that this is the responsibility of the chair as defined by Roberts Rules of Order.

The nominees for chair were William Hayes and John Quon. Bill Hays was nominated and declined. After a secret ballot (counted by Elise Dreaden), William Hayes was elected Chair.

The nominee for vice chair was Bill Hays. Maureen Brooks was nominated and declined. There were no other nominees and it was moved and seconded to elect Bill Hays by acclamation. Motion passed.

The nominee for secretary was Elise Dreaden. There were no other nominees and it was moved and seconded to elect Elise Dreaden by acclamation. Motion passed.

Faculty Senate Officers - 1991-92

William Hayes - Chair
Bill Hays - Vice Chair
Elise Dreaden - Secretary

5. John Tiftickjian explained that the preference sheet for standing University committees will be sent from the President's office. Once these are returned to the Vice President of Academic Affairs, the Faculty Senate Committee on University Standing Committees will appoint the members of the committees listed in the Bylaws, Article III.

Senators will also be asked for their preferences for serving on the Faculty Senate standing committees. This preference sheet will be sent at a later date.

John Tiftickjian then turned the meeting over to William Hayes.

6. Other business.

(a) Computer System. The question was raised whether there was any more information about the computer system financing. John Tiftickjian reported no additional information.

There was some discussion as to the system's capabilities and whether faculty will be able to do research or only access student records. It was recommended that the Faculty Senate have representation on the committee now studying this issue since it appears that these decisions have not been made.

(b) Procedures to address the Faculty Senate. William Hayes agreed to speak at the first faculty meeting in the Fall and explain the procedures for faculty to bring issues to the Senate

One of the goals for next year will be printing the Constitution and Bylaws in the Faculty/Staff Handbook.

(c) Proxies. Bill Hays explained that two voting units do not have proxies. There were no votes in Computer Information Systems & Office Administration other than the elected Senator. The elected proxy for Commercial Aviation was temporary and will not be returning next year. These two voting units will need to elect proxies.

Maureen Brooks was thanked for her efforts in establishing the Faculty Senate. John Tiftickjian was thanked for his hard work this first year as Chair.

Reminder: Faculty Senate will meet in June and July - second Thursday each month.

The meeting was adjourned at 4:40 p.m.

W. B. ROBERTS LIBRARY

REFERENCE DESK MEMO

TO: library faculty
FROM: Janice *fl*
DATE: May 6, 1991
SUBJECT: Faculty Senate Meeting 5/2/91

=====

The minutes of the meeting will be forthcoming but a brief summary of the high points as I heard them are here. The agenda of the meeting included an update from John Tiftickjian regarding his meeting with President Wyatt.

1. The President ok'd a line item for the Faculty Senate to pay for xeroxing etc.
2. At this time release time for the Chair is not feasible.
3. Cuts from last year's budget will be somewhat alleviated.
4. APPROXIMATELY 50,000. WILL BE REINSTATED IN LIBRARY FOR BOOKS ETC.
5. There will be a slight pay increase. Just about enough to cover the increased amount taken from the pay check for Social Security and Health.

Appointment on Committees will be as usual this year but in the future the Faculty Senate will appoint those appropriate to the faculty and Dr. Wyatt's office will appoint all others.

Regarding approval of the Constitutions, Dr. Wyatt seems to have no problem but Dr. McArthur finds the article dealing with the purpose of the Faculty Senate too sweeping regarding faculty inclusion. A letter of clarification will be sent to him.

The Faculty Senate will meet on the second Thursday of each month at 3:30 in room 109 of Ewing (provided the university is in session on that day.)

Election of new officers took place:

NEW CHAIR; BILL HAYES, Biological Sciences

NEW VICE-CHAIR: BILL HAYS, Language and Literature

SECRETARY (CONTINUING): ELISE DREADEN, Management and Marketing

EX OFFICIO RETIRING CHAIR: JOHN TIFTICKJIAN, Biological Sciences

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Regular Senate Meeting

Date: Thursday, June 13, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Minutes of last meeting *approved*

Please review the enclosed copy before the meeting and note any corrections or modifications.

II. Old business

Clarification of constitution wording and last revision of the bylaws to be sent to President Wyatt and Vice-President McArthur

III. Topics for Discussion

A. Alternation of faculty attendance at graduation *Space - improve comfort. (Dept.)*

B. Reinstatement of full scholarship for children of faculty and staff *Letter (Act. + Parking.)*

C. Proposal for amendment to Constitution - correction of eligibility conflict which has arisen *request on agenda of Aug. meet.*

D. Processes and procedures relative to problems with office of the registrar

1. Submission of final grades - *ok - but ques.*
2. Addition of students to "full" classes by improper channels *Illegal getting into class.*

IV. New Business

Opportunity for individual senators to introduce items needing the Senate's attention

Request to find out about vacation days for Christmas etc. for 12 mos. contracts. Come from Board of all 21 of State.

Request benefits: passing + aut. cand

Committee - budget coming

7/11/91

for

6/13/91

DELTA STATE UNIVERSITY FACULTY SENATE

June 13, 1991, 3:30 pm till 4:40 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Florence Ouzts
Camille Branton
John Tiftickjian
Darry Hardy
Frank Young
Don Skelton
Georgene Clark
Janice Costello
Janis Tyderle
Carol Boyd

Members absent: Thomas Clark
Collier Parker
Randall Percy
Loretta Shannon
Val Hinton
Martha Biles
Maureen Brooks
Robert Romigh
Ed Bahr
James Craig
Sharon Bond
Marcus Steele
Eddie Girdner

AGENDA

- I. Minutes of last meeting
- II. Old Business
 - Clarification of constitution wording and last revision of the bylaws to be sent to President Wyatt and Vice President McArthur.
- III. Topics for Discussion
 - A. Alternation of faculty attendance at graduation.
 - B. Reinstatement of full scholarship for children of faculty and staff.
 - C. Proposal for amendment to Constitution--correction of eligibility conflict which has arisen.

- D. Processes and procedures relative to problems with office of the registrar:
 - 1. Submission of final grades
 - 2. Addition of students to "full" classes by improper channels

IV. New Business

Opportunity for individual senators to introduce items needing the Senate's attention.

The meeting was called to order by William Hayes.

AGENDA BUSINESS

I. The minutes of the May 2nd meeting were unanimously approved.

II. Old Business

William Hayes has not officially met with President Wyatt. He expects to in the next few days and will take him the clarification of the constitution wording and the last revision of the bylaws.

III. Topics for Discussion

A. The following suggestions were presented concerning faculty attendance at graduation:

- 1) alternation of faculty attendance;
- 2) elimination of order (seating list);
- 3) do not arrive as early for line-up.

Senators will explore these suggestions with their faculty as well as the suggestion to list graduation colors with explanations in the program. An ad hoc committee will be considered in the Fall.

B. Many faculty have voiced the opinion that reinstatement of full scholarship for children of faculty and staff would be a benefit since there were no salary increases.

Frank Young made the motion that the Senate draft a letter to IHL requesting reinstatement of full scholarship for children of faculty and staff and reciprocal tuition waiver for children and spouses. Camille Branton seconded. Motion passed unanimously.

It was also suggested that this issue be discussed with the University Faculty Senates Association since it was discussed earlier in the year.

Other ideas were presented as ways the administration could improve the morale of faculty with benefits other than raises. Janice Costello made the motion that the Senate

request complimentary activity cards and no cost parking for faculty. John Tiftickjian seconded. Motion passed unanimously.

There was a brief discussion concerning the 2 to 4 days of Christmas holiday which is charged to personal leave. However, this is a Board policy and will have to be brought before the University Faculty Senates Association this Fall.

C. Bill Hays made the motion that a Constitutional Amendment (see attached copy) be passed to change Article III. ORGANIZATION, Section 1 in order to correct eligibility conflict which has arisen. Georgene Clark seconded. Motion passed unanimously.

The full Faculty will vote on the amendment at the Fall faculty meeting during orientation.

D. Item 1. The recommendation approved by President Wyatt concerning the submission of final grades resulted in a modified version issued by the Vice President of Academic Affairs office. The Senate needs to check to see if there was a time reduction in any of the times grades were due.

The Senate recommended that William Hayes discuss this issue with President Wyatt and also determine why the time and date were recorded when some faculty turned in their grades.

Item 2. There is a problem with the addition of students to "full" classes without permission slips from faculty, chairs, or deans.

It was recommended by the Senate that the Registrar limit the number of individuals who can override the terminal in order to prevent the illegal entry of students. This suggestion should be made before second term summer school registration.

IV. New Business

William Hayes will be sending a committee preference sheet to Senators in order to establish standing committees for 1991-92.

Camille Branton asked about the possibility of opening the writing lab and the IRC for night students (maybe trade an afternoon for one evening). Bill Hays said he would discuss this idea with the Director of the Writing Lab.

It was brought to the Senate's attention that the Administrative Staff Advisory Council was presented an order of staff reductions (who would be terminated and in what order) in the event of additional budget reductions.

Motion to adjourn at 4:40 pm.

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Proposed Constitutional Amendment

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, cabinet level positions, and members of the Administrative Staff Council.

THE TIME MANAGEMENT MATRIX

	Urgent	Not Urgent
Important	I ACTIVITIES: Crises Pressing problems Deadline-driven projects	II ACTIVITIES: Prevention, PC activities Relationship building Recognizing new opportunities Planning, recreation
Not Important	III ACTIVITIES: Interruptions, some calls Some mail, some reports Some meetings Proximate, pressing matters Popular activities	IV ACTIVITIES: Trivia, busy work Some mail Some phone calls Time wasters Pleasant activities

I RESULTS: <ul style="list-style-type: none"> • Stress • Burnout • Crisis management • Always putting out fires 	II IV
III	

I	II
III	IV

RESULTS:

- Vision, perspective
- Balance
- Discipline
- Control
- Few crises

I	II
III RESULTS: <ul style="list-style-type: none"> • Short-term focus • Crisis management • Reputation-chameleon character • See goals and plans as worthless • Feel victimized, out of control • Shallow or broken relationships 	IV

I	II
III	IV

RESULTS:

- Total irresponsibility
- Fired from jobs
- Dependent on others or institutions for basics

Stephen R. Covey. *The 7 Habits of Highly Effective People*.
 (Simon & Schuster: New York, 1989)

hours.

2

Message 2:

From ann Thu Jun 13 17:03:52 1991

To: ann bert circ diana janice jo judy lillian loretta myra serials
sheryl tim

Subject: ADMIN COUNCIL MEETING

Date: Thu Jun 13 17:03:50 1991

The "Reduction in Workforce" policy is now available in the lounge. Let me emphasize that this policy is required by the Board and will only be implemented at the Boards' discretion.

MINUTES FROM THE ADMINISTRATIVE STAFF COUNCIL MEETING
THURSDAY, JUNE 13, 1991
THURSDAY, JUNE 13, 1991

MINUTES FROM THE ADMINISTRATIVE STAFF COUNCIL MEETING
THURSDAY, JUNE 13, 1991

OLD BUSINESS:

Officers for the 1991-92 year are:

Chair: James Donald Cooper
Vice Chair: Chris Mitchell
Secretary: Linda Haney

Constitution Committee:

Jo Weaver reported that the committee is still working on the Constitution and asked for any suggestions.

The scheduled meetings in the Constitutions state the committee is to meet twice a month. Due to the summer schedule, it was motioned and passed that the ASC is to meet once a month (preferably the first Thursday).

July meeting --

committee is to meet twice a month. Due to the summer schedule, it was motioned and passed that the ASC is to meet once a month (preferably the first Thursday).

July meeting -- July 11

August meeting -August 1

NEW BUSINESS:

~~The Holidays for the 1991-92 year (beginning 7/1/92)~~
instituted by the Board in their April meeting will be as follows:

July 4th

Thanksgiving Day
Christmas Day
New Year's Day
Martin Luther King's Birthday

Other days off will be instituted by the individual
Other days off will be instituted by the individual
institutions. The total number of days off (including the
above holidays) will be a maximum total of 15 days.

DSU will be implementing this schedule 7/1/91. The reason for

DSU will be implementing this schedule 7/1/91. The reason for
this is we will be able to have some flexibility this year
where we will not have it next year. The schedule for 1991-92
is as follows:

July 4th
Thanksgiving Holidays (11/28 - 12/2)
Christmas Holidays (12/20 5:00 pm - 1/3 8:00 am
Martin Luther King's Birthday
Good Friday

The suggestion was made for James Donald Cooper to meet with
Dr. Wyatt and represent the entire ASC in requesting that all
offices not reopen from the Christmas Holidays until Monday,
January 6th. Gwen Ayers has already approached Dr. Nettles
about this additional day (1/3) off.

GOOD NEWS: Scholarships for employees' dependents will
continue even if parents retire. People are also working on
revising the dependent scholarship where the dependents can
receive 100% tuition scholarship regardless of parent's
employment time.

Non-Faculty Reduction in Work Force Policy.

over and respond. The motion was made and passed to accept
the Policy with the exception concerning transfers within the
University (a person's time on a job would take into
consideration the entire time at Delta State). See attached
copy of Policy.

Health Insurance:

The health insurance premium will be increasing by 20% July 1.
Ex. family plan was \$105 and will be \$126. The reason for
the increase is that the insurance company is spending more
money in benefits than what is being taken in. We are to
anticipate major benefit changes January 1, 1992.

Retirement:

Retirement can now be taken with 25 years of service
regardless of age. Our participation in the retirement
withholdings will increase from 6.5% to 7.25% July 1.

Semester Hours:

The staff benefit of 3 semester hours free each semester will
increase to 6 hours, but 3 of those 6 must be after working
hours.

6/13/71

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Proposed Constitutional Amendment

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, cabinet level positions, and members of the Administrative Staff Council.

MEMORANDUM

To: Members of the DSU Faculty Senate

From: William A. Hayes

Subject: Next Regular Senate Meeting

Date: Thursday, July 11, 1991
 Time: 3:30 PM
 Place: Ewing, rm 109

Tentative Agenda:

I. Minutes of last meeting *OK*

Please review the enclosed copy before the meeting and note any corrections or modifications.

II. Old business

A. Further discussion of constitution wording and last revision of the bylaws as viewed by President Wyatt and Vice-President McArthur

need rewording

B. Graduation notes: develop a committee for working with the Registrar in solving current problems

form ad hoc Com. on Grad. Cooper - open to all prof. of late not a prob.

C. Guidelines for request for reinstatement of full scholarship for children of faculty and staff

gd. write w/yr

D. Developing a working relationship with the Registrar in smoothing the process of submitting final grades and solving the problem of addition of students to "full" classes through improper channels

As Pres. Council of Pres.

III. Topics for Discussion

A. Problems associated with summer sessions: pay schedule, unannounced closing of buildings, premature class closings

Cancelled

*get one schedule for SS
Plan that will pay*

B. Finding a focus as an organization (editorial comment by the chair)

IV. New Business

Opportunity for individual senators to introduce items needing the Senate's attention

Next Meeting: Aug 29 TH

New Computers? What can it do?

Strongly pay

No fee Parking stickers or Act. ticket

*Membership on Standing Com. * X change at Chair's request*

DELTA STATE UNIVERSITY FACULTY SENATE

July 11, 1991, 3:30 pm till 5:00 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William Hayes, Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Florence Ouzts
Randy Pearcy
Camille Branton
John Tiftickjian
Darry Hardy
Val Hinton
Frank Young
Don Skelton
Georgene Clark
Bill Spencer, proxy
Janice Costello
Eddie Girdner

Members absent: Thomas Clark
Loretta Shannon
Martha Biles
Maureen Brooks
Janis Tyderle
Robert Romigh
Ed Bahr
James Craig
Sharon Bond
Marcus Steele
Carol Ann Boyd

AGENDA

- I. Minutes of last meeting
- II. Old Business
 - A. Further discussion of constitution wording and last revision of the bylaws as viewed by President Wyatt and Vice-President McArthur
 - B. Graduation notes: develop a committee for working with the Registrar in solving current problems
 - C. Guidelines for request for reinstatement of full scholarship for children of faculty and staff
 - D. Developing a working relationship with the Registrar in smoothing the process of addition of students to "full" classes through improper channels.

III. Topics for Discussion

- A. Problems associated with summer sessions: pay schedule, unannounced closing buildings, premature class closings.
- B. Finding a focus as an organization (editorial comment by the chair).

IV. New Business

Opportunity for individual senators to introduce items needing the Senate's attention.

AGENDA BUSINESS

- I. The minutes of the June 13th meeting were unanimously approved.
- II. Old Business

A. President Wyatt and Vice-President McArthur are still not satisfied with the wording of the constitution and will not accept it as written. Both believe the Purpose needs to be reworded because it is too strong and includes items that should be placed somewhere else in the document. William Hayes recommends that the Senate agree to reword the Purpose in order to build understanding between the Senate and the administration.

William Hayes will discuss the latest bylaw revision with Vice-President McArthur when he meets to talk about establishing committees for the 1991-92 academic year.

B. President Wyatt strongly wants full attendance of the faculty at graduation. James Donald Cooper indicates that he is open to suggestions for solving the problems. Don Skelton suggested using the Athletic Dorm to reduce the crowding.

During this discussion concerning graduation, the issues of submitting final grades and addition of students to "full" classes through improper channels (Item D on agenda) was addressed since these items also pertain to the Registrar. James Donald Cooper said he was instructed by "higher up" to record the date and time on final grades submitted and indicated that it was for bookkeeping purposes. When asked why there was a second edition of the original request from the Senate concerning the submission of final grades, William Hayes reported that it was mandated from "higher up".

The Registrar is also open to suggestions for solving the problem of addition of students to "full" classes through improper channels. William Hayes asked for volunteers to address these issues with Cooper. Don Skelton volunteered to discuss the graduation concerns and suggested that these concerns be approached more informally in order not to create a perception of being argumentative.

C. President Wyatt supports the request for reinstatement of full scholarship for children of faculty and staff. He suggests that the Senate write a letter to him as the President of the Council of Presidents for him to forward to IHL. Frank Young made the motion that William Hayes write this letter and also include the issues of reciprocal tuition and retirement concerns. John Tiftickjian seconded. The motion was unanimously approved. Hayes will draft a letter for the Executive Committee to review before sending to President Wyatt.

The issue of the two to four days of the Christmas holiday charged against personal leave time was then discussed. Since this also affects the staff, it was recommended that Hayes discuss this James Donald Cooper (Administrative Staff Council). Janice Costello made the motion that the Senate and the Administrative Staff Council jointly write President Wyatt as the President of the Council of Presidents for him to forward to IHL. Bill Spencer seconded. The motion was unanimously approved. Hayes will draft a letter with Cooper for review by the Executive Committee.

At this time it was also recommended that the Senate make every effort to resolve the questions associated with the constitution and bylaws in order for the documents to be printed in the Faculty Handbook.

William Hayes also reported on the topics of free parking and activity cards. President Wyatt feels that it is not an issue of cost, but more so a question of fairness (especially to the students).

III. Topics for Discussion

A. All of the problems associated with summer sessions, i.e. pay schedule, unannounced closing of buildings, premature class closings, need to be investigated as to the source of the decision and the reason. William Hayes will begin this process by discussing these topics with Vice-President McArthur. In the future, issues of this nature should be handled by the General Academic Affairs standing committee.

B. William Hayes distributed the attached handout, The Seven Habits of Highly Effective People by Stephen R. Covey, for discussion. He would like for the Senate to formulate short-term and long-term goals.

IV. New Business

A. Vice-President McArthur plans to meet with the Senate early in the Fall to discuss the new computer system.

B. It was recommended that the Senate voice its concerns again over the status of higher education to the University Faculty Senates Association. It was suggested that the Student Government Association was planning to take some type of action. William Hayes will investigate this with Doty Farmer, SGA President.

C. The King Air airplane was sold to the highest bidder recently.

D. The new manager of the theater has said he would consider a reduction in prices for faculty.

E. The motion that the August 8th regular meeting be moved to August 29th was seconded and approved unanimously.

Motion to adjourn at 5:00 pm.

THE TIME MANAGEMENT MATRIX

	Urgent	Not Urgent
Important	I ACTIVITIES: Crises Pressing problems Deadline-driven projects	II ACTIVITIES: Prevention, PC activities Relationship building Recognizing new opportunities Planning, recreation
Not Important	III ACTIVITIES: Interruptions, some calls Some mail, some reports Some meetings Proximate, pressing matters Popular activities	IV ACTIVITIES: Trivia, busy work Some mail Some phone calls Time wasters Pleasant activities

I RESULTS: <ul style="list-style-type: none"> • Stress • Burnout • Crisis management • Always putting out fires 	II IV
III	

I	II	RESULTS: <ul style="list-style-type: none"> • Vision, perspective • Balance • Discipline • Control • Few crises

I	II
III RESULTS: <ul style="list-style-type: none"> • Short-term focus • Crisis management • Reputation-chameleon character • See goals and plans as worthless • Feel victimized, out of control • Shallow or broken relationships 	IV

I	II
III	IV RESULTS: <ul style="list-style-type: none"> • Total irresponsibility • Fired from jobs • Dependent on others or institutions for basics

Stephen R. Covey. *The 7 Habits of Highly Effective People.*
 (Simon + Schuster: New York, 1989)

W. B. ROBERTS LIBRARY

REFERENCE DESK MEMO

TO: Library Faculty and IRC and AV
FROM: Janice
DATE: July 12, 1991
SUBJECT: Faculty Senate Meeting July 11, 1991

=====
The minutes of the last meeting were not handed out until the meeting. They will get their act together better later.

OLD BUSINESS;

A. It was decided that a re wording of the sections of the Constitution and bylaws(which are still not approved by Dr. Wyatt and Dr. MacArthur) will have to be worked on so that they are acceptable to all. This will mean a delay in publication and another approval by faculty when the wording is completed.

B. Uncomfortable graduation conditions. An ad hoc committee will be formed to meet with Mr. Cooper and make plans to make the gathering and procession more comfortable and commodious.

C. Dr. Wyatt asked that a letter be sent to him as President of the University Presidents from the Faculty Senate requesting reinstatement of full scholarships for children and spouses and a reciprocal agreement among all the state universities for scholarships. Also regarding vacation days being taken off for the Christmas vacation of those who have twelve month contracts. He feels that these things can then be on the agenda when the Presidents meet.

III some topics that cause unhappiness among faculty are:

- A. Pay schedule for summer school.
- B. Unannounced closing of buildings and classes.
- C. Premature canceling of classes with insufficient numbers.
- D. Need information regarding the computers on campus and what they can do for faculty.
- E. no free parking ticket or free activity cards.
- F. Student Government is planning a demonstration.

Information regarding this should be forthcoming in a memo and some faculty were advocating the Faculty Senate join them. More on this later.

* There had been a demonstration of faculty planned last year and when the "Town Meeting" was proposed they canceled it.

Delta State University Faculty Senate

August 27, 1991

Dr. Kent Wyatt, President
Delta State University
Cleveland, MS 38733

Dear Dr. Wyatt:

I am writing to you in your capacity as President of the Council of Presidents. It has come to our attention that the recent change in holiday vacation time directly effects those faculty who are twelve month employees. We also believe that this loss in vacation time will have adverse repercussions for all faculty through decreased morale among members of the staff. We believe that any benefits accrued to the universities by this change will be offset by morale damage. In consideration of the current state of morale across the state, this does not seem to be wise. We ask that you bring this matter to the attention of the IHL and suggest that they reconsider this reduction in vacation time.

Thank you for your kind consideration of this matter. We appreciate your continued support and stand ready to assist you in this in whatever manner is necessary.

Sincerely,

William A. Hayes
Chair, Faculty Senate
Dept. of Biological Sciences

Delta State University Faculty Senate

August 27, 1991

Dr. Kent Wyatt, President
Delta State University
Cleveland, MS 38733

Dear Dr. Wyatt:

I am writing to you in your capacity as President of the Council of Presidents. As chair of the Faculty Senate of Delta State University, I request that you propose and support the reinstatement of full scholarships for the children of faculty and staff. We would also like to have considered the possibility of reciprocal scholarships for spouses and children of faculty and staff among the state supported institutions of higher education within the state of Mississippi.

There are many valid reasons for this proposal and few against it. We feel that positive effects greatly outweigh any negative arguments against it. In a time of severe budget cuts and lack of substantial raises, such a move would boost the fading morale among the faculty and staff at little or no cost to the institutions involved.

Thank you for your kind consideration of this matter. We appreciate your continued support and stand ready to assist you in this in whatever manner is necessary.

Sincerely,

William A. Hayes
Chair, Faculty Senate
Dept. of Biological Sciences

Draft of Committee Assignment Recommendations
DSU Faculty Senate - Fall 1991

**Academic
Achievement**

Barns, D.
*Girdner, E.
Moon, D.
Norris, P.
*Skelton, D.
*Tyderle, J.

**Academic Computer
Usage**

Mitchell, B.
Hamon, G.
Johnson, M.
Owen, E.
*Parker, C.
Toliver, P.

Academic Honors

Brooks, B.
Brister, G.
Carr, M.
Denton, F.
Jolly, S.
Kramer, G.
Moore, N.
Tomek, J.
Tullos, M.

Attendance

Strahan, R.
Bailey, L.
Blansett, D.
Brown, J.
Johnson, C.
Leach, F.
McMinn, B.
Spencer, J.

Credentials

*Quon, J.
Britt, S.
Garrison, R.

Koehler, R.
Long, A.
Maddux, J.
Pettway, K.
Small, M.
Stender, B.
Wilder, M.

**Critical Thinking
Across the
Curriculum**

Bond, M.
*Branton, C.
Davey, D.
*Hayes, W.
McEwen, M.
*Ouzts, F.
*Tiftickjian, J.
Walley, W.

Library

*Bahr, E.
Crook, L.
Frnka, R.
Ross, M.
Ryder, R.
Simmons, T.
Tatum, J.
Williams, J.
Wilson, J.

**Oral, Aural and
Visual History**

Cash, W.
Dennis, A.
Heflin, D.
Cranford, S.

Press

Cash, W.
Foster, P.
Lee, C.
Stone, C.

Research

Thornell, J.
*Brooks, M.
Burgos-Aguilar, B.
Gettings, C.
Greever, J.
Jones, R.
Jordan, S.
Outlaw, H.
Ouzts, J.
Weare, J.
Wheeler, D.
Woodall, F.

Special Programs

*Craig, J.
Everett, T.
Ford, J.
Ford, S.
Lester, W.
Pettway, B.
Smith, D.

**Writing Across the
Curriculum**

Allen-Bradley, J.
Barnwell, M.
Goodnite, B.
Rankin, T.
Sanders, A.

**Writing
Proficiency Exam
Appeals**

Allen-Bradley
Hailey, L.
Merritt, R.

Senators
unassigned:
M. Steele
T. Clark

The 7 Habits of Highly Effective People

by Stephen R. Covey

1. Be Proactive - Personal Vision
2. Begin with the End in Mind - Personal Leadership
3. Put First Things First - Personal Management
4. Think Win/Win - Interpersonal Leadership
5. Seek First to Understand, Then to be Understood - Empathic Communication
6. Synergize - Creative Cooperation
7. Sharpen the Saw - Balanced Self-Renewal

Letters to Wyattte - no response.

Constitution Revision

Status of Com. appointments - I'm on Exec. Com.

Set some goals for ac. yz. 91-92

Budget in library -

* Check with Dr. Macom re Budget 90-91 where is it?

smoking - policy.

Policy in Green Handbooks re assis. prof.

9/12/

() Fibre Optic Net - 1.8 mil

Telephone, Computer -

Borrowed by H.B. 654 - 14L equip.

assist advisement

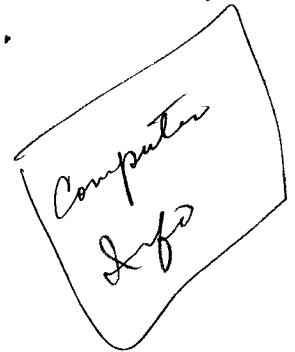
Lower Retention rate

* Net Wd Perf. for comp.

SQL - Training -

Advanced
Instruction
RIS *etc*

3 part info to fac.
1. \$ capability
2. time frame.



Parking -

assigned lots - based on seniority
any blue zone - ok

The 7 Habits of Highly Effective People

by Stephen R. Covey

1. Be Proactive - Personal Vision
2. Begin with the End in Mind - Personal Leadership
3. Put First Things First - Personal Management
4. Think Win/Win - Interpersonal Leadership
5. Seek First to Understand, Then to be Understood - Empathic Communication
6. Synergize - Creative Cooperation
7. Sharpen the Saw - Balanced Self-Renewal

Draft of Committee Assignment Recommendations
DSU Faculty Senate - Fall 1991

**Academic
Achievement**

Barns, D.
*Girdner, E.
Moon, D.
Norris, P.
*Skelton, D.
*Tyderle, J.

**Academic Computer
Usage**

Mitchell, B.
Hamon, G.
Johnson, M.
Owen, E.
*Parker, C.
Toliver, P.

Academic Honors

Brooks, B.
Brister, G.
Carr, M.
Denton, F.
Jolly, S.
Kramer, G.
Moore, N.
Tomek, J.
Tullos, M.

Attendance

Strahan, R.
Bailey, L.
Blansett, D.
Brown, J.
Johnson, C.
Leach, F.
McMinn, B.
Spencer, J.

Credentials

*Quon, J.
Britt, S.
Garrison, R.

Koehler, R.
Long, A.
Maddux, J.
Pettway, K.
Small, M.
Stender, B.
Wilder, M.

**Critical Thinking
Across the
Curriculum**

Bond, M.
*Branton, C.
Davey, D.
*Hayes, W.
McEwen, M.
*Ouzts, F.
*Tiftickjian, J.
Walley, W.

Library

*Bahr, E.
Crook, L.
Frnka, R.
Ross, M.
Ryder, R.
Simmons, T.
Tatum, J.
Williams, J.
Wilson, J.

**Oral, Aural and
Visual History**

Cash, W.
Dennis, A.
Heflin, D.
Cranford, S.

Press

Cash, W.
Foster, P.
Lee, C.
Stone, C.

Research

Thornell, J.
*Brooks, M.
Burgos-Aguilar, B.
Gettings, C.
Greever, J.
Jones, R.
Jordan, S.
Outlaw, H.
Ouzts, J.
Weare, J.
Wheeler, D.
Woodall, F.

Special Programs

*Craig, J.
Everett, T.
Ford, J.
Ford, S.
Lester, W.
Pettway, B.
Smith, D.

**Writing Across the
Curriculum**

Allen-Bradley, J.
Barnwell, M.
Goodnite, B.
Rankin, T.
Sanders, A.

**Writing
Proficiency Exam
Appeals**

Allen-Bradley
Hailey, L.
Merritt, R.

Senators
unassigned:
M. Steele
T. Clark

Delta State University Faculty Senate

August 27, 1991

Dr. Kent Wyatt, President
Delta State University
Cleveland, MS 38733

Dear Dr. Wyatt:

I am writing to you in your capacity as President of the Council of Presidents. It has come to our attention that the recent change in holiday vacation time directly effects those faculty who are twelve month employees. We also believe that this loss in vacation time will have adverse repercussions for all faculty through decreased morale among members of the staff. We believe that any benefits accrued to the universities by this change will be offset by morale damage. In consideration of the current state of morale across the state, this does not seem to be wise. We ask that you bring this matter to the attention of the IHL and suggest that they reconsider this reduction in vacation time.

Thank you for your kind consideration of this matter. We appreciate your continued support and stand ready to assist you in this in whatever manner is necessary.

Sincerely,

William A. Hayes
Chair, Faculty Senate
Dept. of Biological Sciences

Delta State University Faculty Senate

August 27, 1991

Dr. Kent Wyatt, President
Delta State University
Cleveland, MS 38733

Dear Dr. Wyatt:

I am writing to you in your capacity as President of the Council of Presidents. As chair of the Faculty Senate of Delta State University, I request that you propose and support the reinstatement of full scholarships for the children of faculty and staff. We would also like to have considered the possibility of reciprocal scholarships for spouses and children of faculty and staff among the state supported institutions of higher education within the state of Mississippi.

There are many valid reasons for this proposal and few against it. We feel that positive effects greatly outweigh any negative arguments against it. In a time of severe budget cuts and lack of substantial raises, such a move would boost the fading morale among the faculty and staff at little or no cost to the institutions involved.

Thank you for your kind consideration of this matter. We appreciate your continued support and stand ready to assist you in this in whatever manner is necessary.

Sincerely,

William A. Hayes
Chair, Faculty Senate
Dept. of Biological Sciences

Section 9. Committees

- a. Standing committees of the Faculty Senate may be authorized by the Constitution or the By-laws.
- b. Special (or ad hoc) committees may be established by resolution of the Faculty Senate. These committees shall be automatically terminated at the organizational meeting of the Faculty Senate unless continued by resolution of the Faculty Senate.
- c. The following standing committees are authorized:
 - (1) Executive Committee
 - (2) Committee of Elections conducts the elections of the Faculty Senate as provided under the Constitution of the Faculty Senate of Delta State University.
 - (3) Committee on University Standing Committees
 - (a) The committee shall be composed of three Faculty Senate members appointed by the Chair. No two committee members shall be from the same school or the Library;
 - (b) Members of the Committee shall serve throughout their term or terms of membership in the Faculty Senate;
 - (c) When necessary, new members of the Committee will be appointed by the Chair at the first meeting following the conclusion of the organizational meeting or the next meeting after a vacancy is made known to the Senate Chair;
 - (d) The Committee members will elect their chair each year at their first meeting following the conclusion of the organizational meeting of the Faculty Senate;
 - (e) The Committee is charged with the responsibility of selecting candidates from the University faculty for membership on the following University standing committees:

Academic Achievement
Academic Computer Usage
Academic Honors
Attendance
Credentials
Faculty Tenure Appeals
Library
Oral, Aural, & Visual History

Press
Research
Scholarships/Awards
Special Programs
Student Publications
Writing Across the Curriculum
Writing Proficiency Examination Appeals

The Committee's recommendations will be submitted to the Faculty Senate at the September meeting, at which meeting the Faculty Senate will act upon their recommendations. The roster of candidates adopted by the Faculty Senate will be recommended to the President for appointment to the designated University standing committees for a term of twelve months from the date of their appointment;

In addition, the Committee shall be allowed to appoint a faculty member to other University committees including, but not limited to, the following:

Athletic
Faculty & Staff Benefits
Graduate Council
Long Range Planning
Teacher Education Council

- (f) In the event an appointee to one of the University standing committees is unable to serve, the Committee on Standing Committees will recommend a replacement to the Executive Committee of the Faculty Senate. Upon the Executive Committee's approval of the replacement, the name of the new appointee will be sent to the President;
- (4) Committee on General Academic Affairs whose responsibilities will include, but are not limited to, such matters as academic freedom and tenure, teacher evaluation, curriculum and university policies;
- (5) Committee on Finance whose responsibilities will include, but are not limited to, such matters as faculty compensation, fringe benefits and the budget;
- (6) Committee on University Services whose responsibilities will include, but are not limited to, such matters as athletics and recreation, bookstore, food services, housing and traffic.

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, August 29, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Minutes of last meeting

Please review the enclosed copy before the meeting and note any corrections or modifications.

II. Old business

A. Letters sent to President Wyatt regarding reinstatement of full scholarship for children of faculty and staff/
reconsideration of lost vacation time for staff and 12 month faculty

B. Discussion of bylaw revision

C. Establish committee to work with Registrar on graduation and other items of concern

III. Topics for Discussion

A. Status of committee appointments

B. Committee on committees

C. Goals for the Senate

IV. New Business

A. 91-92 budget copy - ? in library

B. Opportunity for individual senators to introduce items needing the Senate's attention

DELTA STATE UNIVERSITY FACULTY SENATE
August 29, 1991, 3:30 pm till 5:05 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Florence Ouzts
Camille Branton
John Tiftickjian
Darry Hardy
Loretta Shannon
Val Hinton
Frank Young
Don Skelton
Martha Biles
Maureen Brooks
Georgene Clark
Janice Costello
Janis Tyderle
Robert Romigh
Edward Bahr
James Craig
Mark Steele
Eddie Girdner
Carol Boyd

Members absent: Thomas Clark
Collier Parker
Randy Percy

AGENDA

- I. Minutes of last meeting
- II. Old Business
 - A. Letters sent to President Wyatt regarding reinstatement of full scholarship for children of faculty and staff/reconsideration of lost vacation time for staff and 12 month faculty;
 - B. Discussion of constitutional amendment;
 - C. Establish committee to work with Registrar on graduation and other items of concern.
- III. Topics for Discussion
 - A. Status of committee appointments;
 - B. Committee on committees;
 - C. Goals for the Senate.

- IV. New Business
 - A. 91-92 budget copy;
 - B. Opportunity for individual senators to introduce items needing the Senate's attention.

AGENDA BUSINESS

- I. The minutes of the July 11th meeting were unanimously approved.
- II. Old Business
 - A. William Hayes circulated copies of the letters sent to President Wyatt concerning scholarships and vacation time (see attached copies). Both letters had been reviewed by the Executive Committee before being sent. There has not been a response from President Wyatt at this time.
 - B. Current voting on the constitutional amendment was as follows:
 - 176 For the Amendment
 - 1 Against the Amendment
 - 17 Not VotingThree units have not reported their voting yet. This is enough votes to pass the amendment.
 - C. Don Skelton volunteered to serve on the committee to work on graduation and other areas of concern. It was suggested that the General Academic Affairs standing committee handle these issues rather than a separate committee. The Senate was in agreement.
- III. Topics for Discussion
 - A. William Hayes provided a list of the committee recommendations for university committees which are to be appointed by the Faculty Senate (see attached copy). After asking for recommendations, Don Skelton said he could not serve as chair of the Academic Achievement Committee. Janis Tyderle volunteered to serve as chair.

It was pointed out that there could be problems with the Committee on Committees establishing university committees in September since some may need to meet before the September appointment (i.e. Credentials). It was suggested that the established committee from the previous year could handle such meetings until the new appointments were made.

- B. A committee preference sheet for Faculty Senate standing committees was distributed to all senators. Elise Dreaden will compile the results and report at the next meeting.
- C. William Hayes discussed goal setting for the Faculty Senate. He suggested following the guidelines of The Seven Habits of Highly Effective People by Stephen R. Covey (see attached copy). Hayes requested input from senators on setting short range and long range goals.

IV. New Business

- A. The 91-92 budget copy has not been placed in the library yet. William Hayes will begin checking on when it will be available.
- B. Introduction of New Items
 - 1. List of the eligible voting faculty were distributed to each senator for their respective units. Senators were asked to make any corrections and return the lists to Elise Dreaden.
 - 2. The issue of a smoking policy was brought up again. William Hayes discussed this with Vice President McArthur as a topic for the Health and Safety Committee. It was recommended that it be an issue studied by the Committee on University Services.
 - 3. Questions were raised about the policies and procedures manual and whether it is to take the place of the faculty handbook. William Hayes said he did not think it was, but he would check on this. After all, the Faculty Senate had been asked for an explanation of the senate to be placed in the handbook.
 - 4. A recent article in the Commercial Appeal stating that University of Southern Mississippi raised \$800,000 for the faculty and received some matching funds was brought up. This should be an issue studied by the Committee on Finance.
 - 5. The question of the requirements for promotions was raised. It was suggested that the faculty handbook be reviewed for these requirements.

6. The next issue was the status of the acceptance of the constitution. The rewording has not been agreed on by both administration and the Faculty Senate. However, William Hayes felt this would be a priority once the Faculty Senate was back in full session in September.

7. The computer system financing will be discussed by Vice President McArthur at an early Fall meeting. It was suggested that specifics be provided by Dr. McArthur as to the type of financing, the uses of the equipment, and a time table. William Hayes agreed to discuss this with McArthur before he addresses the Senate.

8. A motion was made and unanimously passed for the Faculty Senate to write a letter in support of the Foundation designating funds for faculty development.

9. A suggestion was made that the Faculty Senate review the option of reduced cost for faculty activity cards and no charge for the second car parking sticker.

10. Numerous complaints were made concerning the Security Department and parking. Areas of complaints by senators included: (1) faculty being assigned or reassigned to other parking lots than the parking lot at the building in which they teach/have offices; (2) overall arrogant attitude of the security from the director down through the officers; and (3) policy of issuing tickets when faculty park in other designated "blue" zones other than their "designated lot" (i.e. library).

The Faculty Senate was in agreement that this is a campus-wide problem and a faculty-wide problem. Immediate action should be taken by William Hayes to address this issue with Vice President McArthur and Wayne Blansett. The motion was made and unanimously passed for William Hayes to discuss this issue with the administration.

11. A concern over the liberal number of absences allowed for classes was voiced. It was pointed out that the policy was based on the maximum allowed and each instructor may establish his/her own policy as long as it does not exceed that maximum. This policy should be stated in the course syllabus.

Motion to adjourn at 5:05 pm.

DELTA STATE UNIVERSITY
FACULTY SENATE

COMMITTEE ASSIGNMENTS
1991-92

Committee on University Standing Committees

Camille Branton
Bill Hayes
Florence Ouzts
John Quon

Committee on General Academic Affairs

Ed Bahr
Maureen Brooks
Bill Hays
Collier Parker
Loretta Shannon
John Tiftickjian
Janis Tyderle
Frank Young

Committee on Finance

Martha Biles
Thomas Clark
Darry Hardy
Val Hinton
Randy Percy
Mark Steele

Committee on University Services

Carol Ann Boyd
Georgene Clark
Jim Craig
Eddie Girdner
Robert Romigh

Elections Committee

Janice Costello
Debrynda Davey
Elise Dreaden
Bill Hays
Don Skelton

DELTA STATE UNIVERSITY
FACULTY SENATE

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Don Skelton

CONSTITUTION OF THE FACULTY SENATE OF DELTA STATE UNIVERSITY

ARTICLE I: TITLE

This organization shall be entitled "The Faculty Senate of Delta State University."

ARTICLE II: PURPOSE

The Faculty Senate shall be empowered to make recommendations to the President and Academic Council on policies affecting the University and to advise on such matters as the President shall lay before it. It shall also keep the General Faculty fully informed of its recommendations. The Chair of the Faculty Senate, or a representative, shall represent the Faculty as a voting member of the Academic Council. The Chair and other members of the Senate as directed by the Senate shall be among the representatives of the Faculty at meetings of any administrative council or other such body established, or to be established, by the President at act as advisor in administering the affairs of the University.

ARTICLE III: ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, and cabinet level positions.

Section 2. Those eligible to vote include those eligible to serve and part-time faculty teaching nine (9) hours or more per semester.

Section 3. The membership quota of the Faculty Senate shall consist of representation from each division/department/unit in which there are Eligible Faculty. The following scale will be used to determine representation:

<u>Eligible Faculty</u>	<u># of Senators</u>
1-14	1
15-24	2
25-34	3
.	.
.	.
.	.

Section 4. A term of office for senators shall be two years. At any given election, a senator who has served in the two previous consecutive terms or portions thereof shall be ineligible. The immediate past chair will serve as an ex officio voting member of the Faculty Senate during the following legislative year (May through April), independent of the number of previous consecutive terms served. In the first election under this constitution, one half of the senators will be elected for a one year term. the senators to be elected for a one year term will be determined by lot. Within a unit that will have more than one senator, one senator will serve a one year term.

Section 5. Election of Faculty Senators shall be by the approval voting method. Ballots containing the name of the candidates shall be distributed in each unit not later than the 15th day of March. Faculty shall be notified of the election results not later than the 31st day of March.

Section 6. If a vacancy occurs in the Faculty Senate, the term of that senator shall be filled by a candidate from the same voting unit who will be chosen by special election. The new senator shall be assigned to the same Faculty Senate committees as the senator who is being replaced.

Section 7. A Committee of Elections shall be responsible for allocating Faculty Senate representation and for conducting elections. The committee shall consist of one Faculty Senator from each of the following: The School of Arts and Sciences, The School of Business, The School of Education, The School of Nursing and the Library. Members of the committee will be elected by the senators representing their respective schools or the Library. Members of this committee shall be responsible for supplying the Committee of Elections with a list of the Eligible Faculty in each unit of their respective schools or the Library. This committee shall elect its chair.

Section 8. An organizational meeting of the new Faculty Senate shall be called by the Chair of the previous year to meet not later than the first week of May, at which meeting the Faculty Senate

shall elect a Chair, Vice Chair, and a Secretary. The immediate past chair shall not be eligible for election as an officer during the year following incumbency. The officers of the Faculty Senate shall be the Chair, the Vice Chair, the Secretary, and the immediate past Chair. These officers along with the elected Chairs of the standing committees shall serve as the Executive Committee of the Faculty Senate. Faculty Senate committee membership shall be determined by the aforementioned four senate officers, but continuing Faculty Senate members shall retain their previous committee membership if they so desire. Each Faculty Senate standing committee shall elect its own chair.

Section 9. The Faculty Senate shall be considered a continuing body, and the Faculty Senate shall have the authority to create standing committees to make continuing studies of significant issues.

Section 10. The regular meeting of the Faculty Senate shall be on the second Thursday of each month, provided classes are in session on that day. An extraordinary meeting of the Faculty Senate shall be called by the Chair under either of the following conditions:

1. Upon majority vote of the officers of the Faculty Senate;
2. Upon written petition to the Chair by five members of the Faculty Senate.

When an extraordinary meeting is indicated by either of the methods above, the Chair must issue within twenty-four hours, a notice of the meeting including the time and place; the meeting must be held

within twenty-four and seventy-two hours (Sundays excepted) from the time at which the notice is issued; extraordinary meetings shall not be called during scheduled University vacation periods; the purpose of the meeting must be stated in the notice issued by the Chair.

Section 11. The Faculty Senate shall abide by Robert's Rules of Order in conducting its business.

Section 12. A quorum shall be defined as a majority of the total membership.

Section 13. Agenda:

The Chair of the Faculty Senate with the concurrence of the Executive Committee shall prepare a notice of the specific items of subjects to be placed on the agenda of each month. This notice shall be distributed seven to ten days in advance of a notified meeting.

Resolutions concerning items not included in the agenda may be presented and seconded, but shall be placed on the agenda of the next meeting and not voted upon until that time. This rule may be suspended by a three-fourths vote of the members present.

ARTICLE IV: AMENDMENTS

This Constitution may be amended by a two-thirds vote of the Eligible Faculty. Amendments may be submitted by vote of the Faculty Senate or by petition of any ten Eligible Faculty. Any amendments must be circulated to the faculty at least seven to ten days in advance of the vote.

ARTICLE V: RATIFICATION

This Constitution shall become effective by majority vote of the Faculty Senate and by majority vote of the Eligible Faculty.

Approved by Faculty Senate - January 17, 1991

Approved by Eligible Faculty - February 14, 1991

AMENDMENT ONE

ARTICLE III. ORGANIZATION

Section 1. The Faculty Senate membership shall be limited to faculty who qualify as Eligible Faculty. Eligible Faculty as used in this Constitution shall mean full-time employees of Delta State University (Cleveland, MS campus) who hold the faculty rank, except for deans, assistant deans, associate deans, cabinet level positions, and members of the Administrative Staff Council.

Approved August 29, 1991

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, September 12, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Minutes of last meeting

Please review the enclosed copy before the meeting and note any corrections or modifications.

II. Invited speakers

A. Dr. Frank McArthur, Vice-President for Academic Affairs - The new computer system

B. Dr. Wayne Blansett, Dean of Student Affairs - Discussion of faculty perceptions of parking problems on campus

In view of time necessary for proper communication with the invited speakers, no other agenda items are scheduled.

Faculty Performance
9/26
8:00PM

DELTA STATE UNIVERSITY
FACULTY SENATE

COMMITTEE ASSIGNMENTS
1991-92

Committee on University Standing Committees

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Jim Craig
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Elections Committee ✓

Janice Costello
Debrynda Davey
Elise Dreaden
Bill Hays
Don Skelton

PRESENTATION TO IHL

9/18/1991

William A. Hayes, II, Ph.D.
Professor of Biology and Chair, Faculty Senate
Delta State University
Cleveland, MS 38733

As representative of the Faculty Senate of Delta State University, I welcome you to our campus. I appreciate the opportunity to speak with you this morning concerning matters of mutual concern and major import to the state of Mississippi. I thank you for your patience and consideration of what I say, as much of this will not be pleasant or easy.

We at Delta State are a family. There has been and continues to evolve a powerful working relationship among the administration, the faculty, the staff, and our most important asset, the students. We see ourselves as a family besieged by rapacious outside forces which could wound us mortally. As much as we regret it and would have it otherwise those forces are tearing at us annually. The attrition of our finest personnel to other institutions due to financial constraints within the state of Mississippi is terrifying. These wounds will not get better without treatment. The causes of these losses are contributing factors to our weakened ability to hire quality replacements for these individuals.

Consider this scenario. You are working for an organization which you dearly love. You feel respect for your superiors and subordinates. You feel that respect returned. You feel that you are working your heart out for goals of great importance and that those around you are doing likewise.

Year after year, expenses of supporting your family become greater and greater but each year you examine your new contract to find that you will receive no increase in salary to at least match the increased cost of living. Each year you find yourself falling farther and farther behind your peers at other similar organizations elsewhere. What must you do?

No matter how self-sacrificing and loyal an individual is, he or she must eventually leave that beloved organization and seek a situation

elsewhere to support his or her family.

This scenario is being enacted at Delta State University and other colleges and universities throughout the state. It is quite apparent that the faculties of the state of Mississippi have had a severe challenge to their faith.

I believe that if the faculty of this University were polled now, we would find that they would express a vote of no confidence relative to the Governor, the Legislature and the IEL. I believe the same would be found throughout the state. We feel betrayed. We feel we are victims of political games. We feel left out of any major planning and decision making relative to the future of higher education in the state.

In most states the faculties of the colleges and universities are recognized as individuals of high intellect, forethought and creativity. As such they are used as a braintrust for the state. In times of trouble, they are relied upon to help develop plans of action to solve the problems of the day. That is not happening in Mississippi. Instead, this state is like the drunkard who wants to forget his problems and chooses to lie quietly in the gutter, drinking cheap booze in order to slowly commit suicide by killing off his brain cells. We, the faculty, are those brain cells. We are being driven off by powers which we find beyond our control.

Educated, thinking people learn from their education to study history. We study history not to learn details about the past but to see how the present fits in with the pattern of human existence. In our examination of history, we find a pattern common to the advance of many powerful nations. Some individual of great intellect, strength, charisma, and foresight gains power and attracts a massive following. Those followers elevate that individual to a place of control. Over the years, as power grows, that individual

must empower petty bureaucrats to carryout the management of his plans. With his guidance the nation prospers and grows. Eventually, that individual passes on as all must, but the system of petty bureaucrats remains. These are individuals without the intellect, strength, charisma and foresight of the founder, but they still retain the power. How can they best keep that power and not be found out to be the bunglers and incompetents that they really are? The classic approach is to talk big about what they are going to do for the nation and its people...but keep those people uneducated, poverty stricken, and under the yoke of those in power. Poor, stupid people tend not to ask to many questions...they are too busy trying to get by. This is the model we see being practiced in our state to this day. Under this model the power structure will be maintained within the hands of a privileged few. Under this model, the economy and intellect of the state will be frozen within a Dark Ages pattern. We will not grow, we will not improve. To do so would upset the balance of power.

How can the state of Mississippi regain the faith of the faculties of our institutions of higher education? We must change our patterns. We must recognize and reward the talent that is here to keep it and to encourage it to help solve our problems. We must raise our people up through improvements in education and economy. We must be honest. We must be fair. We must realize we get what we pay for in this world. We must face reality and crawl up out of that gutter, clear our mind and focus on a new future. That future must be one in which we ail work together with a win/win attitude, not the idea that one must lose in order for the other to win.

We, the faculty of Delta State University are here to help in this endeavor. We have great powers of energy, intellect and creativity. We have a vested interest in the state of Mississippi. The only problem is that most of us may not be here long enough to do any good.

Thank you again for your patience and consideration.

PRESENTATION TO IHL

9/18/1991

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Professor of Biology and Chair, Faculty Senate
Delta State University
Cleveland, MS 38733

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elsewhere to support his or her family.

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In most states the faculties of the colleges and universities are recognized as individuals of high intellect, forethought and creativity. As such they are used as a braintrust for the state. In times of trouble, they are relied upon to help develop plans of action to solve the problems of the day. That is not happening in Mississippi. Instead, this state is like the drunkard who wants to forget his problems and chooses to lie quietly in the gutter, drinking cheap booze in order to slowly commit suicide by killing off his brain cells. We, the faculty, are those brain cells. We are being driven off by powers which we find beyond our control.

Educated, thinking people learn from their education to study history. We study history not to learn details about the past but to see how the present fits in with the pattern of human existence. In our examination of history, we find a pattern common to the advance of many powerful nations. Some individual of great intellect, strength, charisma, and foresight gains power and attracts a massive following. Those followers elevate that individual to a place of control. Over the years, as power grows, that individual

must empower petty bureaucrats to carry out the management of his plans. With his guidance the nation prospers and grows. Eventually, that individual passes on as all must, but the system of petty bureaucrats remains. These are individuals without the intellect, strength, charisma and foresight of the founder, but they still retain the power. How can they best keep that power and not be found out to be the bunglers and incompetents that they really are? The classic approach is to talk big about what they are going to do for the nation and its people...but keep those people uneducated, poverty stricken, and under the yoke of those in power. Poor, stupid people tend not to ask too many questions...they are too busy trying to get by. This is the model we see being practiced in our state to this day. Under this model the power structure will be maintained within the hands of a privileged few. Under this model, the economy and intellect of the state will be frozen within a Dark Ages pattern. We will not grow, we will not improve. To do so would upset the balance of power.

How can the state of Mississippi regain the faith of the faculties of our institutions of higher education? We must change our patterns. We must recognize and reward the talent that is here to keep it and to encourage it to help solve our problems. We must raise our people up through improvements in education and economy. We must be honest. We must be fair. We must realize we get what we pay for in this world. We must face reality and crawl up out of that gutter, clear our mind and focus on a new future. That future must be one in which we all work together with a win/win attitude, not the idea that one must lose in order for the other to win.

We, the faculty of Delta State University are here to help in this endeavor. We have great powers of energy, intellect and creativity. We have a vested interest in the state of Mississippi. The only problem is that most of us may not be here long enough to do any good.

Thank you again for your patience and consideration.

Paraphrased List of IHL Call for Reductions
(quickly copied from list passed around at Senate Chairs Meeting)

Purpose: To provide monies for 5% faculty and 3% staff raises each year for the next 2 years

1. Reduction in release time for administrative and other noninstructional activities
2. Reduction of nonteaching personnel within academic departments
3. Reduction in part-time faculty
4. Reduction in ancillary programs
5. Reduction in direct and indirect cost of summer sessions
6. Reduction of academic support cost, excluding library
7. Reduction of instructional support cost
8. Reduction in cost of student services
9. Reduction in cost of operation and maintenance
10. Reduction of sabbatical leaves
11. Elimination of selected academic programs and duplications
12. Reduction of academic personnel
13. Reduction of other areas as determined appropriate

+ 25% tuition increase in second year

DRAFT

**A PLANNING MODEL FOR ALLOCATION
OF LIMITED RESOURCES
AT DELTA STATE UNIVERSITY**

Resource allocation is an important process for the University. Planning for resource allocation becomes essential during times of retrenchment. Because higher education in Mississippi has suffered from "roller-coaster" funding for the past several years, it is important to develop contingencies for possible significant changes in state appropriations. The Long-Range Planning Committee has developed a model to describe the planning process in the event that the economy of the state changes to the extent that appropriations either increase or decrease significantly.

The planning model consists of four components: (A) general guidelines or principles of planning; (B) actions to be taken regardless of changes in resources; (C) planning for the scenario that resources increase; and (D) planning for the scenario that resources further decrease.

The Committee recommends the following:

A. General Planning Guidelines

1. Information about the budgetary decision-making process (being used or to be used) should be disseminated to the University community at large.
2. The recommendation of significant allocation changes should be made by a committee with a broad-based representation of various members of the University community. All areas of campus interests should be represented on the committee (faculty, staff, administration, students). As many people as practical and as much time as possible should be allocated to the decision-making process.
3. The University leadership should remain open, accessible, and promptly responsive to inquiries, reactions, and criticisms from any and all affected parties. It should be prepared for possible vocal and aggressive reaction.
4. The University leadership should encourage planning and cooperation at the IHL system level to avoid actions such as a large number of layoffs, unnecessary program duplication, and program elimination.

B. Specific Actions to Be Taken

The following suggestions for specific actions should be considered whether appropriations remain unchanged, increase, or decrease.

1. Class size should be optimized, consistent with the University Mission and good instruction.
2. The chairman of each department or division should make a recommendation on how to provide at least one large classroom in each academic area.
3. Funds should be allocated to renovate facilities to accommodate larger (optimally-sized) classes and to provide appropriate instructional equipment to support larger classes.

4. Each department and division chairman should be able to demonstrate the effectiveness of each academic program and should be able to address the change in status or size of each program using appropriate evaluation and assessment data.

C. Planning for a significant increase in appropriation.

1. Salaries for faculty and staff should increase to become competitive with those of our peers in neighboring states.
2. An investment should be made in improving the quality of the faculty and staff through faculty/staff development. Activities to be considered are travel to professional meetings, research and other scholarly work, sabbatical leave, and management training.
3. Funds should be restored for equipment, including computers.
4. Additional resources should be placed in those academic programs for which there is growth potential.
5. Maintenance of the physical plant should be enhanced.
6. Some funds should be used to enhance off-campus and night offerings and other activities for non-traditional students.
7. The Library and media resources should receive special attention and consideration.

D. Planning for a significant reduction in appropriation.

1. Accreditation of the University as a whole and existing accreditation for academic programs should be protected.
2. There should be continued efforts to maintain student enrollment. Programs with strong enrollments should be protected and supported to the extent possible.
3. The infrastructure of the University, particularly professional development (travel, research, scholarly activity) should continue to be supported as much as possible.
4. The University should seek alternate sources of external funds (foundations, sale of University services and facility use to the community, etc.) These funds can be used to support the University in general and programs like faculty development in particular.
5. Consistent with maintaining enrollment, tuition and fees should be kept as low as feasible while maintaining quality.
6. Alternate scheduling, such as a four-day week, should be considered. This would give a reduction in utilities and other operating costs.
7. More classes should be scheduled for afternoon in order to better utilize existing large classrooms.
8. In the absence of the ability to provide competitive salaries, the University should provide other benefits and encourage intangible rewards such as camaraderie and a sense of belonging. Employees should be shown that their work is prized.
9. Library and media resources should be protected and supported to the extent possible.

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, October 17, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last meeting (will be distributed at meeting)

II. General items

- A. Report on parking issue (B. Hays, V.Chair)
- B. Report on Academic Council (B. Hays, V.Chair)
- C. Library copy of budgets (J. Costello)
- D. Reports by the Chairman

- i. presentation to IHL board -

- ii. Senate chairs quarterly meeting, Jackson

III. Invited speakers

- A. Dr. Dick Myers - Long Range Plan
Please have comments you wish to make ready (in writing if possible)
- B. Mr. Dotie Farmer, President of SGA - joint meeting to plan statewide political rally

IV. Committee business

- A. Call for academic committees to hold organizational meetings
- B. Standing committees, election of chairs and organization of first meetings

*student cars in library Zone.
moratorium on Blue Zone Tickets.*

Nov 20 - Council + Pres.

DELTA STATE UNIVERSITY FACULTY SENATE
October 17, 1991, 3:30 pm till 5:50 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Thomas Clark
Collier Parker
Camille Branton
John Tiftickjian
Frank Young
Don Skelton
Martha Biles
Maureen Brooks
Georgene Clark
Janice Costello
Janis Tyderle
Ed Bahr
Jim Craig
Debrynda Davey
Mark Steele
Eddie Girdner

Members absent: Florence Ouzts
Randall Percy
Darry Hardy
Loretta Shannon
Val Hinton
Robert Romigh
Carol Ann Boyd

AGENDA

- I. Approval of minutes of last meeting
- II. General items
 - A. Report on parking issue
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 - C. Library copy of budgets
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 - A. Dr. Dick Myers-Long Range Plan
 - B. Mr. Doty Farmer, President of SGA-political rally

- IV. Committee business
- A. Call for academic committees to hold organizational meetings
 - B. Standing committees, election of chairs and organization of first meeting

AGENDA BUSINESS

- I. The minutes of the September 12th meeting were unanimously approved after notations to the body (second paragraph, page 4) corrections to members present.
- II. General items

A. Parking issue

Bill Hays reported on the faculty voting on the following recommendation of the Faculty Senate:
"All blue zones be open to any vehicle with a blue DSU parking sticker on a first-come, first-served basis; however, this policy change will only take effect if a minimum of ten faculty/staff parking places is established on each side of the quadrangle."

Voting: 171 in favor of
20 opposed
6 abstaining

It was noted that the Administrative Staff Council overwhelmingly approved the policy of open blue zones.

Bill Hays presented these findings to Wayne Blansett and at the same time Bill brought up the concerns of the Commercial Aviation and Army ROTC departments. Blansett felt that the new parking lot by the Army ROTC should alleviate some of their parking problems. Hays informally suggested raising the fine for multiple offenses in the Army ROTC parking lot.

Bill indicated to Blansett that it would be easier to enforce color zone violations than checking the permit numbers. Blansett indicated that there is a temporary suspension on the issuance of any tickets for blue zone parking violations.

With the recent changes, there may not be the need for 20 additional spaces on the quadrangle.

Hays will present this information at the upcoming Cabinet meeting.

There was a recent request for additional spaces in the front of Ewing Building. Hays did not specifically address this issue with Blansett. However, there has been a recent request for people attending workshops at Ewing Building to park across the street.

Janice Costello reported that there had been increased student parking at the library.

Hays reported that he received the impression that Wayne Blansett is concerned and ready to work with the Faculty Senate.

B. Academic Council

The Faculty Senate request for a seat on the Academic Council has been granted. Bill Hays will serve the first term and John Tiftickjian will serve the second term. The question was raised as to why two people were rotating attendance. William Hayes responded that he simply did not have the time to attend and this seemed to be the best way to insure attendance. It was noted that the original request was for release time for the Chair in order to have time to serve on Academic Council; however, this was not provided.

Bill Hays reported on the NCATE findings and the report from the Dean of Education. Fifteen of the eighteen standards were satisfied and additional information will be provided on the other three. The fact that we received commendations in some areas seems to be rare and certainly indicates how well we did. There were several comments concerning the interdepartmental cooperation and our good relationship with students.

C. Budget

Janice Costello reported that copies of last year's and this year's budgets are in the library.

D. Reports by the Chairman

i. William Hayes provided copies of his presentation to the IHL Board (attached copy). In his presentation he suggested that the Board solicit information from the faculty senates to assist in solving problems. He pointed out that the DSU faculty would not want to be downgraded to a college.

Hayes was asked by the Board where the Senate voice was last year. He responded by reminding the Board that the faculty senates were told not to approach the legislature. The Board indicated that the senates should do whatever they can this year and that they have the Board's support.

ii. William Hayes reported on the Senate chairs quarterly meeting in Jackson. After introductions, Hayes recommended that the chairs (as a group) vote no confidence for Ray Cleere. The response was that they would need to consult with their respective faculty senates before making such a vote. Hayes pointed out that this would need to be done as a group so no school would be singled out for the vote.

Ray Cleere spoke to the chairs and was questioned about his "big plan" which had been in the news. He said there had been a great deal of misquoting. Bill's personal opinion was that Cleere was not telling the truth. He also feels that the IHL Board is not the champion of the institutions of higher learning as he once thought. He feels that it is not a Board for the institutions.

Camille Branton said that Cleere spoke to Leadership Bolivar County recently. He indicated that the general faculty of any school was easily replaced and that every effort should be made to keep the Deans and other administrators. The general feeling was that he was more supportive of the community colleges.

It was suggested that William Hayes request another vote of no confidence when the chairs meet again.

Questions were raised concerning the large budget of the IHL Board and where the money goes. Comments were that there is a large staff and out-of-state consultants used to evaluate our educational institutions. This would appear to be ironic since our School of Education has been suggested as a model school which could be used on the national level.

Bill Hays asked Dr. McArthur about the rumor that Ray Cleere had met with President Wyatt concerning downsizing. Hays asked about the faculty involvement in such a plan. McArthur indicated that the faculty will ~~be~~ be involved in the development of a plan. The panic of the Mississippi State faculty was pointed out because they do not know who will be cut.

Bill Hays made the motion that President Wyatt be invited to the next Senate meeting to explain the Board's plan. Camille Branton seconded the motion. Motion passed unanimously.

William Hayes also reported that during the quarterly meeting Ray Cleere told the senate chairs that he would ask the presidents of the schools to cut 5% and he would go to the legislature for another 5%.

It is important for Senators to talk this issue over with their faculty members. The Senate's position is for no faculty/staff cuts. We will have to speak louder for DSU or the IHL and the legislature will continue to support the three comprehensive schools.

III. Invited Speakers

A. Dr. Dick Myers - Long Range Plan

The Long Range Planning committee has requested a copy of the plan proposed by Mississippi State for downsizing. The plan will not be available until mid - November.

Dr. Myers said that there has been a study of the institutions of higher learning and Mississippi is at the southern average. We have, however, too many comprehensive universities according to the southern average of one per three million people. We have one per 800,000 people.

Dr. Myers provided copies of the draft of a planning model for allocation of limited resources at Delta State (attached copy). He requested input from the Senate concerning this document. He was asked whether he had a copy of the recommendations developed by the Faculty Senate on how to cut areas other than faculty. He commented that he had heard about it but had not seen it.

There was opposition to the use of the word "optimized" and the reference to "one large classroom in each academic area". Item B.1 and B.2 appear to be in conflict. Following the mission of the university (B.1) would oppose the increased class size (B.2). Dr. Myers agreed, but said this was included in case the Board said we had to increase class size. There is every indication that the increased class size is an option rather than reducing faculty. There has also been a suggestion to limit enrollment so that we can manage the smaller numbers. It was pointed out that the smaller classes are part of the atmosphere at DSU (referred to in D.8) and this would be destroyed. Increases in class size would mean losing our identity.

Bill Hays made the motion that this draft strike any reference to the following: (1) optimized or optimally-sized (B.1, B.3), (2) providing at least one large classroom in each academic area and renovate facilities to accommodate larger classes (B.2, B.3), and (3) the words "as much as possible". The draft should include (1) reference to programs of strong "quality" rather than enrollment, (2) working to provide competitive salaries (D.8) and strike all other wording, and (3)

"all possible effort to be made to keep the DSU spirit as it is envisioned in the mission."
Martha Biles seconded the motion. Motion passed unanimously.

It was suggested that requiring some faculty to teach 15 hours (as required by community colleges) would increase production without eliminating any faculty. Comments were that this would be contrary to the spirit of the school and could create a "second class" faculty.

Dr. Myers thanked the Senate for their recommendations and welcomed any other input on this draft or concerning the Mission and Statement of Goals.

B. Mr. Doty Farmer - President of SGA

Doty indicated that there is a move on the Mississippi State campus to have a political rally in conjunction with the SGA and the Senate. The suggestion is that a rally take place on all campuses. A tentative date of October 30 has been discussed.

Doty said that students support the Senate concerning no reductions in faculty, no increase in class size, and maintaining the "spirit" of the school.

He served as Vice President of the Student Body Presidents Council (SBPC) last year. This is composed of the SGA presidents of the eight school. Last year there was a proposal to rally at the capitol. Cleere encouraged the students not to rally. The SBPC will support student rallies this year. Doty strongly believes a political rally will take place.

Doty reported on the activities of the Governmental Affairs Committee. It has organized several events that "went well", but he is not sure how effective they were. Among these was a trip to Jackson for a "brown bag lunch" with the legislature. There will be another one this year as well as a "higher education day" which will include all schools with all legislators.

Doty responded to the recent article in the Clarion Ledger concerning faculty reductions. He feels that the universities have been cut drastically and to ask faculty to reduce faculty in order to get pay raises was like robbing Peter to pay Paul.

Doty spoke with the IHL Board when they were on campus. He felt that they were open-minded and attentive.

It is Doty's personal opinion that the Board is not going to provide a plan for reduction. He feels they will mandate that we do this ourselves. He believes that schools will raise salaries 5%, but the legislature will not provide any more funds.

Doty asked Ray Cleere personally if students would be involved in any decisions about a plan for downsizing. Cleere said no. He said that students would only be needed after decisions are made.

The Board asked Doty where he felt changes needed to be made. He responded that DSU is utilizing the funding as well as we can, but other are not. He feels that this issue should be addressed before DSU is told to change. It is obvious to him that there is to commitment to higher education. He does not see how the Board can criticize graduates for leaving the state.

Doty commented to the recent request for 20 additional spaces for faculty/staff around the quadrangle. He said students will oppose this.

Don Skelton asked Doty about the involvement of minorities in the student government. Skelton felt that there was less involvement over the past three years. Doty responded that he does see the involvement and cited examples of minority students participating in student government affairs. He also said that activities should be multi-cultural events and not simply target minorities.

Doty suggested that the minutes of the SGA Senate and Cabinet be sent to the Faculty Senate. This will keep the Senate informed of current activities.

It was suggested that an absentee ballot drive be organized and voter registration take place during any student rally.

IV. Committee business

The list of standing committee assignments was distributed to all remaining senators. It was suggested that the first name on each committee attempt to contact other members and begin to organize.

Motion to adjourn at 5:50 pm.

PRESENTATION TO IHL

9/18/1991

William A. Hayes, II, Ph.D.
Professor of Biology and Chair, Faculty Senate
Delta State University
Cleveland, MS 38733

As representative of the Faculty Senate of Delta State University, I welcome you to our campus. I appreciate the opportunity to speak with you this morning concerning matters of mutual concern and major import to the state of Mississippi. I thank you for your patience and consideration of what I say, as much of this will not be pleasant or easy.

We at Delta State are a family. There has been and continues to evolve a powerful working relationship among the administration, the faculty, the staff, and our most important asset, the students. We see ourselves as a family besieged by rapacious outside forces which could wound us mortally. As much as we regret it and would have it otherwise those forces are tearing at us annually. The attrition of our finest personnel to other institutions due to financial constraints within the state of Mississippi is terrifying. These wounds will not get better without treatment. The causes of these losses are contributing factors to our weakened ability to hire quality replacements for these individuals.

Consider this scenario. You are working for an organization which you dearly love. You feel respect for your superiors and subordinates. You feel that respect returned. You feel that you are working your heart out for goals of great importance and that those around you are doing likewise.

Year after year, expenses of supporting your family become greater and greater but each year you examine your new contract to find that you will receive no increase in salary to at least match the increased cost of living. Each year you find yourself falling farther and farther behind your peers at other similar organizations elsewhere. What must you do?

No matter how self-sacrificing and loyal an individual is, he or she must eventually leave that beloved organization and seek a situation

elsewhere to support his or her family.

This scenario is being enacted at Delta State University and other colleges and universities throughout the state. It is quite apparent that the faculties of the state of Mississippi have had a severe challenge to their faith.

I believe that if the faculty of this University were polled now, we would find that they would express a vote of no confidence relative to the Governor, the Legislature and the IEL. I believe the same would be found throughout the state. We feel betrayed. We feel we are victims of political games. We feel left out of any major planning and decision making relative to the future of higher education in the state.

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The following suggestions for specific actions should be considered whether appropriations remain unchanged, increase, or decrease.

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2. The chairman of each department or division should make a recommendation on how to provide at least ~~one large classroom~~ in each academic area.
3. Funds should be allocated to renovate facilities to accommodate larger (optimally ~~size~~) classes and to provide appropriate instructional equipment to support ~~larger~~ classes.

4.3

Each department and division chairman should be able to demonstrate the effectiveness of each academic program and should be able to address the change in status or size of each program using appropriate evaluation and assessment data.

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October 17, 1991, 3:30 pm till 5:50 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

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Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Thomas Clark
Collier Parker
Camille Branton
John Tiftickjian
Frank Young
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Martha Biles
Maureen Brooks
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Janice Costello
Janis Tyderle
Ed Bahr
Jim Craig
Debrynda Davey
Mark Steele
Eddie Girdner

Members absent: Florence Ouzts
Randall Percy
Darry Hardy
Loretta Shannon
Val Hinton
Robert Romigh
Carol Ann Boyd

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It was noted that the Administrative Staff Council overwhelmingly approved the policy of open blue zones.

Bill Hays presented these findings to Wayne Blansett and at the same time Bill brought up the concerns of the Commercial Aviation and Army ROTC departments. Blansett felt that the new parking lot by the Army ROTC should alleviate some of their parking problems. Hays informally suggested raising the fine for multiple offenses in the Army ROTC parking lot.

Bill indicated to Blansett that it would be easier to enforce color zone violations than checking the permit numbers. Blansett indicated that there is a temporary suspension on the issuance of any tickets for blue zone parking violations.

With the recent changes, there may not be the need for 20 additional spaces on the quadrangle.

Hays will present this information at the upcoming Cabinet meeting.

There was a recent request for additional spaces in the front of Ewing Building. Hays did not specifically address this issue with Blansett. However, there has been a recent request for people attending workshops at Ewing Building to park across the street.

Janice Costello reported that there had been increased student parking at the library.

Hays reported that he received the impression that Wayne Blansett is concerned and ready to work with the Faculty Senate.

B. Academic Council

The Faculty Senate request for a seat on the Academic Council has been granted. Bill Hays will serve the first term and John Tiftickjian will serve the second term. The question was raised as to why two people were rotating attendance. William Hayes responded that he simply did not have the time to attend and this seemed to be the best way to insure attendance. It was noted that the original request was for release time for the Chair in order to have time to serve on Academic Council; however, this was not provided.

Bill Hays reported on the NCATE findings and the report from the Dean of Education. Fifteen of the eighteen standards were satisfied and additional information will be provided on the other three. The fact that we received commendations in some areas seems to be rare and certainly indicates how well we did. There were several comments concerning the interdepartmental cooperation and our good relationship with students.

C. Budget

Janice Costello reported that copies of last year's and this year's budgets are in the library.

D. Reports by the Chairman

i. William Hayes provided copies of his presentation to the IHL Board (attached copy). In his presentation he suggested that the Board solicit information from the faculty senates to assist in solving problems. He pointed out that the DSU faculty would not want to be downgraded to a college.

Hayes was asked by the Board where the Senate voice was last year. He responded by reminding the Board that the faculty senates were told not to approach the legislature. The Board indicated that the senates should do whatever they can this year and that they have the Board's support.

ii. William Hayes reported on the Senate chairs quarterly meeting in Jackson. After introductions, Hayes recommended that the chairs (as a group) vote no confidence for Ray Cleere. The response was that they would need to consult with their respective faculty senates before making such a vote. Hayes pointed out that this would need to be done as a group so no school would be singled out for the vote.

Ray Cleere spoke to the chairs and was questioned about his "big plan" which had been in the news. He said there had been a great deal of misquoting. Bill's personal opinion was that Cleere was not telling the truth. He also feels that the IHL Board is not the champion of the institutions of higher learning as he once thought. He feels that it is not a Board for the institutions.

Camille Branton said that Cleere spoke to Leadership Bolivar County recently. He indicated that the general faculty of any school was easily replaced and that every effort should be made to keep the Deans and other administrators. The general feeling was that he was more supportive of the community colleges.

It was suggested that William Hayes request another vote of no confidence when the chairs meet again.

Questions were raised concerning the large budget of the IHL Board and where the money goes. Comments were that there is a large staff and out-of-state consultants used to evaluate our educational institutions. This would appear to be ironic since our School of Education has been suggested as a model school which could be used on the national level.

Bill Hays asked Dr. McArthur about the rumor that Ray Cleere had met with President Wyatt concerning downsizing. Hays asked about the faculty involvement in such a plan. McArthur indicated that the faculty will be involved in the development of a plan. The panic of the Mississippi State faculty was pointed out because they do not know who will be cut.

Bill Hays made the motion that President Wyatt be invited to the next Senate meeting to explain the Board's plan. Camille Branton seconded the motion. Motion passed unanimously.

William Hayes also reported that during the quarterly meeting Ray Cleere told the senate chairs that he would ask the presidents of the schools to cut 5% and he would go to the legislature for another 5%.

It is important for Senators to talk this issue over with their faculty members. The Senate's position is for no faculty/staff cuts. We will have to speak louder for DSU or the IHL and the legislature will continue to support the three comprehensive schools.

III. Invited Speakers

A. Dr. Dick Myers - Long Range Plan

The Long Range Planning committee has requested a copy of the plan proposed by Mississippi State for downsizing. The plan will not be available until mid - November.

Dr. Myers said that there has been a study of the institutions of higher learning and Mississippi is at the southern average. We have, however, too many comprehensive universities according to the southern average of one per three million people. We have one per 800,000 people.

Dr. Myers provided copies of the draft of a planning model for allocation of limited resources at Delta State (attached copy). He requested input from the Senate concerning this document. He was asked whether he had a copy of the recommendations developed by the Faculty Senate on how to cut areas other than faculty. He commented that he had heard about it but had not seen it.

There was opposition to the use of the word "optimized" and the reference to "one large classroom in each academic area". Item B.1 and B.2 appear to be in conflict. Following the mission of the university (B.1) would oppose the increased class size (B.2). Dr. Myers agreed, but said this was included in case the Board said we had to increase class size. There is every indication that the increased class size is an option rather than reducing faculty. There has also been a suggestion to limit enrollment so that we can manage the smaller numbers. It was pointed out that the smaller classes are part of the atmosphere at DSU (referred to in D.8) and this would be destroyed. Increases in class size would mean losing our identity.

Bill Hays made the motion that this draft strike any reference to the following: (1) optimized or optimally-sized (B.1, B.3), (2) providing at least one large classroom in each academic area and renovate facilities to accommodate larger classes (B.2, B.3), and (3) the words "as much as possible" and "to the extent possible". The draft should include (1) reference to programs of strong "quality" rather than enrollment, (2) working to provide competitive salaries (D.8) and strike all other

wording, and (3) "all possible effort to be made to keep the DSU spirit as it is envisioned in the mission." Martha Biles seconded the motion. Motion passed unanimously.

It was suggested that requiring some faculty to teach 15 hours (as required by community colleges) would increase production without eliminating any faculty. Comments were that this would be contrary to the spirit of the school and could create a "second class" faculty.

Dr. Myers thanked the Senate for their recommendations and welcomed any other input on this draft or concerning the Mission and Statement of Goals.

B. Mr. Doty Farmer - President of SGA

Doty indicated that there is a move on the Mississippi State campus to have a political rally in conjunction with the SGA and the Senate. The suggestion is that a rally take place on all campuses. A tentative date of October 30 has been discussed.

Doty said that students support the Senate concerning no reductions in faculty, no increase in class size, and maintaining the "spirit" of the school.

He served as Vice President of the Student Body Presidents Council (SBPC) last year. This is composed of the SGA presidents of the eight school. Last year there was a proposal to rally at the capitol. Cleere encouraged the students not to rally. The SBPC will support student rallies this year. Doty strongly believes a political rally will take place.

Doty reported on the activities of the Governmental Affairs Committee. It has organized several events that "went well", but he is not sure how effective they were. Among these was a trip to Jackson for a "brown bag lunch" with the legislature. There will be another one this year as well as a "higher education day" which will include all schools with all legislators.

Doty responded to the recent article in the Clarion Ledger concerning faculty reductions. He feels that the universities have been cut drastically and to ask faculty to reduce faculty in order to get pay raises was like robbing Peter to pay Paul.

Doty spoke with the IHL Board when they were on campus. He felt that they were open-minded and attentive.

It is Doty's personal opinion that the Board is not going to provide a plan for reduction. He feels they will mandate that we do this ourselves. He believes that schools will raise salaries 5%, but the legislature will not provide any more funds.

Doty asked Ray Cleere personally if students would be involved in any decisions about a plan for downsizing. Cleere said no. He said that students would only be needed after decisions are made.

The Board asked Doty where he felt changes needed to be made. He responded that DSU is utilizing the funding as well as we can, but other are not. He feels that this issue should be addressed before DSU is told to change. It is obvious to him that there is to commitment to higher education. He does not see how the Board can criticize graduates for leaving the state.

Doty commented to the recent request for 20 additional spaces for faculty/staff around the quadrangle. He said students will oppose this.

Don Skelton asked Doty about the involvement of minorities in the student government. Skelton felt that there was less involvement over the past three years. Doty responded that he does see the involvement and cited examples of minority students participating in student government affairs. He also said that activities should be multi-cultural events and not simply target minorities.

Doty suggested that the minutes of the SGA Senate and Cabinet be sent to the Faculty Senate. This will keep the Senate informed of current activities.

It was suggested that an absentee ballot drive be organized and voter registration take place during any student rally.

IV. Committee business

The list of standing committee assignments was distributed to all remaining senators. It was suggested that the first name on each committee attempt to contact other members and begin to organize.

Motion to adjourn at 5:50 pm.

Revised

**A PLANNING MODEL FOR ALLOCATION
OF LIMITED RESOURCES
AT DELTA STATE UNIVERSITY**

Resource allocation is an important process for the University. Planning for resource allocation becomes essential during times of retrenchment. Because higher education in Mississippi has suffered from "roller-coaster" funding for the past several years, it is important to develop contingencies for possible significant changes in state appropriations. The Long-Range Planning Committee has developed a model to describe the planning process in the event that the economy of the state changes to the extent that appropriations either increase or decrease significantly.

The planning model consists of four components: (A) general guidelines or principles of planning; (B) actions to be taken regardless of changes in resources; (C) planning for the scenario that resources increase; and (D) planning for the scenario that resources further decrease.

The Committee recommends the following:

A. General Planning Guidelines

1. Information about the budgetary decision-making process (being used or to be used) should be disseminated to the University community, especially to those who may be affected by changes in programs. Possible means of communication include, but are not limited to, letters from the President to the faculty and staff, faculty meetings, and discussions with the Faculty Senate, Administrative Staff Council, and SGA Cabinet.
2. The recommendation of significant allocation changes should be made to the President by a committee with representation from

faculty, staff, administration, and students. As many people as practical and as much time as possible should be allocated to the process of advising the President.

3. The University leadership should remain open, accessible, and promptly responsive to inquiries, reactions, and criticisms from any and all affected parties. It should be prepared for possible vocal and aggressive reaction.
4. The University leadership should encourage planning and cooperation at the IHL system level to avoid actions such as a large number of layoffs, unnecessary program duplication, and program elimination.

B. Specific Actions to Be Taken

The following suggestions for specific actions should be considered whether appropriations remain unchanged, increase, or decrease.

1. Consistent with its mission and the establishment of a balance between quality instruction and available resources, the University should strive for classes that reach an optimal size. While optimal size may vary by discipline, it is defined in terms of funding as the student/faculty ratios established by the funding mechanism of the Board of Trustees of State Institutions of Higher Learning. Each department or division should strive to attain an average class size equal to the optimal class size. Departmental chairmen should make recommendations to their school deans on how to provide facilities, including classrooms and equipment, that will meet

this goal. Funds should be allocated to support those recommendations.

2. Each department and division chairman should demonstrate the effectiveness of each academic program using appropriate evaluation and assessment data.

C. Planning for a significant increase in resources.

1. Salaries for faculty and staff should increase to become competitive with those of our peers in neighboring states.
2. An investment should be made in improving the quality of the faculty and staff through faculty/staff development. Activities to be considered are travel to professional meetings, research and other scholarly work, sabbatical leave, and management training.
3. Funds should be restored for equipment, including computers.
4. Additional resources should be placed in those academic programs for which there is growth potential.
5. Maintenance of the physical plant should be enhanced.
6. Some funds should be used to enhance off-campus and night offerings and other activities for non-traditional students.
7. The Library and media resources should receive special attention and consideration.

D. Planning for a significant reduction in resources.

In the event that the resources available to the University are significantly reduced, all efforts should be made to preserve

the mission, uniqueness, identity, ideals, and spirit of Delta State University.

1. Accreditation of the University as a whole and existing accreditation for academic programs should be protected.
2. There should be continued efforts to maintain student enrollment. Particularly, programs with strong enrollments should be protected and supported.
3. The infrastructure of the University, particularly professional development (travel, research, scholarly activity) should continue to be supported.
4. The University should seek alternate sources of external funds (foundations, sale of University services and facility use to the community, etc.) to be used to support the University in general and programs like faculty development in particular.
5. Consistent with maintaining enrollment, tuition and fees should be kept as low as feasible while maintaining quality.
6. Alternate scheduling, such as a four-day week, should be considered. This would give a reduction in utilities and other operating costs.
7. More classes should be scheduled for afternoon in order to better utilize existing facilities.
8. The University should strive to provide competitive salaries. The University should provide other benefits and encourage intangible rewards such as camaraderie and a sense of belonging. Employees should be shown that their work is prized.
9. Library and media resources should be protected and supported.

FORMULA STAFFING RATIOS

	LOWER	UPPER	GRADUATE
ARTS & SCIENCES			
ART	14.0	10.3	8.0
BIOLOGICAL SCIENCE	27.0	14.0	8.0
HISTORY	28.1	16.1	13.0
LANGUAGES & LITERATURE	28.1	16.1	13.0
MATHEMATICS	28.1	16.1	13.0
MILITARY SCIENCE	28.1	16.1	11.0
MUSIC	14.0	10.3	8.0
PHYSICAL SCIENCE	27.0	14.0	8.0
SOCIAL WORK	28.1	16.1	13.0
SOCIAL SCIENCE	28.1	16.1	13.0
-SPEECH & HEARING SCIENC	9.4	9.4	7.0
 BUSINESS			
ACCOUNTING	28.1	24.9	13.0
COMP INFO SYS & OFF AD	17.6	14.6	8.0
ECONOMICS & FINANCE	28.1	24.9	13.0
MANAGEMENT & MARKETING	28.1	24.9	13.0
COMMERCIAL AVIATION	17.6	14.6	8.0
 EDUCATION			
CURRICULUM & INSTRUCTIO	28.1	26.5	15.0
BEHAVIORAL SCIENCES	28.1	26.5	15.0
HEALTH & PHYSICAL ED	28.1	26.5	15.0
HOME ECONOMICS	19.9	17.4	11.0
 NURSING			
NURSING	9.4	9.4	7.0

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, November 14, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last meeting

II. Invited speaker: Dr. Kent Wyatt, President of Delta State University to discuss recent mandates from IHL

III. General business

1. Faculty parking update ✓
2. Possible mid-Fall break - Poll - (Mid-Oct) Long week-end?
3. University Services Committee (smoking policy, etc) - Poll on Smoking
4. Report on Long Range Planning Committee - Poll - Ratio of Teacher - Pupil revision
5. Amended constitution →

IV. New business

1. Concerns relative to bookstore prices
2. Call for organizational meetings of committees and reports to next Faculty Senate meeting

Poll by 11/22
1 - Long week-end
2 - Smoking
3 - GRAD,

* Call election Com. Together,

Poll -
Requirement
of final grade
Before GRAD,
Examp Policy

DELTA STATE UNIVERSITY FACULTY SENATE
November 14, 1991, 3:30 pm till 4:57 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Florence Ouzts
John Tiftickjian
Darry Hardy
Loretta Shannon
Frank Young
Martha Biles
Maureen Brooks
Georgene Clark
Janice Costello
Janis Tyderle
Ed Bahr
Jim Craig
Debrynda Davey
Marcus Steele
Eddie Girdner
Carol Boyd

Members absent: Thomas Clark
Randall Percy
Camille Branton
Val Hinton
Don Skelton
Robert Romigh

AGENDA

- I. Approval of minutes of last meeting
- II. Invited speaker: Dr. Kent Wyatt, President of Delta State University to discuss recent mandates from IHL.
- III. General Business
 - A. Faculty parking update
 - B. Possible mid-Fall break
 - C. University Services Committee (smoking policy, etc)
 - D. Report on Long Range Planning Committee
 - E. Amended constitution

IV. New Business

- A. Concerns relative to bookstore prices
- B. Call for organizational meetings of committees and reports to next Faculty Senate meeting

AGENDA BUSINESS

The motion to adjourn the meeting by 5:00 pm was seconded and unanimously approved.

I. Minutes of the October 17th meeting were unanimously approved after corrections to the report on the Senate Chairs quarterly meeting in Jackson and the motion concerning changes in the Long Range Plan.

II. President Wyatt could not attend the meeting due to illness.

III. General Business

A. Faculty parking update

The November 1 memo from Wayne Blansett designates that all blue zones will be open to any vehicle with a blue DSU parking sticker. President Wyatt's parking space will remain reserved.

The Cabinet would like to wait and see if there is a need for additional spaces near Kethley and Ziegel. There does appear to be a need at Kethley and William Hayes will ask the Cabinet to reconsider.

B. Possible mid-Fall break

Senators were asked to poll their faculty concerning a possible mid-Fall break around the middle of October. The rationale for the break is the length of time from the beginning of the Fall term until the first holiday (Thanksgiving).

Comments included:

- A. Will this change the schedule (start earlier or end later)?
- B. Shouldn't we consider whether there is a home ballgame that week?
- C. A week sound excessive. What about a Thursday and Friday?
- D. Couldn't we shorten registration to one day with the new computer system and use the extra day as part of a mid-Fall break?

Senators should submit the results of the poll and any comments to Senate officers.

C. University Services Committee

Eddie Girdner distributed a ballot concerning a smoking policy at DSU. He asked that ballots be returned by November 22.

There was a brief discussion about the fact that some places on campus are already restricting smoking and there is need for consensus.

D. Report on Long Range Planning Committee

William Hayes reported that the changes to the Long Range Plan requested by the Faculty Senate (October 17th meeting) were accepted. (See attached copy of Long Range Plan)

In reference to Section D8 (salaries), President Wyatt has indicated his willingness to include perks. These could include parking stickers and possibly activity cards. It was mentioned that there is a proposal for the increase in student fees to cover student parking stickers and this will allow faculty to receive their parking stickers free.

There was some discussion concerning the reference to the funding formula when determining optimal class size (Section B1). There are some classes that cannot possibly follow the formula because they would be too large. In fact, the formula mandates things that are in contradiction to the accreditation process. The Long Range Planning Committee is going to act as a steering committee for SACS.

William Hayes has a computer program which determines optimal class size. Anyone who wants to use it is welcome to borrow it. Hayes will also obtain the ratios for all departments so we can see how we stand.

E. Amended constitution

Copies of the amended constitution were distributed to all Senators present.

IV. New Business

A. Concerns relative to bookstore prices

Several concerns were voiced concerning the bookstore.

1. Music books are priced too high.
2. By what authority are we required to order books through the bookstore?
3. They are too uncooperative in stocking items such as art supplies.
4. Where do profits go?
5. Shouldn't there be a written policy concerning markup?
6. Why is there a policy that you cannot change a textbook for two semesters?
7. ~~Policies seem to serve the bookstore but not the faculty.~~

John Quon mentioned that he had talked with several book representatives and they said DSU was underpriced on business texts compared to other schools.

It was recommended that this issue be handled by the Committee on University Services. They will compile information and report to the full Senate.

B. Call for organizational meetings of committees

Chair Hayes instructed the Senate committees to send copies of their minutes to him. Any Senator who is the chair of an academic committee should do the same. It was suggested that the academic committees review their purpose to determine if they are really necessary or should they be absorbed by a Senate standing committee.

Maureen Brooks provided the Chair with minutes from the General Academic Affairs committee. Bill Hayes reported on his meeting with James Donald Cooper. Hays told Cooper of the concerns over the closeness of the chairs at graduation and the feeling that a rigid order was not necessary since there was a program in every chair. Cooper said he would discuss this with the Cabinet and Bill Hays will report the outcome of that meeting to the Faculty Senate.

The General Academic Affairs committee also would like to evaluate the exemption policy. Senators were asked to poll their faculty and report findings to Maureen Brooks by November 22.

There were several comments made concerning parking ticket money and where it is deposited and how it is used. It was mentioned that this money was placed in a special fund for scholarships. There appears to be disagreement between the auditor and Bob Nettles, Business Manager, over the scholarship funds and special funds.

Motion to adjourn at 4:57 pm.

*A PLANNING MODEL FOR ALLOCATION
OF LIMITED RESOURCES
AT DELTA STATE UNIVERSITY*

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SPEECH & HEARING SCIENC	9.4	9.4	7.0

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ACCOUNTING	28.1	24.9	13.0
COMP INFO SYS & OFF AD	17.6	14.6	8.0
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MANAGEMENT & MARKETING	28.1	24.9	13.0
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EDUCATION

CURRICULUM & INSTRUCTIO	28.1	26.5	15.0
BEHAVIORAL SCIENCES	28.1	26.5	15.0
HEALTH & PHYSICAL ED	28.1	26.5	15.0
HOME ECONOMICS	19.9	17.4	11.0

NURSING

NURSING	9.4	9.4	7.0
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MEMORANDUM

NOTICE: CHANGE OF MEETING DAY DUE TO FINALS!

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Tuesday, December 10, 1991
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last meeting (will be distributed at meeting)

II. Invited speaker: Dr. Kent Wyatt, President of Delta State University to discuss agenda from IHL

III. General items

- A. Smoking policy (E. Girdner)
- B. Fall vacation/ Final exemptions (M. Brooks)
- C. Report by the Chairman

i. meeting of Faculty Senate chairs with Presidents and Dr. Cleere

ii. procedure for agenda items

iii. general followups on old business

next meeting
Jan. 7th
16th

delayed

I
1. Bon. not close
avoid Duplication
2. 100M deficit
cuts in January
3. Aggr-
dissemination
IHL

next
meet.

Rearrange #
1986 and big
cuts.

II
ask fac. re. raise?
18 M
2 M

Dr. Cleere -
200,000 for Nursing Sch.
+ more.
SAC Stuckey
3 yr plan

Long Range Plan
for Phil -
Comm -
1/2 M. medic.
5% fac. raise
3% staff raise

DELTA STATE UNIVERSITY FACULTY SENATE
December 10, 1991, 3:30 pm till 5:00 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Camille Branton
John Tiftickjian
Loretta Shannon
Don Skelton
Frank Young
Martha Biles
Maureen Brooks
Georgene Clark
Janice Costello
Janis Tyderle
Edward Bahr
Debrynda Davey
Marcus Steele
Ed Girdner
Carol Boyd
Michael Carr

Members absent: Thomas Clark
Florence Ouzts
Randall Pearcy
Darry Hardy
Val Hinton
Robert Romigh
James Craig

AGENDA

- I. Approval of minutes of last meeting
- II. Invited speaker: Dr. Kent Wyatt, President of Delta State University to discuss agenda from IHL
- III. General items
 - A. Smoking policy
 - B. Fall vacation/Final Exemptions
 - C. Report by the Chair
 1. Meeting of Faculty Senate Chairs with Presidents and ~~Dr. Cleere~~
 2. Procedure for agenda items
 3. General followups on old business

AGENDA BUSINESS

Michael Carr was introduced as the new member of the Faculty Senate representing Special Education. He will serve a two year term.

The motion to adjourn the meeting by 5:00 pm was seconded and unanimously approved.

- I. The minutes of the November 14th meeting will be distributed at the January meeting.
- II. President Wyatt attended the meeting to report on IHL.

He first asked if the Senate felt we should continue the faculty luncheon. Several Senators said yes.

President Wyatt commented that he feels our new governor is a strong, straight-forward, tough businessman. Wyatt has met with him several times and feels he will try to do the things he promised in his campaign. Wyatt does not believe Fordice is talking about closing any universities but is looking at programs of duplication and trying to consolidate. Fordice appears to support Delta State both privately and publicly.

Wyatt is of the opinion that what we need is a DSU graduate on the Board.

Wyatt was asked if Fordice has addressed the fact that DSU serves a market that could not attend other schools? Wyatt responded no. He said that Fordice has mentioned that there are two engineering schools. A senator commented that duplication may not necessarily mean redundancy. We need to follow needs.

President Wyatt said there is some speculation that Fordice will blame Mabus for the current deficit and make significant cuts this year. If Fordice waits a year before cutting, he could be blamed.

Wyatt also commented on the status of the Ayers case. If as a result of the case the three black institutions receive more funding, there could be an effect on money allocation for DSU. It was pointed out that this could be in favor of Delta State since we are more racially balanced. We should know more in the late Spring.

Wyatt referred to the proposal by the Board that DSU rearrange expenses in order to give faculty and staff raises. He reviewed the past reductions in the budget and programs. ~~The Clarion Ledger has said that Cleere should not be blamed because the legislature is not doing their job of allocating funds.~~ Wyatt said that the Long Range

Planning committee has developed a planning model for reductions. There is an ad hoc committee to study rearranging expenses and to look for ways to save money without cutting people. At this point we need to rearrange about \$500,000 based on past actual enrollment. If enrollment decreases, this amount could change.

Another area of concern is the \$200,000 Cleere allocated for the startup of the nursing program. Cleere said next year we could expect the same amount. However, if the Governor reduces our budget, we may lose this money. Wyatt will talk to the Board tomorrow (December 11) to get their thoughts about reductions.

Wyatt was questioned about the feelings of the legislature concerning taxes. He feels they will not support new taxes because they are worried someone will run against them. Wyatt believes the problem is primarily with legislators from other counties. When asked about troubles with Capps, Wyatt responded that he (Capps) is a friend of DSU. Wyatt does wish he would stand taller for DSU. Wyatt also said that Fordice has not met with the Board.

President Wyatt said he had heard that the Faculty Senate does not want the proposed raise if it means cutting people. Wyatt feels this opinion would have to be supported by the Presidents' Council to be effective. He requested a response from the Faculty Senate before going to the next meeting.

Wyatt was asked if the SACS accreditation conditions are being taken into consideration by the Long Range Planning committee when looking at reductions. He responded that they were. Will the Long Range Planning committee consider things that are both efficient and effective (sending a message)? Wyatt also responded yes.

He was asked if we will still be facing cuts even if we find the money for raises? Again, he responded yes.

There were several questions regarding the IHL budget. Wyatt explained that some of the budget is because of the old Research and Development Center activities absorbed by IHL. When asked if anyone had considered auditing the Board and its controllable expenses, Wyatt responded that he felt there was fat there. He suggested that the Faculty Senate Chairs should recommend to the Presidents' Council that the Board's budget be reviewed.

Wyatt commented that Cleere has now said that we should be concentrating on undergraduate education rather than ~~research and public service. Wyatt is in favor of this.~~

Wyatt completed his comments by answering questions regarding a suit filed against Don Skelton and himself. He said nothing has come of it.

Bill Hays made the motion to oppose any raise that would involve a cut in the current level of personnel. John Tiftickjian seconded. Comments were that technically we are not getting a raise since it is self-generated and that this was Cleere's way of washing his hands. Another comment was that if we oppose the raise then it sends a signal that we do not need it.

There were some concerns about voting on the motion as this time. The issue was whether we would accomplish anything by not voting unanimously. It was also commented that McArthur once said that the administration felt favorably toward the idea of rejecting the raise.

The motion passed with a vote of 18 in favor of, 2 against, and 1 abstaining.

Chair Hayes said he would let the Long Range Planning committee know about the Senate's interest in proposing ideas that were not only efficient but also sent a strong message.

Hayes will address the Faculty Senates Chairs in February and bring up the issue of IHL Board accountability.

Hayes distributed copies of the Planning Model for Allocation of Limited Resources and a paraphrased list of IHL Call for Reductions (document the Presidents received to downsize their budgets). (See attached copies)

Hayes did not move to vote for no confidence for Ray Cleere. Cleere came to the University Faculty Senates Chairs meeting and became more open. Although he did not agree with everything Cleere said, Hayes felt this wasn't the time to vote. Cleere volunteered to visit campuses and Hayes will try to arrange this as soon as possible in the Spring. Hayes did get an opportunity to tell Cleere his opinion.

The January meeting date was changed to January 16th.

Motion to adjourn at 5:00 pm.

**A PLANNING MODEL FOR ALLOCATION
OF LIMITED RESOURCES
AT DELTA STATE UNIVERSITY**

Resource allocation is an important process for the University. Planning for resource allocation becomes essential during times of retrenchment. Because higher education in Mississippi has suffered from "roller-coaster" funding for the past several years, it is important to develop contingencies for possible significant changes in state appropriations. The Long-Range Planning Committee has developed a model to describe the planning process in the event that the economy of the state changes to the extent that appropriations either increase or decrease significantly.

The planning model consists of four components: (A) general guidelines or principles of planning; (B) actions to be taken regardless of changes in resources; (C) planning for the scenario that resources increase; and (D) planning for the scenario that resources further decrease.

The Committee recommends the following:

A. General Planning Guidelines

1. Information about the budgetary decision-making process (being used or to be used) should be disseminated to the University community, especially to those who may be affected by changes in programs. Possible means of communication include, but are not limited to, letters from the President to the faculty and staff, faculty meetings, and discussions with the Faculty Senate, Administrative Staff Council, and SGA Cabinet.
2. The recommendation of significant allocation changes should be made to the President by a committee with representation from

faculty, staff, administration, and students. As many people as practical and as much time as possible should be allocated to the process of advising the President.

3. The University leadership should remain open, accessible, and promptly responsive to inquiries, reactions, and criticisms from any and all affected parties. It should be prepared for possible vocal and aggressive reaction.
4. The University leadership should encourage planning and cooperation at the IHL system level to avoid actions such as a large number of layoffs, unnecessary program duplication, and program elimination.

B. Specific Actions to Be Taken

The following suggestions for specific actions should be considered whether appropriations remain unchanged, increase, or decrease.

1. Consistent with its mission and the establishment of a balance between quality instruction and available resources, the University should strive for classes that reach an optimal size. While optimal size may vary by discipline, it is defined in terms of funding as the student/faculty ratios established by the funding mechanism of the Board of Trustees of State Institutions of Higher Learning. Each department or division should strive to attain an average class size equal to the optimal class size. Departmental chairmen should make recommendations to their school deans on how to provide facilities, including classrooms and equipment, that will meet

this goal. Funds should be allocated to support those recommendations.

2. Each department and division chairman should demonstrate the effectiveness of each academic program using appropriate evaluation and assessment data.

C. Planning for a significant increase in resources.

1. Salaries for faculty and staff should increase to become competitive with those of our peers in neighboring states.
2. An investment should be made in improving the quality of the faculty and staff through faculty/staff development. Activities to be considered are travel to professional meetings, research and other scholarly work, sabbatical leave, and management training.
3. Funds should be restored for equipment, including computers.
4. Additional resources should be placed in those academic programs for which there is growth potential.
5. Maintenance of the physical plant should be enhanced.
6. Some funds should be used to enhance off-campus and night offerings and other activities for non-traditional students.
7. The Library and media resources should receive special attention and consideration.

D. Planning for a significant reduction in resources.

In the event that the resources available to the University are significantly reduced, all efforts should be made to preserve

the mission, uniqueness, identity, ideals, and spirit of Delta State University.

1. Accreditation of the University as a whole and existing accreditation for academic programs should be protected.
2. There should be continued efforts to maintain student enrollment. Particularly, programs with strong enrollments should be protected and supported.
3. The infrastructure of the University, particularly professional development (travel, research, scholarly activity) should continue to be supported.
4. The University should seek alternate sources of external funds (foundations, sale of University services and facility use to the community, etc.) to be used to support the University in general and programs like faculty development in particular.
5. Consistent with maintaining enrollment, tuition and fees should be kept as low as feasible while maintaining quality.
6. Alternate scheduling, such as a four-day week, should be considered. This would give a reduction in utilities and other operating costs.
7. More classes should be scheduled for afternoon in order to better utilize existing facilities.
8. The University should strive to provide competitive salaries. The University should provide other benefits and encourage intangible rewards such as camaraderie and a sense of belonging. Employees should be shown that their work is prized.
9. Library and media resources should be protected and supported.

FORMULA STAFFING RATIOS

	LOWER	UPPER	GRADUATE
ARTS & SCIENCES			
ART	14.0	10.3	8.0
BIOLOGICAL SCIENCE	27.0	14.0	8.0
HISTORY	28.1	16.1	13.0
LANGUAGES & LITERATURE	28.1	16.1	13.0
MATHEMATICS	28.1	16.1	13.0
MILITARY SCIENCE	28.1	16.1	11.0
MUSIC	14.0	10.3	8.0
PHYSICAL SCIENCE	27.0	14.0	8.0
SOCIAL WORK	28.1	16.1	13.0
SOCIAL SCIENCE	28.1	16.1	13.0
SPEECH & HEARING SCIENC	9.4	9.4	7.0
BUSINESS			
ACCOUNTING	28.1	24.9	13.0
COMP INFO SYS & OFF AD	17.6	14.6	8.0
ECONOMICS & FINANCE	28.1	24.9	13.0
MANAGEMENT & MARKETING	28.1	24.9	13.0
COMMERCIAL AVIATION	17.6	14.6	8.0
EDUCATION			
CURRICULUM & INSTRUCTIO	28.1	26.5	15.0
BEHAVIORAL SCIENCES	28.1	26.5	15.0
HEALTH & PHYSICAL ED	28.1	26.5	15.0
HOME ECONOMICS	19.9	17.4	11.0
NURSING			
NURSING	9.4	9.4	7.0

Paraphrased List of IHL Call for Reductions
(quickly copied from list passed around at Senate Chairs Meeting)

Purpose: To provide monies for 5% faculty and 3% staff raises each year for the next 2 years

1. Reduction in release time for administrative and other noninstructional activities
2. Reduction of nonteaching personnel within academic departments
3. Reduction in part-time faculty
4. Reduction in ancillary programs
5. Reduction in direct and indirect cost of summer sessions
6. Reduction of academic support cost, excluding library
7. Reduction of instructional support cost
8. Reduction in cost of student services
9. Reduction in cost of operation and maintenance
10. Reduction of sabbatical leaves
11. Elimination of selected academic programs and duplications
12. Reduction of academic personnel
13. Reduction of other areas as determined appropriate

+ 25% tuition increase in second year

Delta State University Faculty Senate 1992-1993

Audiology and Speech Pathology Unit			Division of Languages and Literature		
Dr. Florence Ouzts		Term exp.	Mrs. Georgene Clark		Term exp.
Box 3146	846-4111 843-4838	5/1/93	Kethley 219 846-4078		5/1/94
Department of Accounting			Dr. William S. Hays		
Mr. John P. Quon		Term exp.	Kethley 220 846-4084 843-7697		Term exp.
Box 3237	846-4183 246-5449	5/1/93			5/1/93
Department of Aerospace Studies			*Library Services		
Capt. Thomas Carter		Term exp.	* Ms. Janice Costello - <i>Vicky Chase</i>		Term exp.
Box 3304	846-4179	5/1/94	Box 3291 846-4431 846-0905		5/1/93
Department of Art			Division of Management and Marketing		
Mr. Collier B. Parker		Term exp.	Ms. Elise Dreaden		Term exp.
Box D-2	846-4726 846-0364	5/1/94	Box 3275 846-4210 846-0618		5/1/93
Division of Behavioral Sciences			*Department of Mathematics		
Dr. Camille Branton		Term exp.	* Dr. Janis Tyderle		Term exp.
Box 3142	846-4363 843-1107	5/1/94	Box 3224 846-4517 846-6268		5/1/93
Department of Biological Sciences			Department of Military Science		
Dr. William A. Hayes Past Chair		Term exp.	Major Robert Romigh		Term exp.
Box 3262	846-4247 843-9175	5/1/93	Box 3293 846-4538 843-7171		5/1/93
Division of CIS and Office Administration			Department of Music		
Dr. Darry Hardy		Term exp.	Dr. Edward Bahr		Term exp.
Box 3223	846-4411 846-0017	5/1/94	Box 3256 846-4607 843-6141		5/1/93
Department of Commercial Aviation			Dr. Mark Butler		
Mr. Tommy Sledge		Term exp.	Box 3247		Term exp.
Box 3203		5/1/94			5/1/94
Division of Curriculum and Instruction			*School of Nursing		
Mrs. Loretta Shannon		Term exp.	* Dr. Debrynda Davey		Term exp.
Box 3112	846-4385 846-3464	5/1/93	Box 3343 846-4264 375-9217		5/1/94
Division of Economics and Finance			Department of Physical Sciences		
Dr. Val Hinton		Term exp.	Dr. Marcus Steele		Term exp.
Box 3334	846-4197 846-0200	5/1/94	Box 3255 846-4483 843-0300		5/1/94
Div. of Health, Physical Education, and Recreation			*Division of Social Sciences and Philosophy		
Mr. Don Skelton		Term exp.	* Dr. Eddie Girdner		Term exp.
Box A-3	846-4293 846-1921	5/1/93	Kethley 201 846-4073 843-8927		5/1/93
Dr. Frank C. Young			Social Work Unit		
Box 3182	846-4305 843-8025	5/1/94	Mrs. Carol Ann Boyd		Term exp.
Department of History			Department of Special Education		
Dr. Jerry W. Dallas		Term exp.	Dr. Michael J. Carr		Term exp.
Box 3162		5/1/94	Box 3111 846-4391 843-6729		5/1/93
Division of Home Economics					
Dr. Maureen Brooks		Term exp.			
Box 3273	846-4316 843-8584	5/1/93			

DSU Faculty Senate Proxies 1992-1993

Audiology and Speech Pathology Unit

Mrs. Gloria Brister
 Box 3125
 Term exp. 5/1/93

Department of Accounting

Mr. William Tony Wilson
 Box 3222
 Term exp. 5/1/93

Department of Art

Mr. Thomas S. Rankin
 Box D-2 846-4721
 Term exp. 5/1/94

Division of Behavioral Sciences

Dr. James Reid Jones
 Box 3115
 Term exp. 5/1/94

Department of Biological Sciences

Dr. John D. Tiftickjian
 Box 3262 846-4246 846-6112
 Term exp. 5/1/93

Department of Commercial Aviation

Mr. Randall Percy
 Box 3203 846-4239 846-0770
 Term exp. 5/1/94

Division of Curriculum and Instruction

Dr. Ronald J. Garrison
 Box 3113
 Term exp. 5/1/93

Division of Economics and Finance

Mr. Jim Brown
 Box 3334
 Term exp. 5/1/94

Div. of Health, Physical Education, and Recreation

Dr. Darvin E. Barnes
 Box B-2
 Term exp. 5/1/93

Mr. David Heflin
 Box 3133
 Term exp. 5/1/94

Department of History

Dr. Sammy Cranford
 Box 3162
 Term exp. 5/1/94

Division of Home Economics

Dr. Sarah R. Jordan
 Box 3273 846-4315
 Term exp. 5/1/93

Division of Languages and Literature

Dr. Susan Allen Ford
 Kethley 219
 Term exp. 5/1/94

Mr. William C. Spencer
 Kethley 221
 Term exp. 5/1/93

Library Services

~~Mrs. Myra Jo Wilson~~ Sheryl Stump
 Box 3263
 Term exp. 5/1/93

Division of Management and Marketing

Mr. William C. Wood
 Box 3275
 Term exp. 5/1/93

Department of Mathematics

Dr. Burrow P. Brooks
 Box 3224
 Term exp. 5/1/93

Department of Military Science

Captain Gary S. Kramer
 Box 3293
 Term exp. 5/1/93

Department of Music

Dr. David Caudill
 Box 3256
 Term exp. 5/1/93

Mr. John Gary Cook
 Box 3256
 Term exp. 5/1/94

School of Nursing

Mrs. Dorothy Louise Seals
 Box 3343 846-4262 843-9572
 Term exp. 5/1/94

Department of Physical Sciences

Dr. Milton Bradley
 Box 3255
 Term exp. 5/1/94

Division of Social Sciences and Philosophy

Mr. Robert N. Brown
 Kethley 203
 Term exp. 5/1/93

Social Work Unit

Alinda Sledge
 Term exp. 5/1/94

Department of Special Education

Ms. Vicki Hartley
 BOX 3111 846-4393
 Term exp. 5/1/93

DELTA STATE UNIVERSITY
FACULTY SENATE

COMMITTEE ASSIGNMENTS
1992-93

* = Not returning -

Committee on University Standing Committees

Camille Branton
Bill Hayes
Florence Ouzts
John Quon

Committee on General Academic Affairs

Ed Bahr
Maureen Brooks
Bill Hays
Collier Parker
Loretta Shannon
* Janis Tyderle -
Frank Young
Mark Butler
Jerry Dallas

Committee on Finance

Val Hinton
Mark Steele
Tommy Sledge
Darry Hardy

Committee on University Services

Carol Ann Boyd
Georgene Clark
* Jim Craig -
* Eddie Girdner -
Robert Romigh

Elections Committee

* Janice Costello -
* Debrynda Davey -
Elise Dreaden
Bill Hays
Don Skelton

DELTA STATE UNIVERSITY
January 16, 1992, 3:30 pm till 5:00 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Randy Pearcy
John Tiftickjian
Darry Hardy
Val Hinton
Frank Young
Don Skelton
Martha Biles
Maureen Brooks
Marion Barnwell, proxy
Janice Costello
Janis Tyderle
Jim Craig
Edward Bahr
Debrynda Davey
Eddie Girdner
Carol Boyd
Mike Carr

Members absent: Thomas Clark
Florence Ouzts
Camille Branton
Loretta Shannon
Georgene Clark
Robert Romigh
Marcus Steele

AGENDA

- I. Approval of minutes of last two meetings
- II. Held over general items
 - A. Smoking policy (E. Girdner)
 - B. Fall vacation/Final exemptions (M. Brooks)
- III. Goal setting for Spring semester

AGENDA BUSINESS

Chair William Hayes requested that Vice Chair Bill Hays conduct the meeting.

Mike Carr, Special Education senator, and Marion Barnwell, Languages and Literature proxy, were welcomed.

- I. The minutes of the November 14th and December 10th meetings were unanimously approved. Corrected copies of the October 17th minutes were distributed.

II. A. Smoking policy

Eddie Girdner reported for the Committee on University Services. Senators were asked to poll their individual departments on the feelings about establishing a smoking policy at Delta State. The results of this poll were:

193 ballots returned

83 respondents believe that DSU should prohibit smoking in all buildings on campus (Statement 1)

58 respondents believe that DSU should prohibit smoking in buildings except for certain designated areas (Statement 2)

20 respondents believe that DSU should prohibit smoking in buildings except in individual faculty offices (Statement 3)

26 respondents believe that DSU should continue without a policy regarding smoking (Statement 4)

5 respondents answered with both statement 2 and 3.

1 respondent had no opinion.

Girdner suggested that the first three statements reflect a majority of the respondents and indicate that some type of policy should be established. It was pointed out that the DSU Wellness Committee is in favor of a no smoking policy in certain buildings. There are buildings and parts of buildings already designated as "no smoking". Zeigel and Jobe have achieved it through departmental decision. Janice Costello said that the Library used to allow smoking in the lounges but discontinued it with an administrative decision because of the problems with damages. Maureen Brooks contacted the American Cancer Society and reported that Mississippi State and Ole Miss are both smoke-free campuses. University of Southern Mississippi is in the process of becoming smoke-free or maybe already smoke-free.

Eddie Girdner proposed that a policy be established to be smoke-free in buildings with class rooms. The Union could have designated smoking and non-smoking areas.

Jim Craig made the motion that smoking be prohibited in all buildings with class rooms. Eddie Girdner seconded. Discussion followed concerning who would enforce such a policy and the right of smokers to smoke in their offices. Comments were that faculty would feel more comfortable asking people not to smoke if there was a policy and most people voluntarily follow a smoking policy. The fact was pointed out that if one person smokes (in their office) it filters into other offices and damages other people's health. If passed, this motion would be sent to the Cabinet. Fifteen (15) voted in favor of the motion. Six (6) opposed the motion.

Don Skelton made the motion to have a policy of a smoke-free campus. Darry Hardy seconded. This would mean making the dorms smoke-free also. Comments were that if you were going to establish a policy then it should go all the way. Other comments were that a smoke-free policy or any policy is not going to be totally enforceable. We would be putting forth a concept which will reduce the amount of smoking. The realization is that we will not get 100% participation. Fifteen (15) voted in favor of the motion. Six (6) opposed the motion.

Both motions will be presented independently to the Cabinet.

B. Fall vacation/Final exemptions

Maureen Brooks reported for the Committee on University Services concerning a fall break. Twelve units responded as follows:

- 89 respondents were in favor of a fall break.
- 25 respondents were not in favor of a fall break.
- 2 no response.
- 4 respondents had questions regarding the length of the break.

Since all units did not report, it was suggested that the committee survey the entire faculty concerning their feelings about a two day break (Thursday-Friday plus weekend or weekend plus Monday-Tuesday). It was suggested that we check with Wayne Blansett to see what his office is planning.

Maureen Brooks also reported on the senior exemption poll. Nine units reported the following:

- 36 respondents said it should be eliminated as stated in the catalog
- 25 respondents said leave it as it is stated
- 13 respondents said it should be changed
- 7 respondents said it should be allowed for A or B averages
- 4 respondents said leave it up to the instructors

Comments were that it was a policy for the benefit of the Registrar's Office and that exemption should not be granted for "average" work. Others had trouble with the word "entitled" in the current policy.

Maureen Brooks made the motion that we eliminate the senior exemption policy as stated on page 50 of the DSU catalog. Janis Tyderle seconded. The motion passed unanimously.

Bill Hays reported on the recommendations made concerning graduation. President Wyatt is opposed to rotating attendance. Hays discussed the problem of crowding with James Donald Cooper. The Senate had recommended that there not be a rigid order and allow faculty to line up as they wish. President Wyatt and the Cabinet approved this process; however, the first row would remain the same (Cabinet and Department Chairs). Cooper will put programs in each chair and it was suggested that the Senate Chair and Vice Chair be the Marshalls.

III. Goal setting for Spring semester

President Wyatt presented to the Board the Senate proposal of supporting no raises for the Spring. There was some similar support but not the same extent. The Board responded that they will pursue raises. It was suggested that the Senate think about how we can present our ideas concerning the importance of education to the Board.

Hays addressed the concerns relative to the bookstore. He spoke with Jim Williams and invited him to speak to the Senate. Williams declined and said he would answer any questions concerning prices or any other problems that individual faculty may have. Faculty members should go see him if they have questions. Jim Craig said he spoke with Williams about the music books and found out that there is a standard markup which is creating the problem with the music books. There are still concerns over the policy in the catalog which is interpreted as faculty must order books through the bookstore.

Ed Bahr suggested that we look into the reason for the lengthy opening faculty meeting. This issue was turned over to the Committee on University Services.

Next meeting will be held on February 13. It was unanimously approved that the March meeting be held on March 19.

Motion to adjourn at 5:00 pm.

(draft)

Plan of Action for Budget Reductions in Instruction/Academic Support Based on Categories of Reduction Specified by the IHL Board

- 1. Board: Reduction in the amount of faculty release time for administration and other non-instructional activities.
 - a. Response: Establish criteria for released time for department heads based on size of budget, number of faculty, equipment inventory, etc.
 - b. Response: Examine the necessity of all released time for faculty in non-instructional roles.
 - c. Response: Establish an expectation that all administrators and professional non-faculty that are qualified to teach may be called on to teach. If they are, they will be paid at the part-time instructional rate.

- 2. Board: Reduction in the amount of non-teaching personnel found in Instruction.
 - a. Response: Eliminate the position of Director of Institutional Grants. -Retiring-
 - b. Response: Examine the necessity of all non-teaching personnel in the Instruction budget. Consider reducing some non-instructional positions to part-time.

- 3. Board: Reduction in the number of part-time faculty.
 - a. Response: Do away with 090 Reading; replace it with Reading Center staffed by graduate assistants.
 - b. Response: Eliminate 090 Math; replace it with Math Lab.
 - c. Response: Where possible increase class size to reduce need for part-time faculty.
 - d. Response: Further reduce part-time instructional budget by 10%.
 - e. Response: Establish a differential pay scale for part-time faculty based on degree. Phd 1500 - 1200 - Non-Phd.
 - f. Response: Use doctoral level graduate assistants with appropriate credentials to teach undergraduate courses and HPER graduate assistants to teach activity courses.

- 4. Board: Reduction or elimination of ancillary programs.
 - a. Response: Examine the importance of continuing budget support for such areas as Delta Models, SBDC, Renaissance, A-V Center, Child Care Center or examine outside funding sources.

- 5. Reduction in the direct and indirect cost of summer session.
 - a. Response: None pays for itself.

change

pay for it

7

8. Board: Reduction of Academic Support cost, excluding Library. *Donate Bks to Library.*

9

a. Response: Examine the necessity of all academic administrators. *(release time)*

10. Board: Reduction of sabbatical leave payments.

11

a. Response: Establish a freeze on sabbatical leaves through 1995.

12

13. Board: Reduction of other areas as determined appropriate.

- a. Response: Examine the necessity of all scholarships.
- b. Response: Eliminate all RSE and retain the necessary positions as staff positions to be filled by students.
- c. Response: Eliminate teacher waivers in special needs areas.

11/12

Board: Elimination of selected academic programs.

Board: Reduction of academic personnel.

- a. Response: Rank order all academic departments/programs based on appropriate criteria such as: (a) Productivity in relation to IHL formula. (b) Number of Degrees Awarded (c) Does the program serve any special mission for the University, the Delta and/or the state/region. (d) Can students in the program transfer to another program at Delta State? (e) Are significant new resources required to sustain the quality of the program? (f) Will accreditation be adversely affected? (g) Will elimination of a program result in any savings? (h) Projected enrollment increases.

- Retention rate -

Housing of ad. costs?

Incentive

49% wk - 25 yrs in raise every year.

5% Raise -

3% cut

5% cut

13% cut - 375,000.

no incentive program for retirement

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Next Meeting
Feb 13
March 19

Date: Thursday, January 16, 1992
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last two meetings (will be distributed at meeting)

II. Held over general items

15-6 SMOKE FREE
Ret. No Policy

Ret.					
193	83	52	20	6	26

- A. Smoking policy (E. Girdner) *against policy* - 25 - as is
- B. Fall vacation / Final exemptions (M. Brooks)

III. Goal setting for Spring semester

$64 + 5 + 7 = 84$ for Fall Break

43
26
10
83
192

C. Procedures For Grad. - 1st Row same - any order follows - Programs on each Chair - Marshalls approved by Pres.

* Goals

- 1 - No pay raise - will get it anyhow -
- 2 - How present case to Fradice?
- 3 - Bkstore - high prices - he'll explain & show invoices.

Faculty meeting - long bioq. to introduce -
eliminate those who switch jobs -

Survey re fac. intro. at Fac. meetings

Jim Craig made the motion that smoking be prohibited in all buildings with class rooms. Eddie Girdner seconded. Discussion followed concerning who would enforce such a policy and the right of smokers to smoke in their offices. Comments were that faculty would feel more comfortable asking people not to smoke if there was a policy and most people voluntarily follow a smoking policy. The fact was pointed out that if one person smokes (in their office) it filters into other offices and damages other people's health. If passed, this motion would be sent to the Cabinet. Fifteen (15) voted in favor of the motion. Six (6) opposed the motion.

Don Skelton made the motion to have a policy of a smoke-free campus. Darry Hardy seconded. This would mean making the dorms smoke-free also. Comments were that if you were going to establish a policy then it should go all the way. Other comments were that a smoke-free policy or any policy is not going to be totally enforceable. We would be putting forth a concept which will reduce the amount of smoking. The realization is that we will not get 100% participation. Fifteen (15) voted in favor of the motion. Six (6) opposed the motion.

Both motions will be presented independently to the Cabinet.

B. Fall vacation/Final exemptions

Maureen Brooks reported for the Committee on General Academic Affairs concerning a fall break. Twelve units responded as follows:

- 89 respondents were in favor of a fall break.
- 25 respondents were not in favor of a fall break.
- 2 no response.
- 4 respondents had questions regarding the length of the break.

Since all units did not report, it was suggested that the committee survey the entire faculty concerning their feelings about a two day break (Thursday-Friday plus weekend or weekend plus Monday-Tuesday). It was suggested that we check with Wayne Blansett to see what his office is planning.

Maureen Brooks also reported on the senior exemption poll. Nine units reported the following:

- 36 respondents said it should be eliminated as stated in the catalog
- 25 respondents said leave it as it is stated
- 13 respondents said it should be changed
- 7 respondents said it should be allowed for A or B averages
- 4 respondents said leave it up to the instructors

Comments were that it was a policy for the benefit of the Registrar's Office and that exemption should not be granted for "average" work. Others had trouble with the word "entitled" in the current policy.

Maureen Brooks made the motion that we eliminate the senior exemption policy as stated on page 50 of the DSU catalog. Janis Tyderle seconded. The motion passed unanimously.

Bill Hays reported on the recommendations made concerning graduation. President Wyatt is opposed to rotating attendance. Hays discussed the problem of crowding with James Donald Cooper. The Senate had recommended that there not be a rigid order and allow faculty to line up as they wish. President Wyatt and the Cabinet approved this process; however, the first row would remain the same (Cabinet and Department Chairs). Cooper will put programs in each chair and it was suggested that the Senate Chair and Vice Chair be the Marshalls.

III. Goal setting for Spring semester

President Wyatt presented to the Board the Senate proposal of supporting no raises for the Spring. There was some similar support but not the same extent. The Board responded that they will pursue raises. It was suggested that the Senate think about how we can present our ideas concerning the importance of education to the Board.

Hayes addressed the concerns relative to the bookstore. He spoke with Jim Williams and invited him to speak to the Senate. Williams declined and said he would answer any questions concerning prices or any other problems that individual faculty may have. Faculty members should go see him if they have questions. Jim Craig said he spoke with Williams about the music books and found out that there is a standard markup which is creating the problem with the music books. There are still concerns over the policy in the catalog which is interpreted as faculty must order books through the bookstore.

Ed Bahr suggested that we look into the reason for the lengthy opening faculty meeting. This issue was turned over to the Committee on University Services.

Next meeting will be held on February 13. It was unanimously approved that the March meeting be held on March 19.

Motion to adjourn at 5:00 pm.

DELTA STATE UNIVERSITY FACULTY SENATE
January 16, 1992, 3:30 pm till 5:00 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Randy Percy
John Tiftickjian
Darry Hardy
Val Hinton
Frank Young
Don Skelton
Martha Biles
Maureen Brooks
Marion Barnwell, proxy
Janice Costello
Janis Tyderle
Jim Craig
Edward Bahr
Debrynda Davey
Eddie Girdner
Carol Boyd
Mike Carr
Henry Outlaw, proxy

Members absent: Thomas Clark
Florence Ouzts
Camille Branton
Loretta Shannon
Georgene Clark
Robert Romigh
Marcus Steele

AGENDA

- I. Approval of minutes of last two meetings
- II. Held over general items
 - A. Smoking policy (E. Girdner)
 - B. Fall vacation/Final exemptions (M. Brooks)
- III. Goal setting for Spring semester

AGENDA BUSINESS

Chair William Hayes requested that Vice Chair Bill Hays conduct the meeting.

Mike Carr, Special Education senator, Marion Barnwell, Languages and Literature proxy, and Henry Outlaw, Physical Sciences proxy were welcomed.

- I. The minutes of the November 14th and December 10th meetings were unanimously approved. Corrected copies of the October 17th minutes were distributed.

II. A. Smoking policy

Eddie Girdner reported for the Committee on University Services. Senators were asked to poll their individual departments on the feelings about establishing a smoking policy at Delta State. The results of this poll were:

193 ballots returned

- 83 respondents believe that DSU should prohibit smoking in all buildings on campus (Statement 1)
- 58 respondents believe that DSU should prohibit smoking in buildings except for certain designated areas (Statement 2)
- 20 respondents believe that DSU should prohibit smoking in buildings except in individual faculty offices (Statement 3)
- 26 respondents believe that DSU should continue without a policy regarding smoking (Statement 4)
- 5 respondents answered with both statement 2 and 3.
- 1 respondent had no opinion.

Girdner suggested that the first three statements reflect a majority of the respondents and indicate that some type of policy should be established. It was pointed out that the DSU Wellness Committee is in favor of a no smoking policy in certain buildings. There are buildings and parts of buildings already designated as "no smoking". Zeigel and Jobe have achieved it through departmental decision. Janice Costello said that the Library used to allow smoking in the lounges but discontinued it with an administrative decision because of the problems with damages. Maureen Brooks contacted the American Cancer Society and reported that Mississippi State and Ole Miss are both smoke-free campuses. University of Southern Mississippi is in the process of becoming smoke-free or maybe already smoke-free.

Eddie Girdner proposed that a policy be established to be smoke-free in buildings with class rooms. The Union could have designated smoking and non-smoking areas.

DELTA STATE UNIVERSITY FACULTY SENATE
February 13, 1992, 3:30 pm till 5:35 pm
Ewing Building, Room 109
Delta State University
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Collier Parker
Florence Ouzts
Randy Percy
Camille Branton
Darry Hardy
Loretta Shannon
Val Hinton
Frank Young
Don Skelton
Jerry Dallas, proxy
Maureen Brooks
Georgene Clark
Janice Costello
Janis Tyderle
Ed Bahr -
Donna Banks, proxy
Debrynda Davey
Eddie Girdner
Carol Boyd
Mike Carr -

Members absent: Thomas Clark
John Tiftickjian
Martha Biles
Robert Romigh
Jim Craig
Marcus Steele

AGENDA

I. Approval of minutes of last meeting

II. New Business

A. Dr. Frank McArthur, Academic Vice-President, presenting
draft of plan for budget cuts in academic area as
developed in ad hoc budget sub-committee meetings.

B. Report on Senate Chairs' meeting in Jackson (February 12, 1992)

1. Tuition remission/tuition exchange
2. "Down-sizing" across the system
3. Faculty lobbyist
4. State meeting of faculty senators
5. What Dr. Cleere has to say

III. Old Business

- A. Official poll relative to Fall break
- B. Smoking committee appointments

AGENDA BUSINESS

Chair William Hayes called the meeting to order.

- I. After corrections were made, the January 16th minutes were unanimously approved.

II. New Business

A. Dr. McArthur, Academic Vice-President, presented a draft of the plan for budget cuts in the academic areas as developed in the ad hoc budget sub-committee meeting. Non-academic areas were not listed on this draft. (see attached copy)

Dr. McArthur said there were three problems to solve. First, we must get through the remainder of this year. Second, we must build a budget for next year. Third, we must develop a long term plan.

He said that the yard stick being used for reductions is the IHL formula--primarily the part that refers to staffing. This is the same staffing ratio used by 5 or 6 states. If someone knows of a formula that is fairer then let him know.

The process at this time is for McArthur to see each dean and department head and develop a budget cutting plan for each department. He will present that plan to each department and allow it to react.

Dr. McArthur then reviewed the draft section by section and asked for questions. The following is a summary of questions and responses.

What is the rationale for cutting out part-time faculty? (McArthur) This is to save full time faculty. We could use doctoral level graduate assistants to teach some undergraduate courses and HPER graduate assistants to teach activity classes instead of hiring part-time faculty.

What academic administrators will be examined?

(McArthur) The deans and department heads. One way to reduce this is to put department heads back in the classrooms. We used to not have deans, but it could jeopardize three accreditations to eliminate deans. However, we do have deans in areas that are not required for accreditation. We do not want to jeopardize any accreditation.

Would we consider rescheduling or rotating a class before increasing class size?

(McArthur) Yes, we would. Over 20% of the classroom courses at DSU have less than 5 people registered in them. These need to be looked at first. Some are necessary, but some could be taught once every two years. There are also some courses taught which are not required. These should be reviewed and each department should also determine if a few more students could go into a class.

Are there any programs which will be cut?

(McArthur) Probably. There is very little enrollment in the Specialist Level in Secondary Education. However, there are programs with very few graduates that would not save money if eliminated. Chemistry Education majors, for example, take the same classes as Chemistry majors and Education majors.

There is a provision which allows a university under emergency situations to let faculty go with little notice. Are we in that emergency situation?

(McArthur) Yes, we are. But, we will not do that.

What is the cost to the university for the housing for three administrators excluding the President? Don't other schools usually provide housing just for the President?

(McArthur) Houses are provided for administrators in lieu of some salary. After all, administrators do not build any equity in these houses. The houses across the highway are rented like Cassidy (utilities not included).

What will happen to the Fine Arts Center?

(McArthur) It will depend on the Legislature passing the bonding. They have already invested in it. If the Center is built, the new air conditioning system will tie into other buildings and actually lower the overall utilities.

Is this draft an official document?

(McArthur) It has been reviewed and accepted by the Board staff. Now we have to begin letting each department react.

Will there be incentive plans for retirement for faculty with 25 years or more of service?

(McArthur) There will be no incentive program.

How are the non-academic areas being cut?
(McArthur) By the same 5%.

How will ancillary programs be reviewed for importance (item 4)?

(McArthur) We will have to determine their value to the university and this would need to be a consensus. For example, Renaissance costs approximately \$30,000 to operate. And, is it necessary to have health services 7 days a week/24 hours a day?

A comment was made by Bill Hays concerning the use of the credit hour production as a quantitative measurement. He asked where the quantitative method was for deans and staff.

If football went to Division 3, would we have to offer scholarships?

Coach Skelton responded that we would not have to offer scholarships and Division 3 would be a viable option for DSU. He sees more Division 3 philosophy coming into play. For example, hiring teachers who can coach rather than hiring coaches who can teach. He also noted that effective 8 am today all football funds were frozen.

McArthur reminded everyone that we have to look at whether there are students here because of athletics. For example, using our faculty/student ratio, if we lost 200 athletes then we would eliminate 10 faculty. The comment was made that we could attract others--possibly more. McArthur responded, "Eventually."

What kind of cuts are being made in Cleere's office?

(McArthur) I think they will have to make some cuts. Remember that part of the Board's budget is financial aid money.

Is it possible for faculty with 25 years or more of service to teach 1/2 time for 1/2 pay?

(McArthur) We are checking into this. Right now the language is such that they would be required to work less than 1/2 time. Therefore, we cannot make this offer yet. It was commented that we should review how many faculty would be eligible. Several senators felt that there were more than McArthur suggests.

Dr. McArthur thanked the Senate for the opportunity to review the draft of the plan.

B. Chair Hayes reported on the Senate Chairs' meeting in Jackson (February 12, 1992)

1. Tuition remission/tuition exchange

Both of these policies were passed by all senate chairs except Mississippi State.

2. "Down-sizing" across the system

The general consensus was that everybody was in the same shape. And in the past we have tried to make it as unobstrusive as possible. Everyone was in agreement that it needs to become bothersome.

3./4. Faculty lobbyist/State meeting of faculty senates

There is a move among the faculty senates across the state to develop an association. Plans are for a meeting of the combined faculty senates in Jackson on March 25. Union representation will be invited to this meeting. If we do develop a faculty senate association, we could get a lobbyist. It was suggested that other faculty be invited to the March 25th meeting. However, there could be a problem of the perception of "shouldn't you be in class today?"

5. What Dr. Cleere has to say

Dr. Cleere said there will not be a cut in the graduate education program. He did mention that programs will be reviewed, especially those with few graduates. He would like to get a 25% tuition increase in the next 2 years. There is a possibility of 12 1/2% increase in Fall 92 and 12 1/2% increase in Fall 93. This has not been approved.

III. Old Business

A. Official poll relative to Fall break

Maureen Brooks distributed ballots concerning a Fall break. These should be returned to your senator by Friday, February 21st.

B. Smoking committee appointments

We are now represented on the University committee to study the smoking issue.

There was a brief discussion concerning Dr. McArthur's comments. Motion to adjourn at 5:35 pm.

(DRAFT)

Plan of Action for Budget Reductions in Instruction/Academic Support Based on Categories of Reduction specified by the IHL Board.

1. Board: Reduction in the amount of faculty release time for administration and other non-instructional activities.
 - a. Response: Establish criteria for released time for department heads based on size of budget, number of faculty, equipment inventory, etc.
 - b. Response: Examine the necessity of all released time for faculty in non-instructional roles.
 - c. Response: Establish an expectation that all administrators and professional non-faculty that are qualified to teach may be called on to teach. If they are, they will be paid at the part-time instructional rate.

2. Board: Reduction in the amount of non-teaching personnel found in Instruction.
 - a. Response: Eliminate the position of Director of Institutional Grants.
 - b. Response: Examine the necessity of all non-teaching personnel in the Instruction budget. Consider reducing some non-instructional positions to part-time.

3. Board: Reduction in the number of part-time faculty.
 - a. Response: Do away with 090 Reading; replace it with Reading Center staffed by graduate assistants.
 - b. Response: Eliminate 090 Math; replace it with Math Lab.
 - c. Response: Where possible increase class size to reduce need for part-time faculty
 - d. Response: Further reduce part-time instructional budget by 10%.
 - e. Response: Establish a differential pay scale for part-time faculty based on degree.
 - f. Response: Use doctoral level graduate assistants with appropriate credentials to teach undergraduate courses and HPER graduate assistants to teach activity courses.

4. Board: Reduction or elimination of ancillary programs.
 - a. Response: Examine the importance of continuing budget support for such areas as Delta Models, SBDC, Renaissance, A-V Center, Child Care Center or examine outside funding sources.

5. Reduction in the direct and indirect cost of summer session.
 - a. Response: None

6. Board: Reduction of Academic Support cost, excluding Library.

a. Response: Examine the necessity of all academic administrators.

10. Board: Reduction of sabbatical leave payments.

a. Response: Establish a freeze on sabbatical leaves through 1995.

13. Board: Reduction of other areas as determined appropriate.

a. Response: Examine the necessity of all scholarships.

b. Response: Eliminate all RSE and retain the necessary positions as staff positions to be filled by students.

c. Response: Eliminate teacher waivers in special needs areas.

11/12. Board: Elimination of selected academic programs.

Board: Reduction of academic personnel.

a. Response: Rank order all academic departments/programs based on appropriate criteria such as: (a) Productivity in relation to IHL formula. (b) Number of Degrees Awarded (c) Does the program serve any special mission for the University, the Delta and/or the state/region. (D) Can students in the program transfer to another program at Delta State? (e) Are significant new resources required to sustain the quality of the program? (f) Will accreditation be adversely affected? (g) Will elimination of a program result in any savings? (h) Projected enrollment increases.

MEMORANDUM

To: Members of the DSU Faculty Senate

From: William A. Hayes

Subject: Next Senate Meeting

Date: Thursday, February 13, 1992

Time: 3:30 PM

Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last meeting *m*

II. New Business

A. Dr. Frank McArthur, Academic Vice-President, presenting draft of plan for budget cuts in academic area as developed in ad hoc budget committee meetings

B. Report on Senate Chairs' meeting in Jackson (Feb. 12, 1992)

- a. Rec from IHL
- b. Budget Com
- c. " "

1. Tuition remission/tuition exchange - *all yes but State*
2. "Down-sizing" across the system - ? *unobtrusive - No dramatic change*
3. Faculty lobbyist -
4. State meeting of faculty senators - *FAC. ASSO. United.*
5. What Dr. Cleere has to say -

March 25 attend.

III. Old business

A. Official poll relative to Fall break

B. Smoking committee appointments

HIGHLIGHTS OF THE FEBRUARY 13, 1992 FACULTY SENATE MEETING

I Approval of minutes of January 16th meeting.

II New Business;

- A. Dr. McArthur met with the Senate to present the draft of proposals to cut the budget.
- B. It is just a draft and will be submitted to Jackson as a possible plan to cut budget.
 - 1. the graduate program at Delta State is not in jeopardy.
- C. Major Reduction Suggestions;
 - 1. reduce faculty release time for faculty in non-instructional roles.
 - 2. reduce some non-instructional positions to part time.
 - 3. eliminate the position of Director of Institutional Grants. (retire)
 - 4. reduction of part time faculty.
 - 5. Eliminate 090 Reading replace it with the Reading Center and staff it with Graduate Assistants.
 - 6. Eliminate 090 Math and replace it with Math Lab.
 - 7. Try to increase class size to eliminate need for part time faculty. (reduce part time faculty when possible)
 - 8. establish a differential pay scale for part time help. (1500 for Phd 1200 non Phd.)
 - 9. Use Grad assistants with proper credentials to teach undergraduate courses. Use HPER grad students to teach activity courses. (Don Skelton said this will mean elimination of coaching staff since many teach only activity courses.)
- D. Get pay for some programs.
 - 1. AV Center. does things for free now will be for fee.
 - 2. Child care. Pay enough for it.
 - 3. Summer program (it already pays for itself)
- E. REDUCE ACADEMIC SUPPORT COSTS. EXCLUDING LIBRARY.
 - 1. McArthur suggests each faculty member donate 2 books to the library in lieu of limited new book budget.
- F. Examine the necessity of all academic administrators with release time.
- G. No sabbaticals through 1995.
- H. Examine the necessity of SCHOLARSHIPS.
- I. Eliminate all RSE and use students.
- J. Eliminate teacher waivers in special needs areas.
- k. Eliminate academic programs.
 - 1. eliminate academic personnel.
 - 2. Rank programs according to IHL formula.

III Additional ways of cost reduction.

- A. Free housing on campus of administrators other than the President.
- B. Is rent paid on campus competitive to market price?
- C. Incentive for retirement?

2.

IV Plan for retirement being explored.

- A. those here for 25 years.
- B. work less than half time (45 %)
- C. Receive 45% of salary. get a 2% raise each year.
- D. Double your retirement amount.
- E. Teach 2 classes but not have committee work or advising.
- F. this would eliminate those with higher salaries and allow for them to be part time faculty.

President Wyatt has said that all will be attempted before jobs are cut totally.

Report from Senate Chairs on the meeting in Jackson Feb. 12.

- A. Tuition remission and tuition exchange (all say yes except state.)
- B. Downsizing previously was unobtrusive. Not this time.
- C. State meeting of faculty senators MARCH 25 ALL ATTEND.
- D. Try to form a Faculty Association United and perhaps get a part time lobbyist to keep our needs in the forefront.

DATE: 26 Feb 92

TO: Academic Council

FROM: John Tiftickjian, representing Faculty Senate

SUBJECT: Final examination exemption policy

At its January 16th meeting, the Faculty Senate voted to recommend that the final examination exemption policy as stated on page 50 of the 1991-92 Bulletin be eliminated.

The senate vote was prompted by the response to surveys done by each senator in their respective units. Most of those responding favored removing the current policy allowing seniors to be exempted from final exams. The Senate vote was unanimous in favor of abolishing the policy.

Justification:

- The current policy limits academic freedom because professors are not permitted to give exams to graduating seniors, even if they feel such an examination is a reasonable requirement for a course.
- An exemption if given should be a privilege awarded for superior performance, but under the current policy, a grade of C is sufficient for an exemption.
- Seniors are in effect not held responsible for material presented during the last 1/4 to 1/3 of a semester, because they will not be tested on it. There have even been cases where a student saves up all his or her cuts until the end of the term, then stops coming to class.
- The current policy discriminates against those seniors who choose to take a final in effort to improve their grade. Because the exam must be scheduled before the end of classes, the student is responsible for material not yet covered.
- The current procedure of having to give exams to some seniors early is very inconvenient for instructors. This can mean preparing two different final exams for the same course. Removing the exemption and requiring all students to take exams at the same time would solve this problem.
- If the policy is eliminated, each faculty member would be free to set his or her own final exam policy. If a professor feels that seniors should be exempt from the final, that option would still be available.

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- The current policy discriminates against those seniors who choose to take a final in effort to improve their grade. Because the exam must be scheduled before the end of classes, the student is responsible for material not yet covered.
- The current procedure of having to give exams to some seniors early is very inconvenient for instructors. This can mean preparing two different final exams for the same course. Removing the exemption and requiring all students to take exams at the same time would solve this problem.
- If the policy is eliminated, each faculty member would be free to set his or her own final exam policy. If a professor feels that seniors should be exempt from the final, that option would still be available.

Jamice

MEMORANDUM

From: William A. Hayes, Chairman of DSU Faculty Senate
To: Members of the Faculty of DSU
Date: March 2, 1992
Re: The Executive Committee, at the request of numerous faculty and after polling the members of the Faculty Senate, is scheduling a special meeting to which all faculty members are invited and encouraged to attend.

The purpose is to meet as a body with Dr. McArthur to discuss the changes which are happening across campus in response to IHL downsizing guidelines. Many rumors are running rampant and it is felt by many that this type of meeting would help to set the record straight in a number of instances.

Dr. McArthur is continuing to meet with individual departments as previously planned. This meeting would be a supplement to such other meetings.

Time: Wednesday, March 4, 1992 at 4:30 pm.

Place: The Delta Room in Ewing.

Please attend. The times and the situation we find ourselves in are serious. We can only operate in a reasonable manner if we know what is going on rather than what we hear is going on. We can only know what is going on if we communicate openly with factual information rather than conjecture or heresay. Thank you for you help and participation.

ask Bill what he wanted brought up

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, March 19, 1992
Time: 3:30 PM
Place: Ewing, Delta Room
*** Note: Different room for meeting ***

Tentative Agenda:

- I. Approval of minutes of last meeting *ok*
- II. New Business
 - A. Cancellation of State Senates meeting - *Chair*
 - B. Election of senators (finalizing plans) - *ok*
 - C. Other items of faculty concern -

ole Miss + Ms. Sta

III. Old business

- A. Results of Fall break poll

- 21 out of 25 - 300 votes
 31% some kind of Break
 22% no break
 50% for 2 day Break.

Encourage fac. to come if they wish.

Election -

*Ballots sent to 12 Depts.
 Results - by 7th of April*

** ask for holiday on Mon not end at 6:00 PM.*

Senators don't speak for faculty, send min. to Cabinet.

** if possible awareness of possible leadership should be made known as a guide for senator.*

Comm. to Faculty - Brief summary to Fac.

Drop & add - too long -

ask fac.

2/26/92 - release time for Chair -

Cuts - no policy - attend

Budget - compare. Plan to Fac

over

Investigate salary increases - unequal.
Criteria for Prom. - & deter. \$ raise for adv.

Policy - re
audit
incomplete
Withdraw
F

Insurance increase.

* Poll - shall we say no confidence for Roy Cline? in april
next week.

DELTA STATE UNIVERSITY FACULTY SENATE
March 19, 1992, 3:30 pm till 5:25 pm
Ewing Building, Delta Room
Cleveland, Mississippi

MINUTES

Members present: William A. Hayes, Chair
Bill Hays, Vice Chair
Elise Dreaden, Secretary
John Quon
Thomas Clark
Randy Pearcy
Camille Branton
John Tiftickjian
Darry Hardy
Val Hinton
Don Skelton
Frank Young
Maureen Brooks
Georgene Clark
Janice Costello
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Marcus Steele
Carol Boyd
Vicki Hartley, proxy

Members absent: Collier Parker
Florence Ouzts
Loretta Shannon
Martha Biles
Robert Romigh
James Craig
Debrynda Davey
Eddie Girdner
Mike Carr

AGENDA

- I. Approval of minutes of last meeting
- II. New Business
 - A. Cancellation of State Senates meeting
 - B. Election of senators (finalizing plans)
 - C. Other items of faculty concern.
- III. Old Business
 - A. Results of Fall break poll

AGENDA BUSINESS

Chair William Hayes called the meeting to order.

- I. Minutes of the February 13th meeting were unanimously approved.

Chair Hayes requested agenda items be submitted earlier in order to meet the deadline for sending the agenda to senators.

II. New Business

A. Cancellation of State Senates meeting

William Hayes reported that the March 25th planned meeting of the faculty senates was canceled. It has been speculated that it was canceled because Mississippi State University would not participate.

Several senators voiced concerns about the way in which the meeting was canceled. The Senate voted unanimously for Chair Hayes to voice extreme displeasure over the cancellation and reason.

B. Election of senators

Bill Hays reported that next Wednesday ballots will be distributed to the twelve units electing senators. April 7 is the voting deadline.

C. Other items of faculty concern

Camille Branton asked about the reason for Fall Monday night classes meeting one extra class. Is it within academic freedom to cancel the extra meeting (due to the holiday) or could we eliminate it across the campus since it would not affect the required number of meetings? Chair Hayes will look into this and report to the Senate.

Darry Hardy made the motion that any senator who speaks on behalf of the Senate without having the support of a vote on the subject be reprimanded and, if necessary, censored. Camille Branton seconded. Discussion focused on how necessary it would be to have a proper hearing and follow procedures to prove the allegations.

The Senate voted unanimously that if we speak as officers and/or senators for the Senate that we must have the vote of the Senate.

Don Skelton requested on behalf of his unit for any information concerning individuals interested in running for office of the Senate prior to the May organizational meeting. It was suggested that this information be included with the new Senate roster which will be distributed after the April 7th voting.

Chair Hayes suggested we develop better methods of ~~communication with the Faculty. This could be~~ accomplished by distributing minutes within each unit with a routing slip to ensure each member has an

opportunity to review them. We could also put items in the Faculty Notes.

Georgene Clark requested that the Senate investigate methods to shorten the drop/add period at registration. With the new computer system, this should be feasible. Clark made the motion for the Senate to pursue some solutions to the lengthy drop/add period. John Quon seconded. Motion passed unanimously.

Concerns were also voiced over the cut policy. It was suggested that there be no written policy and allow faculty to establish their own policy. Another concern is over the reason for the established percent in the written policy. Chair Hayes will investigate and report to the Senate next meeting.

John Tiftickjian reported on the February 26th Academic Council meeting. Issues addressed were:

- 1) release time and policy for department chairs
- 2) reduction of overloads
- 3) deletion of Math placement exam
- 4) exemption policy

Attached is a copy of the memo to the Academic Council concerning the final examination exemption policy. Full discussion was put off until the next meeting. Tiftickjian did talk to several members and McArthur and they were in favor of eliminating the policy.

The Academic Council has requested copies of the FS minutes. John Tiftickjian has Academic Council minutes if anyone wants to view them.

Bill Hays reported that the plan of budget cutting must be submitted by April 1st. Neither William Hayes or Bill Hays (both members of the subcommittee) have seen the comprehensive plan. Hays made the motion that the President share with the faculty the plan for 92-93 as soon as possible. Maureen Brooks seconded. A verbal vote was taken for those in favor. (Best guess - 14 in favor - based on opposing votes and attendance). Six votes against.

Chair Hayes agreed for the Senate to investigate the following concerns voiced by Senators:

- 1) the inconsistency of compensation for promotions
- 2) the fact that in a year when raises were 2% at best, some administrators received larger raises, and
- 3) the criteria for promotions.

It was recommended that the Senate consider developing a specific policy for "audits". This would benefit faculty as well as help inform everyone of the policy some schools have which will not allow a student to take a class for credit after auditing.

Georgene Clark expressed extreme concern over the issues being addressed by the Senate and more particularly those issues not discussed or briefly addressed and dropped. For example, at the January meeting the issue of increased insurance premiums was never discussed, but topics such as a smoking policy and faculty line-up at graduation were addressed. Clark reminded the Senate that we once stood our ground that no one should lose their job because of the cuts. If we are going to be a family then we need to remember these concerns.

William Hayes repeated his concerns over Ray Cleere. He reminded the Senate of his call for a vote of no confidence. Val Hinton made the motion that Chair Hayes repeat his call for a vote of no confidence for Cleere at the next Senate Chairs meeting. Darry Hardy seconded the motion. Senators were concerned that if the vote was not unanimous, then Delta State and others could be singled out and there could be repercussions. It was agreed, however, that a vote of no confidence would have to come from the Senate Chairs. Since many Senators requested time to poll their units, the motion was tabled.

III. Old Business

A. Results of Fall break poll

Maureen Brooks and Janis Tyderle reported the results of the Fall break poll. Twenty-one of twenty-five units reported. 31% were for some type of break with a 2 day break being preferred. 22% were for no break. Comments included concerns over the ramifications of taking a break.

The Senate requested that Chair Hayes report to the administration the results of this poll showing that the majority of the faculty are in favor of some type of break, preferably a short one. It was commented that the students have also made this request. Motion to adjourn at 5:25 P.M.

MEMORANDUM

To: Members of the DSU Faculty Senate
From: William A. Hayes
Subject: Next Senate Meeting

Date: Thursday, April 9, 1992
Time: 3:30 PM
Place: Ewing, rm 109 (back to our old room, again)

Tentative Agenda:

I. Approval of minutes of last meeting

II. New Business

A. Report on status of election of senators

B. Discussion - Senate sponsorship of outstanding faculty award(s)

C. Distractions to effective learning: such as lawn care outside classrooms/ delayed attendance by students owing fees

III. Old business

A. Update on Smoking Policy committee

B. Senior exemption policy

C. Specific questions explored by chair after our last meeting:

1. Monday night classes after holiday

2. 75% attendance rule

3. Administrative raises

4. Audit declarations

D. Completion of confidence survey (NOT a vote!)

MEMORANDUM

To: Members of the DSU Faculty Senate, Faculty Chairs and Administrators

From: William A. Hayes

Subject: Announcement of Senators for 1992-1993 and Next Senate Meeting

Appended, please find lists of Senators and Proxies for the coming year. If you are to be a Senator, please let me know if you desire to:

a) be nominated for a particular officer position (chair, vice-chair, secretary)

b) not be nominated for any officer position.

I need this information by Thursday (April 30) at the latest.

Thank you,

Bill (phone 4247 - leave message with Mrs. Sally Rogers if I don't answer)

Meeting Announcement: Important!!! Election of Officers

Date: Tuesday, May 5, 1992 (to avoid exam conflicts)
Time: 3:30 PM
Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last meeting - *will come*

II. Brief address by chair (soon to be past-chair) - *old Bus -*

III. New Business

A. Nomination and election of officers - *done*

B. Formation of committees and election of chairs

IV. Other business as time permits and necessity demands

smoke free environment if fac. wish to smoke in office

* Special Elec. for Library.

Bill Gays
Don Shelton

Pres

Arumeen Brack
John Guon

Vice
Chair

Flourence Ouzto

Sec

Sp Elect - This will be an Elec.

Tuition increase - 5% fac. Salary increase.

Tax increase - 23 M. - for Higher Ed

3.5 M for campus

860,000. DSU - 1985

No salary increase -

200,000 above

1985

MEMORANDUM

To: Members of the DSU Faculty Senate
 From: William A. Hayes
 Subject: Next Senate Meeting

Next Meeting 5
 Feb 13
 March 19

Date: Thursday, January 16, 1992
 Time: 3:30 PM
 Place: Ewing, rm 109

Tentative Agenda:

I. Approval of minutes of last two meetings (will be distributed at meeting)

II. Held over general items

15-6 SMOKE FREE
 Ret. No Policy

Poll	193	83	52	20	6	26
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- A. Smoking policy (E. Girdner) *Y84 N25* *against policy* *(25) - as is*
- B. Fall vacation / Final exemptions (M. Brooks)

III. Goal setting for Spring semester

$64 + 5 + 7 = \textcircled{84}$ for Fall Break

$$\begin{array}{r} 93 \\ 26 \\ \hline 109 \\ 33 \\ \hline 142 \\ 192 \end{array}$$

C. Procedures For Grad. - 1st Row same - any order follows - Programs on each Chair - Marshalls approved by Pres.

* Goals

- 1 - No pay raise - will get it anyhow -
- 2 - How present case to Fordice?
- 3 - Bkstore - high prices - he'll explain & show invoices.

Faculty meeting - long biog. to introduce - ?
 eliminate those who switch jobs -

Survey re fac. intro. at Fac. meetings