

**Southwestern Oklahoma State University
Faculty Senate Meeting
2:00 PM October 31, 2008, Education 201
Approved Faculty Senate Meeting Minutes**

I. CALL TO ORDER AND ESTABLISH QUORUM.

II. The October 31, 2008, 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, Tommye Davis (Sayre), David Esjornson, Terry Goforth, John Hayden, Rita Hays, Vicki Hatton for Todd Helton, Robin Jones, Sophia Lee, Joe London, Randy Hacker for Jim Long, Scott Long, Warren Moseley, Chad Ramirez, Les Ramos, Ann Russell, Randall Sharp, Ric Baugher for Jeff Short, James South, Bill Sticka, Muatasem Ubeidat, Don Wilson, Kathy Wolff and Jonathon Woltz.

III. CERTIFICATION OF SUBSTITUTES: Vicki Hatton for Todd Helton; Randy Hacker for Jim Long; and Ric Baugher for Jeff Short.

IV. PRESENTATION OF VISITORS: Provost Blake Sonobe discussed the SWOSU plan for alternative admissions to begin in Fall 2009. This included a definition of students who qualify, required course load, the potential to earn an Associate's degree, and the potential for matriculation of students into a four-year degree.

V. APPROVAL OF MINUTES: Minutes of the September 26, 2008, meeting were approved.

VI. ANNOUNCEMENTS:

A. From FS President Les Ramos:

1. Executive and Administrative Council meetings of October 27, 2008:

- a. **403b (pre-tax contribution) Retirement Plans:** The regional universities are in the process of selecting a vendor to provide investment options and to manage employee 403b retirement accounts. Changes in IRS regulations for 403b plans (effective January 1) have placed the responsibility of compliance with institutions. A single vendor is the most efficient way to manage the complex administration of these accounts. A number of potential vendors, including TIAA-CREF, have submitted bids to provide services for the regional universities as a group. Representatives from each regional institution (Vice Presidents, Business Officers, HR Directors, and faculty) will be meeting over the next several weeks to review the packages and to select a vendor. The university is aware of the need for comprehensive employee education on this issue. Employees, particularly those that have a 403b account, should look for emails concerning this issue.
- b. **Health Insurance:** After completion of the 403b project, the regional business officers and HR directors will begin a similar process with health insurance vendors. The University Benefits Committee welcomes suggestions and concerns regarding employee and dependent health insurance. The goal is to have the vendor in place and providing services January 2010.
- c. **Budget Planning:** A series of meetings with unit budget managers (deans, associate deans, chairs) have been held and a revised budget is nearing completion. The

President has arranged for a web cast entitled, Making the Case for Strategic Resource Allocation, on January 20.

- d. **Energy Conservation and Education:** Vice President Fagan is considering the implementation of a comprehensive energy conservation and education plan at SWOSU. The plan, which is managed by Energy Education, Inc. (www.energyeducation.com), has been reported to save the OSU campuses \$2.2 million over the first seven months of 2008.
- e. **Campus Gun Bill:** The campus gun bill has been revived in the state legislature. It was suggested to ask Randy Beutler to brief the Faculty Senate on current legislative issues at an upcoming meeting.

2. Executive Committee meeting with the Provost and Associate Provost on October 29, 2008:

- a. **Instructional Materials Policy Issues and Questions:** The Follett contract is usually in the range of 5-7 years and is re-bid periodically (in the past, the only vendors placing bids were Follett and Barnes & Noble). Online departmental listing of textbooks is strongly encouraged; however, the Follett contract prevents the bookstore from extracting textbook adoption information from departmental websites: the proprietary Follett form must be used.

B. FS Secretary/Treasurer Lisa Appeddu:

1. **Roll Sheet** – please sign.

2. **Treasurer's Report:**

- a. BancFirst Checking account (No change): \$1981.53
- b. University account balance (No change): \$129.15

C. FS President-elect Scott Long: None

D. FS Past President Robin Jones: None

E. Parliamentarian John Hayden: Discussed the proper procedures to address Committee Reports in following the Robert's Rules of Orders during Faculty Senate meetings.

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

- 1. The need for energy conservation and education, specifically in the dorm rooms
- 2. A proposal to better define how the student activities fee is spent
- 3. A proposal for SWOSU to become a non-smoking campus

VII. REPORTS FROM STANDING AND AD HOC COMMITTEES:

A. **University Policies Committee on University Email and Web Usage Policy:** The Committee is working on a faculty-based contribution to the university email and web usage policy as currently proposed for staff.

VIII. UNFINISHED BUSINESS: None

IX. NEW BUSINESS:

A. The following motion was moved and seconded:

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.

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

X. ADJOURNMENT: 3:35 p.m.

Respectfully Submitted,

Les Ramos, FS President

Lisa Appeddu, FS Secretary

**Next Faculty Senate Meeting:
Friday, November 21, 2008 at 2:00 p.m. in EDU 201**