

Faculty Senate Meeting
2:00PM January 28, 2005, Stafford 104
Approved Faculty Senate Meeting Minutes

I. CALL TO ORDER AND ESTABLISH QUORUM:

The January 28, 2005 meeting of the Faculty Senate was called to order at 2:00 PM in Stafford 104 with FS President James South presiding. The following members were present: Melody Ashenfelter, Arden Aspedon, Madeline Baugher, David Bessinger, Nancy Buddy Penner, Stephen Burgess, Michael Dougherty, Barry Gales, Terry Goforth, Todd Helton, David Hertzell, Jason Johnson, Robin Jones, Chad Kinder, Kelley Logan, Joseph Maness, Andrew Marvick, Nina Morris, Gus Ortega, Les Ramos, Jeffrey Short, James South, Bill Swartwood, Mark Tippin, and Karen Travis.

II. CERTIFICATION OF SUBSTITUTES: Audrey DeFrank substituted for Jon Woltz.

III. PRESENTATION OF VISITORS: Dr. Viki Craig, Karen Trent

IV. APPROVAL OF MINUTES: Minutes of December 3, 2004 were approved.

V. ANNOUNCEMENTS:

A. From FS President South:

1. Dr. Rice sent a card thanking us for the flowers we provided to her retirement reception.
2. From Administrative Council (Dec and Jan):
 - a. Tom Fagan reports that SWOSU is looking into setting up a 501c3 Educational Research Foundation to provide more flexibility in administering grants. OSU has done this for over 20 yrs.
 - b. SWOSU is considering elimination of 15 passenger vans and replacing with buses (CDL required)
 - c. Strategic Plan goals are now on the web. Teams will be assembled soon to plan implementation of the goals.
 - d. December paychecks reflected health insurance premium increases. Everyone will be forced into Direct Deposit of paychecks over the next year. Exceptions are possible.
 - e. Who's Who reception is Sunday, Feb. 13th @ 2 PM, in the Student Union.
 - f. HEACO (and OEA and HEAR) is deeply concerned about TABOR, introduced by an Owasso state senator. It has had disastrous results on higher education funding in Colorado over the last ten years. More information on Colorado and Oklahoma versions of TABOR at: <http://hear.freewebsitehosting.com> (click on Tabor Beware!)

B. From Interim Provost Foust:

1. The memo asking for final exam room assignments was ONLY to avoid problems which occurred in the fall. In some instances, two finals were mistakenly assigned to the same room because a new person only scheduled special requests and not all rooms.
2. Our pay schedule for adjunct faculty approved in the December FS meeting will go into effect in fall 2005, but it may be instituted as a minimum pay schedule if some disciplines need higher salaries to attract applicants.

3. Our proposal regarding overload pay is being evaluated for economic impact. Administration agrees in principle with the proposal.

4. Regarding our proposal to make chair load reduction a standardized 6 hours across campus, Administration prefers to let the load reduction be negotiated, but to raise the stipend for chairs in compensation of the extra work required of chairs.

C. FS Secretary/Treasurer Johnson:

1. Roll Sheet—please sign and update.

2. Treasurer’s Report: BancFirst Checking account balance: \$1,578.35

University account balance: \$211.46

D. FS President Elect Logan: No report

E. FS Past President Hayden: No report

F. FS Student Government Representative Justin Ohl: No report

VI. REPORTS FROM STANDING AND AD HOC COMMITTEES:

A. Report on Service-Learning Conference (Dr. Viki Craig and Karen Trent):

A fact sheet outlining the general mission and advantages afforded by service-learning was provided to the Faculty Senate--additional information may be found at the Oklahoma Campus Compact’s web site (www.okhighered.org/campus-com/) under the heading “Resources”. In addition, the newly designed Advanced Composition ENGL 4453 service-learning course with an emphasis on “writing for publication, non-fiction prose” was introduced by Dr. Viki Craig and Karen Trent. This course represents the product of their participation in the Faculty-Student Service Learning Course Redesign Institute sponsored by Oklahoma Campus Connect on January 20-21.

VII. UNFINISHED BUSINESS: None

VIII. NEW BUSINESS:

A. Student Complaints

FS Motion 2005-01-01

It was moved and seconded to remove FS Motion 2004-12-03 from the Table.

The motion passed by voice vote.

FS Motion 2004-12-03 - Restated

It was moved and seconded that when a student brings a complaint about a faculty member (or members) to the attention of the Dean of Students or of the Dean of the College of Arts and Sciences, officials at those offices shall not consider the complaint until it has been submitted in writing and signed by the student. Once such a complaint or grievance has been submitted in written form to one or both of these offices, a copy of the document (excluding the student’s name) shall be sent, in a timely manner, to the faculty member against whom the complaint has been made.

FS Motion 2005-01-02

It was moved and seconded to send FS Motion 2004-12-03 to the Student Affairs Committee for further review.

FS Motion 2004-12-03 - Restated

It was moved and seconded that when a student brings a complaint about a faculty member (or members) to the attention of the Dean of Students or of the Dean of the College of Arts and Sciences, officials at those offices shall not consider the complaint until it has been submitted in writing and signed by the student. Once such a complaint or grievance has been submitted in written form to one or both of these offices, a copy of the document (excluding the student's name) shall be sent, in a timely manner, to the faculty member against whom the complaint has been made.

FS Motion 2005-01-02

It was moved and seconded to send FS Motion 2004-12-03 to the Student Affairs Committee for further review.

The motion passed by voice vote.

B. UPTRC Membership

FS Motion 2005-01-03

It was moved and seconded that the following proposed (FS Motion 2004-11-03) paragraph from the Faculty Handbook be modified as indicated by the underlined section:

The Faculty Senators of each college will meet following the September Senate meeting and select from among the list of eligible and willing faculty. The Faculty Senators of the College of Arts & Sciences and the College of Professional & Graduate Studies will select three (3) faculty, the College of Pharmacy will select one (1) faculty, and the College of Associate and Applied Programs will select one (1) faculty for this committee who will serve in the case that a member of the College of Associate and Applied Programs applies for promotion or tenure. The Faculty Senate President will forward the names to the Chief Academic Officer by the end of the first full week of October. Members of the committee serve one year terms and may not serve consecutive terms. Chairs, deans, and applicants are ineligible for committee membership. The committee elects a chair.

Rationale: This would prevent faculty with fewer qualifications than those who are applying for tenure and/or promotion from conducting a review of candidates' applications. The motion recognizes that Sayre faculty should be represented whenever faculty members from Sayre are applying.

The motion failed by voice vote.

C. Continuance Application Materials for Nontenure-track Faculty

FS Motion 2005-01-04

It was moved and seconded to change the statement “Candidates for continuance who are not on tenure-track will supply only a current vita” within the Faculty Handbook (Section II Policies and Procedures for Evaluation of Faculty, Part B(1) Continuance Procedures) to read:

“Candidates for continuance who are not on tenure-track will supply a current vita and a four semester summary of the student evaluations.”

Rationale: The primary mission of non tenure track faculty is teaching. Continuance committees at all levels cannot make accurate evaluations without this data.

The motion failed by show of hands.

D. Faculty Evaluation of the Dean

FS Motion 2005-01-05

It was moved and seconded to approve the form for the Faculty Evaluation of the Dean, with a statement added that if faculty have no knowledge of a question, it should be left blank.

The motion passed by voice vote.

E. Confidentiality of Faculty Senate Actions

FS Motion 2005-01-06

It was moved and seconded to reaffirm FS Motion 2003-09-01 in the September 26, 2003, Faculty Senate Minutes with the current Administration the practice of confidentiality concerning specific Faculty Senate discussions and actions taken.

The motion passed by voice vote.

F. Evaluation of All Administrative Coordinators and Associate Deans

FS Motion 2005-01-07

It was moved and seconded that all Administrative Coordinators and Associate Deans be evaluated by their faculty.

The motion passed by voice vote.

G. Faculty Salary Adjustments

FS Motion 2005-01-08

It was moved and seconded to request that the Board of Regents raise faculty salaries to match their peer universities as they did for the University Presidents.

The motion passed by voice vote.

IX. ADJOURNMENT:

With no further business, the meeting adjourned at 3:34 p.m.

Next Faculty Senate meeting: Friday, February 25, 2005, STF 104, 2:00 p.m.

Respectfully submitted,

James South, President

Jason Johnson, Secretary