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Faculty Senate Minutes

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3-30-2018

March 30, 2018 Minutes

SWOSU Faculty Senate

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SWOSU Faculty Senate

March 30th, 2018 Approved Minutes

- I. Call to Order:** Faculty Senate President Jerry Dunn called the March meeting of the Faculty Senate to Order at 2:33 in HEC 201.
- II. Establishment of a Quorum:** Wayne Anderson, Krista Brooks, Dayna Coker (via ITV from Sayre), Rachel Davis, Tommye Davis (via ITV from Sayre), Jerry Dunn, Jared Edwards, Robin Griffeth, Rita Hays, LeaAnne Hume, Paul Hummel, Sunu Kodumthara, Sharon Lawrence, Scott Long, David Martyn, Holly McKee, Kathy O'Neal, Eric Paul, Cynthia Pena, Linda Pye, Hank Ramsey, Ann Russell, Hardeep Saluja, Lisa Schroeder, Amanda Smith, Cheri Walker (via Zoom)
- III. Certification of Substitutes:** Terry Goforth for Tony Stein (Chem/Phys.); Dana Oliver for Evette Meliza (Edu.); Eric Paul for Muatasem Ubeidat (Biol.)
- IV. Presentation of Visitors:** None
- V. Approval of Minutes:** Approved by voice vote
- VI. Announcements**
 - A. President Jerry Dunn**
 1. The **Faculty Retirement Reception** will be held **Wednesday, April 18th**, from 2-4 pm in the Bulldog Beanery.
 2. Executive Council Meeting of 3/5/2018
 - a) Budget information sessions with President Beutler scheduled for Wednesday, April 25th and Thursday, April 26th both at 4:00 p.m. in Stafford 104.
 - b) April 16th is Oklahoma Promise Day; there is currently a bill that would reduce monies from Oklahoma Promise.
 3. Administrative Council of 3/5/2018
 - a) CETL – not renewing Panopto in July; need to download any videos you wish to save.
 - b) SWOSU Palooza – April 6th and 7th.
 - c) NSO – April 4th, 13th, 19th.
 - d) Graduation applications need to be submitted by April 13th.
 - e) Relay for Life – March 30th – 31st (PCEC).
 4. Meeting with Provost on 3/28/2018
 - a) Intrusive Advising feedback. Dr. South is NOT requiring advisors to call advisees, merely contact them in some manner, if possible. He emphasized focusing efforts on first-time Freshmen. A recent survey of SWOSU students indicated their appreciation advisor involvement.

- b) A new Enterprise Resource Planning (ERP) has been selected; signed a contract with Eullcian-Colleague.
- c) New form for Faculty Credentialing; only applicable to new faculty.
- d) Based on a past agreement among the various state educational agencies and institutions, Spring Break will always be the week that includes the third Wednesday of March.
- e) Email from Dr. South -- Possible Effects of a K-12 teacher walkout (April 2).
- f) Faculty Senate Opinion – some public schools in Oklahoma have eliminated the October Fall Break, and shifted those days to November creating a week long break for Thanksgiving; this is a distant future possibility, but Dr. South would like gather feedback from the faculty. – Faculty Senate President Jerry Dunn directed senators to talk with their departments, and send comments back by April 20th.

B. Secretary/Treasurer Krista Brooks

- 1. Roll Sheet—please sign
- 2. Treasurer’s Report
 - a) BancFirst
 - (1) February Balance: \$1,775.28
 - (2) Withdrawal: \$0
 - (3) Deposit: \$0
 - (4) Current Balance: \$1,775.28
 - b) University Account
 - (1) February Balance: \$105.01
 - (2) Current Balance: \$105.01

C. President-Elect Amanda Smith: Nothing to report

D. Past President Tom McNamara: Absent

E. Faculty Athletic Representative: Bo Pagliasotti

- 1. **NCAA Survey (Appendix A)** – The NCAA will be conducting a survey pertaining to how faculty members view the sports programs. In the near future, Bo Pagliasotti will send this link to Jerry Dunn, who will forward it to all faculty senators. The senators will send it out to members of their departments. Bo Pagliasotti will bring a copy of the survey next meeting.

F. Student Government Representative: Absent

VII. Reports from Standing and Ad Hoc Committees:

A. Nominating Committee: from Scott Long, Chair (see *Appendix B*)

- 1. As individuals rotate off various university committees, an imbalance has been created in the committee membership. SWOSU Administration has asked the

Nominating committee to make adjustments to balance membership. The Nominating Committee has made a recommendation to extend the terms of two current committee members by one year to equalize the number of positions expiring yearly. (See Appendix B for details). The open position(s) will have the new member(s) starting the standard 3-year term for the new academic year.

a) **Faculty Senate Motion 2018-03-01:** Motion to accept report as stated above

(1) Motion was unanimously approved.

2. From Jerry Dunn: The Financial Assistance Advisory and Appeals Committee has been renamed “Financial Aid Satisfactory Progress Appeals Committee” and will no longer have faculty representation. The reasons for this change is that this committee has never operated as it specified in the Handbook, and the financial assistance is determined by a checklist. The Financial Aid director stated that since it is now a checklist process, faculty members are not needed.

Faculty senators expressed concerns over not having representation.

a) **Faculty Senate Motion 2018-03-02:** Motion to include faculty members on the Financial Aid Satisfactory Progress Appeals Committee

(1) Motion was unanimously approved.

B. Personnel Policies Committee: from Jared Edwards, Chair (see *Appendix C*)

1. **Faculty Senate Motion 2018-03-03:** Motion to accept report as presented by the Personnel Policies Committee

a) Motion was unanimously approved. – This opened discussion for each of the six individual statements in the report.

2. **Faculty Senate Motion 2018-03-04:** Motion to adopt item #1 only.

a) Motion approved unanimously by hand count

VIII. Unfinished Business:

IX. New Business:

A. New Senators: According to the records (*Appendix D*), the following senators have expiring terms: Dr. Muatasem Ubeibat, Dr. Kathy O’Neal, Dr. Tom McNamara, Dr. Stacey DiPaolo, Dr. Sunu Kodumthara, Dr. Jerry Dunn, Dr. Krista Brooks, Ms. Rita Hays, Ms. Linda Pye. *Please forward the name of your department’s new senator to Dr. Jerry Dunn. Include the method used by the department to determine the new senator.*

B. Dr. Jared Edwards (psychology) will be stepping down, and Dr. Stephen Burgess will be filling out the rest of the 2017-2018 term effective April 2018.

- X. Adjournment: 3:28 PM**
- XI. Next Meeting: Friday, April 27th at 2:30 pm**
- XII. Subsequent Meeting: Wednesday, May 2nd at 4:00 pm**

Respectfully submitted,

Jerry Dunn, Faculty Senate President
Krista Brooks, Faculty Senate Secretary

Appendix A



From: Michael Miranda, NCAA Research

To: Faculty Athletics Representatives at NCAA Member Institutions

Date: March 28, 2018

Dear Colleagues: I'm writing to request your assistance in conducting a survey of campus faculty. The survey is intended to help the National Collegiate Athletics Association (NCAA) gain a better understanding of the faculty perspective on intercollegiate athletics and the NCAA.

Unlike the student-athlete surveys in which you may have participated in the past, this survey will be conducted via a link to an online survey system. I'd ask only that you'd forward the link and a brief set of instructions to the faculty on your campus.

The survey has been reviewed by the NCAA Research Review Board, a federally recognized Institutional Review Board (IRB), and was approved under Exempt procedures. FARs are encouraged to follow campus policy regarding the distribution of emails and/or surveys to your colleagues.

If you are willing to assist in this effort or have any questions, please reply to this email or drop me note at mmiranda@ncaa.org.

National Collegiate Athletic Association, 700 W. Washington St., Indianapolis, IN 46204 US

This email was sent to: bo.pagliasotti@swosu.edu

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Appendix B

SWOSU Faculty Senate Nominating Committee Report (March, 2018)

There are twenty-eight (28) committee positions elected from the Faculty Senate that are open For the 2018-2019 academic year, offering 28 opportunities for faculty to serve the University (identified as follows). Additionally, at the request of Administration, some terms are being extended to equalize rotation of committee members, as noted below.

Academic Appeals Committee -- Reviews the procedural fairness of an instructor's grading policy upon the filing of a written student academic appeal. The committee also reviews student requests to change a grade to a withdrawal (W) or grade change requests in the event that the instructor of record is no longer employed by the university.

Five (5) open

Academic Suspension Appeals Council -- Develops policies governing student advisement within the framework of Regents' retention regulations, and serves as an appellate committee on student academic status. The council meets before classes start each semester (fall, spring, and summer) and other meetings are scheduled as needed.

Three (3) open

Appellate Committee on Dismissal of Tenured Faculty and Grievance Committee -- Hears appeals of dismissed tenured faculty members when hearings are requested, and hears grievances when filed.

Extend terms of Dr. Barry Gales and Dr. John Hayden by one year

Three (3) open – Must be tenured

Benefits Committee -- Promotes programs that will contribute to the health and wellness of all University employees and their families; studies and reviews all employee benefit programs at Southwestern Oklahoma State University and makes this information available to SWOSU community; gathers faculty and staff input on all University benefit programs; and reviews annually University-sponsored benefits, and the RUSO benefit programs, and make recommendations through proper channels regarding such benefits.

College Specific

Three (3) open

College of Pharmacy (one open)

College of Professional and Graduate Studies (one open)

College of Arts and Sciences (one open - one year term to fill Dr. Trubitsyn's term)

Bernhardt Award Selection Committee -- Selects an outstanding faculty member to recognize.

College Specific

Three (3) open

College of Arts and Sciences (one open)

College of Pharmacy (one open)

College of Associate and Applied Programs – Landry Brewer
College of Professional and Graduate Studies (one open)

Campus Environmental Committee -- Promotes environmental awareness, resource conservation, and recycling of certain materials.

One (1) open

Excellence in Teaching and Learning Committee - Supports the CETL mission in their commitment to student learning and quality education by engaging faculty in reflective practices promoting innovations in teaching and learning in traditional and online formats. ETLC collaborates with faculty to foster a dialogue about teaching strategies, methods, and policy recommendations which promote student learning and academic quality. ETLC will meet regularly either in person, virtually, or both.

College Specific

Three (3) open

College of Arts and Sciences (one open)

College of Professional and Graduate Studies (one open)

College of Pharmacy (one open)

Faculty Development Committee -- Encourages excellence in teaching and scholarly activities. This committee will offer programs to enable the faculty to improve personal and professional qualities as educators. Program content will encompass: teaching, research, and new faculty orientation.

College Specific

Four (4) open

College of Arts and Sciences (one open)

College of Professional and Graduate Studies (one open)

College of Associate and Applied Programs (one open)

College of Pharmacy (one open)

Financial Assistance Advisory and Appeals Committee -- Acts as an advisory committee to the student financial assistance officer, hears appeals, and recommends disposition of student grievances related to financial assistance awards. Renamed **Financial Aid Satisfactory Progress Appeals Committee**, no longer having faculty representation.

Intellectual Property Committee -- Disseminates information to the faculty regarding laws and policies regarding copyrights and the use of intellectual property. The Committee monitors general University compliance.

Three (3) open

Respectfully submitted on this day, 30 March 2018



Scott F. Long, Chair
Faculty Senate Nominating Committee

Appendix C

Personnel Policies Committee Report

The Personnel Policies Committee has identified the following options for potential absences with FUPTRC for the Senate to consider.

- 1) FUPTRC shall have a quorum of 7 members. When the full committee (8 members) is present, 5 votes in favor are required to recommend tenure or promotion. When 7 members are present, 4 votes in favor are required to recommend tenure or promotion.
- 2) Members who are unable to attend the meeting may vote via e-mail.
 - a. Members voting via e-mail shall count toward quorum.
 - b. Members voting via e-mail shall not count toward quorum.
- 3) The FUTPRC chair from the previous year shall serve as the designated alternate for any absent FUTPRC member.
- 4) Each college shall select an alternate member to FUTPRC who will be prepared to vote should a selected FUTPRC member from the same college be unable to fulfill their obligations.
- 5) The Dean of each college shall be empowered to appoint a replacement if a representative of their college is unable to fulfill their obligations.
- 6) The Provost shall be empowered to appoint a replacement if any FUPTRC member is unable to fulfill their obligations.

Appendix D

2017-2018 Faculty Senate Membership

President	Dr. Jerry Dunn
President-Elect	Dr. Amanda Smith
Secretary/Treasurer	Dr. Krista Brooks
Past-President	Dr. Thomas McNamara
Parliamentarian	Dr. Scott Long
Archivist	Ms. Linda Pye

College of Arts and Sciences

Department	Name	Term
Art, Communication and Theater	Dr. Lisa Schroeder	2020
Biological Sciences	Dr. Muatasem Ubeidat	2018
	Dr. Eric Paul	2019
Chemistry and Physics	Dr. David Martyn	2020
	Dr. Tony Stein	2020
Language and Literature	Dr. Amanda Smith	2019
	Dr. Cynthia Pena	2019
Mathematics	Ms. Kathy O'Neal	2018
	Dr. Tom McNamara	2018
Music	Dr. Stacey DiPaolo	2018
	Dr. Robin Griffeth	2019
Social Sciences	Dr. Sunu Kodumthara	2018
	Dr. Jerry Dunn	2018

College of Pharmacy

Department	Name	Term
Pharmacy Practice	Dr. Krista Brooks	2018
	Dr. Cheri Walker	2019
Pharmaceutical Sciences	Dr. Scott Long	2020
	Dr. Hardeep Saluja	2019

College of Graduate and Professional Studies

Department	Name	Term
School of Allied Health	Dr. Sharon Lawrence	2019
School of Behavioral Sciences and Education		
Education	Dr. Ann Russell	2020
	Dr. Evette Meliza	2019
Kinesiology	Mr. Wayne Anderson	2020
Parks and Recreation Management	Mr. Paul Hummel	2020
Psychology	Dr. Jared Edwards	2019
Business and Computer Science	Dr. Holly McKee	2020
	Dr. Hank Ramsey	2019
Finance, Management and Marketing	Ms. Rita Hays	2018
Industrial and Engineering Technology	Dr. Jack Li	2019
School of Nursing	Ms. LeaAnne Hume	2019
	Ms. Rachel Davis	2020

College of Associate and Applied Programs – Sayre

Department	Name	Term
Sayre	Ms. Tommye Davis	2020
	Ms. Dayna Coker	2018
Library	Ms. Linda Pye	2018
Faculty Athletic Representative (non-voting)	Mr. Bo Pagliasotti	2018
Student Representative (non-voting)	Mr. Austin Loomis	2018