Southwestern Oklahoma State University  
Faculty Senate Meeting  
April 23, 2010, 2:00 pm, EDU 201  
Approved Faculty Senate Meeting Minutes

I. CALL TO ORDER:  The April 23, 2010, meeting of the Faculty Senate was called to order at 2:00 PM in Education 201 with FS President Scott Long presiding.


III. CERTIFICATION OF SUBSTITUTES:  Tiffany Kessler for Chelsea Church; Evette Meliza for Vicky Gilliland; and Anil Pereira for Warren Moseley.

IV. PRESENTATION OF VISITORS:  Dr. Blake Sonobe, SWOSU Provost, addressed the Faculty Senate regarding the current status of the University. He commended the academic programs in continuing to provide a quality education to students, which enables students to successfully obtain jobs and earn acceptance into professional and graduate programs. To continue to attract quality students, SWOSU has current and future plans to expand merit scholarship opportunities and to update the facilities and equipment of the Engineering Technology, Nursing, Psychology, Music Therapy and Pharmacy programs. University personnel are editing the document in preparation for the HLC accreditation visit, and Dr. Sonobe encouraged faculty to be aware that HLC evaluators will be on campus from October 6 to 8, 2010. Dr. Sonobe emphasized the importance that assessment of student learning will have in future accreditation efforts. The Faculty Handbook is being reviewed by the new SWOSU President, Randy Beutler, and it will be posted online to come into effect in Fall 2010. The Alternative Admissions Program is being instituted for its second year during the 2010-2011 school year, and retention rates, GPAs, etc., from the first year will be able to be evaluated in Fall 2010. Dr. Sonobe encouraged faculty to enroll any student into the College Success course who may need to develop extra motivation, focus, and(or) study skills. Lastly, Dr. Sonobe stated that a committee will be formed to evaluate current and future alternatives for providing affordable textbooks to students.

V. APPROVAL OF MINUTES:  Minutes of the March 26, 2010, meeting were approved by voice vote.

VI. ANNOUNCEMENTS:  
A. From FS President Scott Long:  
   1. From the April Administrative Council Meeting:  
      a. The legislature passed the “Endowed Chair” bill, with approximately $1.3M of these monies coming to SWOSU, meeting approximately 1/3 of university needs.  
      b. Budget: We are about 3 to 4 weeks from knowing anything concrete about the state budget. However, it appears there will be 8 to 12% cut in budgets. Vice President for Administration and Finance, Tom Fagan, projects SWOSU will face an approximate
shortfall of $500,000. Increases in income from tuition (due to increases in both tuition costs and enrollment) may help to prevent further deficits for SWOSU.

c. The Sayre campus is considering/requesting a four-day work week for the summer term.

d. As instituted by SWOSU President Randy Beutler, the newly formed “efficiency” committee will have its first meeting in the next couple of weeks. This was discussed by the Faculty Senate during the March meeting to encourage energy conservation and resource efficiency on the SWOSU campus.

e. In the future, HLC will not utilize/require self-studies. The accrediting process will be based upon data supplied by the University, through on-going annual reports.

f. The new artificial turf for the football field is in the last stages of installation. Faculty and graduating students are requested to not wear spike or pointy heels for graduation to protect the new turf.

g. ITS announced that SWOSU e-mail addresses will change by the Fall 2010 semester in an attempt to decrease “spam” mass mailings. The new format will consist of your first initial, last initial, six-digit SWOSU i.d. number – e.g., sl123456@swosu.edu.

2. From the April Executive Committee meeting with the Provost:

a. The Registrar indicated that being named to the “President’s List” or “Dean’s List,” as well as graduation honors, can be added to the transcripts of students. The FS Executive Committee requested that this be done.

b. Budget: Given the projected budget for the forthcoming year, neither faculty salary cuts nor faculty position cuts are currently being considered as options for trimming the SWOSU budget.

3. General:

a. The Faculty Retirement Reception will be held Wednesday, April 28, at the Bulldog Beanery from 2:30 to 4 pm.

b. Faculty Senators whose terms expire this year should consult with their departments to determine whether their service will be extended. If not, they are requested to notify FS President Scott Long as to whom the new Senator will be. It is also requested outgoing Senators accompany incoming Senators to the May meeting, and the latter will assume their role during “New Business.” Senator terms were published in the March minutes.

C. FS Secretary/Treasurer Lisa Appeddu:

1. Roll Sheet – please sign.

2. Treasurer’s Report:

   a. BancFirst Checking account (No change): $2098.86

   b. University account balance (No change): $130.00

   c. Based on last year’s records, it is estimated the Retirement Reception will cost $200.
D. FS President-elect Muatasem Ubeidat: Nothing to report.

E. FS Past President Les Ramos: Nothing to report.

F. FS Student Government Representative Tyler Rogers:

1. The SGA is working to change the marquee which is currently found outside the Student Union. It may be moved to a more public location near the Wellness Center and be replaced with a digital sign which can cycle through several current announcements (and avoid the problem of dealing with letters blowing off in the wind).

2. Approximately $7000 was raised from SWOSU Palooza, which was held on April 15, 2010, in the Wellness Center. These funds will help to purchase the new marquee, as described in the previous announcement, and be applied to future SWOSU Palooza events.

VII. REPORTS FROM STANDING AND AD HOC COMMITTEES:

A. Faculty Senate University Policies Committee:

1. Regarding recommendations for changes to the Continuance procedure: Chair Stephen Burgess will offer a series of individual motions in New Business to address the concerns raised in the report presented at the March 2010 meeting.

2. Regarding faculty office hours and web-based courses: Nothing to report.

B. Faculty Senate Nominating Committee:

1. A slate of candidates for Faculty Senate elected University committees has been prepared (see Appendix A at the end of the minutes). Similar to last year, the number of volunteers and the number of openings coincided in such a way as to allow a slate of candidates to be submitted for Faculty Senate consideration. This will be addressed under New Business.

VIII. UNFINISHED BUSINESS: None

IX. NEW BUSINESS:

A. At the request of the Faculty Senate University Policies Committee to address Continuance Policy concerns:

1. The following motion was moved and seconded:

   **FS Motion 2010-4-01:**

   All departmental continuance committees shall have at least four voting members.

   The motion passed by voice vote.

   *Rationale:* To slightly increase the size of the departmental continuance committee from a minimum of three to four voting members, to encourage a balanced continuance evaluation.
2. The following motion was moved and seconded:

**FS Motion 2010-4-02:**

The department may choose all tenured or all full-time faculty to serve on continuance committee.

The motion passed by voice vote.

*Rationale:* The policy is currently written as such, and the FS University Policies Committee wanted to clarify the intentions of the Faculty Senate.

3. The following motion was moved and seconded:

**FS Motion 2010-4-03:**

The composition of the continuance committee shall be determined as follows:

a. All departmental continuance committees shall have at least four voting members.

b. The department may choose all tenured or all full-time faculty to serve on the continuance committee.

c. If it cannot meet the requirement of a minimum of four members of all tenured or all full-time faculty within the department, then members will be selected from outside the department to participate on the continuance committee at the level of the departmental choice (all tenured or all full-time).

The motion passed by voice vote.

*Rationale:* To enable the department to choose the composition of its own continuance committee, whether made of members from within or outside the department.

4. The following motion was moved and seconded:

**FS Motion 2010-4-04:**

The continuance committee shall include an outside departmental faculty member.

The motion failed with opposition.

*Rationale:* This motion was proposed for a variety of reasons - to require all departments to have an outside voting member, regardless of size; to enable a greater transparency of departmental continuance decisions; to encourage a balanced continuance evaluation; and to provide an unbiased viewpoint which could be useful for tenure-track faculty in preparation for promotion and tenure.
The following motion was moved and seconded:

**FS Motion 2010-4-04a:**

The faculty member undergoing continuance may request a specific, voting, outside member to serve on their continuance committee, under the guidelines established by their department for committee composition.

The motion passed with opposition.

*Rationale:* This motion was proposed for the same reasons as the previous motion.

5. The following motion was moved and seconded:

**FS Motion 2010-4-05:**

The continuance committee shall have a face-to-face meeting to discuss the faculty member undergoing continuance.

The motion passed by hand count.

*Rationale:* The policy is currently written as such. The University Policies Committee wanted to clarify that the continuance committee should physically meet to discuss the faculty member undergoing continuance prior to the continuance vote taking place and prior to developing the continuance report.

6. The following motion was moved and seconded:

**FS Motion 2010-4-06:**

The composition of the continuance committee shall be determined by a vote each year by all full-time faculty within the department.

The motion passed with opposition.

*Rationale:* To provide all full-time faculty with the opportunity to determine the composition of the continuance committee on an annual basis.

7. The following motion was moved and seconded:

**FS Motion 2010-4-07:**

The continuance committee shall be provided a job description for the candidate.

The motion passed with opposition.
Rationale: To provide the continuance committee with clear guidelines for what the faculty member undergoing continuance should be evaluated.

8. The following motion was moved and seconded:

**FS Motion 2010-4-08:**

The department chair shall be a non-voting chair of the continuance committee.

The motion failed with opposition.

Rationale: This is the current policy.

9. The following motion was moved and seconded:

**FS Motion 2010-4-09:**

First-year faculty shall receive an information-only evaluation from the departmental chair following their first semester of appointment.

The motion passed by voice vote.

Rationale: The intent of this motion is to provide constructive feedback early in the career of a new faculty member. It is not meant to propose a continuance vote for a first-year faculty member. Currently, new faculty members do not officially receive feedback until after having taught at SWOSU for 18 months.

10. Faculty Senate President Scott Long charged the University Policies Committee to modify the current continuance policy based on the approved motions and discussion. This new continuance policy is planned to be brought forth at the May meeting of the Faculty Senate under “Unfinished Business.”

B. At the request of the Faculty Senate Nominating Committee:

The following motion was moved and seconded:

**FS Motion 2010-4-10:**

A motion is made to accept the slate of candidates for Faculty Senate Officers and University Committees.

The motion passed by voice vote.

(Note: The slate of candidates is found in Appendix A at the end of the minutes).
C. **Discussion:** The Faculty Senate discussed the concern that some Orientation Leaders are perceived to be interfering with the advisement of incoming freshman, in that they are recommending specific faculty members or specific courses during registration. The Faculty Senate will address this concern in a future meeting.

D. **Regarding the announcement that ITS will change SWOSU e-mail addresses to a new format containing the six-digit SWOSU i.d. number:**

The following resolution was moved and seconded:

<table>
<thead>
<tr>
<th>FS Resolution 2010-4-01:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whereas, the new e-mail format will present a security issue in that university i.d. numbers (that are used to access Campus Connect, Library resources, and other university services) will be made available to the public; and</td>
</tr>
<tr>
<td>Whereas, the new e-mail format is perceived to be nonsensical, unprofessional, and unrecognizable as a legitimate email address (and therefore will be perceived as spam);</td>
</tr>
<tr>
<td>Whereas, the new e-mail format will waste University resources in that faculty members will have to notify their colleagues and business associates of their new e-mail address and destroy current business cards;</td>
</tr>
<tr>
<td>Therefore, be it resolved, that the Faculty Senate is opposed to the new e-mail format as proposed by ITS and recommends the current format be kept in place.</td>
</tr>
</tbody>
</table>

The resolution passed by voice vote.

X. **ADJOURNMENT:** 4:32 p.m.

Respectfully Submitted,

Scott Long, FS President
Lisa Appeddu, FS Secretary

Next Faculty Senate Meeting:
Tuesday, May 4, 2010, at 2:00 p.m. in EDU 201
Appendix A: Slate of candidates for Faculty Senate Officers and University Committees

Proposed by the Faculty Senate Nominating Committee

<table>
<thead>
<tr>
<th>Office/Committee</th>
<th>College</th>
<th>Nominee</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS President-Elect</td>
<td></td>
<td>Kevin Collins</td>
</tr>
<tr>
<td>FS Secretary-Treasurer</td>
<td></td>
<td>David Esjornson</td>
</tr>
<tr>
<td>Faculty Development</td>
<td>Arts &amp; Science</td>
<td>Valerie Reimers</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Professional &amp; Graduate</td>
<td>Amber Sturgeon</td>
</tr>
<tr>
<td>Benefits</td>
<td>Pharmacy</td>
<td>Erin Callen</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Professional &amp; Graduate</td>
<td>Marion Prichard</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Library</td>
<td>Linda Pye</td>
</tr>
<tr>
<td>Bernhardt</td>
<td>Arts &amp; Science</td>
<td>Brian Campbell</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Professional &amp; Graduate</td>
<td>Tami Moser</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Associate &amp; Applied</td>
<td>Dayna Coker</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td>Pharmacy</td>
<td>Scott Long</td>
</tr>
<tr>
<td>Academic Advisory &amp; Scholarship Council</td>
<td></td>
<td>David Martyn</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Anil Pereira</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Bonnie Sneed</td>
</tr>
<tr>
<td>Academic Appeals</td>
<td></td>
<td>Andrea Holgado</td>
</tr>
<tr>
<td>VOTE FOR FIVE</td>
<td></td>
<td>Doug Linder</td>
</tr>
<tr>
<td>VOTE FOR FIVE</td>
<td></td>
<td>Kelly Moor</td>
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<tr>
<td>VOTE FOR FIVE</td>
<td></td>
<td>Eric Paul</td>
</tr>
<tr>
<td>VOTE FOR FIVE</td>
<td></td>
<td>Rahmat Talukder</td>
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<tr>
<td>Financial Assistance Advisory &amp; Appeals</td>
<td></td>
<td>Curt Woolever</td>
</tr>
<tr>
<td>VOTE FOR ONE</td>
<td></td>
<td>Cynthia Pena</td>
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<tr>
<td>Campus Environment</td>
<td></td>
<td>Jim Hunsicker</td>
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<tr>
<td>VOTE FOR ONE</td>
<td></td>
<td>Victoria Gaydosik</td>
</tr>
<tr>
<td>VOTE FOR FOUR</td>
<td></td>
<td>Robbie McCarty</td>
</tr>
<tr>
<td>VOTE FOR FOUR</td>
<td></td>
<td>Nancy Williams</td>
</tr>
<tr>
<td>Appellate on Dismissal of Tenured Faculty</td>
<td></td>
<td>Viki Craig</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Tim Hubin</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Evette Meliza</td>
</tr>
<tr>
<td>Intellectual Property</td>
<td></td>
<td>Warren Akers</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Amy Barnett</td>
</tr>
<tr>
<td>VOTE FOR THREE</td>
<td></td>
<td>Stephen Haynes</td>
</tr>
</tbody>
</table>
| University Computer/Telecommunication | Jane Long  
|                                      | Tiffany Kessler  
| VOTE FOR THREE                       | Ben Welch  
| Research/Scholarly Activity | Arts & Science  
| VOTE FOR SLATE  
| Professional & Graduate  
| Pharmacy  
| Library  
| Pharmacy | Victoria Gaydosik  
| Andrea Holgado  
| Tim Hubin  
| David Martyn  
| Kelly Moor  
| Charles Rogers  
| Bonnie Sneed  
| Lisa Appeddu  
| Tami Moser  
| Anil Pereira  
| Erin Callen  
| Faruk Khan  
| Rahmat Talukder  
| Ben Welch  
| Linda Pye |