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Faculty Senate Minutes

Faculty Senate

7-19-2018

June 19, 2018 Minutes

SWOSU Faculty Senate

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SWOSU Faculty Senate

June 19, 2018 Approved Minutes

- I. Call to Order:** Faculty Senate President Amanda Smith-Chesley called the June meeting of the Faculty Senate to Order at 3:00 pm in HEC 213.
- II. Establishment of a Quorum:** Wayne Anderson, Stephen Burgess, Rachel Davis (via Zoom), Tommye Davis (via Zoom), Jerry Dunn, Phillip Fitzsimmons, Swarup Ghosh, Meri Hix (via Zoom), Paul Hummel, Sunu Kodumthara, Brandy Chase, Jack Li, Scott Long, Jon Henrikson, Holly McKee, Allen Boyd, Kathy O’Neal, Kelly Logan, Ann Russell, Stephen Drinnon, Robin Jones, Amanda Smith, Tony Stein, Brian Rickel, Muatasem Ubeidat (via Zoom), Cheri Walker (via Zoom)
- III. Certification of Substitutes:** Allen Boyd substituting for Evette Meliza (Education), Brandy Chase substituting for Sharon Lawrence (Allied Health), Stephen Drinnon substituting for Hardeep Saluja (Pharmaceutical Sciences), Jon Henrikson substituting for David Martyn (Chemistry and Physics), Kelly Logan substituting for Cynthia Pena (Language and Literature), Robin Jones substituting for Lisa Schroeder (Art, Communication and Theater), and Brian Rickel substituting for Karen Sweeney (Computer Science).
- IV. Presentation of Visitors:** none.
- V. Approval of Minutes:** Approved by unanimous voice vote.
- VI. Procedural Matters**
 - A. Robert’s Rules** – It was decided to continue using modified Roberts Rules of order with no objections.
 - B. Archivist** – Phillip Fitzsimmons was appointed archivist with no objections.
 - C. Parliamentarian** – Scott Long will continue as parliamentarian with no objections.
- VII. Announcements**
 - A. President Amanda Smith-Chesley
 1. Executive Council Meeting of 6/11/2018
 - a) Revenue measures passed by state legislature in April’s special session regarding pay raises for K-12 and career tech employees may face challenges if veto referendum efforts are successful
 - b) Gov. Fallin vetoed Constitutional Carry Bill (1212)
 - c) Pres. Beutler cautions against using state resources for political purposes. (See Chancellor Glen D. Johnson’s memo “Guidelines for State System of Higher Education Officials and Employees—Primary, Runoff, and General Elections”) – (sent in email via Randy Beutler)
 - d) Budget proposal to RUSO on June 26th will include 4.9% increase on undergraduate tuition (approx. \$11/credit hour); priorities include covering health care costs, restoration of funds to academic programs, and possible pay raises
 - e) Enrollment is trending down (approx. 5%) for fall 2018 after 3 years of enrollment growth; task force urges faculty to encourage enrollment (The task force is made up of administration.)
 - f) SWOSU has been cleared from email blacklist; contact Karen Klein if issues occur with smaller servers
 2. Administrative Council of 6/11/2018
 - a) Summer enrollment is down 7.8% overall and 5.7% in credit hours

- b) Assessment Center reports student evaluation response rate of 66% and evaluation of dean/chair response rate of 61% for Spring 2018
 - c) Renovations and improvements to campus include completion of Mann Hall/dorm upgrades, new fitness equipment in Wellness, and parking lot repairs
 - d) Campus Police offers active shooter response training
 - e) Counseling Services offers gate-keeping training for suicide prevention
 - f) Ellucian ERP system press release/kick-off held June 19th 9:00-10:30 a.m. in Student Center Ballroom
 - g) Retirement celebration for Rick Skinner to be held Thurs. 6/28 from 2:00-4:00 p.m. in the PCR Admin Bldg. Rm 209
 - h) NSO held on June 18 and July 16
 - i) SWOSU Serves Saturday (Oct. 13) provides service learning opportunities for all students; contact Taler Alexander at NSO office
 - j) Sayre 30/50/80 anniversary “A Walk Down Memory Lane” exhibit on display in Student Union lobby through Fri. June 22nd.
3. Meeting with Provost on 6/14/2017
- a) Thank you to all who participated and assisted with commencement
 - b) Welcome to Joel Kendall, associate provost
 - c) Faculty handbook will be updated this fall

B. Secretary/Treasurer Holly McKee

- 1. Roll Sheet—please sign
- 2. Treasurer’s Report
 - a) Audit Report (Appendix A) – Accepted by unanimous voice vote.
 - b) Banc First
 - (1) May Balance: \$1663.98
 - (2) Current Balance: \$1663.98
 - c) University Account
 - (1) May Balance: \$105.01
 - (2) Current Balance: \$105.01

C. President-Elect Stephen Burgess: nothing to report.

D. Past President Jerry Dunn: nothing to report.

E. Student Government Representative Marshall Wallace: not present.

VIII. Reports from Standing and Ad Hoc Committees: none.

IX. Unfinished Business: none.

X. New Business:

- A. Please complete the preference sheet for Faculty Senate Committee Assignments (Appendix B).
– Please return by July 10.

IX. Adjournment: 3:19 pm

X. Next Meeting Tuesday, July 24th at 3:00 pm in HEC 213

**Respectfully submitted,
Amanda Smith, Faculty Senate President
Holly McKee, Faculty Senate Secretary**

Appendix A

5/2/2018

To Whom It May Concern:

Audit Committee Review of Bank Accounts

On May 1, 2018 I reviewed the 2 accounts associated with the Faculty Senate of Southwestern Oklahoma State University.

Bank Account with BancFirst, Weatherford, OK

0450831153 Balance 4/28/17 \$1,557.8

Balance 4/30/17 \$1775.28

Deposits from Dues \$865.00

Checks from expenses \$758.70

(Ck 2011 \$111.30 outstanding)

Reconciled balance \$1663.98

All receipts were verified and reconciled to statements, no exceptions noted.

Bank Account with SWOSU

Account number 7-07486-1651-561110

Balance 5/4/17 \$105.01 per Comptroller, Patricia Garcia

Balance 5/1/18 \$105.01 per Comptroller, Patricia Garcia

No activity for over 4 years.

Rita Y Hays, Audit Committee Chair

5/2/2018

Appendix B

Committee Preferences

Name: _____

Please select three of the following committees. Each senator will likely be serving on two.

1. **Audit Committee:** Audits the financial activities of the Faculty Senate
2. **Budget and Program Committee:** Evaluates the distribution of university funds
3. **Curriculum Committee:** Advises and makes recommendations regarding all curricular issues
4. **Judiciary Committee:** Answers questions regarding the intent and meaning of the Faculty Senate Constitution
5. **Nominating Committee:** Organizes elections for selected university standing committees
6. **Personnel Policies Committee:** Makes recommendations regarding policies related to faculty tenure, promotion, class loads, salary and benefits, and dismissal
7. **Student Affairs Committee:** Advises and makes recommendations regarding all matters relating to the student body and student policies
8. **University Policies Committee:** Advises and makes recommendations concerning university policies relating to the academic calendar, schedules, faculty handbook, and university matters not assigned to other Faculty Senate committees