

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of June 15, 1995
Ewing Building, Room 329

Minutes

Senators Present:

Joe Abide (proxy)
Donna Banks
Gail Barnes (proxy)
Joe Bentley (proxy)
Jim Brown
Alan Evans (Representative from C & I)
Renee Foster (proxy)
Janice Haynes (proxy)
Vicki Hartley
William Hays
William Hey
Bonnie Horton (proxy)
Garry Jennings
David Schubert
Alinda Sledge (proxy)
Tommy Sledge
Sheryl Stump (proxy)
John Tiftickjian
Ray Wilson
Tony Wilson

Senators Absent:

Paul Allen Crawford
Russell Jackson
Curt Lamar
Mary Jean Lush
Louise Seals

Agenda

- I. Introductions
- II. Minutes
- III. Old Business
 - A. Evaluation of administrators
 - B. Committee reports
- IV. New Business
 - A. Meeting with IHL commissioner
 - B. Summer School issues
 1. Pay
 2. Course loads
 3. Schedules

- 4. Preregistration/registration
- C. Report on joint meeting with MVSU
- D. Administrative job searches
- E. Faculty Housing
- F. Committee assignments

Agenda Business

- I. Introductions. Chair Hartley called the meeting to order at 2:03 p.m. The Chair recognized representatives and proxies attending.
- II. Minutes. The following corrections to the minutes of the meeting held May 4, 1995 were noted:
 - A. Page 1: The date at the top was changed from April 13 to May 4, 1995.
 - B. Page 2, Item II, Line 1: The word "first" was added after the word "group."
 - C. Page 2, Item II, Ayers; line 2: "desegregate DSU" was changed to "desegregate the universities in the Delta."
 - D. Page 3, Item II, Graduation, line 4: "encouraged" was changed to "expected."

Upon a motion made by Senator Tommy Sledge and seconded by Senator Garry Jennings, the minutes were approved unanimously as amended.

III. Old business

- A. Evaluation of administrators. Upon a motion made by Senator G. Jennings and seconded by Senator J. Tiftickjian, it was unanimously decided that the Chair would appoint an ad hoc committee to explore ways that the evaluation of administrators by faculty can best be handled.
- B. Committee Reports: Election of Proxy Vacancy. Bill Hays, in his role as Chair of the Elections Committee, was asked by Chair Hartley to coordinate a special election for the proxy in the History department. Apparently, due to scheduling conflicts, the proxy from the History Department can not

attend Faculty Senate meetings.

IV. New business

A. Meeting with IHL Commissioner. Senator T. Sledge reported that he and Chair Hartley met with Mr. Layzell, the new IHL Commissioner, for approximately twelve minutes. They invited him to meet with the Faculty Senate and the Staff Council in the fall. Mr. Layzell agreed to this meeting and suggested that the Student Government Association be included. He also said that regional universities, perhaps, should have a separate funding formula from comprehensive universities. Senator Sledge noted that Mr. Layzell seemed to have a good understanding of the needs of regional schools.

B. Summer School.

1. Pay

The Senate's request for summer school raises was denied again this year. DSU administrators said that summer school raises would have to come from the funds for nine-month salaries. It was noted that the deficit which has caused prorating of summer school salaries was probably not because of a decrease in summer enrollment (See Attachment A), but rather a carry-over from the third quarter of fiscal year 94-95. No figures on credit hours produced for Summer I 1995 were available at this time. It was suggested by Alan Evans that summer school be treated as another regular semester, eliminating DSU's policy of having two summer school semesters. Upon a motion by Gail Barnes and seconded by Senator Bill Hays, the Senate voted on a proposal for the Committee on Finance to poll the faculty to see if there would be a united effort to refuse to teach summer school under the present conditions. The motion carried by a vote of 13-3.

Bill Hays distributed a letter written to The Bolivar Commercial (See attachment B) which expressed dissatisfaction with Dr. Leroy Morganti's press release explaining the deficit and a decrease in some summer school salaries to help pay for it. After some discussion about

proper and measured responses, a motion was made by Senator T. Sledge and seconded by Senator Jim Brown for Senate Chair V. Hartley, Senator T. Sledge, Vice Chair Bill Hays and the Senate Chair of the Committee on Finance to meet with Vice Presidents McArthur, Nettles, and Morganti to discuss summer pay, prorating of summer pay and the public posture on both issues.

2. Course loads.

This topic was not discussed.

3. Schedules.

It was noted that DSU has separate schedules for graduates and undergraduates, which causes conflict. The School of Education runs a shortened schedule to accommodate public school teachers. This topic was delegated to The Committee on General Academic Affairs to determine new possibilities.

4. Preregistration/registration (Summer School).

Chair Hartley noted that Memorial Day and July 3 are not good days for registration because the holiday breaks encourage students to register later in the week. Also, there is a need to extend the length of the registration day to accommodate teachers and others working full-time who cannot come until after 3:00 p.m. Chair Hartley suggested preregistration for summer school as well as fall and spring semesters. This would also help to estimate numbers before the classes start. There was no action taken on this issue.

C. Report on joint meeting with MVSU.

Senator T. Sledge reported that all department chairs and deans, as well as the two presidents, met at DSU. The most important goals of the two universities are to increase white enrollment at MVSU and to increase black faculty at DSU. There was a proposal to hold off-campus classes at Greenwood and Greenville to expedite this goal. Also there was a proposal to ask the legislature for \$6,000,000 for an endowment for MVSU similar to that at Jackson State and Alcorn. It was noted that the Ayers case

will probably be appealed, which will likely stop all funding of this nature for at least two years. There will be a meeting of the same group in July at MVSU to formalize a report to the federal judge on the progress of carrying out his orders. Closure-merger between the two universities seems to be a dead issue. There is a possibility of a teacher exchange program between the two universities.

- D. Administrative Job Searches. David Schubert reported complaints that there has been no faculty input thus far on the hiring of a new Director of the Library. Also, there has been no action on the library expansion in a long time. Chair Hartley noted that the School of Education had hired a new Director of Field Experience without a search committee. Upon a motion by Senator Bill Hays and seconded by Senator T. Sledge, it was decided unanimously for the Chair of the Faculty Senate to write a letter to President Wyatt requesting faculty representation on all search committees to hire new administrators at DSU.
- E. University Housing. Chair Hartley and Senator Bill Hays noted that DSU owns rental property with little apparent turnover. After some discussion, Senator Hays suggested that some of these dwellings should be reserved for incoming faculty members because of the difficulty of finding housing in Cleveland. Gail Barnes moved to refer this matter to The Committee on University Services for a recommendation. The motion was seconded by Senator G. Jennings, and it passed unanimously.
- F. The final business of the day was committee assignments for 1995-96 and the election of chairs (See attachment C).

There being no further business before the Senate, the meeting adjourned at 3:37 p.m.

Attachment A

PRELIMINARY ENROLLMENT REPORT First Term Summer 1995

Listed below are the preliminary enrollment figures for first term of the Summer 1995 semester, as of the close of Monday, 06-05-95. For comparison, the final enrollment figures are given for the first term Summer 1994 semester.

	Summer I 1994	Summer I 1995	% Change
On-campus enrollment	1,338	1,322	-1.2%
Undergraduates	1,043	963	-7.7%
Graduates	295	359	21.7%
First-time Freshmen	19	24	26.3%
First-time Transfers	103	95	-7.8%
First-time Graduates	76	124	63.2%
White	954	901	-5.6%
Black	366	400	9.3%
Other	18	21	16.7%
Male	483	462	-4.3%
Female	855	860	0.6%
MS Residents	1,279	1,263	-1.3%
Non-Residents	59	59	0.0%
Off-Campus	17	5	-70.6%
TOTAL ENROLLMENT (On-Campus & Off-Campus)	1,355	1,327 (duplicated enr.)	-2.1%

Source: Institutional Research & Planning
Date : June 1995

Date	# registered	Date	# registered
Monday, May 29th	1,069	Monday, June 5th	71
Tuesday, May 30th	74		
Wednesday, May 31st	41		
Thursday, June 1st	40		
Friday, June 2nd	32		

Attachment B

To The Bolivar Commercial:

Robert Smith's article in The Bolivar Commercial on June 5 carried a misleading headline: "DSU tightens belt to balance budget." These words, deceptive as they are, were not the fault of Smith or the editors of The Bolivar Commercial. Rather, the headline was a reflection of the spin that the University is attempting to put on the near one half million dollar deficit it is running as the end of fiscal year 1994-95 draws near. The headline and the story that followed suggested that there was some equitable and noble effort on behalf of all parties in the Delta State community during a time of pressing financial need. A much more accurate headline would have been "Many DSU Faculty Members Tighten Belts to Balance University Budget." After all, proverbial belt tightening means that one must get by with less. In fact, the only people who have to do with less are the many faculty members who are working for reduced wages during the 1995 Summer Session in order to help make up the deficit. No "belt tightening" is being done by any other personnel at DSU, including the rather well paid administrators who are in charge of fiscal management of the University.

In fact, most faculty members teach summer school for one reason: because they need to. The hours are too long, the pay too low, and the rewards too few for most of us to teach summer school for any other reason. We need to teach in the summer to supplement our salaries which, in many cases, run far below regional averages. Therefore, it is particularly galling that the University takes action to balance the budget on the backs of those who most need the revenue.

It isn't clear from Robert Smith's article why this deficit occurred, nor is it clear why it was discovered so near to the end of the fiscal year. What is clear is the University is going to pay for this rather significant oversight by taking badly needed revenue out of the pockets of its loyal faculty. Summer school faculty have always been cash cows for the university. Faculty members who teach summer school often generate thousands of dollars in revenue beyond the meager salaries they are paid, revenue which the University, generally, spends as it sees fit. Sadly, this summer, faculty members' roles have been changed from a cash cows to scapegoats.

In his story, Robert Smith often quoted Leroy Morganti, Delta State's Spin Doctor Extraordinaire. However, despite Morganti's best efforts, there is simply no way to put a happy face on this one. Although many of Morganti's statements were puzzling and offensive to several faculty members, one statement was, to borrow a line from Shakespeare, "the most unkindest cut of them all." Near the end of Smith's article, Morganti said, "We have not heard of anyone who is going to be adversely affected in the long run." At best this statement is puzzling. Why would he not have heard of any adversity? Not since the downsizing moves of 1992 has an issue galvanized the DSU faculty this much. Clearly, Morganti and the rest of the administration are out of touch with the faculty on this issue.

Finally, if Morganti and the DSU administration think that the faculty is too naive and too docile to challenge them on this matter, they are very wrong. The red we see before our eyes has little to do with the red ink flowing from the budget deficit, but it has everything to do with the University's solution to pay for it.

Attachment C

Delta State University
Faculty Senate - 1995-96
Committee Assignments (tentative)

Committee on University Standing Committees

Larry Thornton
Bill Hays
Tony Wilson, chair

Committee on General Academic Affairs

John Tiftickjian	Mary Jean Lush, Co-Chair
Garry Jennings	Henry Outlaw
William Thomas Hey	Kim Rushing
Robert Fleming	Debra Smith, Co-Chair

Committee on Finance

Donna Banks	Tommy Sledge, Co-Chair
Susan Allen Ford	David Schubert
Curt Lamar	Jo Wilson
Louise Seals	Tony Wilson, Co-Chair

Committee on University Services

Paul Allen Crawford	Sondra Rakes, Chair
Vicki Hartley	Ray Wilson
Russell Jackson	Jim Brown
Margaret Tullos	

Elections Committee

Rob Fleming, Chair
Louise Seals
Jo Wilson
Bill Hays
A member from the School of Education

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of July 13, 1995
Ewing Building, Room 329

Minutes

Senators Present:

Joe Abide (Proxy)
Donna Banks
Terry Everett (Rep. from Lang./Lit.)
Robert Fleming
Vicki Hartley, Chair
Jan Haynes (Proxy)
William Hey
Bonnie Horton (Proxy)
Garry Jennings
Sandy Rakes
David Schubert
John Tiftickjian
Margaret Tullos
Jo Wilson
Ray Wilson
Tony Wilson

Senators Absent:

Jim Brown
Paul Crawford
Russ Jackson
Curt Lamar
Henry Outlaw
Dorothy Seals
Tommy Sledge
Larry Thornton
Mary Jean Lush

Agenda

- I. Introductions
- II. Minutes
- III. Old Business
 - A. Summer pay issues
 - B. Schedule for future summer semesters
 - C. Faculty housing
 - D. Smoking policy
 - E. Administrative job searches
 - F. New representative from School of Education for Elections Committee
 - G. Proxy for the History Department
 - H. Ad hoc committee for administrative evaluations
- IV. New Business
 - A. Policy for incomplete grades
 - B. Report from the Committee on University Standing Committees

Agenda Business

- I. Introductions: Chair Hartley called the meeting to order at 2:03 p.m. The chair recognized all senators, proxies, and representatives attending.

II. Minutes: There were no corrections to minutes of the meeting held on June 15, 1995. Upon a motion made by Senator Tiftickjian and seconded by Senator R. Wilson, the minutes were approved unanimously.

III. Old Business

A. Summer school pay issues: Chair Hartley, Past-Chair Sledge, Vice-Chair Hays, and Senate Finance Committee Co-Chair T. Wilson met with Vice Presidents McArthur, Nettles and Morganti to discuss summer school pay, prorating summer school pay, and the public posture on both issues. Tony Wilson reported that Vice President McArthur agreed that summer school pay is embarrassingly low. It was noted, again, that if all other things remain the same, any raise in summer school pay would have to come from money for nine-month funding. McArthur said that he will search for new sources for funding summer school faculty pay. He also remarked that the last time there was a raise in summer school pay, there were no raises for nine-month contracts. McArthur also took personal responsibility for the late notice that the faculty received about the prorating of summer school pay. He said that he was sorry for this, and he stated that the faculty should have been informed sooner than the first day of classes so that they might have had time to recruit students or make alternate plans for summer employment. Vice President Nettles said that an increase in enrollment or some other new source of income would be necessary to grant a summer school pay raise. Some shuffling of present money might be helpful, combining classes with enrollments of under 5 or 10 students for example. Vice President Morganti responded that the press had presented his statement about the prorating of summer school pay and the cancelling of classes in a misleading way (See Attachment A). He said that he did not intend to imply that the faculty was not making a financial sacrifice. His point was that no students would fail to graduate on schedule because of cancelled classes. The consensus of those present at this meeting was that \$2000.00 for one three hour class would be a reasonable goal to work toward in the near future. Chair Hartley also reported that the Academic Council had discussed the possibility of one eight-week term for summer school, with a normal faculty load of three classes with a pay rate of \$2000.00 per three hour class.

B. Schedule for future summer semesters: Chair Hartley reported that the chairs in the School of Education will present to Dean Caston suggestions for solving the problem of four-week summer semesters. One possibility would be night classes for the School of Education

during the summer.

- C. Faculty Housing: This item was postponed to a future meeting.
- D. Smoking Policy: Because of confusion surrounding the implementation of the smoking policy, President Wyatt has reactivated the Smoking Policy Committee. Chair Hartley has been asked to appoint three members of the Faculty Senate to this committee. J. Wilson moved that the three appointments be Sandy Rakes, Chair of the Faculty Senate Committee of University Services, and Mary Jean Lush and Debra Smith Co-Chairs of the Faculty Senate Committee on General Academic Affairs. The motion was seconded by J. Haynes, and it passed without opposition.
- E. Administrative job searches: At the June Faculty Senate meeting the Senate voted for the Chair to write a letter to President Wyatt requesting faculty representation on all search committees for hiring new administrators at Delta State. Chair Hartley asked the Senate if the letter might first reflect that search committees be established for hiring all new administrators at DSU, and then that faculty be represented on them. (It seems that some administrators are hired without search committees.) The Senate had no objection to this request.
- F. New representative from the School of Education for the Elections Committee: Action was postponed until the September meeting.
- G. History Department proxy: Due to staffing changes, the department wishes to wait until the fall to fill this vacancy.
- H. Ad hoc committee for administrative evaluations: Chair Hartley will send a list of committee members by mail.

IV. New Business

- A. Policy for repeating courses (not "incomplete grades" as reflected on the agenda): G. Jennings reported that there is no clearly-stated University policy for repeating classes in order to make a higher grade (See Attachment B). He noted that the University needs a clear statement, and it should be printed in both the undergraduate and graduate bulletins. After considerable discussion of this report, Senator Jennings moved that the Senate seek information from Deans Caston and Myers about methods of implementation of the current repeat of course policy at DSU. After receiving this input, Chair Hartley will then present the Senate's concern about the current policy to the

Academic Council with special emphasis placed on #'s 4 and 6 in the attached report (See page 1 of Attachment B). B. Horton seconded this motion, and it passed unanimously.

- B. Report from the Committee on University Standing Committees: T. Wilson, who chairs this committee, reported on changes and submitted a list of recommended appointments for the Senate's approval (See Attachment C). He noted that the Press Committee has been reactivated. J. Tiftickjian suggested that the Faculty Senate should keep up with what each of these committees is doing. Chair Hartley asked T. Wilson to bring a description of each committee's work to the next meeting, and then the Senate will be better able to address Senator Tiftickjian's suggestion. There being no further discussion, R. Wilson moved the recommended appointments be approved, and J. Tiftickjian seconded the motion, which passed unanimously.

There being no further business before the Faculty Senate, the meeting adjourned at 3:13 p.m.

DSU tightens belt to balance budget

By Robert H. Smith
BC Staff Writer

Delta State University has gone on a diet to balance its budget, a school official said during interviews Monday and this morning.

Dr. Leroy Morganti, vice president for university advancement, explained that a budget review

during the third quarter of this fiscal year showed the university was spending at a pace that would leave it with a deficit of \$400,000 unless steps were taken to avoid that result.

Morganti said that DSU "experienced an unforeseen increase in the demand for student financial aid in the form of undergraduate

scholarships and graduate assistantships, and in the need for part-time faculty and employees to teach classes and offer essential support services."

Steps the university has taken to make sure it balances its budget for 1994-1995 include delaying expenditures for maintenance, for purchases of supplies and equipment, and for other previously budgeted items, he said.

"The university also reduced the cost of operating summer school for the first term by limiting the number of classes with small enrollments," Morganti said. Delta State offers various classes during two summer sessions each year.

Morganti said today that 59 of the classes originally offered for the first term of summer school are not being taught due to small enrollments.

There are also instances current-

DSU

■ From Page 1

ly in which instructors "have agreed to teach classes with low enrollment at reduced rates of compensation," Morganti said. He was referring to summer school.

"In the past, we have had the luxury of going ahead and teaching some of those classes," Morganti said when asked about the impact which cuts in summer offerings will have on professors who had planned to supplement their earnings by teaching in the summer.

"As a service to students in the past, we have been able to offer some summer classes at a financial loss to the university," Morganti said.

Budget adjustments are not unusual, he explained. However, the adjustments this year are "larger than we're accustomed to making," he said.

"We have not heard of anyone who is going to be adversely affected in the long run," Morganti said when asked about the impact of the cuts in the university's summer schedule. He said he didn't think any students would be kept from graduating on time.

Morganti clarified that the university will balance its budget as required by law and will not run a deficit for the 1994-1995 fiscal year.

He also explained that "the demand for additional student aid and additional classes were viewed as positive indicators of the institution's priorities in maintaining financial accessibility to students and quality academic offerings."

■ DSU, See Page 9

Attachment A

POLICY ON REPEATING COURSES
AT
DELTA STATE UNIVERSITY

1. PURPOSE

This report is intended to open up for study and debate by the Faculty Senate the current policy on repeating courses at Delta State University. The argument can be made that the current policy does not adequately deter abuse by students, resulting in a devaluation of the curriculum, and a problem both for the instructor who must deal with multiple repeats and students who have earned and accepted their grades in a single sitting for the same course.

2. ORIGIN OF THIS REVIEW

In October of 1994, at the monthly meeting of department heads in Arts and Sciences, it was argued and generally agreed that "retaking courses is done too much."¹ Dean Myers then asked Professors James Ouzts, Henry Outlaw and Garry Jennings to submit a draft revision of the current policy on repeating courses at Delta State University.

3. CURRENT POLICY ON REPEATING COURSES AT DELTA STATE UNIVERSITY

"A student may repeat a course for the purpose of improving a previous grade earned, but such repetition must be approved by the head of the department in the field in which the student is majoring and by the appropriate school dean. The last grade is the final grade."²

4. PROBLEM

Under the current policy,

1. too many students are repeating courses more than once;
2. too many students who earn low grades at Delta State University repeat these courses at other schools, specifically, regional community colleges;
3. there is no limit on the number of times a course may be repeated;
4. there is no designation as to which grade may be repeated;
5. current policy does not distinguish between inability and disability.
6. students have suggests that there is a tendency on the part of some to take a tough course with the intention of preparing for a second go around.

¹ Jennings, personal notes from meeting of 19 October 1994.

² 1994 - 1995 Delta State University Bulletin, p. 58.

5. THE POLICY AND PROBLEM IN CONTEXT

Based on a cursory study of course repeat policy at Mississippi institutions of higher learning found at the end of this document, Delta State's policy contains very general language and is among the less specific compared to other Mississippi schools.

6. SUGGESTED COURSE OF ACTION

At present, objections to the policy notwithstanding, the evidence of abuse of the repeat policy is based on the view of Dean Myers and the anecdotal evidence gleaned from colleagues and students. In order better to assess the problem, the following steps are suggested:

1. the faculty senate determine the worthiness of further study;
2. if worthy, an analysis of the repeat phenomenon be done with the cooperation of Data Processing.

[Rusty Applegate noted that he would help run the data.]

3. A report on the results should be made to the Committee on Academic Affairs.
4. The report should be distributed and discussed at the next possible meeting so that, if change is warranted, the proper language can be submitted on time for the new bulletin.

**SURVEY OF POLICIES ON REPEATING COURSES
IN THE
STATE OF MISSISSIPPI
AT THE
GRADUATE AND UNDERGRADUATE LEVELS**

SCHOOL	POLICY ON REPEATING COURSES
<i>Alcorn State University General Catalogue 1990-1992, p. 100.</i>	"7. REPEATS -- For financial aid purposes, course repetition will be limited to a total of eight courses (24 semester hours) in all of undergraduate education."
<i>Graduate Catalog 1991-93 Jackson State University</i>	POLICY NOT PUBLISHED
<i>Jackson State University 1991-1993 Undergraduate Catalog, Volume XXVIII. Number 1, p. 91.</i>	<p>"Petition to Repeat a Course Policy"</p> <p>Policy: Effective with the 1986 fall semester all undergraduate students at Jackson State University may file a petition to repeat a maximum of five courses for which they have received a grade of "D" or "F" during their matriculation at the University.</p> <ol style="list-style-type: none"> 1. To repeat a course in which a low grade has been recorded, a student must file "A Petition to Repeat a Course Form" within twenty-five days following the first scheduled day for University registration. 2. Petitions are initiated by students in consultation with the Counseling Center and the departmental advisor. Petitions should be signed by a counselor, the student's departmental adviser, the appropriate department chair, and the respective school dean. A completed copy of the petition will be sent to the Office of the Registrar and to each person signing the form. (Students who have not exited the University College must be advised by University College advisers.) 3. Once "A Petition to Repeat a Course Form" has been filed, it cannot be reclaimed. 4. A course repeated for the purpose of replacing a low grade must be taken at Jackson State University. 5. Only the grade for the recently repeated course will be considered when computing the cumulative grade point average, however, all grades earned will be retained on the student's official transcripts. 6. Students will assume responsibility for securing appropriate signatures. Following the initiation of the petitioning process in the Counseling Center, each student must obtain signatures from the faculty adviser, department chair, and dean of the student's major discipline. The student must then return the petition to the Counseling Center; the Counseling Center will give the student a copy. 7. The Counseling Center will disseminate copies of the petition to the student's adviser, department chair, school dean, and to the registrar.
<i>Millsaps College Graduate School 1992-93.</i>	NO PUBLISHED POLICY

SURVEY OF POLICY ON REPEATING COURSES

SCHOOL	POLICY ON REPEATING COURSES
<i>Millsaps College 1992-93, p. 49.</i>	<p>"Repeat Course</p> <p>A student may enroll in a course at Millsaps which has previously been taken. No additional course credit is earned, but the highest grade earned in the course is used in determining the cumulative grade point average. A course previously taken at Millsaps may be repeated at another institution with the prior approval of the registrar in consultation with the appropriate department chair. No additional course credit is earned, but all grades are calculated into the cumulative grade point average. All grades reported the course remain a part of the permanent academic record. Millsaps does not guarantee the availability of courses. for repeat credit."</p>
<i>Mississippi College Graduate Bulletin 1992-1993, p. 25.</i>	<p>"A grade of I must be removed promptly or it becomes an F; it cannot be removed by repeating a course."</p>
<i>Mississippi College 1992-1993 General Bulletin, p. 58.</i>	<p>"Grades in the Permanent Record</p> <p>A grade on a student's permanent record cannot be changed for reasons external or subsequent to the course itself. A grade of F remains on the record when the course is repeated, and both attempts count in the calculation of quality point ratio. Courses passed cannot be repeated for credit or to pull up low grades; with special permission an exception can be made in the case of a D grade. Both attempts then count in calculating averages, but the credit counts only once."</p>
<i>1992 - 1993 Bulletin of the Mississippi State University, The Graduate School, July 1992, p. 24.</i>	<p>"12. Repeat Policy</p> <p>With the approval of the Graduate Coordinator and the Dean of the Graduate School, a student may repeat one course per degree. This policy applies to all courses (even those not on the program of study) taken as a graduate student related to a specific program, and only to those courses taken at Mississippi State University.</p> <p>A specific course may be repeated only once except for those approved for repeated credit (e.g., internships, special topics, individual studies, thesis, dissertation, etc.). Both courses will remain on the permanent transcript and both grades will be computed in final averages. No additional program credit hours will be generated from a repeated course."</p>

SCHOOL	POLICY ON REPEATING COURSES
<p><i>Bulletin of Mississippi State University February 1992</i></p>	<p>"Retake Policy. Upon approval of the student's dean, an undergraduate student will be permitted to retake no more than six (6) semester hours, or two (2) courses. The following rules apply:</p> <ol style="list-style-type: none"> 1. This policy may be applied both to courses scheduled at Mississippi State and to courses accepted for transfer credit from other regionally accredited institutions. 2. Courses taken originally at Mississippi State may be repeated under this policy only at Mississippi State. 3. Course taken at other institution (sic) may be repeated only at the institution prior to the first enrollment of the student at Mississippi State. To invoke the retake policy on transfer credits, students should make a written request to the Admissions Office prior to their initial enrollment, or no later than the end of their first semester at Mississippi State University. 4. Once a student has enrolled at Mississippi State, he or she may use courses taken only at Mississippi State University to fulfill this policy. 5. One can retake only two courses in completing a baccalaureate degree program. 6. Only the last grade earned will be used in computing the QPA (in the cumulative totals), regardless of which of the two grades is the higher. 7. Only courses in which an F, D, C or B grade was earned after January 1984 are eligible for retaking. 8. The first course taken is left on the record but is not counted in one's totals.
<p><i>Bulletin of Mississippi University for Women 1991-1992, p. 40.</i></p>	<p>"Any course not passed at MUW may be repeated at MUW or at another accredited college. "Repetition of a course, in an attempt to raise a grade, is allowed; however, the second grade will stand as the official grade. The hours attempted will be increased by the number of hours of the course. However, hours passed cannot be counted twice for the course."</p>
<p><i>Mississippi Valley State University 1990-1992 General Catalog, p. 35.</i></p>	<p>"A student may repeat a course for the purpose of improving a grade, but the last grade is the final grade."</p>
<p><i>Rust College General Catalog 1992-1994</i></p>	<p>NO PUBLISHED POLICY</p>
<p><i>The University of Mississippi 1992 Undergraduate Catalog, p. 97.</i></p>	<p>"Two Grades in One Course - If two or more final grades (not including the W grade) are recorded for the same course when it is taken more than once, that last grade recorded is the only one that may be applied toward a degree, but all grades will remain on the student's permanent record and are computed in the overall grade-point average."</p>

Attachment C

FACULTY SENATE OF DELTA STATE UNIVERSITY COMMITTEE ASSIGNMENTS 1995-96

ACADEMIC ACHIEVEMENT

Barnes (D), Abide (J), Dykes (D), Huerkamp (D), Jennings (G), Murphy (R), Peeler (E), Raines (M), Rutledge (M), Sridharan (K), Wilder (K)

ACADEMIC COMPUTER USAGE

Mitchell (B), Bentley (J), Brown (R), Butts (B), Corroero (J), Hamon (G), Jones (Rita), Long (R), Lush (M), Owen (E), Parker (C), Proctor (K), Tiftickjian (J)

ACADEMIC HONORS

Tomek (J), Brister (G), Brooks (B), Carter (S), Denton (F), McIntosh (P), Moore (N), Quon (J), Rushing (K), Scales (S), Stone (M), Tullos (M)

ATTENDANCE

Leach (F), Black (B), Blansett (D), Brown (J), Elkins (C), Johnson (C), McMinn (B), Rives (S), Spencer (J), Strahan (R)

CREDENTIALS

Quon (J), Britt (S), Fleming (R), Garrison (J), Koehler (R), Montgomery (C), Pettway (K), Small (M), Solomon (T), Wilder (M), Wilson (T)

CRITICAL THINKING ACROSS THE CURRICULUM

Hayes (W), Carr (M), Dallas (J), Faulkner (S), Fosheim (K), Hayes (C), Macmillan (B), Ouzts (F), Proctor (L), Rakes (S), Sledge (A)

LIBRARY

Wilson (J), Bahr (E), Caudill (D), Crook (L), Hailey (L), Ross (M), Schubert (D), Tatum (J), Walley (W)

ORAL, AURAL, AND VISUAL HISTORY

Foster (P), Haynes (J), Heflin (D), Knight (T), Lee (W), Morgan (B), Stone (C)

PRESS

Lamar (C), Jones (Rita), Kandies (J), Rodgers (W), Simpson (V), Torgerson (B), Young (R)

RESEARCH

Thornell (J), Burgos-Aguilar (B), Greever (J), Jones (Reid), Jordon (S), Outlaw (H), Stanford (S), Weare (J), West (P), Wheeler (D), Woodall (F)

SPECIAL PROGRAMS

Butler (M), Brown (P), Buchanan (M), DePoy (B), Ford (J), Ford (S), Fioranelli (V), Lester (W), Smith (D), Wilson (W)

WRITING ACROSS THE CURRICULUM

Barnwell (M), Allen-Bradley (J), Bobo (N), Cheney (G), Edel (S), House (L), Jones (Reid), Norris (P), Sanders (A), Spencer (J)

WRITING PROFICIENCY EXAM APPEALS

Dodge (R), Rakes (S), Williams (E)

SENATE CHAIR DESIGNEE TO ACADEMIC COUNCIL

Hartley (V)

SENATE VICE-CHAIR DESIGNEE TO PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE

Hays (W)

NOTE: In 1991-92 the Tenure Appeals Committee was absorbed into the Faculty Senate Committee on General Academic Affairs.

Submitted on July 13, 1995

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of September 14, 1995
Ewing 329

Minutes

Senators Present:

Donna Banks
Robert Fleming
Susan Allen Ford
Vicki Hartley
Bill Hays
William Hey
Garry Jennings
Mary Jean Lush
Sondra Rakes
Kim Rushing
David Schubert
Tommy Sledge
Debra Smith
Sheryl Stump (proxy)

Larry Thornton
John Tiftickjian
Margaret Tullos
Tony Wilson
William Ray Wilson

Senators Absent:

James Brown
Paul Crawford
Russ Jackson
Curt Lamar
Henry Outlaw
Louise Seals

Agenda

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Committee Reports
 - B. Due Process
 - C. Report from Representatives to Smoking Committee
 - D. Ad Hoc Committee on Evaluation of Administration
 - E. Follow-up on meeting with McArthur
- IV. New Business
 - A. Recycling
 - B. Credit to Audit / Audit to Credit Encore
 - C. Meeting with Layzell
 - D. Monday Night Classes
 - E. Spring Semester Night Classes
 - F. Duration of Registration
 - G. Scheduling of Physical Science and Biology Labs
 - H. Academic Grievance Policy
 - I. New Tenure and Promotion Policy Statement
- V. Brief Committee Meetings

Agenda Business

- I. **Opening Remarks.** Chair Hartley called the meeting to order at 3:30. She spoke briefly about Dr. Layzell's Ten Rules for Action (see Attachment A) which can apply to the Faculty Senate as well as to the IHL Board.
- II. **Minutes.** The following corrections to the minutes of July 13, 1995 were noted:

-To the list of Senators Absent add Mary Jean Lush;

-Under III. A. Summer school pay issues, line 15, add: "McArthur also took personal responsibility for the late notice that the faculty received about the prorating of summer school pay. He said that he was sorry for this, and he stated that the faculty should have been informed much sooner than the first day of classes so that they might have had time to recruit students or make alternate plans for summer employment."

-Under III. D. Smoking Policy, change J. Wilson's motion to read "that Sandy Rakes, Chair of the Faculty Senate Committee on University Services, and Debra Smith and Mary Jean Lush as co-chairs of the Faculty Senate Committee on General Academic Affairs, be appointed to the Smoking Policy Committee.

-On Attachment B, "Policy on Repeating Courses at Delta State University," Section 6, step 4, correct the spelling of "distributed."

The minutes were unanimously accepted as amended.

III. Old Business.

A. Committee Reports.

General Academic Affairs: Co-Chair Smith reported on a number of issues (see Attachment B), including Dr. McArthur's request for Senate help in determining how to deal with the current conflicts involved in a summer school schedule that concurrently runs 4-week and 5-week courses. It was noted by Chair Hartley that other state universities have flexible options: 2-, 5-, and 10-week courses running concurrently. One proposal currently under consideration is one 8-week summer session in which faculty and students would all have a 3-course load. The committee will take the issue under advisement.

University Services: This committee will meet September 20 to consider the old issue of housing and the new issue of parking problems around Bailey and Zeigel. DSU Chief of Police Lynn Buford has requested Faculty Senate help in determining a long-term strategy for parking.

Finance: No report.

Elections: Paul Crawford is the new School of Education representative to the Elections Committee. History needs to elect a proxy.

B. Due Process. Senator Smith reported that the new Faculty and Administrative Staff Handbook stipulates that the president "shall appoint an ad hoc committee made up of five faculty, one of whom will be named committee chair" (p. 11). Also, it is unclear whether the president will accept the recommendation of this committee or merely make his own decision. This policy not only is in conflict with the AAUP's recommendation for procedural standards but also with the recommendation sent by the Faculty Senate to both the Academic Council and the President. It was pointed out that President Wyatt did ask the Senate for input on this issue: Wyatt's request, in fact, was the source of our due process recommendation. Furthermore, at the May 1995 Senate meeting, Dr. Wyatt, when asked, stated that he was taking the Senate's due process recommendation under advisement. Senator Hays moved that Chair Hartley speak to the President about the status of the Senate's recommendation. Jennings and Smith seconded. The motion passed unanimously. One senator further requested that Hartley ask the President the source of this new, published policy.

C. Report from Representatives to Smoking Committee. Senator Rakes reported that the Faculty and Student representatives to this committee are strongly in favor of a university-wide non-smoking policy (with the possible exception of student housing). Some Staff representatives, however, are adamantly pro-smoking. The first step will be a ban on smoking in university-owned cars. The committee is currently reviewing smoking policies of other universities and is leaning toward allowing each building to vote on a policy which would include offices. Senator Hays pointed out that steps toward a new policy represent a victory for the Senate: this process began with Senator Banks's motion that the first floor of the Union be designated a smoke-free area; it also testifies to our success in working with other representative bodies.

D. Ad Hoc Committee on Evaluation of Administration. Garry Jennings will chair this committee; John Tiftickjian and Vicki Hartley (ex officio) will also serve. A representative from the School of Business is needed.

E. Follow-up on meeting with McArthur. See amendment #2 to the minutes listed above.

IV. New Business

A. Recycling. Since there already is one business in town accepting paper for recycling and soon will be a second, Senator Ford proposed that the Senate encourage the university to institute a recycling program. The cafeteria already recycles much of its waste paper; receptacles could also be located in each hallway to receive the masses of

paper generated by faculty, staff, and students on a daily basis. The SGA has expressed some interest in such a program. Ford moved that the Faculty Senate endorse the idea of university-wide paper recycling and recommend that a university-wide paper recycling program be set up. The motion was seconded by Debra Smith and Larry Thornton and unanimously passed. It was agreed that the motion would be forwarded to the SGA, the Staff Council, and Vice-President Nettles.

B. Credit to Audit / Audit to Credit Encore. Senator Hays reminded us that at the meeting of the Academic Council in November 1994, then-Senator Bill Spencer presented a motion that the last date to change audit to credit or credit to audit be printed in all appropriate university publications. In rejecting the motion, Dr. McArthur argued that the date was identical to the last date to drop and add and so already published. He later stated that too many students would take advantage of the policy if it were published. The new DSU Faculty calendar for 1995-96 now lists September 14 as the last day to declare one's intention to audit a course. (This day coincides with neither the last day to add a course nor the last day to withdraw without a grade.) Chair Hartley will ask the Academic Council to clarify the policy and ask also that it appear as well in all places where the university calendar is published.

C. Meeting with Layzell. Chair Hartley raised the possibility of inviting Commissioner Layzell to meet with the faculty in a forum which would have more of a possibility than his August visit for real dialogue. Senator Jennings reported that Agora, the student political science club, has already invited him to campus, and the Senate agreed that we could coordinate our meeting with Agora's. Senator Jennings will follow up with Layzell on our behalf.

D. Monday Night Classes. Traditionally Monday night classes have one more meeting per semester than other night classes. Chair Hartley reported that Dr. McArthur has indicated that faculty may dismiss night class on the Monday night after Thanksgiving if they wish.

E. Spring Semester Night Classes. Chair Hartley reminded the Senate that spring semester night classes start a week later than day classes, causing major problems with registration since night students often don't register till late. Problems arise, however, when these night classes are cancelled before students have finished registering for them. Hartley was asked to query the Academic Council on the reason night classes begin in the second week of the semester.

F. Duration of Registration. Complaints have been made about the length of time during which students are allowed to add courses and the fact that students are allowed to register even after the published deadline. Consequences

include shifting class populations for more than two weeks and the need for faculty to repeat introductory policies and material (multiple times). Discussion ensued. Senator Hays moved that the last day to add a class be one calendar week after the end of regular registration. Tony Wilson seconded. The motion passed unanimously. The problem of students being added to a class beyond the maximum allowed was also raised. Since the problem seems to be that use of the override code cannot be strictly monitored by the Registrar's Office, it was suggested that students with legitimate overrides be required to bring a copy of the cut slip with the department chair's signature to the first class. It was decided to allow individual divisions to implement such a policy as needed.

G. Scheduling of Physical Science and Biology Labs. Chair Hartley noted problems in scheduling core requirements for students taking science labs since labs are often scheduled at a different time and on a different day than the lectures. While no representative from Physical Sciences was in attendance to contribute his expertise, Senator Tiftickjian explained that since there are necessarily more sections of lab than lecture and since the same instructor who teaches the lecture teaches the lab, the scheduling is problematic. No action was suggested.

H. Academic Grievance Policy. Senator Hays reminded the Senate that in August of 1993 both the Senate and the Academic Council agreed that a statute of limitations on the student academic grievances was absolutely necessary and should be published in the Student Handbook and the DSU Bulletin. At the August 1993 meeting of the Academic Council, the deadline for appeal was established as "the end of the succeeding semester in which the alleged grievance occurred." (See Attachment C.) In the 1995-96 Faculty and Administrative Staff Handbook, however, the limit is defined as "no later than the end of the next regular term after the grievance occurred" (p. 34, emphasis added). Further, "alleged grievance" has been changed to grievance" and the statute of limitations is provided in neither the Student Handbook nor the Bulletin. Senator Hays moved that the policy in the Faculty and Administrative Staff Handbook also be published in the Student Handbook and the Bulletin. The motion was seconded by Smith and Sledge. It was also determined that Chair Hartley should ask for clarification of and correction to the apparent changes in policy.

I. New Tenure and Promotion Policy Statement. Senator Smith and others raised a number of concerns with respect to the tenure and promotion policy developed without Faculty Senate input and published in the 1995-96 Faculty and Administrative Staff Handbook: the criteria are vaguely defined and the nature of evidence required in the portfolio unclear; there is no input from tenured faculty either in tenure decisions or in the appeals process itself. It was noted that whereas in 1991 the responsibility for hearing tenure appeals was assigned to the Senate's General Academic

Affairs Committee, under this new policy the president appoints the appeals committee (p. 10). Senators expressed puzzlement at the question of where this policy could have come from and how it was approved. Further discussion was postponed until the October meeting. Finally, it was also noted that the ceiling on tenure within departments has been lifted. Senator Hays moved that we send Dr. McArthur a letter thanking him for the work he did in eliminating this ceiling. Jennings seconded. The motion passed (15 to 1).

V. Brief Committee Meetings. Postponed.

There being no further business before the Faculty Senate, Chair Hartley adjourned the meeting at 4:57 p.m.

Ten Rules for Action
(from Dr. Layzell)

1. Have a clear and simple agenda. Assume that others do not understand.
2. Keep commitments. Do not exaggerate problems.
3. Recognize the presence of other agendas important to those around you.
4. Know the major players and their time lines.
5. Include others in your initiatives.
6. Acknowledge legitimate criticisms and deal with them quickly.
7. If you seek support, you should give support.
8. No surprises.
9. Be persistent. Keep pressing; repackage; cut losses.
10. We need the administration and the media: thank-yous are in order.

Attachment B

General Academic Affairs Committee Report

The General Academic Affairs Committee met Wednesday September 6 with four members present. The committee reviewed assignments from the full Senate. The assignments have been prioritized as follows:

1. Due Process - This is included in the handbook. However, there are major differences between what the Faculty Senate recommended and what is actually in the handbook. The GAAC would like to know the pleasure of the full Senate. Do you wish to pursue this any further? (Perhaps by sending a letter from the chair?)
2. Excused absences for groups during exam week (Move on this by October 15, 1995).
3. Schedule for summer school (assigned to us at the July meeting) (graduate-undergraduate) (preregistration?). Come up with options (Academic Council is in the process of talking about this issue). If senators have suggestions, please see one of the committee members.
4. Withdrawal Forms - We will be talking with James Donald Cooper again.
5. Policy on Repeating Courses - Academic Achievement Committee (Duke Barnes, ch) has been asked to look at this issue and then will send it back to us. Gary Jennings who is a member of our committee is also assigned to this committee so it won't be dead in the water.
6. Academic Grievances Statute of Limitations - The statement did make the Handbook however the word alleged was left out (the "alleged" grievance).

MINUTES
Academic Council
August 19, 1993

Members Present: Caston, Macon, Moore, Myers, Powell,
Thornell, McArthur

Burrow Brooks and Bill Hays representing
Faculty Senate

Member Absent: Story

Library

A proposal was distributed for the allocation of \$20,000 in library book funds. (See Attachment #1) The proposal was approved. Dr. Macon asked the school deans to provide her a breakdown of the allocation by department.

The Council also discussed a need for the Library to move toward the acquisition of CD-ROM equipment in anticipation of greater use of CD-ROM for reference materials. Dr. McArthur asked Dr. Macon to provide a follow-up to the Council on this matter at a subsequent meeting.

Registration

The school deans reported on pre-registration figures and expressed some concern regarding closed classes. Dr. McArthur pointed out that the switch to a one-day registration will require the school deans to make much quicker decisions regarding classes. He asked that the deans do as much decision-making as possible in advance of registration.

Faculty Development

The Council discussed faculty development for the coming year. Dr. Thornell reported that the Foundation had awarded \$10,000 for faculty development. The Council also agreed to allow the use of faculty development funds for the purchase of text books for faculty who are taking courses.

Faculty Senate

Dr. Hays, reporting on behalf of the Faculty Senate, asked that the academic grievance policy be expanded to include a statute of limitations. The Council approved addition of the following statement at the end of #4 on page 58 (1993-1994 Undergraduate Bulletin).

This appeal must be filed by the end of the succeeding semester in which the alleged grievance occurred.

DSU tightens belt to balance budget

By Robert H. Smith
BC Staff Writer

Delta State University has gone on a diet to balance its budget, a school official said during interviews Monday and this morning.

Dr. Leroy Morganti, vice president for university advancement, explained that a budget review

during the third quarter of this fiscal year showed the university was spending at a pace that would leave it with a deficit of \$400,000 unless steps were taken to avoid that result.

Morganti said that DSU "experienced an unforeseen increase in the demand for student financial aid in the form of undergraduate

scholarships and graduate assistantships, and in the need for part-time faculty and employees to teach classes and offer essential support services."

Steps the university has taken to make sure it balances its budget for 1994-1995 include delaying expenditures for maintenance, for purchases of supplies and equipment, and for other previously budgeted items, he said.

"The university also reduced the cost of operating summer school for the first term by limiting the number of classes with small enrollments," Morganti said. Delta State offers various classes during two summer sessions each year.

Morganti said today that 59 of the classes originally offered for the first term of summer school are not being taught due to small enrollments.

There are also instances current-

DSU

■ From Page 1

ly in which instructors "have agreed to teach classes with low enrollment at reduced rates of compensation," Morganti said. He was referring to summer school.

"In the past, we have had the luxury of going ahead and teaching some of those classes," Morganti said when asked about the impact which cuts in summer offerings will have on professors who had planned to supplement their earnings by teaching in the summer.

"As a service to students in the past, we have been able to offer some summer classes at a financial loss to the university," Morganti said.

Budget adjustments are not unusual, he explained. However, the adjustments this year are "larger than we're accustomed to making," he said.

"We have not heard of anyone who is going to be adversely affected in the long run." Morganti said when asked about the impact of the cuts in the university's summer schedule. He said he didn't think any students would be kept from graduating on time.

Morganti clarified that the university will balance its budget as required by law and will not run a deficit for the 1994-1995 fiscal year.

He also explained that "the demand for additional student aid and additional classes were viewed as positive indicators of the institution's priorities in maintaining financial accessibility to students and quality academic offerings."

■ DSU, See Page 9

Attachment A

POLICY ON REPEATING COURSES
AT
DELTA STATE UNIVERSITY

1. PURPOSE

This report is intended to open up for study and debate by the Faculty Senate the current policy on repeating courses at Delta State University. The argument can be made that the current policy does not adequately deter abuse by students, resulting in a devaluation of the curriculum, and a problem both for the instructor who must deal with multiple repeats and students who have earned and accepted their grades in a single sitting for the same course.

2. ORIGIN OF THIS REVIEW

In October of 1994, at the monthly meeting of department heads in Arts and Sciences, it was argued and generally agreed that "retaking courses is done too much."¹ Dean Myers then asked Professors James Ouzts, Henry Outlaw and Garry Jennings to submit a draft revision of the current policy on repeating courses at Delta State University.

3. CURRENT POLICY ON REPEATING COURSES AT DELTA STATE UNIVERSITY

"A student may repeat a course for the purpose of improving a previous grade earned, but such repetition must be approved by the head of the department in the field in which the student is majoring and by the appropriate school dean. The last grade is the final grade."²

4. PROBLEM

Under the current policy,

1. too many students are repeating courses more than once;
2. too many students who earn low grades at Delta State University repeat these courses at other schools, specifically, regional community colleges;
3. there is no limit on the number of times a course may be repeated;
4. there is no designation as to which grade may be repeated;
5. current policy does not distinguish between inability and disability.
6. students have suggests that there is a tendency on the part of some to take a tough course with the intention of preparing for a second go around.

¹ Jennings, personal notes from meeting of 19 October 1994.

² 1994 - 1995 Delta State University Bulletin, p. 58.

5. THE POLICY AND PROBLEM IN CONTEXT

Based on a cursory study of course repeat policy at Mississippi institutions of higher learning found at the end of this document, Delta State's policy contains very general language and is among the less specific compared to other Mississippi schools.

6. SUGGESTED COURSE OF ACTION

At present, objections to the policy notwithstanding, the evidence of abuse of the repeat policy is based on the view of Dean Myers and the anecdotal evidence gleaned from colleagues and students. In order better to assess the problem, the following steps are suggested:

1. the faculty senate determine the worthiness of further study;
2. if worthy, an analysis of the repeat phenomenon be done with the cooperation of Data Processing.

[Rusty Applegate noted that he would help run the data.]

3. A report on the results should be made to the Committee on Academic Affairs.
4. The report should be distributed and discussed at the next possible meeting so that, if change is warranted, the proper language can be submitted on time for the new bulletin.

**SURVEY OF POLICIES ON REPEATING COURSES
IN THE
STATE OF MISSISSIPPI
AT THE
GRADUATE AND UNDERGRADUATE LEVELS**

SCHOOL	POLICY ON REPEATING COURSES
<i>Alcorn State University General Catalogue 1990-1992, p. 100.</i>	"7. REPEATS -- For financial aid purposes, course repetition will be limited to a total of eight courses (24 semester hours) in all of undergraduate education."
<i>Graduate Catalog 1991-93 Jackson State University</i>	POLICY NOT PUBLISHED
<i>Jackson State University 1991-1993 Undergraduate Catalog, Volume XXVIII. Number 1, p. 91.</i>	<p>"Petition to Repeat a Course Policy"</p> <p>Policy: Effective with the 1986 fall semester all undergraduate students at Jackson State University may file a petition to repeat a maximum of five courses for which they have received a grade of "D" or "F" during their matriculation at the University.</p> <ol style="list-style-type: none"> 1. To repeat a course in which a low grade has been recorded, a student must file "A Petition to Repeat a Course Form" within twenty-five days following the first scheduled day for University registration. 2. Petitions are initiated by students in consultation with the Counseling Center and the departmental advisor. Petitions should be signed by a counselor, the student's departmental adviser, the appropriate department chair, and the respective school dean. A completed copy of the petition will be sent to the Office of the Registrar and to each person signing the form. (Students who have not exited the University College must be advised by University College advisers.) 3. Once "A Petition to Repeat a Course Form" has been filed, it cannot be reclaimed. 4. A course repeated for the purpose of replacing a low grade must be taken at Jackson State University. 5. Only the grade for the recently repeated course will be considered when computing the cumulative grade point average, however, all grades earned will be retained on the student's official transcripts. 6. Students will assume responsibility for securing appropriate signatures. Following the initiation of the petitioning process in the Counseling Center, each student must obtain signatures from the faculty adviser, department chair, and dean of the student's major discipline. The student must then return the petition to the Counseling Center; the Counseling Center will give the student a copy. 7. The Counseling Center will disseminate copies of the petition to the student's adviser, department chair, school dean, and to the registrar.
<i>Millsaps College Graduate School 1992-93.</i>	NO PUBLISHED POLICY

SURVEY OF POLICY ON REPEATING COURSES

SCHOOL	POLICY ON REPEATING COURSES
<i>Millsaps College 1992-93, p. 49.</i>	<p>"Repeat Course</p> <p>A student may enroll in a course at Millsaps which has previously been taken. No additional course credit is earned, but the highest grade earned in the course is used in determining the cumulative grade point average. A course previously taken at Millsaps may be repeated at another institution with the prior approval of the registrar in consultation with the appropriate department chair. No additional course credit is earned, but all grades are calculated into the cumulative grade point average. All grades reported the course remain a part of the permanent academic record. Millsaps does not guarantee the availability of courses. for repeat credit."</p>
<i>Mississippi College Graduate Bulletin 1992-1993, p. 25.</i>	<p>"A grade of I must be removed promptly or it becomes an F; it cannot be removed by repeating a course."</p>
<i>Mississippi College 1992-1993 General Bulletin, p. 58.</i>	<p>"Grades in the Permanent Record</p> <p>A grade on a student's permanent record cannot be changed for reasons external or subsequent to the course itself. A grade of F remains on the record when the course is repeated, and both attempts count in the calculation of quality point ratio. Courses passed cannot be repeated for credit or to pull up low grades; with special permission an exception can be made in the case of a D grade. Both attempts then count in calculating averages, but the credit counts only once."</p>
<i>1992 - 1993 Bulletin of the Mississippi State University, The Graduate School, July 1992, p. 24.</i>	<p>"12. Repeat Policy</p> <p>With the approval of the Graduate Coordinator and the Dean of the Graduate School, a student may repeat one course per degree. This policy applies to all courses (even those not on the program of study) taken as a graduate student related to a specific program, and only to those courses taken at Mississippi State University.</p> <p>A specific course may be repeated only once except for those approved for repeated credit (e.g., internships, special topics, individual studies, thesis, dissertation, etc.). Both courses will remain on the permanent transcript and both grades will be computed in final averages. No additional program credit hours will be generated from a repeated course."</p>

SCHOOL	POLICY ON REPEATING COURSES
<p><i>Bulletin of Mississippi State University February 1992</i></p>	<p>"Retake Policy. Upon approval of the student's dean, an undergraduate student will be permitted to retake no more than six (6) semester hours, or two (2) courses. The following rules apply:</p> <ol style="list-style-type: none"> 1. This policy may be applied both to courses scheduled at Mississippi State and to courses accepted for transfer credit from other regionally accredited institutions. 2. Courses taken originally at Mississippi State may be repeated under this policy only at Mississippi State. 3. Course taken at other institution (sic) may be repeated only at the institution prior to the first enrollment of the student at Mississippi State. To invoke the retake policy on transfer credits, students should make a written request to the Admissions Office prior to their initial enrollment, or no later than the end of their first semester at Mississippi State University. 4. Once a student has enrolled at Mississippi State, he or she may use courses taken only at Mississippi State University to fulfill this policy. 5. One can retake only two courses in completing a baccalaureate degree program. 6. Only the last grade earned will be used in computing the QPA (in the cumulative totals), regardless of which of the two grades is the higher. 7. Only courses in which an F, D, C or B grade was earned after January 1984 are eligible for retaking. 8. The first course taken is left on the record but is not counted in one's totals.
<p><i>Bulletin of Mississippi University for Women 1991-1992, p. 40.</i></p>	<p>"Any course not passed at MUW may be repeated at MUW or at another accredited college. "Repetition of a course, in an attempt to raise a grade, is allowed; however, the second grade will stand as the official grade. The hours attempted will be increased by the number of hours of the course. However, hours passed cannot be counted twice for the course."</p>
<p><i>Mississippi Valley State University 1990-1992 General Catalog, p. 35.</i></p>	<p>"A student may repeat a course for the purpose of improving a grade, but the last grade is the final grade."</p>
<p><i>Rust College General Catalog 1992-1994</i></p>	<p>NO PUBLISHED POLICY</p>
<p><i>The University of Mississippi 1992 Undergraduate Catalog, p. 97.</i></p>	<p>"Two Grades in One Course - If two or more final grades (not including the W grade) are recorded for the same course when it is taken more than once, that last grade recorded is the only one that may be applied toward a degree, but all grades will remain on the student's permanent record and are computed in the overall grade-point average."</p>

A Hachment C

FACULTY SENATE OF DELTA STATE UNIVERSITY COMMITTEE ASSIGNMENTS 1995-96

ACADEMIC ACHIEVEMENT

Barnes (D), Abide (J), Dykes (D), Huerkamp (D), Jennings (G), Murphy (R), Peeler (E), Raines (M), Rutledge (M), Sridharan (K), Wilder (K)

ACADEMIC COMPUTER USAGE

Mitchell (B), Bentley (J), Brown (R), Butts (B), Corroero (J), Hamon (G), Jones (Rita), Long (R), Lush (M), Owen (E), Parker (C), Proctor (K), Tiftickjian (J)

ACADEMIC HONORS

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SENATE CHAIR DESIGNEE TO ACADEMIC COUNCIL

Hartley (V)

SENATE VICE-CHAIR DESIGNEE TO PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE

Hays (W)

NOTE: In 1991-92 the Tenure Appeals Committee was absorbed into the Faculty Senate Committee on General Academic Affairs.

Submitted on July 13, 1995

Attachment ID
IV New Business
item: I

ORGANIZATIONAL STRUCTURE

FACULTY DEFINED

The faculty is defined as the teaching staff and those members of the administrative staff having academic rank in the university or one of its divisions. The faculty will consist of the Corps of Instruction and the administrative officers with faculty rank.

A. Corps of Instruction:

Full-time professors, associate professors, assistant professors, instructors, lecturers, and teaching personnel with such other titles as may be approved by the Board, shall be the Corps of Instruction. Full-time research and extension personnel and duly certified librarians may be included in the Corps of Instruction on the basis of comparable training. Persons holding adjunct appointments or other honorary titles shall not be considered to be members of the faculty.

B. Administrative Officers:

Faculty status of full-time administrative officers will necessarily vary with the size and complexity of the institution. Faculty members who have academic rank and rights of tenure in the Corps of Instruction and who accept an appointment to an administrative office shall retain their academic rank and rights of tenure as an ex officio member of the Corps of Instruction but shall have no rights of tenure in the administrative office to which they have been appointed. The additional salary, if any, for the administrative position shall be stated in the employment contract and shall not be paid to the faculty members when they cease to hold the administrative position. An administrative officer having faculty status shall retain privileges of faculty membership. Administrative officers shall be nominated by the Institutional Executive Officer for election by the Board.

STANDARDS FOR FACULTY RANKING AND PROMOTIONS

Academic standards for the four ranks are used as guidelines for promotion. Faculty members must serve at least three years in rank before moving to a higher rank. The guidelines for promotion and rank apply to part-time teachers who are full-time employees of the University.

Instructor: Master's degree in field of teaching

Assistant Professor: Minimum of thirty semester hours beyond the master's toward a more advanced degree and three or more years' college (or equivalent) teaching experience, or the terminal degree

Associate Professor: Terminal degree and five years' college (or equivalent) teaching experience

Professor: Terminal degree and eight years' college (or equivalent) teaching experience. Full professorship is limited to fifty percent in each of the four schools. There is no limit on other ranks.

Promotion in rank is not automatic with training and years of service. It is made in recognition of the following criteria: progress toward an advanced degree, educational background, teaching, performance, scholarship, research, writing, and service. See "Criteria and Procedures for Evaluation of Faculty," page 29.

Department/division chairs will notify faculty of their eligibility for promotion. Eligible faculty who wish to be considered for promotion will submit a portfolio which provides evidence of their accomplishments in response to the criteria. The Vice President for Academic Affairs, in consultation with the department/division chair and school dean, will review the portfolio and make a judgment regarding promotion. An ad-hoc committee appointed by the President will hear an appeal and make a recommendation to the President. Promotions in rank must be approved by the President and Board of Trustees.

Each faculty member shall establish at least ten hours per week for office hours. These hours should appear on the teacher's schedule on file with the deans and with the division/department chair, and they should be announced to the students and posted conspicuously.

In order to insure that students have access to part-time faculty for the purpose of academic assistance, those who teach day classes should be available to students at some time during the day, and those who teach night classes should be available to students for a reasonable time both before and after the scheduled class time. Other arrangements may be made by appointment. Students should be made aware of times at which they have access to part-time faculty.

CRITERIA AND PROCEDURES FOR EVALUATION OF FACULTY

In accordance with the S.A.C.S. Criteria for Accreditation, Delta State University conducts periodic evaluation of the performance of individual faculty members. The principle purpose of evaluation is improvement of instruction. The three primary means of evaluation are (1) student evaluation, (2) self-evaluation, and (3) evaluation by the Department Chair. At the time of student evaluation, students are told whether the evaluation is for the purpose of improvement of instruction or for the purpose of aiding personnel decisions. The results of the evaluation process are discussed by the teacher, the Department Chair, and the Dean to determine strengths and weaknesses and steps which may be taken to remedy deficiencies and improve student learning.

Expectations of Faculty: Criteria for Evaluation

Faculty are expected to contribute to the learning environment by the following:

1. Organizing and conducting courses appropriate to the level of instruction and the nature of the subject matter.
2. Stimulating intellectual inquiry so that students develop the skills to examine and evaluate ideas and arguments.
3. Encouraging discussion and debate within the course to enable students articulate the ideas they are exploring.
4. Bringing to the classroom the latest research findings and professional debates within the discipline.
5. Being available to students beyond the classroom environment.
6. Advising and counseling students concerning their progress in their academic programs.
7. Facilitating student use of appropriate service units on the campus for orientation, personal and career counseling, tutoring, health care, financial assistance, and job placement.
8. Encouraging students to engage in independent study, advanced studies, and service activities as appropriate, and to participate in student professional organizations, cultural activities, and other extracurricular activities that increase student involvement in learning and personal development.
9. Engaging in advanced studies, research, scholarly activities, or other forms of professional development that enrich their capacities to enhance student learning.
10. Participating in the evaluation of the effectiveness of programs and instruction.
11. Maintaining a collegial context in which collaboration on scholarly, instructional, and University issues is respectful, critical, and supportive.
12. Fulfilling administrative requirements: making book orders, turning in grades, assisting with registration, etc.
13. Contribution in other ways to the general welfare of the University.

Appointment to the graduate faculty is automatically renewed each academic year for faculty who hold the terminal degree in their teaching discipline or a related field. All other graduate faculty will be subject to renewal every five years. Status as a member of the graduate faculty may be withdrawn if notification is given by the department head that such appointment is no longer required.

Part-time Faculty. Employment in part-time positions generally follows the same procedures with the exception that the position vacancy may not be advertised nationally.

Temporary Faculty. Temporary faculty may be hired without advertising with the approval of the Director of Human Resources. If a temporary faculty position is not advertised and is later approved to be a regular position, it must be advertised prior to filling on a permanent basis.

TENURED AND NON-TENURED EMPLOYEES

EMPLOYMENT AND TENURE

Tenure is not automatic with training and years of service. It is made in recognition of the following criteria: progress toward a terminal degree, educational background, teaching, performance, scholarship, research, writing, and service. See "Criteria and Procedures for Evaluation of Faculty," page 21.

Department/division chairs will notify faculty of their eligibility for tenure. Eligible faculty who wish to be considered for tenure will submit a portfolio which provides evidence of their accomplishments in response to the criteria. The Vice President for Academic Affairs, in consultation with the department/division chair and school dean, will review the portfolio and make a judgment regarding tenure. An ad-hoc committee appointed by the President will hear an appeal and make a recommendation to the President. Tenure must be approved by the President and Board of Trustees.

AUTHORIZATION FOR EMPLOYMENT

By statute, the Board has the power and authority to contract with all deans, professors, and other members of the teaching staff and all administrative employees of said institutions for a term not exceeding four years. Although the law does not empower the Board to contract for indefinite periods, its bylaws provide that "It shall be the policy of the Board to elect all officials for a definite tenure of service and to re-elect during the period of satisfactory service." The Board also empowers the executive heads of the institutions to "adopt policies of continuing employment for the purpose of making nominations for the teaching positions." All amendments, revisions, additions and reductions to employee contracts are subject to approval by the Board.

STATUTE APPLICABLE

The Board shall have the power and authority to elect heads of the various institutions of higher learning and to contract with all deans, professors, and other members of the teaching staff and all administrative employees of said institutions for a term of not exceeding four years. The Board shall have the power and authority to terminate any such contract at any time for malfeasance, inefficiency, or contumacious conduct, but never for political reasons. It shall be the policy of the Board to permit the executive head of each institution to nominate for election by the Board all subordinate employees of the institution over which he or she presides. It shall be the policy of the Board to elect all officials for a definite tenure of service and to reelect during the period of satisfactory service. The Board shall have the power to make any adjustments it thinks necessary between the various departments and schools of any institution or between the different institutions.

DELEGATION OF AUTHORITY

Acting under appropriate statutory authority, the Board of Trustees hereby empowers the executive officers of the several institutions to nominate individuals for positions in the faculty of the respective institutions, consistent with Board policies.

RETENTION OF AUTHORITY

The Board reserves the right to examine all nominations for faculty positions in the several institutions and to accept or reject any such nomination.

In the event of the rejection of a nomination for a faculty position, the Board will inform the Institutional Executive Officer of the institution as to its reasons and the executive officer of the institution may resubmit the nomination with clarifying explanations or submit a substitute nomination.

TENURE DEFINED

Tenure is continuing employment that may be granted to a faculty member after a probationary period upon nomination by the Institutional Executive Officer for election by the Board. Tenured faculty are protected from dismissal except for those reasons set forth in this section.

MINIMUM STANDARDS FOR TENURED EMPLOYMENT

Beginning with appointment to any professorial rank (assistant professor, associate professor, professor), a faculty member may be recommended for tenure after completing a probationary period of seven academic years, three of which may have been met in the rank of instructor. Upon written agreement between the institution and the faculty member, credit up to a maximum of four (4) years toward fulfillment of the minimum probationary period may be allowed for service at one or more other institutions of higher education. Such credit toward the probationary period transferred from another institution must be determined at the time of initial appointment to rank. Such allowance is to be granted only to an individual who possesses exceptional professional qualifications and achievements and is not to be construed as exempting said individual from any other institutional policies and procedures governing the awarding of tenure.

Once the probationary period has been successfully completed, a professor of any rank, if reappointed, may be awarded tenure. For tenure to be awarded, the Institutional Executive Officer must make a recommendation to the Board in writing. Only faculty members of professorial rank can be awarded tenure. The award of tenure is not vested until notice of the award is given in writing by the Institutional Executive Officer, after approval by the Board, and the written notice is actually received by the faculty member.

Faculty members who transfer from one institution to another within the Mississippi system are subject to the same probationary period in a given institution as any other faculty member who is new to the system.

Department/division chairs will notify faculty of their eligibility for tenure. Eligible faculty who wish to be considered for tenure will submit a portfolio which provides evidence of their accomplishments in response to the criteria. The Vice President for Academic Affairs, in consultation with the department/division chair and school dean, will review the portfolio and make a judgment regarding tenure. An ad-hoc committee appointed by the President will hear an appeal and make a recommendation to the President. Tenure in rank must be approved by the President and Board of Trustees.

TENURED FACULTY DISMISSAL

1. Termination of service of a tenured faculty member is made only under these extraordinary circumstances:
 - a. Financial exigencies as declared by the Board;
 - b. Termination or reduction of programs, academic or administrative units as approved by the Board;
 - c. Malfeasance, inefficiency or contumacious conduct; or
 - d. For cause.

Non-tenured faculty members dismissed for malfeasance, inefficiency, contumacious conduct, or for cause shall have their contracts terminated at any time.

Resignation should be entered at least three months prior to the expiration date of the then current contract. (See Change in Status.)

APPEALS

1. Conditions of Appeals to the Board of Trustees:

Miss. Code Ann., Section 37-101-15(1990) sets forth the general obligations of the Board of Trustees of State Institutions of Higher Learning with respect to employment at the various institutions of higher learning. It is the policy of the Board to allow faculty personnel decisions to be appealed to the Board. These appeals may take place only after the aggrieved faculty member has exhausted all administrative remedies at the institutional level. In the event that an appeal to the Board is requested by the aggrieved party, the Institutional Executive Officer shall transmit to the Board the full report of the grievance/tenure committee concerning the matter appealed.

The individual allegedly aggrieved will be allowed to submit a written statement of the grievance to the Commissioner within a thirty (30) day period following notification of the decision of the Institutional Executive Officer. Review by the Board is not a matter of right, but is within the sound discretion of the Board. No persons will appear personally before the Board unless invited.

If allowed to appear, oral testimony and documentary evidence will be accepted. The Board in its discretion may mandate reasonable time limitations for testimony. If not allowed to appear, only documentary evidence will be accepted.

2. Review of Appeal by the Board:

The Board, upon receipt of such an appeal, shall review the records of the institutional committee's hearing and all documentation relative to the personnel decision. The Board shall then determine the following

a. If the institutional due process procedures were followed;

and/or

b. If the decision was arbitrary or capricious.

The Board, after reviewing the written argument and documentary evidence (if no hearing is requested or allowed), or after a hearing (if requested and allowed), shall affirm the decision of the Institutional Executive Officer or make another decision which shall be final and binding.

FACULTY RECORDS

Applications for employment are to be maintained by the department in an active file for six months, thereafter for six months in an inactive status, then documentation on filling a position should be maintained by the department for three years after the position has been filled. Documentation should include:

- Copies of advertisements, position description, and recruitment letters
- Application forms or resumes
- Interview records
- Reference letters
- Notes on telephone calls and conferences concerning applicants
- Copies of all correspondence on applicants

Records for members of the academic staff and faculty are maintained in the Office of the Vice President for Academic Affairs. It is the duty of each faculty member to keep the files furnished by

2. Termination for cause of a tenured faculty member or the dismissal for cause of a faculty member prior to the expiration of a term appointment shall not be recommended by the Institutional Executive Officer until the faculty member has been afforded the opportunity for a hearing, the purpose of which shall be to determine if there is adequate cause for dismissal. In no event shall the contract of a tenured faculty member be terminated for cause without the faculty member being afforded the opportunity for a hearing.

In all cases, the faculty member shall be informed in writing of the proposed action against them and that they have the opportunity to be heard in their own defense. Within ten (10) calendar days of notification of the proposed action and opportunity to be heard, the faculty member shall state in writing to the institutional executive officer their desire to have a hearing. If the faculty member does not file an appeal within 10 days, termination is considered final. In appeal cases the institutional executive office shall appoint an ad hoc committee made up of five faculty, one of whom will be named committee chair. The committee chair will convene a hearing no sooner than 14 days and no later than 30 days from the date the faculty member filed an appeal with the institutional executive officer. At the hearing the faculty member will be provided an opportunity to present witnesses and documentary evidence pertinent to the appeal. They shall be permitted to have with them an adviser of their own choosing who may be an attorney. The institution will record (suitable for transcription) all hearings. In the hearing of charges of incompetence, the testimony shall include that of faculty and other scholars. Based upon the evidence presented, the appeals committee will make a recommendation to the institutional executive officer. The institutional executive officer will then notify the faculty member in writing of the institution's decision. A faculty member who wishes to extend the appeals process to the Board of Trustees shall follow the process outlined under Conditions of Appeals the Board of Trustees as shown below. Tenured faculty members, who are dismissed for reasons stated as follows:

- a. financial exigencies as declared by the Board;

or

- b. termination or reduction of programs, academic units and/or administrative units as approved by the Board; shall remain employed for a minimum of 9-12 months, consistent with current contract, periods of time, from date of notification.

Tenured faculty members, who are dismissed for reasons stated as follows:

- c. malfeasance, inefficiency or contumacious conduct; or
- d. for cause;

shall have their contracts terminated at any time subsequent to notice and hearing with no right to continued employment for any period of time. At the discretion of the Institutional Executive Officer, any faculty member's salary may be paid, and they may be relieved of all teaching duties, assignments, appointments and privileges when they are dismissed for any reasons stated above or pending a termination hearing.

NOTICE OF NON-RENEWAL OF TENURED TRACK FACULTY

- 1. Notice of intention not to renew a tenured track faculty member shall be furnished in writing according to the following schedule:
 - a. not later than March 1 before the date of termination during the first year of service,
 - b. not later than December 1 before the date of termination during the second year of service,
 - c. not later than September 1 before the date of termination of a contract after two or more years of service in the institution.

This schedule of notification does not apply to persons holding temporary or part-time positions, or persons with courtesy appointments, such as adjunct appointments.

Appointment to the graduate faculty is automatically renewed each academic year for faculty who hold the terminal degree in their teaching discipline or a related field. All other graduate faculty will be subject to renewal every five years. Status as a member of the graduate faculty may be withdrawn if notification is given by the department head that such appointment is no longer required.

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Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of October 12, 1995
Ewing 329

Minutes

Senators Present:

Donna Banks
James Brown
Susan Allen Ford
Vicki Hartley
Jan Haynes (proxy)
Bill Hays
Curt Lamar
Mary Jean Lush
Sondra Rakes
Kim Rushing
David Schubert
Sheryl Stump (proxy)
Larry Thornton
John Tiftickjian
Margaret Tullos

Tony Wilson
William Ray Wilson

Senators Absent:

Paul Crawford
Robert Fleming
William Hey
Garry Jennings
Russ Jackson
Henry Outlaw
Louise Seals
Tommy Sledge

Agenda

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Committee Reports
 - B. Meeting with Layzell
 - C. Ad Hoc Committee on Evaluation of Administrators
 - D. Other Old Business
- IV. New Business
 - A. University Budget
 - B. Honor Code
 - C. Library Renovations Committee
 - D. Changes to the Undergraduate Catalog
 - E. University Computer Issues
 - F. Communication with Deans on Senate Business
 - G. Other New Business

Agenda Business

- I. **Opening Remarks.** Chair Hartley called the meeting to order at 3:31.
- II. **Minutes.** The following correction to the minutes of September 13, 1995 was noted: to page 2, III. A. (line 7), add a comma and a space after "5-." Senator Lush moved that the minutes be accepted as amended; Senator Tullos seconded the motion. The vote was unanimous.

III. Old Business

A. Committee Reports.

General Academic Affairs: Co-Chair Lush reported that Co-Chair Smith has spoken with Gene Ayers, faculty sponsor of Renaissance, about scheduling student events during the final exam period. Ayers explained that the trip in question was booked in 1992, before the change in the schedule for final exams; he said that future trips would not conflict with final exams. Moreover, he indicated that he tries to schedule Renaissance performances so that no student will miss more than half of the maximum absences allowed. Professor Ayers also invited other faculty to get involved in Renaissance's recruitment efforts.

On the subject of the University's new Promotion and Tenure policy, Chair Hartley reported that she is meeting with President Wyatt on Monday, October 16 to discuss the status and the origin of the new policy printed in the 1995-96 Faculty and Administrative Staff Handbook. Further Senate discussion will ensue after that meeting.

University Services: Chair Rakes reported on her meeting with Chief Buford who has solicited Faculty Senate assistance in alleviating the campus parking problems caused by construction projects and student violations. The current problems will be compounded by the upcoming additions to the library and other construction projects; further, he claimed that the low level of traffic fines and a significant population of students with two cars (one for dating, the other for hunting) increased the problem. (One possibility is that freshmen might be required to park in the little-used lot near the Court-of-Governors and the tennis courts.) Chief Buford indicated that he will send a letter to the Senate asking for suggestions and for support of his proposal to raise fines for traffic violations.

On the subject of university-owned houses (for faculty), Senator Rakes talked with Vice-President for Student Affairs Wayne Blansett to clarify policy. There is a \$100 deposit to get on the waiting list for housing; vacancies are only publicized to those on the waiting list (rent \$250/month, tenant pays utilities). The two-year leases for this housing seem to be either negotiable or not enforced. In effect, there's a written policy but an informal practice. Discussion revealed that we still have questions about how houses can be reserved for new faculty

members. The Senate chose to take no action at this time.

University Tobacco Policy Committee: Senator Lush reported that the draft of the proposed policy on tobacco (in all its forms) will go before the President's Cabinet at its next meeting. The proposal allows every building (the Union, athletic facilities, and residence halls excepted) to be defined as "tobacco free" by the vote of a simple majority. (The first floor of the Union will continue to be "smoke free.") Under the proposal, tobacco use in university vehicles will not be permitted. Managers and supervisors will be responsible for the enforcement of the new policy; in the absence of supervisors, students and faculty are also encouraged to help enforce the policy. The Cabinet will determine procedures for voting. Vice-President Blansett has expressed confidence that this new policy will go into effect.

B. Meeting with Layzell. Senator Jennings has spoken with Commissioner Layzell about meeting with the DSU faculty. A date--a Thursday afternoon between now and Thanksgiving--is under negotiation.

C. Ad Hoc Committee on Evaluation of Administrators. This committee will be meeting shortly.

D. Other Old Business. Chair Hartley summarized the status of a number of issues before the Senate:

-Proxy for the Department of History: the Elections Committee is still working on this.

-Due Process: This issue was brought up by one of the deans at Academic Council, where Vice-President MacArthur criticized the Senate's proposal as leading to a biased process which could "jeopardize the President's integrity." When Chair Hartley suggested to the Academic Council that a committee chosen entirely by the President might also be biased, Dr. MacArthur defended the President's prerogative to be biased if he chose since "it's his neck." In the Senate, discussion ensued. Chair Hartley will speak to President Wyatt in her upcoming meeting with him about how these changes were made and where they came from.

-Recycling: The motion passed at the September meeting was routed to the University Services Committee for action.

-Credit to Audit Policy: Chair Hartley was told at Academic Council that the date on the schedule given to faculty was the date that the Registrar's Office has set for their own processing of credit-to-audits. For students, the date remains the last day to add a class (a deadline which is not published).

-Spring Semester Night Classes: On bringing up this issue at Academic Council, Chair Hartley was told that spring-semester night classes begin a week later than day classes

because the number of class hours is calculated by the minute: they could as easily end a week earlier. Hartley pointed out that this policy causes problems since students often register for these classes late (by which time they've already been cancelled). Since Spring 1996 schedules have already been disseminated, no change in policy can be effected at this time: the Academic Council will take this matter under advisement for next year. The Senate will need to follow up on this matter.

-Tenure and Promotion: This issue was brought up by one of the deans at Academic Council. The elimination of the ceiling on tenured faculty from the 1995-96 Faculty and Administrative Staff Handbook was reportedly "a mistake." The policy remains as stated in the 1991 handbook. Chair Hartley will address this issue and other discrepancies (see the minutes for September 1995) in her meeting with President Wyatt.

-Academic Grievance Policy: In its response to the Senate's objection to the new language defining the policy, the Academic Council stated that a "grievance" cannot be "alleged." Chair Hartley will ask the President where the changes in this policy originated and what the process was for its approval.

IV. New Business

A. University Budget. Senator Hays reported that the 1995-96 Budget is in the library, and for the second year in a row the Senate has not had to request it. This automatic procedure represents real progress for the Senate, the faculty, and the administration.

B. Honor Code. Chair Hartley reported faculty interest in the development of an honor code at DSU, based on what seems to be a state and regional reflection of a national trend: the institution and the restoration of student honor codes at Millsaps and the University of Florida, respectively. Under such honor codes, students sign pledges promising that they will not or have not cheated on papers, tests, reports, etc. Student honor courts handle violations. Discussion followed. Some senators cited (from personal experience) the effectiveness of such codes in encouraging responsibility for and awareness of academic honesty among students. While the ultimate decision might well come from student government, the Senate may want to encourage and/or support such a code. Senators will talk to faculty and students in their divisions to determine interest in such a policy.

C. Library Renovations Committee. Chair Hartley provided an update on the library renovations which will move the IRC, the media collection, the Division of Computer Information Systems, and all computer labs into the enlarged building. Since projections put the student population at 5000 when the library expansion is completed, seating for 1000 people must be included. In addition, part of the

traffic circle around the library may be turned into a green area extending to the projected archives building.

D. Changes to the Undergraduate Catalog. Chair Hartley has received a memo asking for Senate proposals for catalog changes. Senators should suggest changes or corrections to Hartley before November. The Chair was reminded that the Senate has asked for publication of both the academic grievance policy with its statute of limitations in the catalog and the deadlines for changing from audit to credit or credit to audit.

E. University Computer Issues. Senator Brown reported that at recent internet/Banner workshops faculty members have been told that the administration is looking at ways to charge faculty members for internet access. Senator Hays asked for clarification of the statement on the log-in screen that "all access will be monitored." What does this statement mean? Is access, in fact, monitored? Questions have also been raised about whether direct access lines are available for all faculty or not. Chair Hartley will seek clarification on all three issues from Rusty Applegate, Systems Analyst Manager.

F. Communication with Deans on Senate Business. To help alleviate problems of communication between the Faculty Senate and the Academic Council, Chair Hartley proposed that we institute some plan for contact so that the deans and others will be informed about Senate concerns and proposals before the Academic Council meets. Senator Rakes moved that as a courtesy the Faculty Senate e-mail to the members of the Academic Council information pertaining to upcoming issues before that body; she further moved that the Chair will designate which issues merit followup through personal contact. Senator Lamar seconded the motion, and it passed unanimously.

G. Other New Business. Senator Banks relayed a query from her department chair about the status of overload pay in other divisions and schools. Senators from the Schools of Business and Education stated that overloads were not permitted in those schools for accreditation reasons. Senator Rushing said that overloads were not permitted in the Art Department for the same reason. Other senators pointed out that in some departments/divisions in Arts & Sciences, at least, the number of overloads seems unlimited as long as they are taught off-campus.

There being no further business before the Faculty Senate, Chair Hartley adjourned the meeting at 4:30 p.m.

**Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of October 12, 1995
Ewing 329**

Minutes

Senators Present:

Donna Banks
James Brown
Susan Allen Ford
Vicki Hartley
Jan Haynes (proxy)
Bill Hays
Curt Lamar
Mary Jean Lush
Sondra Rakes
Kim Rushing
David Schubert
Sheryl Stump (proxy)
Larry Thornton
John Tiftickjian
Margaret Tullos

Tony Wilson
William Ray Wilson

Senators Absent:

Paul Crawford
Robert Fleming
William Hey
Garry Jennings
Russ Jackson
Henry Outlaw
Louise Seals
Tommy Sledge

Agenda

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Committee Reports
 - B. Meeting with Layzell
 - C. Ad Hoc Committee on Evaluation of Administrators
 - D. Other Old Business
- IV. New Business
 - A. University Budget
 - B. Honor Code
 - C. Library Renovations Committee
 - D. Changes to the Undergraduate Catalog
 - E. University Computer Issues
 - F. Communication with Deans on Senate Business
 - G. Other New Business

Agenda Business

- I. **Opening Remarks.** Chair Hartley called the meeting to order at 3:31.
- II. **Minutes.** The following correction to the minutes of September 13, 1995 was noted: to page 2, III. A. (line 7), add a comma and a space after "5-." Senator Lush moved that the minutes be accepted as amended; Senator Tullos seconded the motion. The vote was unanimous.
- III. **Old Business**

A. Committee Reports.

General Academic Affairs: Co-Chair Lush reported that Co-Chair Smith has spoken with Gene Ayers, faculty sponsor of Renaissance, about scheduling student events during the final exam period. Ayers explained that the trip in question was booked in 1992, before the change in the schedule for final exams; he said that future trips would not conflict with final exams. Moreover, he indicated that he tries to schedule Renaissance performances so that no student will miss more than half of the maximum absences allowed. Professor Ayers also invited other faculty to get involved in Renaissance's recruitment efforts.

On the subject of the University's new Promotion and Tenure policy, Chair Hartley reported that she is meeting with President Wyatt on Monday, October 16 to discuss the status and the origin of the new policy printed in the 1995-96 Faculty and Administrative Staff Handbook. Further Senate discussion will ensue after that meeting.

University Services: Chair Rakes reported on her meeting with Chief Buford who has solicited Faculty Senate assistance in alleviating the campus parking problems caused by construction projects and student violations. The current problems will be compounded by the upcoming additions to the library and other construction projects; further, he claimed that the low level of traffic fines and a significant population of students with two cars (one for dating, the other for hunting) increased the problem. (One possibility is that freshmen might be required to park in the little-used lot near the Court-of-Governors and the tennis courts.) Chief Buford indicated that he will send a letter to the Senate asking for suggestions and for support of his proposal to raise fines for traffic violations.

On the subject of university-owned houses (for faculty), Senator Rakes talked with Vice-President for Student Affairs Wayne Blansett to clarify policy. There is a \$100 deposit to get on the waiting list for housing; vacancies are only publicized to those on the waiting list (rent \$250/month, tenant pays utilities). The two-year leases for this housing seem to be either negotiable or not enforced. In effect, there's a written policy but an informal practice. Discussion revealed that we still have questions about how houses can be reserved for new faculty

members. The Senate chose to take no action at this time.

University Tobacco Policy Committee: Senator Lush reported that the draft of the proposed policy on tobacco (in all its forms) will go before the President's Cabinet at its next meeting. The proposal allows every building (the Union, athletic facilities, and residence halls excepted) to be defined as "tobacco free" by the vote of a simple majority. (The first floor of the Union will continue to be "smoke free.") Under the proposal, tobacco use in university vehicles will not be permitted. Managers and supervisors will be responsible for the enforcement of the new policy; in the absence of supervisors, students and faculty are also encouraged to help enforce the policy. The Cabinet will determine procedures for voting. Vice-President Blansett has expressed confidence that this new policy will go into effect.

B. Meeting with Layzell. Senator Jennings has spoken with Commissioner Layzell about meeting with the DSU faculty. A date--a Thursday afternoon between now and Thanksgiving--is under negotiation.

C. Ad Hoc Committee on Evaluation of Administrators. This committee will be meeting shortly.

D. Other Old Business. Chair Hartley summarized the status of a number issues before the Senate:

-Proxy for the Department of History: the Elections Committee is still working on this.

-Due Process: This issue was brought up by one of the deans at Academic Council, where Vice-President MacArthur criticized the Senate's proposal as leading to a biased process which could "jeopardize the President's integrity." When Chair Hartley suggested to the Academic Council that a committee chosen entirely by the President might also be biased, Dr. MacArthur defended the President's prerogative to be biased if he chose since "it's his neck." In the Senate, discussion ensued. Chair Hartley will speak to President Wyatt in her upcoming meeting with him about how these changes were made and where they came from.

-Recycling: The motion passed at the September meeting was routed to the University Services Committee for action.

-Credit to Audit Policy: Chair Hartley was told at Academic Council that the date on the schedule given to faculty was the date that the Registrar's Office has set for their own processing of credit-to-audits. For students, the date remains the last day to add a class (a deadline which is not published).

-Spring Semester Night Classes: On bringing up this issue at Academic Council, Chair Hartley was told that spring-semester night classes begin a week later than day classes

because the number of class hours is calculated by the minute: they could as easily end a week earlier. Hartley pointed out that this policy causes problems since students often register for these classes late (by which time they've already been cancelled). Since Spring 1996 schedules have already been disseminated, no change in policy can be effected at this time: the Academic Council will take this matter under advisement for next year. The Senate will need to follow up on this matter.

-Tenure and Promotion: This issue was brought up by one of the deans at Academic Council. The elimination of the ceiling on tenured faculty from the 1995-96 Faculty and Administrative Staff Handbook was reportedly "a mistake." The policy remains as stated in the 1991 handbook. Chair Hartley will address this issue and other discrepancies (see the minutes for September 1995) in her meeting with President Wyatt.

-Academic Grievance Policy: In its response to the Senate's objection to the new language defining the policy, the Academic Council stated that a "grievance" cannot be "alleged." Chair Hartley will ask the President where the changes in this policy originated and what the process was for its approval.

IV. New Business

A. University Budget. Senator Hays reported that the 1995-96 Budget is in the library, and for the second year in a row the Senate has not had to request it. This automatic procedure represents real progress for the Senate, the faculty, and the administration.

B. Honor Code. Chair Hartley reported faculty interest in the development of an honor code at DSU, based on what seems to be a state and regional reflection of a national trend: the institution and the restoration of student honor codes at Millsaps and the University of Florida, respectively. Under such honor codes, students sign pledges promising that they will not or have not cheated on papers, tests, reports, etc. Student honor courts handle violations. Discussion followed. Some senators cited (from personal experience) the effectiveness of such codes in encouraging responsibility for and awareness of academic honesty among students. While the ultimate decision might well come from student government, the Senate may want to encourage and/or support such a code. Senators will talk to faculty and students in their divisions to determine interest in such a policy.

C. Library Renovations Committee. Chair Hartley provided an update on the library renovations which will move the IRC, the media collection, the Division of Computer Information Systems, and all computer labs into the enlarged building. Since projections put the student population at 5000 when the library expansion is completed, seating for 1000 people must be included. In addition, part of the

traffic circle around the library may be turned into a green area extending to the projected archives building.

D. Changes to the Undergraduate Catalog. Chair Hartley has received a memo asking for Senate proposals for catalog changes. Senators should suggest changes or corrections to Hartley before November. The Chair was reminded that the Senate has asked for publication of both the academic grievance policy with its statute of limitations in the catalog and the deadlines for changing from audit to credit or credit to audit.

E. University Computer Issues. Senator Brown reported that at recent internet/Banner workshops faculty members have been told that the administration is looking at ways to charge faculty members for internet access. Senator Hays asked for clarification of the statement on the log-in screen that "all access will be monitored." What does this statement mean? Is access, in fact, monitored? Questions have also been raised about whether direct access lines are available for all faculty or not. Chair Hartley will seek clarification on all three issues from Rusty Applegate, Systems Analyst Manager.

F. Communication with Deans on Senate Business. To help alleviate problems of communication between the Faculty Senate and the Academic Council, Chair Hartley proposed that we institute some plan for contact so that the deans and others will be informed about Senate concerns and proposals before the Academic Council meets. Senator Rakes moved that as a courtesy the Faculty Senate e-mail to the members of the Academic Council information pertaining to upcoming issues before that body; she further moved that the Chair will designate which issues merit followup through personal contact. Senator Lamar seconded the motion, and it passed unanimously.

G. Other New Business. Senator Banks relayed a query from her department chair about the status of overload pay in other divisions and schools. Senators from the Schools of Business and Education stated that overloads were not permitted in those schools for accreditation reasons. Senator Rushing said that overloads were not permitted in the Art Department for the same reason. Other senators pointed out that in some departments/divisions in Arts & Sciences, at least, the number of overloads seems unlimited as long as they are taught off-campus.

There being no further business before the Faculty Senate, Chair Hartley adjourned the meeting at 4:30 p.m.

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of November 9, 1995
Ewing 329

Minutes

Senators Present:

Donna Banks
James Brown
Robert Fleming
Susan Allen Ford
Vicki Hartley
Jan Haynes (proxy)
Bill Hays
William Hey
Garry Jennings
Curt Lamar
Mary Jean Lush
Sondra Rakes
Kim Rushing
David Schubert
Louise Seals

Tommy Sledge
Sheryl Stump (proxy)
John Tiftickjian
Tony Wilson
William Ray Wilson

Senators Absent:

Paul Crawford
Henry Outlaw
Larry Thornton
Margaret Tullos
Senator from Aerospace Studies

Agenda

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Report from Chair on Meetings with Wyatt, McArthur, and Applegate; Update on Library Renovations; Distribution of Faculty Development Monies
 - B. Tobacco Policy
 - C. Meeting with Layzell
 - D. Ad Hoc Committee on Evaluation of Administration
 - E. Recycling
 - F. Honor Code
 - G. Changes to the Undergraduate Catalog
 - H. Tenure Policy / Appeals
 - I. Other Old Business
- IV. New Business
 - A. Marketing Strategies of the Performing Arts Center
 - B. Long-range Planning

Agenda Business

- I. **Opening Remarks.** Chair Hartley called the meeting to order at 3:33 p.m.
- II. **Minutes.** The following corrections to the minutes of October 12, 1995 were noted: on page 2, section III. A (line 15), "of the policy he solicited from the Faculty Senate" was deleted; on page 3, section III. D -Due Process (line 5), "Chair" was added to modify "Hartley." Senator W. R. Wilson moved that the minutes be accepted as amended; Senator T. Wilson seconded the motion. The vote was unanimous.
- III. **Old Business**

A. Report from Chair on Meetings with Wyatt, McArthur, and Applegate; Update on Library Renovations; Distribution of Faculty Development Monies.

Chair Hartley reported on her meetings with President Wyatt (10/23/95) and Dr. McArthur (10/24/95) at which she presented faculty concerns related to tenure and due process.

-Tenure and Promotion: President Wyatt confirmed to Chair Hartley that the removal of the ceiling on tenured faculty was an accidental omission from the 1995-1996 Faculty and Administrative Staff Handbook. As to the origin of the new requirement of portfolios for tenure, President Wyatt was uncertain but said he believed that the policy change might have been devised in response to a SACS recommendation that we have a complete description of the policies and procedures of the tenure process and that portfolios are currently popular. President Wyatt recommended that Chair Hartley speak to Dean of Arts and Sciences Richard Myers who has the format for these portfolios. Chair Hartley reported to the Senate that Dean Myers provided a description of the portfolio contents and asked for Senate recommendations. (See Attachment A.) Vice-President McArthur reinforced President Wyatt's and Dean Myers's request that the Senate offer feedback on the portfolio structure and further expressed a desire for "flexibility."

The description of the portfolio format has been passed on to the General Academic Affairs committee. Senator Jennings, a member of that committee, reported that the document was problematic because of inconsistencies and missing information. Chair Hartley also pointed to the difficulty of adjusting criteria so that the needs of faculty from the different schools will be covered. She also reported that Dean Myers has suggested the possibility of establishing criteria for tenure on a division-by-division basis.

-Due Process. In response to questions by Chair Hartley on the origin of the new Due Process policy, the president claimed that it was an "executive decision." When asked about the disposition of the Faculty Senate proposal which he had solicited, Wyatt said he appreciated Senate efforts

but thinks that there is no significant difference between the Senate's proposal and the one adopted except in the matter of who appoints the committee. The president chooses to retain his prerogative. Discussion ensued. Senator Hays questioned the presidents's logic since under any of the policies proposed the president has always the final say. Since the committee can act in an advisory manner only, the president surrenders no authority when the committee makes a recommendation which he can always either accept or reject. If the president both appoints the committee and accepts or rejects the committee's recommendations, the president then is liable to the appearance of controlling the entire process. Chair Hartley averred that she had pointed out to both President Wyatt and Vice-President McArthur the president's ultimate authority under the Senate plan but to no avail.

-University Computer Issues. Chair Hartley spoke to Rusty Applegate, Systems Analyst Manager, on (10/25/95) about Senate concerns about privacy, direct access lines for faculty, and fees for internet access. The warning that "all access will be monitored!" Mr. Applegate informed Chair Hartley, merely means that e-mail is accessible and users should not consider it absolutely confidential or secure communication. Indeed, in the case of some kind of terrorist or criminal abuse, the FBI may be able to track individual users' virtual trails if necessary. Applegate affirmed, however, that e-mail is not and will not in the future be monitored by DSU staff--if only because DSU doesn't have the time, money, or manpower necessary for such an undertaking.

Mr. Applegate informed Chair Hartley that DSU is currently taking bids on a 48-unit modem which should be available in January for faculty and students (both off-campus and in dorms). Currently, some faculty members have access to the network from off-campus; such access is based on "dire need" and must be obtained through Academic Computing.

Mr. Applegate also informed Chair Hartley that the idea of charges for internet use originated with certain sectors of the administration. Such a policy would charge divisions rather than individual faculty. Mr. Applegate offered the opinion that such a policy would be unlikely because of the difficulties (particularly in terms of person-hours involved) of tracking internet use. But if such a policy is deemed administratively advantageous, the most likely means of assessment might count the number of machines or workstations per division. Senators pointed out that the fee for DSU internet access is a flat fee not tied to usage; such a proposal would be merely a way of generating revenue from departments already strapped for funds. Senator Jennings reported on his research into this possibility and expressed his concern: not even large schools (e.g., University of Mississippi, Louisiana State University, University of Michigan, University of California at Santa Barbara, and University of Wisconsin at Milwaukee) with enormous amounts of internet use require faculty to pay a

user fee. Senators agreed that the Faculty Senate should continue to monitor the situation.

-Update on Library Expansion: Chair Hartley reported that renovations will be made to the existing building and that a new smaller building (fully connected) will be constructed to the north and west. Once the new building is constructed, contents of the library will be moved while renovations are made to the old building. According to the newest plans, due to budgetary considerations, the AV and CIS departments will not move to the new library. The IRC may or may not be integrated (depending on budget). Another budgetary sacrifice is the loss of all individual study space (cubicles and offices) for faculty. Several senators expressed their dismay. Chair Hartley reported plans for a faculty study room with seating for around 24 and locker space for 72. There will also be group study, conference, and seminar rooms available. On behalf of the Committee on Renovations, Chair Hartley asked whether doctoral students should be given access to the faculty study room. The Senate recommended that the faculty reading room be reserved for faculty and that lockers for doctoral students be placed elsewhere in the library.

-Faculty Development Money: Although Dean Thornell had asked for Senate suggestions as to the distribution of Faculty Development funds, his recent memo seems to indicate that the policy has already determined this. The issue was tabled. Senator Lush asked Chair Hartley to express our concern that most divisions don't have the funding necessary to support faculty development.

B. Tobacco Policy. (See Attachment B.) Senator Hays moved for adoption of the policy with the following amendment to part C: "Campus residence halls, the H.L. Nowell Union, and athletic facilities are not covered by this policy." Senator W. R. Wilson seconded the motion. Approval was unanimous.

C. Meeting with Layzell. The meeting with Commissioner Layzell is scheduled for Nov. 30, 3:30. All faculty are invited.

D. Ad Hoc Committee on Evaluation of Administration. The committee will be meeting in the near future.

E. Recycling. As reported in the October minutes, the University Services Committee will contact the SGA and Vice-President Nettles about a university-wide recycling program.

F. Honor Code. This issue was remanded to the University Services Committee. Senators and other faculty should send their ideas or concerns to Senator Rakes.

G. Changes to the Undergraduate Catalog. Senators again requested that the statute of limitations on appeals be printed in the catalog. Chair Hartley reported that

according to Dean Myers under the terms of the Buckley amendment there can legally be no statute of limitation on appeals but that we could publish such a policy until it's challenged. Senators expressed satisfaction at such a solution. Chair Hartley will convey that resolution to the Academic Council.

H. Tenure Policy / Appeals. Senator Lush reported that the General Academic Affairs committee is soliciting examples of tenure policies and processes from other universities in Mississippi. A draft document should be ready for the December meeting.

Senator Hays raised the issue of the change in the tenure appeals process which appeared in the 1995-1996 Faculty and Administrative Staff Handbook (p. 10). In response to a previous SACS recommendation, the responsibility for hearing tenure appeals was delegated to a faculty committee. In 1991, at the request of the Faculty Senate, the DSU administration transferred this responsibility to the Faculty Senate Committee on General Academic Affairs. Under this new policy, however, an ad-hoc committee appointed by the president will handle appeals. What's the reason for this change in the appeals process? Why and how did the Senate lose this responsibility? How was such a change approved? Chair Hartley will raise these Senate concerns in her next meeting with President Wyatt.

I. Other Old Business.

- The Elections Committee reported that Jerry Dallas is the new proxy for the Department of History.
- The Academic Council has decided that summer school will be two five-week terms for all schools.

IV. New Business.

A. Marketing Strategies of the Performing Arts Center. Chair Hartley reported that President Wyatt has appointed a committee to address some issues related to the Performing Arts Center on which she will serve. There have been, Chair Hartley stated, numerous complaints about the Performing Arts Center's programming, marketing, ticket sales, etc. Several concerns were raised in the vigorous discussion which ensued: the accessibility of the programs for students, staff, and faculty; the privileging of PAC patrons; the elitism fostered by PAC marketing strategies; and the conflict of all these with the mission of Delta State University. Senators pointed out that this semester faculty, staff and students have not had access (with purchase of an activity card alone) to the kind of programming the Special Programs Committee has sponsored in the past. Students are given discounts on selected programs only, but even those discounted prices may be too high for student budgets. Other senators expressed concern that patrons get first choice of all tickets and that all seats are priced the same.

The elitism of the PAC's marketing and its subversion of Delta State's Mission generated particularly passionate

discussion. Chair Hartley pointed out that the building was funded by a state appropriation to Delta State and should primarily be serving the university community. Senator Lamar suggested, with some irony, that unless you have \$1000 and a tuxedo the PAC is not interested in you. Senator Hays said that the kind of elitism represented by the PAC's marketing strategy is unhealthy on any university campus but especially at a public university. Chair Hartley pointed out that such elitism is especially problematic in such a poverty-ridden area. Senator Lamar recalled DSU's mission as one which should enrich the life of this community. Chair Hartley promised to carry Senate concerns to the new committee.

B. Long-range Planning. Deferred.

There being no further business before the Faculty Senate, Chair Hartley adjourned the meeting at 4:54 p.m.

PROMOTION AND TENURE REQUIREMENTS

The *Faculty and Administrative Staff Handbook* describes the minimum standards for promotion and tenure. It states that "Promotion in rank is not automatic with training and years of service. It is made in recognition of educational background, excellent teaching and performance, superior scholarship, research, and writing." Also, "Tenure is not automatic. Factors such as teaching effectiveness, progress toward terminal degree, contribution to the University community, and other scholarly activities are considered."

Faculty must have completed the probationary period of seven years. If promotion and tenure are to be recommended at the annual budget hearings, the following list gives examples of supporting material which might be offered to strengthen the recommendation:

1. Evidence of outstanding teaching.
 - (a) Provide the results of student evaluations conducted in the previous fall semester.
 - (b) Provide the results of student evaluations over the past several years.
 - (c) Describe any new, revised, or innovative instructional methods or materials.
 - (d) Provide evidence of student success (class or laboratory work, performance on standardized examinations, success in graduate or professional school, etc.)
 - (e) Compare trends in first-week and end-of-semester class enrollments.

2. Evidence of scholarly activity
 - (a) If the faculty members do not have the earned doctorate, provide evidence that they are making progress toward that degree.
 - (b) Provide evidence of scholarly activity, such as research, scholarly papers, writing, or other creative activity.
 - (c) Provide evidence of professional development, such as conferences, short courses, advanced study or workshops.

3. Evidence of other contributions and accomplishments
 - (a) Contributions to Delta State University
 - (b) Contributions to the advancement of the discipline or professional association.

The absence of much of this material will greatly reduce the probability of the recommendation's being approved. Meeting minimum expectations will not be sufficient.

TOBACCO POLICY

DELTA STATE UNIVERSITY

Delta State University recognizes the fundamental right of every member of the university community to a tobacco-free workplace. This policy is intended to ensure the equal enjoyment of that right. Further goals of the policy are to promote awareness of the harmful effects of tobacco on health and lifestyle, improve the general health and safety of the campus community, and help contain health and medical costs.

A. Tobacco-Free Areas

Tobacco use is prohibited in indoor locations, except in designated areas.

1. Common/public areas, except when otherwise designated include but not limited to: stairwells, elevators, lobbies, hallways, waiting rooms, reception areas, dining rooms, restrooms, and customer-service areas.
2. No tobacco use will be allowed in university-owned and leased vehicles.

B. Designated Smoking Areas:

1. All areas are considered to be NO SMOKING areas unless a specific sign indicates that SMOKING IS PERMITTED.
2. Assigned employees of a building will determine the facility to be smoking or smoke-free. The employees of a building will make the determination by vote, and a simple majority will prevail.
3. Where smoking is permitted inside a building, designated smoking areas (with the exception of private offices) will be determined by the assigned employees of the building.
4. Residential units owned by the university are subject to the smoking preferences of the occupants.
5. Containers for disposal of cigarette ashes and butts will be provided in all designated smoking areas.
6. Where smoking is permitted inside a building, efforts must be made to ensure that individuals are not exposed involuntarily to smoke.

C. Campus residence halls, the H.L. Nowell Union, and athletic facilities will determine their own tobacco policy.

D. Enforcement:

1. It is the responsibility of all members of the university community to observe this Tobacco Policy.
2. Managers and supervisors are responsible for ensuring compliance by the employees in their areas. Faculty, staff, and students are encouraged to enforce the policy with visitors.
3. Tobacco users are responsible for disposing of their residue appropriately.

E. Signs designating "NO SMOKING AREAS" and "SMOKING AREAS" will be posted in sufficient number and in a manner that gives notice to the public of the policy.

F. The Health and Counseling Services are encouraged to provide information and programs on the harmful effects of tobacco use.

G. Requests for changes in this policy should be addressed to the Faculty Senate, Administrative Staff Council, or a Student Government Association representative. These requests will be forwarded to the university President and Cabinet for action.

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of January 11, 1996
Ewing 329

Minutes

Senators Present:

Donna Banks
James Brown
Paul Crawford
Susan Allen Ford
Vicki Hartley
Bill Hays
William Hey
Garry Jennings
Mary Jean Lush
Collier Parker (representative)
Sondra Rakes
David Schubert
Louise Seals
Tommy Sledge
Debra Smith

John Tiftickjian
Margaret Tullos
Jo Wilson
Tony Wilson
William Ray Wilson

Senators Absent:

Robert Fleming
Curt Lamar
Henry Outlaw
Larry Thornton
Senator from Aerospace Studies

AGENDA

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Report from General Academic Affairs Committee
 - B. Tobacco Policy (update)
 - C. Honor Code (update)
 - D. Ad Hoc Committee on Evaluation of Administrators
 - E. Performing Arts Center
- IV. New Business
 - A. Attendance of Faculty Senators
 - B. Elections Committee Report
 - C. Visit from Thad Cochran
 - D. University Faculty Senates Association: Report
 - E. Academic Standards
 - F. Distance Learning
 - G. Other New Business

Agenda Business

- I. Opening Remarks. Chair Hartley called the meeting to order at 3:32 p.m.

II. **Minutes.** The following correction to the minutes of November 9, 1995 was noted: on page 5, fourth line from the bottom, delete "at." Senator Lush moved that the minutes be accepted as amended; Senator Smith seconded the motion. The vote was unanimous.

III. **Old Business.**

A. **Report from the General Academic Affairs Committee.** Co-chairs Smith and Lush reported that there was a Committee consensus on three issues:

-Re-organization of GAAC. Senator Smith reported that the committee recommended the appointment of an ad hoc committee on tenure and promotion. After discussion among the Senators, it was determined that the Chair of the GAAC should establish two standing subcommittees: one to deal with personnel issues and the other with academic issues.

-Institution of a Faculty Assembly. Senator Lush reported that the committee recommended the institution of a faculty assembly to meet twice each semester. Such an assembly, sponsored by the Senate, would increase faculty cohesion, diminish lines of division between the various disciplines and schools, and enhance faculty involvement by providing members with increased opportunities to provide input into the Senate agenda and stay informed about Senate activity. Chair Hartley pointed out that such an assembly could also serve as a vehicle for long-range planning. Senator Hays indicated that it would also serve to increase faculty awareness of the Senate as a truly representative and open institution. Senator Sledge expressed his concern that two meetings per semester might burden faculty members. Senator Sledge moved that the Faculty Senate institute a Faculty Assembly once each semester to which all faculty would be invited. Senator T. Wilson seconded the motion. The vote was unanimous.

-Long-range planning. Senator Smith reported that the committee recommended the development of a 5-year plan to provide additional direction for the Senate's mission. Senator Lush emphasized the desire of ensuring that the Senate is more than merely a reactive body. Senator Sledge recommended that such a task be delegated to the Executive Committee. Senator Jennings agreed, suggesting that the Executive Committee should establish a list of priorities that could then be modified by Senate discussion. Senator Smith moved that the Faculty Senate develop an overall five-year plan. Senator Lush seconded the motion. Approval was unanimous.

B. **Tobacco Policy (update).** Chair Hartley reported that the Tobacco Policy had been approved with the Senate's editorial revision. Vice President Wayne Blansett, Chair of the Tobacco Committee, has told heads of the various buildings on campus to initiate a vote among their personnel. These votes are in progress.

C. **Honor Code (update).** Chair Hartley reported that the SGA will discuss this issue and report to the Senate at a

future date.

D. Ad Hoc Committee on Evaluation of Administrators. The Senate was reminded of the recommendations contained in DSU's Report of the Institutional Self-Study 1994: that "a more systematic process be implemented for the annual evaluation of administrators" (Ch. III, "Institutional Effectiveness," p. 19), that "each administrator be evaluated by that administrator's immediate supervisor as well as by those who report directly to that administrator," and, further, that "periodic surveys of faculty, staff, student, and alumni opinion should be made" (Ch. VI, "Administrative Processes," p. 9). Since the administration has chosen not to have this kind of evaluation process, the Senate is working towards the partial fulfillment of these recommendations. Senator Jennings reported the recommendation of the committee. Each administrator will be sent a letter, notifying him or her of the evaluation process, its absolute confidentiality, and the intention that it be used only for self-improvement. Each faculty member will receive a form for evaluation (modeled after Dean Myers's evaluation form), covering President Wyatt, Vice President MacArthur, Dean Thornell, and the appropriate school dean. Senators Tiftickjian and Jennings will control the tabulation of results, which will be returned to the person being evaluated. A draft of the letter to the administrators and the instrument by which they will be evaluated will be provided to senators two weeks before the February meeting for faculty input.

E. Performing Arts Center. Chair Hartley reported that the PAC Advisory Board to which she was recently appointed by President Wyatt has apparently been meeting for the past year. According to Chair Hartley, the purpose of this body is to advise the President's Cabinet on issues related to the PAC and its operation--policies, procedures, marketing, etc. While the Board membership represents both the university and the community, most subcommittees are headed by people from the community. At its December meeting, recent problems were dismissed as "growing pains." The committee will meet again in January when Chair Hartley pursue the concerns of the Faculty Senate raised in November's Senate meeting.

IV. New Business.

A. Attendance of Faculty Senators. Vice Chair Hays pointed out that while historically meetings of the Faculty Senate have been very well attended, there has been some persistent absenteeism. Indeed, the Division of Physical Sciences has in effect been unrepresented during the term of its current senator. Since it is the duty of the Vice Chair of the Faculty Senate to "recommend resignations from those who . . . become unable to attend [meetings]" (By-Laws, p. 3), Vice Chair Hays asked the Senate for advice on this matter. After some discussion--including Senator Sledge's recollection that a report on attendance was issued last

year--the Senate determined to place a limit on absenteeism. Accordingly, Vice Chair Hays moved that if a senator from any unit has not attended three consecutive meetings or sent the respective proxy or another representative, then that senator will be asked to attend or resign. Senator T. Wilson seconded the motion. The vote was unanimous.

B. Elections Committee Report. Due to the absence of Senator Fleming, who chairs the Elections Committee, Senator Hays, a committee member, reported that the Committee is in the process of updating the eligibility list for the upcoming Senate elections. Each unit holding an election this year will be asked for certification of its members to run for office and/or to vote.

C. Visit from Thad Cochran. Senator Jennings reported that U.S. Senator Thad Cochran will speak on campus at the invitation of Agora on Wednesday, January 17 at 11:00 a.m. in the Performing Arts Center. He asked that faculty encourage student attendance at this non-partisan event.

D. University Faculty Senates Association Report. Senator Jennings reported on his attendance at the meeting of the University Faculty Senates Association in December. (See Attachment A.)

E. Academic Standards. Senators were referred to the memo from Dean of Arts and Sciences Dick Myers on the subject of achieving consensus as to the academic expectations we have for our students (see Attachment B). This issue was referred to the GAAC subcommittee on academic issues.

F. Distance Learning. Senator Hays raised the question of whether faculty need to be involved as policies are established on distance learning, particularly issues of compensation, contracts, rerunning taped presentations, and other complications. Chair Hartley recalled a conversation she had with Stephanie Edel, Instructional Designer, who had identified these issues as "hot topics" on an internet bulletin board. The GAAC committee will speak to Ms. Edel about these concerns and report back to the Senate.

G. Other New Business. Two issues were raised for discussion next time:

-Summer School Pay. Many faculty would like this issue addressed, particularly in light of recent articles on summer school pay at other state universities.

-Notification of Student Absences. Some faculty were disturbed that the list of excused absences for the entire Fall semester arrived during exam week.

There being no further business before the Faculty Senate, Chair Hartley adjourned the meeting at 4:45 p.m.

Attachment A

MEETING OF UNIVERSITY SENATES -- JACKSON, MISSISSIPPI -- 1 DECEMBER 1995

The meeting was convened at 2:09pm and ran until 4:40pm.

A. Commission Layzell's presentation.

Commissioner Layzell began by presenting five priorities. He wants to

1. **DEVELOP AN ADVOCACY CAMPAIGN FOR THE HIGHER EDUCATION.** State universities need a plan for the long run. This requires an understanding of the place of higher education in the minds of citizens. The University of Mississippi and Mississippi State University will survey of citizens concerning the public image of higher education in the state. He will also identify problems, qualities of each school, etc.

2. **MOVE FROM PLANNING TO STAY WITHIN A BUDGET TO BUDGETING FOR A PLAN.** This would allow institutions to become best at what they do and remove the punitive effects of the present mode of funding. Chairman Layzell was skeptical about the formula utility and argued that it did not serve higher education's needs.

3. **DECIDE WHAT WE SHOULD DO WITH THE TECHNOLOGY WE HAVE.** We need to define the purpose and goals of, for example, supercomputers, internet, etc.

4. **ESTABLISH A LONG TERM SALARY PLAN.** This involves asking where we want to be in the future. The Southern Regional Educational Board, an interstate organization, would supply some information to compare the state institutions with their peers across the southeast. This is a long term issue that needs attention.

5. **CONSIDER AN APPROACH TO REPAIR AND RENOVATION.** It has been estimated that institutions of higher learning require about \$680 million to bring physical plants up to "good as new" status.

B. Discussion with Faculty Senate Representatives.

Issues discussed and comments made.

Public perception of higher education. Public perception of higher education seems best to filter through the Board. Comments suggest that the Board is very concerned about the public's view of institutions and academics. The public is not well informed of the contributions made by university faculty and staff across the state. This conditions an environment in which graduates of these institutions look for employment and places to live.

A related phenomenon is the movement of graduates out of the state. For example, teachers and nurses who graduate from Mississippi institutions are moving out of the state.

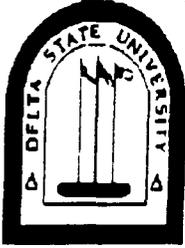
Fall break. Chief Academic Officers were asked to discuss this with their institutions. The Board did not want to be seen as shortening the semester.

Pre-paid Tuition Program. At the next Board meeting a state tuition program will be initiated in which state residents will be able to begin a savings program for their child's college education. Alabama and Florida are other states in the southeast with similar programs. A report is forthcoming by 15 January. **Relationship between the Board and Academic Institutions** Senator Dan Embree reported that he had tried, on the order of 30 to 50 times, to make contact with the Board members in order to communicate faculty concerns at Mississippi State University. Sen. Embree noted that Board was reluctant to allow greater release time for faculty pursuing worthy research interests. Comm. Layzell noted that the Board is simply more comfortable working through administrations. Comm. Layzell also noted that "Board culture" must change and that he is responsible for determining that change. Implication: there should be contact between faculty and Board member and communication about important issues.

Searches for institutional officers. The Commissioner is definitely committed to national searches for institutional officer. The process will, in the future, not rely on professional consultants and focus on campus advisory boards with heavy emphasis on faculty input.

AGENDA FOR NEXT MEETING AT THE END OF FEBRUARY

1. Clarification of University governance across the state.
2. Evaluation of administration across the state.
3. Tenure and promotion policy across the state.



SCHOOL OF ARTS AND SCIENCES

Office of the Dean

215 Kethley Hall

MEMORANDUM

November 29, 1995

To: The Faculty of Arts and Sciences

From: Dick Myers, Dean *DM*

Subject: Student expectations

Several people have suggested that we as a faculty come to some consensus on our expectations of students and that we communicate these expectations to students. If all students hear these expectations in all their classes, the long-term effect will be an improvement in the quality of student learning.

What I have in mind is a short (no longer than one page) statement of expectations that can be given to prospective students and students or that can be made part of every course syllabus. It would be an expanded version of the expectations described on page 12 of the Bulletin.

The statement would describe our expectations for preparation for university-level courses, academic honesty and integrity, class attendance and participation, personal responsibility for learning, committing sufficient time and effort for study, respect for the ideas and expressions of others, interest in an education rather than simply a degree, seeking assistance with problems and concerns, contributing to a climate of study and inquiry, taking advantage of campus opportunities for growth, meeting with advisor and observing procedures for progressing through the program of study, other ...

In order to be complete, we could add a shorter statement of what students can expect from faculty: organizing and conducting courses to promote learning, advising students concerning academic progress, interacting with students within and without the classroom to promote student growth, encouraging students to engage in independent study, etc.

Do you consider this a worthy undertaking? If so, would you be willing to serve on a committee to collect our thoughts and develop such a statement? Let me know.

Delta State University Faculty Senate
Cleveland, Mississippi
Meeting of February 8, 1996
Ewing 329

Minutes

Senators Present:

Donna Banks
Paul Crawford
Robert Fleming
Susan Allen Ford
Cephas L. Franklin
(representative)
Joe Garrison (representative)
James Gray (proxy)
Vicki Hartley
Bill Hays
William Hey
Garry Jennings
Sondra Rakes
Kim Rushing
David Schubert
Louise Seals
Tommy Sledge

Debra Smith
John Tiftickjian
Margaret Tullos
Jo Wilson
Tony Wilson
William Ray Wilson

Senators Absent:

James Brown
Curt Lamar
Henry Outlaw
Larry Thornton

AGENDA

- I. Opening Remarks
- II. Minutes
- III. Old Business
 - A. Report from Chair on Meeting with President Wyatt
 - B. Committee Reports
 - C. Summer School Pay
 - D. Notification of Student Absences
 - E. Evaluation of Administrators
 - F. Performing Arts Center
 - G. Meeting with Layzell
- IV. New Business
 - A. Report from Chair on Meeting of Academic Council
 - B. Recognition Awards
 - C. No Shows
 - D. Faculty Senate Archives
 - E. Faculty Senate Web Site
 - F. Senate Appointed Committees / Academic Achievement Committee
 - G. Faculty Senate Budget
 - H. March Senate meeting

Agenda Business

- I. **Opening Remarks.** Chair Hartley called the meeting to order at 3:31 p.m. and welcomed Captain Cephas L. Franklin, representing the Department of Aerospace Studies.
- II. **Minutes.** The January 1996 minutes were approved as submitted.
- III. **Old Business.**
 - A. **Report from Chair on Meeting with President Wyatt.** Chair Hartley's meeting with the president was deferred. She assured the Senate that at the March meeting she will report President Wyatt's explanation of the origin of the change in the tenure appeals process.
 - B. **Committee Reports.**
 - General Academic Affairs Committee: The meeting was postponed due to the ice storm.
 - Elections: Committee Chair Fleming reported that the process for the upcoming Senate elections is rolling. Chair Hartley requested senators to urge their colleagues to thoughtfully consider elections to the Senate in terms of the work involved and the importance of commitment, a positive outlook, and a proactive approach to Senate membership.
 - C. **Summer School Pay.** Raising again the issue of the minimal level of summer school pay, Senator Sledge referred to a Clarion-Ledger article which reported that faculty at Mississippi State are paid at 7 percent of their contract per summer-school course. (See Attachment A.) A lively discussion ensued. Chair Hartley wondered why the amount of summer-school pay (only \$500 per credit hour) should be the same as adjunct pay. She noted that faculty have more responsibilities than adjuncts even during the summer sessions. DSU's summer pay is further reduced when classes aren't "full." Senator Tullos pointed out that faculty don't get paid more if their classes have more students in them than the minimum number. Senator Fleming asked how summer school salaries are raised elsewhere. Chair Hartley wondered why DSU's summer school has to be self-supporting while that's apparently not the case at other universities. Senator Rushing argued that if we had more people teaching--i.e., more faculty attracted by summer school pay--we could offer more courses and so attract more students. Senator Sledge noted that summer school has indeed been a large revenue generator for DSU, with excess funds being funneled into the general fund of the university. Chair Hartley noted that essential big-ticket items have in the past been bought from summer school revenue. Senator Hays presented figures showing that total credit-hour production for Summer 1995 was higher than in previous years and therefore that income should have been higher too. Senator Hays moved that the Finance Committee look into the way the "Big Three" universities fund their summer sessions and report back to

the Senate. Senator Smith seconded the motion which carried unanimously.

Senator Hays further moved that Chair Hartley present Vice President McArthur with two questions: Will DSU systematically prorate summer school salaries based on the number of students in each class this year? Can individual or departmental averages be used to avoid such prorating? Senator Sledge seconded the motion. Approval was unanimous.

D. Notification of Student Absences. In response to the complaint of some faculty that the list of excused absences for the entire Fall semester arrived during exam week, Vice President McArthur told Chair Hartley that his office was sending lists out weekly but faculty weren't turning in lists of students excused from classes in a timely manner.

On a related issue, Chair Hartley reported that at the last meeting of the Academic Council the Deans expressed their concern that many students are under a misapprehension that excused absences don't "count." Senator Hey added that students also seem unaware that if they add a course three meetings into the semester that those absences are counted as well. Chair Hartley conveyed the hope of the Academic Council that faculty would clarify this issue for their students.

E. Evaluation of Administrators. Senator Jennings presented the procedures and instruments recommended by the Ad Hoc Committee on the Evaluation of Administrators: each administrator to be evaluated will be visited by Chair Hartley and another senator (usually a representative from the appropriate school) who will explain the purpose, procedures, and confidentiality of the evaluation process; each administrator will then receive a letter from the Senate explaining those purposes and procedures and re-affirming the confidentiality of the process; evaluation instruments will be distributed to faculty and returned to the Chair of the Faculty Senate; results will be tabulated; the Chair will report the data to the administrator evaluated; data will be secured and protected by the Chair of the Faculty Senate and retained to offer comparisons to subsequent evaluations. Senator Smith moved that these procedures be accepted; Senator Tiftickjian seconded that motion; approval was unanimous.

The Senate then proceeded with discussion of the instruments (which Senator Jennings reported were adapted from those used at the University of Southern Mississippi and other universities around the country) and the letter to the administrators which would precede the evaluation process. Senator Hays moved that the letter and instruments be accepted with editorial corrections suggested by the Senate. Senator Smith seconded the motion. Approval was unanimous. Senators were urged to share these instruments and letters with their constituents. Senator Sledge moved that the Executive Committee be delegated the power to accept or reject any further suggestions. Senator Tullos seconded the motion. Approval was unanimous. Chair Hartley commended the committee for the impressive results of its

labors. The body expressed enthusiastic agreement with her comments.

F. Performing Arts Center. Chair Hartley reported on the meeting of the PAC Advisory Board. Sharon Papian, Director of the Performing Arts Center, presented to the Board a partial description of policies and procedures in place during a trial period to extend until July 1, 1996. Chair Hartley reported that Ms. Papian will solicit comments from interested parties before revised policies will go into effect for the new fiscal year. In response to concerns about ticketing earlier raised by faculty, Chair Hartley reported Ms. Papian's assertion that preference to patrons would be given for the first five years only, that tickets were available to faculty for all but the one performance that sold out immediately, and that limited discounts were available to students. Senator Hays observed that all tickets in the PAC were available at one price; one way of increasing access to faculty, staff, and students would be to reduce the price of tickets in some sections of the theater. Senator Ford spoke to the concern that in the excitement over the PAC and the emphasis on its financial stability the University's mission and duty to provide students, faculty, and staff with arts programming accessible to all is being ignored. She reminded the Senate of the low level of funding allocated to the Special Programs Committee (funding which has suffered drastically in the last several years).

Chair Hartley reported that Ms. Papian had indicated her willingness to talk with the Faculty Senate. The body agreed that Chair Hartley should invite Ms. Papian to address the Senate at the beginning of the March meeting.

G. Meeting with Layzell. Senator Jennings reported that the meeting of the faculty with IHL Commissioner Layzell has been scheduled for Thursday, February 22 at 3:15 p.m. in the Delta Room.

IV. New Business

A. Report from Chair on Meeting of Academic Council. Chair Hartley reported the decisions approved at the January 24 meeting of the Academic Council: that there will be no split schedule in the summer for undergraduate and graduate classes, that the last day of registration in the summer semester will be the second day of class, that the last day to drop a course in any semester will be at the 75% point in that semester, and that the last day for students to change from credit to audit will be the day before the W/F deadline.

Chair Hartley also reported on her discussions about the faculty's concern with the Bursar's posting of students' names around campus under the threat that they would be purged from class rolls if their accounts were not paid. In response to Chair Hartley's expression of concern at this tactic, the Registrar claimed that publication of this information did not constitute an invasion of student

privacy. Vice President McArthur told Chair Hartley that he understood faculty concerns but that the university has an ongoing problem collecting student accounts and invited the Faculty Senate to suggest a better idea. At the Academic Council, in Dr. McArthur's absence, some of the Deans indicated that the success of the tactic was enough to validate it. In other words, the ends justify the means.

Senator Hays presented a resolution that the university cease and desist from this procedure and moved its acceptance. (See Attachment B.) Senator Ford seconded the motion. Lively discussion in the Senate ensued. Senator Tullos pointed out that even if this method works what it does to students in the process is unfortunate. Other senators cited their regret at the public nature of the embarrassment caused students who were supposed to be members of the DSU family. Senator Smith pointed out that the list also identified in error some students as delinquent whose fees had actually been paid. Representative Franklin wondered why the Bursar's Office couldn't just send students a letter informing them of their financial status and then take them out of the system if their obligations were not met. A fee could be charged to reinstate those students who met those obligations only after being purged.

On the other side, Senator T. Wilson reported on his conversation with Assistant Attorney General Lloyd Arnold (also the University Attorney) who said that such a policy did not violate the Buckley amendment. Senator R. Wilson said that he preferred that an objection to this policy should come first from the SGA. More discussion ensued. Since the hour was growing late and the issue seemed to warrant further discussion, Senator Hays moved that it should be tabled until the next meeting. Senator Ford seconded the motion which was approved.

B. Recognition Awards. Chair Hartley reported that the Staff Council would like our support on two issues: the separation of retirement and service recognition ceremonies; more frequent recognition of service (perhaps in 5-year increments). Discussion was deferred to a later meeting in the interest of time.

C. No Shows. Senator Tiftickjian reported on a problem faced especially in small laboratory sections (which are often closed with waiting lists) when students who are "no shows" occupy slots needed by other students. He expressed his hope that the Senate could propose a solution to this problem. Discussion was deferred to a later meeting in the interest of time.

D. Faculty Senate Archives. Senator Hays reminded the Senate that the Archived copies of the Minutes of the Faculty Senate have been collected and bound in three-year increments chiefly through the efforts of former Senator Vicky Chase and Senator J. Wilson. Senator Hays moved that the corrected Faculty Senate Minutes for the past two years and the current year (once it is finished) be collected for

binding by the Secretary of the Faculty Senate with the assistance of the Senator from the Library. Senator J. Wilson seconded the motion. Approval was unanimous.

E. Faculty Senate Web Site. Senator Jennings moved that the Senate establish a web site in order to facilitate communication and access to information. Senator J. Wilson seconded the motion. Approval was unanimous.

F. Senate Appointed Committees / Academic Achievement Committee. Senator Jennings presented a request from Duke Barnes, Chair of the Academic Achievement Committee, asking that the study of the policy on repeat grades which had been assigned by Vice President McArthur to that committee be remanded to the Senate, and further that his resignation as chair of that committee be accepted and that Garry Jennings be appointed in his place. Discussion ensued. Senator R. Wilson moved that the issue of repeat courses continue with the Academic Achievement Committee and that we accept the resignation of Duke Barnes and appoint as chair Garry Jennings for the duration of his term. Senator T. Wilson seconded the motion which carried (15 to 1). Chair Hartley also suggested that the Senate might want to take a look at the Senate-appointed committees, some of which have been inactive.

G. Faculty Senate Budget. Chair Hartley asked for input on the Faculty Senate Budget for 1996-97. Senator Hays requested that we ask for 1/4 release time for the Secretary (we were told last year to repeat this request this year), that a telephone and a micro-computer hooked up to the campus system be installed in the Faculty Senate office. Another senator requested that commodities be increased and that travel be increased. The Executive Committee will be responsible for making such adjustments to the budget request.

H. March Senate meeting. Senator Tullos moved that the next meeting of the Faculty Senate be scheduled for March 7 so as not to fall during Spring Break. Senator Ford seconded the motion. Approval was unanimous.

There being no further business before the Senate, Chair Hartley adjourned the meeting at 5:18 p.m.

Summer pay skimpy, MSU profs say

■ Some educators may not teach if salaries aren't raised to Ole Miss' level.

By **Andy Kanengiser**
Clarion-Ledger Staff Writer

Mississippi State University professors are complaining that salaries for teaching summer classes are inadequate and trail pay scales at rival University of Mississippi.

Unless salaries are raised, some Mississippi State professors will refuse to teach during the 1996 summer session, Faculty Senate President Dan Embree said Thursday.

"There will be some folks not paid well who will stay home and write a book," Embree said. "The (summer) pay is a hard damn way to make a buck." With fewer professors around, it could limit courses offered during summer school, he said.

Embree met for an hour Thursday with Derek Hodgson, Mississippi State provost, to discuss the problem. "We are looking for a positive outcome at the moment," said Embree, an English profes-

sor. But, "money is tight. There is no doubt about it," he added. The issue may be resolved next week, he said.

For at least six years, Mississippi State faculty have received 7 percent of their annual salary for every summer course they teach. The Faculty Senate wants it raised to 8.25 percent; College of Arts & Sciences department heads prefer even more — 11 percent.

Some Mississippi State professors teach two summer session courses. The average salary for a Mississippi State faculty member is \$48,849, College Board records show. One summer course could boost pay by \$3,360 for a \$48,000-per-year professor. Compensation would be less with lower-ranking faculty.

This week, faculty leaders began grumbling after being told no raises will be coming for next summer's two five-week sessions.

"The pay is low. This is no way to compensate us in the summer for wages lost," said political science professor Mfanya Tryman. "We should at least have parity (with Ole Miss). We are one of the top 100 research institutions in the country in higher education."

Low faculty pay is felt year-round, professors say. Traditionally, average yearly salaries at Mississippi State and other in-state schools lag behind in the Southeast, Tryman said.

During summer sessions, many Ole Miss professors earn hundreds of dollars more than counterparts at Mississippi State, Embree said.

Without raises next summer, "some faculty will not be eager to teach. It could hurt the students," said George Buehler, associate dean of the College of Arts & Sciences. "We hope some sort of resolution can be found."

It's up to schools what to pay professors, said Carl Nicholson of Hattiesburg, chairman of the College Board's finance committee. "We leave it to the presidents."

Board records for this school year show average annual salaries vary widely. The lowest average: \$36,552 at Mississippi Valley State University. It is \$37,200 at Mississippi University for Women; \$37,586 at Alcorn State; \$40,625 at Jackson State; \$40,661 at Delta State; \$48,125 at Southern Mississippi and \$48,512 at Ole Miss.

**A RESOLUTION
OF THE
DELTA STATE UNIVERSITY
FACULTY SENATE**

Whereas Delta State University is by tradition and reputation a "student friendly" university,

Whereas student financial obligations should be treated by the University as sensitive and private matters,

Whereas the public posting of the names of students with financial obligations to the University creates the potential for error in terms of original composition and time lag,

Whereas the public posting of the names of students with financial obligations to the University creates the potential for negative publicity for the University with the student body and the community at large,

Whereas the public posting of the names of students with financial obligations to the University creates the potential for legal vulnerability for the University,

Be it therefore resolved that the University should immediately cease and desist from any current practice, procedure, or policy that pursues such an end. Be it further resolved that the University should not pursue any such practice, procedure or policy at any future date.