Southwestern Oklahoma State University Faculty Senate
2008-2009 President’s Report

Motions and Actions June 2008

**FS Motion 2008-06-01:**
Whereas the current system of starting classes in mid-week creates difficulty in scheduling finals events for the University’s athletics, and
Whereas the current system of starting classes in mid-week results in a “split week” final examination schedule, and
Whereas the University Administration is proposing a Monday start of classes for Fall and Spring Terms effective for the Autumn 2009 term to alleviate these issues,
Therefore be it resolved that the Faculty Senate is in favor of a Monday start for classes, effective for the Autumn 2009 Term.

The motion failed by voice vote.

**FS Motion 2008-06-02:**
Whereas Martin Luther King, Jr. Day is a Federally recognized and promoted legal holiday, and
Whereas the majority of other State Universities and Entities observe this holiday by cancelling classes, and
Whereas Southwestern Oklahoma State University students, faculty, and staff may choose to honor Martin Luther King, Jr. and the contributions he made to civil rights in the United States and this day of recognition, and
Whereas the University Administration is proposing adoption of a policy to observe Martin Luther King, Jr. Day,
Therefore be it resolved that the Faculty Senate is in favor of cancelling classes and closing University Offices in observance of Martin Luther King, Jr. Day.

The motion passed by voice vote.
Approved by the administration.

**FS Motion 2008-06-03:**
The FS University Policies Committee is charged to develop a draft of the University Email and Web Use Policy for consideration by Vice President Fagan.

The motion passed by voice vote.
Communicated to the administration.
Motions and Actions July 2008

FS Motion 2008-07-01:
It is proposed the Faculty Senate consider the use of encrypted digital signatures for university documents, in an effort to establish a paperless campus.

The motion was tabled by voice vote.

President Les Ramos was charged to appoint an Ad hoc committee to address the implementation of guidelines concerning the policy for alternatively admitted students. An Ad hoc committee was formed and a list of concerns was prepared for presentation to the Provost.

Motions and Actions August 2008

FS Motion 2008-08-01:
It is proposed the Faculty Senate adopt the proposed 2008-2009 standard rules of conducting business during meetings using traditional parliamentary procedure (Robert’s Rules of Order).

The motion passed by voice vote.

FS Motion 2008-08-02:
It is proposed the Faculty Senate adopt the proposed 2008-2009 Faculty Senate budget.

The motion passed by voice vote.

A list of eligible faculty members was presented for potential service on the Faculty University Promotion and Tenure Review Committee (FUPTRC).

FS Resolution 2008-08-01:
Whereas, the Faculty Senate has made a resolution to observe Martin Luther King, Jr. Day; and whereas, the University plans to adopt Martin Luther King, Jr. Day as an official holiday in 2010; and Whereas, this adoption would result in the loss of one (1) lecture day; Therefore, be it resolved, that the Faculty Senate supports beginning Spring classes on Wednesday, rather than Thursday, to make up for this lost day.

The motion passed by voice vote. Approved and adopted by the administration.
FS Motion 2008-08-03:
Whereas, the Faculty Senate is concerned about the dilution of the faculty voice in shared governance, due to the addition of the Dean’s Council and the apparent insertion of the Academic Council in between the Faculty Senate and the Provost; Therefore, the Faculty Senate requests President John Hays to issue a revised flow chart for governance; And, therefore, the Faculty Senate proposes the following model be used: Academic Council → Dean’s Council → Provost ← Faculty Senate

The motion passed by voice vote.
Approved and adopted by the administration.

Motions and Actions September 2008

FS Motion 2008-09-01:
It is proposed the Faculty Senate send the report entitled “Faculty Senate Position Statement on the Alternative Admissions Plan” to the Provost. Furthermore, the Faculty Senate requests the Provost provide a written response to the concerns presented and a more detailed plan of implementation by the October meeting of the Faculty Senate.

The motion passed by voice vote.
The Provost spoke to the Senate and answered questions regarding the Alternative Admissions plan.

FS Motion 2008-09-02:
Whereas faculty have expressed concerns over the costs and coverage provided by the current health insurance plan,

It is proposed the Faculty Senate grant approval to Faculty Senate President Les Ramos to send forward the document entitled, “An Open Letter to the Board of Regents of the Regional University System of Oklahoma, the University of Oklahoma Board of Regents, and the Oklahoma State and Educational Employees Group Insurance Board” as drafted by the Regional University Faculty Senate Presidents after editorial corrections have been made.

The motion passed by voice vote.
The letter was sent to the coordinating regional university Faculty Senate President for distribution to RUSO.
The Senate caucused by college to select members of the Faculty University Promotion and Tenure Review Committee (FUPTRC) and University Promotion/Tenure Appeals Committee.

<table>
<thead>
<tr>
<th>College Represented</th>
<th>FUPTRC</th>
<th>Appeals</th>
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<tbody>
<tr>
<td>Arts and Sciences</td>
<td>David Bessinger</td>
<td>Joel Kendall</td>
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<td>Joseph Maness</td>
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<td>Harry Nowka</td>
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<td>Graduate and Professional Studies</td>
<td>Ric Baugher</td>
<td>Melinda Burgess</td>
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<td>Stephen Burgess</td>
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<td></td>
<td>Marion Prichard</td>
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<td>Pharmacy</td>
<td>Edna Patatanian</td>
<td>Randall Sharp</td>
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<td>Associate and Applied Programs</td>
<td>Kathy Brooks</td>
<td>Tommye Davis</td>
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<td>Selected from the Appellate Committee</td>
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<td>Steve Pray</td>
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Motions and Actions October 2008

**FS Motion 2008-10-01:**
A sense of the senate resolution that the senate supports the efforts of Student Government to make SWOSU smoke free.

The motion passed by voice vote.

President Les Ramos was charged to appoint an Ad hoc committee to explore the possibility of establishing an Honors Program or College at SWOSU.

*An Ad hoc committee was formed, with Dr. Stephen Burgess as chair.*
Motions and Actions November 2008

**FS Motion 2008-11-01:**
The FS Student Affairs Committee is charged with reviewing the current university attendance policy.
The motion passed by voice vote.

**FS Motion 2008-11-02:**
The FS Student Affairs Committee is charged with reviewing the current university attendance policy.
The motion passed by voice vote.

**FS Motion 2008-11-03:**
The FS Personnel Policies Committee is charged with reviewing the wages paid for overload, adjunct instructors, and telecourse/web-based courses.
The motion passed by voice vote.

Motions and Actions December 2008

**FS Motion 2008-12-01:**
It is proposed the Faculty Senate keep the following questions in mind when considering the two email and web usage policies as put forth by the University Policies Committee:
Are faculty (and staff) better served by separate policies or by a common policy for both faculty and staff?
Dependent upon the answer to the first question, are the policies proposed sufficient?
*Rationale:* A university-wide policy which specifically defines the appropriate use of SWOSU computers is needed. Furthermore, a common University Email and Web Usage Policy would be easier to implement and understand.
The motion passed by voice vote.
FS Motion 2008-12-02:
It is proposed the Faculty Senate adopt the document entitled “SWOSU Policy on Information Systems Security” as put forth by the University Policies Committee for consideration by the Administration in establishing a Faculty University Email and Web Usage Policy.

The motion passed by voice vote.

*Submitted to the Provost. The administration considered the Senate’s position and recommendations when drafting the final policy.*

FS Motion 2008-12-03:
It is proposed that the “SWOSU Policy on Information Systems Security” be recommended as a university-wide policy, applicable to all individuals, regardless of status as Faculty, Staff, Administrator, or Student.

The motion passed by voice vote.

FS Motion 2008-12-04:
The Faculty Senate President is requested to inquire about the status of the *Faculty Handbook*, including approved revisions and the presence of outdated language.

*Rationale:* The Senate is concerned that the current online version of the handbook is dated 2005-2006. This makes for uncertainty and potential confusion when consulting the handbook. In addition, there is concern that faculty may not have access to current policies.

The motion passed by voice vote.

*The concerns were communicated to the Provost. The Provost plans to post an updated Faculty Handbook by Fall 2010.*

**Motions and Actions January 2009**

FS Motion 2009-01-01:
It is proposed that the Faculty Senate recommend the proposed adjustments to various faculty compensation rates.

*Rationale:* Adjustments in pay schedules are thought to be long overdue. Adjustments in adjunct faculty pay schedules were based on the application of an inflation calculator and were made relative to the Masters base rate. Proposed adjustments do not reflect the potential for mileage compensation. Adjustments in promotion pay schedules were made based on the assumption that the increase in rank from Instructor to Assistant Professor was a proposed minimum, in that department salary adjustments would still apply.

The motion passed by voice vote.

*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*
**FS Motion 2009-01-02:**
It was moved and seconded to table **FS Motion 2009-01-01**, so that Faculty Senators may receive input from their constituents.

The motion passed by a majority count.

**Motions and Actions February 2009**

**FS Motion 2009-02-01:**
It is proposed that the Faculty Senate support Student Senate Bill S09002, a bill calling for a vote of the student body regarding enacting a tobacco free campus no sooner than the first day of class, spring of 2010, and no later than post graduation 2012 and for other purposes.

*Rationale:* This bill is proposed in consideration of SWOSU being a premier regional university which hosts a number of events and programs for underage visitors. In addition, this bill expands the current SWOSU smoking tobacco policy, which reads “In keeping with the University’s intent to provide a safe and healthful work environment, and in accordance with state mandates, the use of tobacco in any University facility or University vehicle is prohibited. Additionally, there is to be no smoking within 25 feet of a point of entrance or exit to a building. This policy extends to faculty, staff, employees and campus visitors. Note: Outdoor stadium seating is designated as a no smoking area.” The SGA is working with the Western Oklahoma Tobacco Control Coalition in the development of this concept.

The motion passed by a majority count.

**FS Motion 2009-02-02:**
It is proposed the attached changes in compensation for SWOSU faculty Overload Pay and Adjunct Pay be adopted by the University.

The motion passed by voice vote.

*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*

**FS Motion 2009-02-03:**
It is proposed the attached changes in compensation for SWOSU telecourse instructors be adopted by the University.

The motion passed by voice vote.

*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*
FS Motion 2009-02-04:
It is proposed the attached changes in compensation for SWOSU Interactive video courses be adopted by the University.
The motion passed by voice vote.
*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*

FS Motion 2009-02-05:
It is proposed the attached changes in compensation for SWOSU Adult Education and Substitutes be adopted by the University.
The motion passed by voice vote.
*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*

FS Motion 2009-02-06:
It is proposed the attached changes in compensation for SWOSU Faculty promotions be adopted by the University.
The motion passed by voice vote.
*The administration is reserving action on pay-related issues due to state-wide budget and economic concerns.*

**Attachment for FS Motion 2009-02-02:**

**PROPOSED OVERLOAD PAYMENT SCHEDULE, JANUARY 2009**

$800 per credit hour day or night. Note: A Faculty member is not eligible for overload compensation unless he or she meets the load requirement for the unit(s) that define(s) his or her load. (Department or program or division or school or college, etc.) (Current rate: $625 per credit hour.)

**CURRENT ADJUNCT FACULTY PAY SCHEDULE, DAY CLASSES, FALL AND SPRING SEMESTERS, JANUARY, 2009**

<table>
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<tr>
<th>HOURS</th>
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<th>MASTERS (1.00)</th>
<th>MASTERS +30 (1.16)</th>
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<th>Ph.D., Ed.D (1.55)</th>
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CURRENT TELECOURSE INSTRUCTOR, JANUARY, 2009

$200/per credit hour + $15/per student for the first 10 students + $10/per student after the first 10. For only 3 or 4 students: # of students x # of hours x $35.

PROPOSED TELECOURSE INSTRUCTOR, JANUARY, 2009

$200/per credit hour + $15/per student. For only 4 or fewer students: # of students x # of hours x $35.

CURRENT IAV COMPENSATION, JANUARY, 2009

$100 per credit hour, above load, each time the course is offered. Preparation of these courses will be in load.

PROPOSED IAV COMPENSATION, JANUARY, 2009

$100 per credit hour, above load, each time the course is offered. Preparation of these courses will be in load. In addition, the following FS Motions regarding IAV classes that passed the senate in 2006 would also apply:
CURRENT ADULT EDUCATION CLASSES, JANUARY, 2009

$500 per credit hour.

PROPOSED ADULT EDUCATION CLASSES, JANUARY, 2009

$500 per credit hour.

CURRENT SUBSTITUTE, JANUARY, 2009

(Hours x rate)/64 = rate per session.

PROPOSED SUBSTITUTE, JANUARY, 2009

(Hours x rate*)/number of class meetings per semester = rate per session.

* See Adjunct Chart for rate.

FS Motion 2009-02-06:

CURRENT PROMOTED TO:

PROFESSOR $5000.00
ASSOCIATE PROFESSOR $4000.00
ASSISTANT PROFESSOR $1500.00

PROPOSED PROMOTED TO:

PROFESSOR $7000.00
ASSOCIATE PROFESSOR $5500.00
ASSISTANT PROFESSOR $2000.00*

* Minimum. Actual pay boost will be based on CUPA Data, years of service, and/or scholarly activity and/or excellence in teaching and/or service.

As discussed earlier, the administration will eventually consider pay-related motions, however budget constraints have prevented action at this time.
FS Motion 2009-03-01:

It is proposed that the Faculty Grievance Policy shall be modified to stipulate that a majority of members of the Faculty Grievance Committee shall be tenured but that at least one member shall be non-tenured.

*Rationale:* Even in cases in which the objectivity of an individual tenured-only grievance committee is unimpeachable, the current policy creates an unfortunate *appearance* of bias in faculty grievances between tenured and non-tenured faculty members: the appearance is that the committee begins the grievance process valuing the experiences and points of view of tenured colleagues and not valuing those of non-tenured colleagues.

The reality may well be that, in most other matters, tenured faculty members do indeed value the input of their tenured colleagues more highly than that of their non-tenured colleagues, and for good reason. On a Faculty Grievance Committee, though, the implicit claim in the current policy is that the committee does not want even to hear from faculty members whose experiences are comparable to a non-tenured faculty member involved in a grievance with a tenured member.

It is important that a majority of the members of a Faculty Grievance Committee be of the tenured faculty. It is equally important that a non-tenured member be permitted to add to the discourse. Even if a non-tenured member does not affect the votes of other members, he or she could raise issues that the majority of the committee would have to respond to, which could result in more thorough and thoughtful decisions.

A motion to send this issue to the University Policies Committee was seconded and passed by voice vote.

*Approved by the Provost.*

FS Motion 2009-03-02:

In that more and more documents are being kept electronically;
And in keeping pace with the trends for paperless submissions and computer applications in Higher Education;
And in support of those disciplines which may better present their accomplishments electronically;
It is proposed that the option of electronic submission of Promotion and Tenure materials be sent to the University Policies Committee for review.

The motion passed by voice vote.

*The administration has chosen to not institute electronic submission at this time.*
Motions and Actions April 2009

**FS Motion 2009-04-01:**
It is proposed that the Faculty Senate accept the slate of nominees for Senate officers and university committees as presented.

The motion passed by voice vote.

**FS Motion 2009-04-02:**
Personnel Policies Committee presented a proposed compensation plan for the creation and teaching of on-line and web-based courses. This plan was designed to be in accordance with the definitions and three levels of course ownership and licensing as established by the SWOSU Intellectual Property Committee.

It is proposed that the Faculty Senate table the proposal until the next meeting, at which time a final version of the compensation plan will be presented and voted upon.

The motion passed by voice vote.

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Motions and Actions May 2009

**FS Motion 2009-05-01:**
It is proposed that the Faculty Senate approve the change of “University Vice President” in Article IV, Section 2(a), of the Faculty Senate Constitution to “University Provost.”

The motion passed by voice vote

**FS Motion 2009-05-02:**
Whereas the SWOSU Intellectual Property Committee has established a policy outlining and defining On-Line and Web-Based courses;
Whereas that same Committee policy delineates three levels of such course ownership and licensing;
and whereas that Committee policy calls for a compensation plan that reflects the committee’s conclusions regarding the three levels of such course ownership and licensing,
The Faculty Senate proposes the following compensation plan regarding the ownership and licensing of On-line and Web-Based courses in correspondence with how the Intellectual Properties Committee delineated the courses (as follows):
The university hires a faculty member to create an on-line course or web course for hire.

A faculty member self-initiates and creates an On-Line or Web-Based course with a minimum use of university resources.*

A faculty member self-initiates and creates an On-Line or Web-Based course with a substantial use of university resources.*

(* In accordance with the policy of the Intellectual Properties Committee, that committee will determine “minimum use” and “substantial use” on a case by case basis.)

Compensation for the Creation of On-Line and Web Based Courses

The equivalent of four overload credit hours.

The equivalent of three overload credit hours.

The equivalent of two overload credit hours.

This proposed compensation is for courses of three credit hour courses or less. If the course is a four credit hour course, compensation will include one additional overload hour. If the course is a five credit hour course, compensation will include two additional overload hours.

Compensation for Teaching On-Line and Web Based Courses

The faculty member’s compensation is part of the regular salary. The On-Line and Web- Based Supplement will be in addition to the regular salary.

The faculty member who has a full load and requests overload for an On-Line or Web- Based Course will be compensated based on the following schedule:

Enrollment below eleven (11) for undergraduate courses and below seven (7) for graduate courses will be compensated using the tuition-only rate per student based on the course level plus the On-Line or Web-Based supplement per course.

Enrollment above eleven (11) for undergraduate courses and above seven (7) for graduate courses will be compensated at the university established rate per overload hour for overload courses plus the Web-Based Supplement per course.

The On-Line and Web-Based Supplement

Any faculty member who teaches an On-Line or Web-Based course will receive extra compensation of $200 per credit hour over and above the load credit for the course.

Compensation for Royalties from Licensing

This paragraph applies only to the circumstances described under “b” above where the faculty creator retains the licensing for royalties since he or she used a minimum of university resources: any time a SWOSU faculty member teaches an On-Line or Web-Based course created as described under “b” above, the creator will be compensated under the following formula: tuition per credit hour x number of credit hours x 3 each time the course is offered by another faculty member and for as long as the creator remains at SWOSU.
On-Line and Web-Based Course Enrollment
The maximum enrollment in Web-Based and On-Line courses will be determined by the faculty member and department chair (or program director or associate dean). If agreement cannot be reached, appeals will travel up through the administration.

The motion passed by voice vote. 
*Communicated to the Provost. Awaiting consideration with previous pay-related motions.*

**FS Motion 2009-05-03:**
In that the problems encountered with EDS have significantly impacted faculty members’ lives and the financial well-being of the medical community;

And in awareness that the Faculty Senate is not directly involved in making the final choice of health care provider for SWOSU;

The Faculty Senate asks that those studying a possible change of health insurance carrier for SWOSU do not consider a carrier that employs EDS to manage claims.

The motion passed by majority vote. 
*Communicated to the Provost. The administration and University Benefits Committee are working with other regional universities on the selection of a carrier (effective January 2010).*

**FS Motion 2009-05-04:**
Background: In respect to the recent student election regarding student fees increases for athletic facilities, student activities and music activities, a record number of students voted online to be in favor, by a narrow margin, of a $6 student fee increase.

In that improvements in athletic and music facilities, uniforms, and equipment are much needed; a Sense of the Senate Resolution is made that the Senate supports the majority of the student vote which was in favor of a $6 student fee increase.

The motion passed by majority vote. 
*Communicated to the Provost.*

Respectfully submitted to the SWOSU Faculty Senate,

Carroll L. Ramos, Ph.D.
Faculty Senate President, 2008-2009