

**Faculty Senate**  
 Minutes  
 October 17, 2019  
 Union 302-A, 3:30 p.m.

Attendance:	See attached Sign-in Sheet
1. Call to Order:	The meeting was called to order by President Cetin Oguz
Announcements:	President Oguz announced that Merritt Dain would be speaking to faculty senate.

Agenda Item	Comments / Discussion	Motions	Action
2. Approval of the Minutes	Motion to approve minutes	Zinaida Taran Jon Westfall	Approved
3. President's Report	Cetin Qguz introduced Merritt Dain, Director of Admissions and Enrollment Management at Delta State University. Faculty senators were invited to ask questions concerning recruitment and admission of students. Mr. Dain's new assistant director is Rebekah Arant. Mr. Dain discussed the March reorganization of his office and recruitment of new staff to handle recent recruiter turnover. Mr. Dain created job descriptions of old and new positions to improve the effectiveness of his office. He has done more interior recruiting than exterior including helping with all three student orientations during the summer. The retention rate for orientations was over 85%. A new and easier method of contacting Admissions will be announced shortly. Response time under the new system will be quicker because the entire staff will have access and can respond to potential students' questions and concerns. New recruiters began		

their traveling schedule several weeks ago. Recruiters have worked in Texas three times, Florida twice, Nashville, and Memphis (10 schools) as well as Alabama, Louisiana, and Arkansas.

Mr. Dain discussed the manner in which a contact begins with the recruit and proceeds through a process to the end result. Communication with a recruit begins with an inquiry when an account is set up. At that time, the recruit moves forward through a “funnel” receiving communications along the way. The goal is to have 10,000 inquiries by November 15, an increase from 1,000 inquiries at the beginning of the year. Digital equipment, rather than cards, offer some assistance but there is limited use at some recruiting events. Mr. Dain explained how high school counselors assist in the recruitment process. A recommendation was made to have counselors distribute cards to high school students during class because students are not always able to attend recruiting fairs. Mr. Dain mentioned that his office recruits only for undergraduate students. As previously mentioned, Mr. Dain will soon announce a new, fast one touch method for recruits to get to a recruiting site.

President Oguz called upon Dr. Jon Westfall to discuss concerns with First Year Seminar assignments. The particular assignment requires students to visit and interview faculty members concerning members’ paths to DSU and their favorite activities. This is a new assignment that compels students to visit unknown areas/departments of campus and meet new faculty and staff. This assignment will be refined based on concerns and issues discussed



		Birdtalker, and Tedeschi Trucks Band in November.
5. Faculty Senate Committees	<p>A. Committee on University Services: Julie Lowery, Lesley Mancini, Douglas Mark, Zinaida Taran, Maia Elgin-Wegmann</p> <p>B. Committee on University Standing: Gwendolyn Meador, Severine Groh</p> <p>C. Committee on Elections: Michael Mounce, Gwendolyn Meador, Brain Becker</p> <p>D. Committee on Technology: Jon Westfall, Travis Calvin, David</p>	<p>No report</p> <p>No report</p> <p>No report</p>

	<p>Herbert, Taylor Skelton</p> <p>E. Committee on General Academic Affairs: Taylor Skelton, David Herbert, Clint Tibbs, Todd Davis, Andrew Wegmann</p>	<p>Mr. Michael Mounce, Chairman, reported on elections of senators and proxies in various departments.</p> <p>Dr. Jon Westfall discussed the campus-wide use of Web Solutions, an electronic work form for use in various settings. The package deal at an \$8,000 annual fee is being investigated for possible purchase.</p>
6. Discussion Items	Departmental T & P Guidelines shared on Canvas	President Oguz discussed the call for departments to share their Tenure & Promotion documents on Canvas so department faculty members can learn what others are requiring as a part of the tenure portfolio. Unofficial documents should be made official within the departments and added to Canvas folders.
7. Action Items	<p>A. Merit Pay Policy</p> <p>B. T&amp;P Resolution</p> <p>C. FS By-Laws and Constitution, updates</p>	<p>Postponed</p> <p>Postponed</p> <p>Postponed</p>

7. Action items continued	D. Special Meeting, Budget Shortfalls	(See below)	
<p>There was extensive discussion concerning the October 7th reporting of DSU budget shortfalls covering the last three fiscal years of university planning. This information, along with an insufficient cash restriction was reported to deans and chairs and then forwarded to faculty and staff. There was general consensus that budget and cash shortfalls were important issues to be addressed by faculty.</p> <p>The specific discussion by senate members concerned the manner in which additional information concerning fiscal matters could be collected, investigated and evaluated. Discussions concerned two issues: (1) what questions need to be formally asked in order to collect pertinent data and (2) at what time should Faculty Senate meet to discuss responses to serious financial issues announced by the DSU administration. Delta State University's president and executive committee will host a President's Forum on November 5 to discuss university issues. A motion was set forth by Andrew Wegmann, seconded by James Gerald, that Faculty Senate request and urge faculty to submit formal questions concerning monetary and other issues to the discussion board on Canvas. These questions are to be compiled and presented to the Delta State University President and Executive Committee at the President's Forum.</p>			

	<p>Other discussions brought forth the following questions: (1) in what manner does Delta State University move into the following year to address these imminent financial concerns and (2) how does DSU adhere to strict budgeting policies and processes in the future. Senators discussed the feasibility of forming a permanent budget committee to review the annual budget process and final budget report.</p> <p>A motion was made that Faculty Senate would convene at a special meeting time on a date to be determined after the President's forum and before the November 14, 2019 meeting in order to discuss financial concerns and move forward through the process of inquiry. Motion by David Herbert, seconded by Andrew Wegmann.</p> <p style="text-align: right;">Approved</p>		
A. Adjournment	The meeting was adjourned at 5:10 pm	A motion was made by David Herbert and seconded by Jon Westfall to adjourn the meeting.	Approved

Next Meeting Dates:

Executive Committee Meeting	November 7	3:30 pm – Walters, 103
Faculty Senate	November 14	3:30 pm – Union 302-A

Budget & Cash Shortfalls  
Merit Pay  
Tenure & Promotion Resolution  
FS By-Laws and Constitution, updates