

Faculty Senate Meeting  
1:30PM June 22, 2004, Stafford 104  
**Approved** Faculty Senate Meeting Minutes

**I. CALL TO ORDER AND ESTABLISH QUORUM:**

The June 2, 2004 meeting of the Faculty Senate was called to order at 1:39 PM in Stafford 104 with FS President James South presiding. The following members were present: Melody Ashenfelter, Arden Aspedon, Nancy Penner, Stephen Burgess, Dayna Coker, Barry Gales, Terry Goforth, John Hayden, Tod Helton, Jason Johnson, Robin Jones, Joesph Maness, Nina Morris, Gus Ortega, Les Ramos, Jeffrey Short, James South, Bill Swartwood, and Mark Tippin.

**II. CERTIFICATION OF SUBSTITUTES:** None

**III. PRESENTATION OF VISITORS:** None

**IV. APPROVAL OF MINUTES:** Minutes of May 5, 2004 were corrected and approved.

**V. ANNOUNCEMENTS:**

A. From FS President South:

1. Reminder to Faculty Senators to bring their own copy of unapproved minutes for previous meeting; the agenda for the current meeting will always be provided.
2. Minutes from the May Administrative Council Meeting were distributed.
3. Dr. Bet Becker will now be using her maiden name, Rice.
4. Reminder for all faculty to visit the SWOSU website ([www.swosu.edu/resources/strategicplan/](http://www.swosu.edu/resources/strategicplan/)) and provide feedback on the two possible scenarios for establishing a new vision statement for SWOSU.

B. From Provost Rice: New degree options approved in B.A. in Communication Arts: Speech Communications, Mass Communications, and Theatre.

C. From June Administrative Council meeting: a) Letters of appointment will show 4% change (which is now counted as salary) AND a 3% raise or \$600 minimum (now official); b) If faculty do not specify, the 4% will be in your check – you must choose to have it deducted (pre-tax) and put into a 403b plan if you wish it to remain as supplemental retirement; c) Retirement reception Tues Jun 29 2-4 PM in Pres. Conf. Rm. for Dr. Prabhu; d) Drivers of 15-passenger vans will now need to attend a class presented by Public Safety to help prevent rollover accidents; e) Sales tax is being proposed by Weatherford Economic Development foundation which will also

benefit SWOSU (via endowed chairs and scholarships) and the hospital. June 30 is City Council meeting to ask for vote on tax.

D. FS Secretary/Treasurer: Dr. Jason Johnson:

1. Roll Sheet—please sign and update.
2. Treasurer's Report: BancFirst Checking account balance: \$1,556.48  
University account balance: \$100.34

E. FS President Elect Logan: No report

F. FS Past President Hayden: No report

G. FS Student Government Representative: No report

**VI. REPORTS FROM STANDING AND AD HOC COMMITTEES:**

Audit Committee Report: All books were in good order. However, it was suggested that the ledger be continually updated to correct for delays in billing on small photocopy charges.

**FS Motion 2004-06-01**

**It was moved and seconded that the Audit Report be approved.**

The Motion passed by voice vote.

**VII. UNFINISHED BUSINESS:**

**A. Proposals for establishing the University Promotion/Tenure Review Committee**

**FS Motion 2004-06-02**

**It was moved and seconded that selection of members of the University Promotion/Tenure Review Committee and the Appeals Committee adhere to the following guidelines:**

**The Senate Executive Committee (with assistance, if needed) will compile a list of faculty eligible (by college) for the University Promotion/Tenure Review Committee by the August Senate meeting.**

**The Faculty Senators of each college will meet following the September Senate meeting and select from among the list of eligible faculty. The Faculty Senators of the Colleges of Arts & Sciences and Professional & Graduate Studies will each select three (3) names for the UTPRC and one (1) for the Appeals Committee. The Faculty Senators of the College of Pharmacy will select one (1) name for the UTPRC and one (1) for the Appeals Committee.**

**The Faculty Senate President (or designee) will forward the names to the Chief Academic Officer by the end of the first full week of October.**

**FS Motion 2004-06-03**

**It was moved and seconded that FS Motion 2004-06-02 be tabled to the next meeting.**

The Motion passed by voice vote.

**VIII. NEW BUSINESS:**

**A. Summer Pay for Small Classes**

**FS Motion 2004-06-04**

**It was moved and seconded that the Personnel Policies Committee review and recommend changes to summer pay scales for teaching small classes.**

The Motion passed by voice vote.

**B. Overload Compensation**

**FS Motion 2004-06-05**

**It was moved and seconded that the Personnel Policies Committee review and recommend changes to compensation policies for teaching overloads.**

The Motion passed by voice vote.

C. Release Time for Chairs

**FS Motion 2004-06-06**

**It was moved and seconded that all Department Chairs receive 6 hours of release time per semester.**

The Motion passed by voice vote.

D. Finals Schedule

**FS Motion 2004-06-07**

**It was moved and seconded that the University Policies Committee review and recommend changes to the final examinations schedule.**

The Motion passed by voice vote.

**IX. ADJOURNMENT:**

With no further business, the meeting adjourned at 2:44 p.m.

**Next Faculty Senate meeting: TUESDAY, July 20, 2004, STF 104, 1:30 p.m.**

Respectfully submitted,

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**James South, President**

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**Jason Johnson, Secretary**