

**Southwestern Oklahoma State University  
Faculty Senate Meeting  
2:00 PM February 27, 2009, Education 201  
Approved Faculty Senate Meeting Minutes**

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

**II. The February 27, 2009, meeting of the Faculty Senate was called to order at 2:00 PM in Education 201 with FS President Les Ramos presiding.** The following members were present: Lisa Appeddu, John Bradshaw, Kathy Brooks (Sayre), Stephen Burgess, Chelsea Church, Kevin Collins, David Esjornson, Terry Goforth, John Hayden, Rita Hays, Todd Helton, Robin Jones, Jim Long, Scott Long, Warren Moseley, Joe Keeton for Chad Ramirez, Les Ramos, Ann Russell, Randall Sharp, Jeff Short, James South, Bill Sticka, Muatasem Ubeidat, Kathy Wolff and Jonathon Woltz.

**III. CERTIFICATION OF SUBSTITUTES:** Joe Keeton for Chad Ramirez.

**IV. APPROVAL OF MINUTES:** Minutes of the January 30, 2009, meeting were approved.

**V. ANNOUNCEMENTS:**

A. From FS President Les Ramos:

**1. Senate Executive Committee meeting with Provost on February 25, 2009:**

- a. Email and Web-Use (Information Resources and Systems) Policy Proposed by Faculty Senate:** Currently under review by Vice President Tom Fagan and HR Director David Misak.
- b. Status of the Faculty Handbook and the Revision Process:** The Provost is finalizing revisions to the latest edition of the Faculty Handbook. The official handbook is the online version on the university web site.
- c. Alternative Admission Students:** A reminder that sections designated “signature only” are the sections for alternatively admitted students. A brochure/publication concerning the alternative admissions process is being prepared. The Provost will notify advisors by email of a meeting shortly before the March 12 orientation session. Please refer students to the Provost if there are specific questions about the alternative admissions process.
- d. Mission Statement on University Scholarly Activity and Research:** Comments and suggested revisions have been forwarded to the Provost from both the University Research and Scholarly Activity Committee and the Faculty Senate.
- e. APRA:** The President has formed an Academic Planning and Resource Allocation (APRA) Task Force that will begin meeting in early March to examine university strengths, weaknesses, and critical issues.

2. Please encourage colleagues to complete the *online faculty evaluation* of deans, associate deans, and chairs by Tuesday, March 31. An email with links was sent on February 26.

B. FS Secretary/Treasurer Lisa Appeddu:

1. **Roll Sheet** – please sign.

2. **Treasurer's Report:**

- a. BancFirst Checking account (No change): \$1986.53
- b. University account balance (Donation of \$0.85): \$130.00

C. FS President-elect Scott Long: None.

D. FS Past President Robin Jones: None

E. FS Student Government Representative Greg Franklin: Provided updates on current SGA topics, including:

1. The SGA is evaluating the possibility of providing 24-h access to designated computer labs and to the Library for students, for both study and schoolwork purposes.
2. The SGA has drafted Student Senate Bill S09002, which would put a vote to the students to weigh in as to whether SWOSU should implement a campus-wide tobacco free policy.

**VI. REPORTS FROM STANDING AND AD HOC COMMITTEES:** None

**VII. UNFINISHED BUSINESS:** None.

**VIII. NEW BUSINESS:**

**A. Student Senate Bill S09002:**

The following motion was moved and seconded:

**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.

## **B. Proposed changes in compensation:**

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.

\* Current values and proposed changes in compensation are displayed at the end of the minutes.

### **1. Adjunct faculty and overload compensation**

The following motion was moved and seconded:

**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.

### **2. Telecourse compensation**

The following motion was moved and seconded:

**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.

### **3. Interactive video compensation**

The following motion was moved and seconded:

**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.

### **4. Adult education and substitute compensation**

The following motion was moved and seconded:

**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.

**5. Salary increases upon promotion**

The following motion was moved and seconded:

**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.

- C. Issues concerning cancellation of class, changing class times, and/or changing class locations:** The President issued a gentle reminder that, when possible, faculty should try to inform students of such scheduling changes beforehand. There was a general concession that faculty absence policies should be enforced at a departmental level, on a case-to-case basis.
- D. Format of faculty retirement reception:** The retirement reception will be held on the afternoon of April 20, 2009. Due to the favorable turnout of the new faculty reception, refreshments may be provided again at the Bulldog Beanery.
- E. Elections:** President-Elect Scott Long will provide a template for nominees at the March meeting.

**IX. ADJOURNMENT:** 3:10 p.m.

Respectfully Submitted,

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Les Ramos, FS President

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Lisa Appeddu, FS Secretary

**Next Faculty Senate Meeting:  
Friday, March 27, 2009, at 2:00 p.m. in EDU 201**

**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**

<u>HOURS</u>	<u>LESS THAN MASTERS (.90)</u>	<u>MASTERS (1.00)</u>	<u>MASTERS +30 (1.16)</u>	<u>J.D., M.D., Pharm.D. (1.35)</u>	<u>Ph.D, Ed.D (1.55)</u>
1-6	360	400	464	540	620
7-12	450	500	580	675	775
13-18	540	600	696	810	930

**CURRENT ADJUNCT FACULTY PAY SCHEDULE, DAY CLASSES, SUMMER SEMESTERS, JANUARY, 2009**

1-3	360	400	464	540	620
4-6	450	500	580	675	775
7-8	540	600	696	810	930

**PROPOSED ADJUNCT FACULTY PAY SCHEDULE, DAY OR NIGHT, FALL AND SPRING SEMESTERS, JANUARY, 2009**

<u>HOURS</u>	<u>LESS THAN MASTERS (.90)</u>	<u>MASTERS (1.00)</u>	<u>MASTERS +30 (1.16)</u>	<u>J.D., M.D., Pharm.D. (1.35)</u>	<u>Ph.D, Ed.D., D.M.A. (1.55)</u>
1-6	465	515	600	700	800
7-12	580	645	750	870	1000
13-18	700	775	900	1050	1200

**PROPOSED ADJUNCT FACULTY PAY SCHEDULE, DAY OR NIGHT, SUMMER SEMESTERS, JANUARY, 2009**

1-3	465	515	600	700	800
4-6	580	645	750	870	1000
7-8	700	775	900	1050	1200

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**CURRENT TELECOURSE INSTRUCTOR, JANUARY, 2009**

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\$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.

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**PROPOSED TELECOURSE INSTRUCTOR, JANUARY, 2009**

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

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**CURRENT IAV COMPENSATION, JANUARY, 2009**

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

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**PROPOSED IAV COMPENSATION, JANUARY, 2009**

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\$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:

Motion 2006-11-05:

In consultation with department faculty, department chairs and deans shall set which classes will be offered by IAV, the number of sites to be offered, and the maximum number of students that can be enrolled on campus and at IAV sites.

Motion 2006-11-06:

The maximum number of IAV sites off campus that can be set is eight. The permission of the instructor is required to offer more than eight.

Motion 2006-11-07:

An instructor who is broadcasting to more than four IAV sites off campus will receive an additional \$100 per credit hour for every additional four sites or portion thereof.

**CURRENT ADULT EDUCATION CLASSES, JANUARY, 2009**

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\$500 per credit hour.

**PROPOSED ADULT EDUCATION CLASSES, JANUARY, 2009**

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\$500 per credit hour.

**CURRENT SUBSTITUTE, JANUARY, 2009**

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

**PROPOSED SUBSTITUTE, JANUARY, 2009**

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

\* See Adjunct Chart for rate.

**CURRENT PROMOTED TO:**

<b>PROFESSOR</b>	<b>\$5000.00</b>
<b>ASSOCIATE PROFESSOR</b>	<b>\$4000.00</b>
<b>ASSISTANT PROFESSOR</b>	<b>\$1500.00</b>

**PROPOSED PROMOTED TO:**

<b>PROFESSOR</b>	<b>\$7000.00</b>
<b>ASSOCIATE PROFESSOR</b>	<b>\$5500.00</b>
<b>ASSISTANT PROFESSOR</b>	<b>\$2000.00*</b>

\* 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.