

Deans Council Minutes February 2, 2004

Members present: Peter Rabideau, chairman; Julia Hodges (for Wayne Bennett), June Schmidt (for Frances Coleman), Sara Freedman, Bob Karr, Phil Oldham, Ruth Prescott, Nancy Reichert, Roy Ruby, Clay Taylor, John Thomson, Lynn Reinschmiedt (for Vance Watson), and Jim West. Also present were: President Lee, Gary Pike and Mike Rackley.

1. Dr. Rabideau stated that the Policy on Use of Copyrighted Works for Education and Research was approved by Executive Council. Please be sure the necessary people are aware of this.
2. Sabbatical leaves: One normally expects sabbatical leaves to involve activities outside of Starkville and not for faculty to complete projects on campus. The latter activities might be better handled through release time. Dr. Rabideau said sabbaticals may be questioned if they don't meet these criteria in the future, and asked the deans to share this information with their department heads and faculty. Also, please be sure that your business managers verify the salaries for sabbatical requests before sending them to our office.
3. President Lee's items:
 - Dr. Lee says right now, the budget situation is not very predictable.
 - Governor Barbour says the four Board appointments will come from each of the following institutions: MSU, USM, Ole Miss, JSU. We do not know what criteria he will use.
 - The 2% tax issue is being debated downtown. One proposal is that a portion of the revenue be ear-marked for MSU.
 - We are gathering information to justify the fact that we are the largest user of cell phones in the state -- in numbers and usage.
 - When asked about the rumor of proposed buy-out again this year, Dr. Lee stated that we do not envision that.
 - Dr. Lee feels that the talk of saving through consolidating payroll is an expansion of the shared computing proposal.
 - Dr. Lee says we cannot comment on the proposed 12% salary increases.
 - The Dean of Engineering search committee is very important for the state and for the university. The Advisory Board will meet with the final candidates.
 - The Franklin Center dedication went well.
 - Dr. Lee thanked the deans for all they do.
4. Promotion and Tenure: Dr. Rabideau led a discussion concerning the promotion and tenure process, the proposed policy that is in Faculty Senate, external letters, tenure dates. While eligibility for promotion and tenure is in the fifth and sixty year, fifth year promotions are early and should be reserved for strong cases. Outside letters are very important, especially for

promotion to full professor. Letters should come from institutions at least equivalent to MSU -- but hopefully from more prestigious institutions. Letters should explain the relationship between the candidate and the letter writer. Teaching evaluations are important in the promotion and tenure process. We should not be tenuring, promoting, and supporting faculty who are really poor teachers.

5. Space Requests: Dr. Rabideau said he has asked Ruth Prescott to handle space issues. All space requests should come through our office and then go to Institutional Research. Ruth has recommended a Space Review Committee and we will talk with the President about that. We need a mechanism to make opportunities available.
6. Requests for Supplemental Pay: Deans should give a lot of thought to any arrangements that have faculty teaching during "normal" working hours (8:00 a.m. to 5:00 p.m.?) for additional salary. Moreover, if staff are teaching during normal working hours for extra salary, there is a question about them not doing the job for which they are being paid their regular salary during that time. Deans need to deal with consulting issues. There was discussion concerning 9-month faculty leave and the financial implications at termination. Dr. Gilbert is working on something concerning stopping the tenure clock for maternity or health related issues.
7. Other Items:
 - Dr. Rabideau said that upcoming budget and planning meetings should begin with bullets and the statistics, then performance Indicators and metrics.
 - Ruth Prescott reported that the Vice President for Student Affairs search has been narrowed to four very qualified candidates, who will be on campus beginning next week.
 - Dr. Rabideau reported that he would be going to Jackson this evening for a reception where Dean Coleman will be receiving an MLA award from the Legislature.
 - The Academic Forgiveness policy is in Academic Deans and hopefully will be in place by the end of the semester.
 - Dr. Rabideau will get information on cell phone policy from Mike Rackley.
 - Forest Resources:
 - a) Dedication of the new furniture building was nice.
 - b) Forest Products external review is this week
 - c) Wildlife and Fisheries external review is next week.
 - Architecture:
 - a) Pre-accrediting visit is this weekend. Full visit will be the last week of February and first week of March.

- b) The Dean of Education search has a good pool, which has been narrowed to 12 candidates.
- Arts and Sciences:
 - a) We have searches for department heads in three departments
 - ❖ verbal commitment for a department head in English,
 - ❖ a short list for Biological Sciences department head,
 - ❖ 3-4 weeks from having a short list for Communication department head.
 - b) We have several faculty candidates coming in.
 - c) The Engineering Dean search has begun. We are working with Korn Ferry external consultants and anticipate moving rapidly.
- Education: Dr. Ruby stated that he saw a report that MSU is the #1 producer of teachers in the state of Mississippi (those licensed last year).

- Agriculture and Life Sciences:
 - a) We have searches for three department heads
 - ❖ Finalists coming in for Plant and Soil Sciences
 - ❖ Director of Human Sciences
 - ❖ Agriculture and Biological Sciences
 - b) Walter Taylor, head of Agricultural Information Science and Education, had an apparent stroke and is in Oktibbeha County Hospital.
- Continuing Education:
 - a) We are looking at all policies and updating strategic plan.
 - b) Enrollment for spring semester is over 1500 distance students.
- Faculty Senate:
 - a) Faculty Senate elections should be held in colleges soon. Dr. Reichert shared guidelines for holding elections, which should be completed by March 19. Dr. Diehl will send a letter and list of members who can be re-elected.
- Business and Industry:
 - a) We are working on our building expansion and plan for more classroom space.
- Institutional Research:
 - a) We have been working with Dean Oldham on Delaware Study and have SUG information.
 - b) We are looking at SCH/faculty member at various levels, cost per SCH in a department, in comparison to those norm groups.
- Library:
 - a) We will be working with assessment this fall.
 - b) Web-based user services -- measure user expectations of resources and allow us to measure against peer institutions.
 - c) We are very concerned about legislative budgeting for MAGNOLIA.
- Engineering:
 - a) Dean Bennett has a visiting executive working on strategic planning process.
- ITS:
 - a) Banner upgrade was this past weekend and we only experienced some very minor problems.