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Faculty Senate Minutes

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9-29-2017

## September 29, 2017 Minutes

SWOSU Faculty Senate

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# SWOSU Faculty Senate

September 29<sup>th</sup>, 2017 Approved Minutes

- I. Call to Order:** Faculty Senate President Jerry Dunn called the September meeting of the Faculty Senate to Order at \_2:05 PM\_ in HEC 201.
- II. Establishment of a Quorum:** Krista Brooks, Dayna Coker (via ITV from Sayre), Rachel Davis, Tommye Davis (via ITV from Sayre), Stacey DiPaolo, Jerry Dunn, Jared Edwards, Robin Griffeath, Rita Hays, LeaAnne Hume, Sunu Kodumthara, Jack Li, Scott Long, David Martyn, Holly McKee, Tom McNamara, Evette Meliza, Kathy O'Neal, Eric Paul, Cynthia Pena, Linda Pye, Ann Russell, Hardeep Saluja, Lisa Schroeder, Tony Stein, Cheri Walker (via Zoom from OKC), Jessica Young
- III. Certification of Substitutes:** Daniel Farris substituting for Robin Griffeath (Music); Eric Pritchard substituting for Paul Hummel (Parks and Rec), Todd Wiggen substituting for Hank Ramsey (Business).
- IV. Presentation of Visitors:** None
- V. Approval of Minutes:** Approved
- VI. Announcements**
  - A. President Jerry Dunn
    1. Executive Council Meeting of 9/11/2017
      - a) SWOSU has 22 students on campus along with 6 spouses who could be affected by DACA. SWOSU is treating this as a student issue not a political issue.
      - b) Agreements with Redlands and Western OK State College for students who transfer from these two institutions to SWOSU may receive a transfer scholarship. There are 5 scholarships awarded each year. Also, employees receive a 50% tuition discount on SWOSU grad courses.
      - c) The state Supreme Court ruled that the cigarette fee was unconstitutional. This year's state budget was created on the assumption of collecting that money (~\$215M). If not replaced with other funds, which could be done in the upcoming special legislative session, this would mean a 3.17% reduction in funding for all state agencies (\$0.5M for SWOSU). If Common Ed does not receive a reduction, but all of the other state agencies do, that would mean a 9% cut (~\$1.5M for SWOSU).
      - d) Right now the state only reimburses Higher Ed 26% of the costs for concurrently enrolled students.
      - e) SWOSU enrollment is up, while most RUSO schools are down.

- f) Textbook Task Force is being formed to look into options for the Bookstore in the future.
    - 2. Administrative Council of 9/11/2017
      - a) Featured Mr. Charlie Babb, former RUSO counsel, who led the discussion.
        - (1) Destruction of state records – check with your chair about this. Sarah in HR (#3275) can answer questions, too. Any office work or communication on your office or personal electronic equipment (e.g., phone, computer, iPad) are considered state records. Class records must be kept until the deadline passes for academic appeals (one semester after the grade was assigned).
        - (2) Freedom of speech – give Dean of Students, Cindy Dougherty, a call (#3767) if you have questions or concerns. One interesting legal point – SWOSU campus is not a public area.
        - (3) SWOSU has a crisis response team – Cindy Dougherty (#3767), Ruth Boyd (#7172), Kendra Brown (#3785). Give one of them a call if something comes up.
      - b) ITS will be installing a Single Sign On system, allowing students, faculty, and staff to log in once to access various software packages (Canvas, Office 365, Email, Lynda.com, MySWOSU, etc.)
    - 3. Meeting with Provost on 9/27/2017
      - a) On-going discussion of putting the Library link at the top of SWOSU homepage.
      - b) A simplified phone directory was distributed.
      - c) A third party website app is being considered to coordinate faculty, staff and students interested in carpooling.
      - d) Still awaiting HR updates for the Faculty Handbook, and a couple of clarifications on policies (i.e. Assessment Committee – see Appendix A).
- B. Secretary/Treasurer Krista Brooks
- 1. Roll Sheet—please sign
  - 2. Treasurer’s Report
    - a) BancFirst
      - (1) Balance (August 31, 2017): \$1,832.68
      - (2) Withdrawal: \$0
      - (3) Deposit: \$0
      - (4) Current Balance: \$1,832.68

b) University Account

(1) August Balance: \$105.01

(2) Current Balance: \$105.01

C. President-Elect Amanda Smith: N/A

D. Past President Tom McNamara: Nothing to present

E. Student Government Representative: N/A

**VII. Reports from Standing and Ad Hoc Committees:** None

**VIII. Unfinished Business:**

A. Commencement Options Straw Poll Summary (Appendix B)

**IX. New Business:** None

**X. Adjournment:** 2:24 PM

**XI. Caucuses to select FUTPRC Members**

A. See Appendix C for FUTPRC description, last year's committee and the status of those faculty, and a list of faculty eligible.

**XII. Next Meeting Friday, October 27<sup>th</sup> at 2:00 pm**

Respectfully submitted,

Jerry Dunn, Faculty Senate President

Krista Brooks, Faculty Senate Secretary

## **Appendix A**

**Assessment Committee** -- Recommends policies and procedures for testing and assessment of student academic achievement and student satisfaction.

Committee members include the Chair of the General Education Committee, the Chair of the Department of Language and Literature, the Chair of the Department of Mathematics, the Dean of Students, the Director of Assessment, the Director of Counseling and Assessment at the Sayre campus, the President of the Student Government Association and, with three-year term limits, one additional representative from the College of Arts and Sciences, three representatives from the College of Professional and Graduate Studies, one representative from the College of Pharmacy, and one representative from the College of Associate and Applied Programs. One additional student shall be included in the committee serving a one-year term. The Chair of the committee is appointed by the Provost from the membership. The Associate Provost serves as an *ex officio* member.

The Faculty Senate will appoint the following members to the Assessment committee:

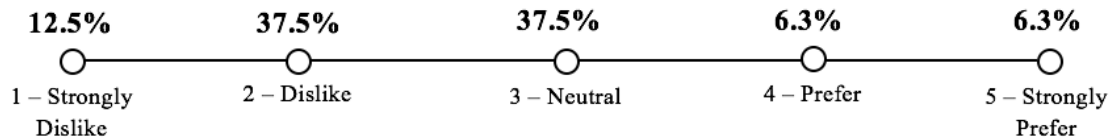
- 1 – CAS
- 3 – CPGS
- 1 – Pharmacy
- 1 – CAAP / Library

## Appendix B: Commencement Options Straw Poll Summary

On a scale of 1 (strongly dislike) to 5 (strongly prefer), rate each option under consideration for SWOSU commencement ceremonies.

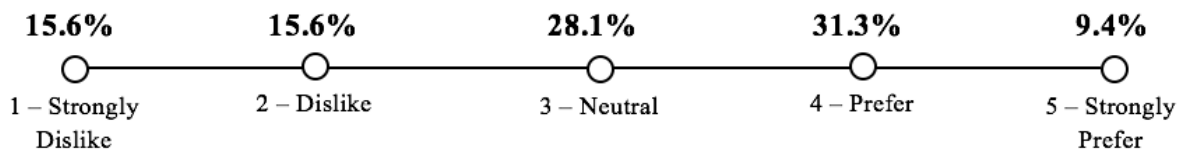
Proposed possibilities (*Pharmacy remains a separate ceremony on Friday night in all possible scenarios*)

- I. Add a single commencement ceremony in December in the PCEC. This would reduce the May numbers and help avoid seating problems. However, this adds expense to the budget because printing, refreshments, web streaming, flowers, officers and ambulance standing by, auxiliary services, and physical plant would all have additional costs. In addition, faculty would have twice the expense of regalia rental and time. Volatile weather in December could also be a factor for attendees.



**Average: 2.56**

- II. Using the knowledge and experience from this year, divide the ceremonies differently and add a separate ceremony for master's graduates. In this possibility, undergraduate ceremonies would be at 10 AM and 2 PM (CPGS Dobson Schools of Business and Technology and Nursing and Allied Health in one ceremony; CAS and CPGS Behavioral Sciences and Education in the other). All master's programs would graduate at 11:30 AM in the Fine Arts Auditorium.
- This division of degree programs should yield about 330 undergraduates and their guests for each of the 10 and 2 ceremonies, and about 110 master's degree candidates and their guests. For comparison, we had 440 scheduled for each ceremony this year.
  - Many faculty would have to attend the 11:30 master's degree ceremony in addition to one of the others. However, the ceremonies will at least be closer together in time than this year, and the ceremony will be relatively short. Setup in Fine Arts would be minimal, so there is little additional cost there. We will continue to use one program for all ceremonies.



**Average: 3.03**

- III. Other suggestions/comments:
- a. Prefer outside in the football stadium.
  - b. Has AAS (OTA & PTA) degrees with entire Allied Health.
  - c. Overall prefer option II, but some faculty dislike both options. Some SoBT would like to see our grads and undergrads together in the same spring ceremony.
  - d. If SWOSU goes to a December ceremony, faculty should be given the option to choose which ceremony to attend in an academic year, with the understanding that they'd probably need to alternate between December and May in different years.
  - e. One large ceremony is the best option.
  - f. How much extra would it cost?
  - g. Give students tickets; Keep it indoors.
  - h. If the entire University is not going to be together, the School of Nursing would like to have a separate ceremony for only the School of Nursing. This allow the students to have pinning and graduation in one ceremony.
  - i. Prefer a single ceremony.
  - j. Prefer a single outside ceremony.
  - k. Graduates from Master's programs should graduate with their undergraduate counterparts.
  - l. December ceremony would give students the opportunity to walk at the time of their degree completion. There should be some policy for faculty to support their college and attend just the one ceremony involving their students.

## Appendix C

### **The Faculty University Promotion and Tenure Review Committee (FUPTRC)**

The committee shall be composed of three faculty members from the College of Arts and Sciences, three faculty members from the College of Professional and Graduate Studies, one faculty member from the College of Pharmacy, and one from the College of Associate & Applied Programs OR the SWOSU Libraries. The seat for the College of Associate and Applied Programs or SWOSU Libraries will alternate as two-year terms expire.

Terms for all seats will be staggered so that only four of the total eight seats are open each year. Members of the committee shall serve two year terms and shall not be able to serve consecutive terms. Department chairs, associate deans, deans and applicants shall not be eligible for committee membership.

The members shall be selected in the following manner:

The Senate Executive Committee (with assistance, if needed) will compile a list of faculty eligible (by college) for SWOSU Promotion/Tenure Review Committee by the August Senate meeting. The Faculty Senators of each college will meet following the September Senate meeting and select from among the list of eligible and willing faculty who meet the minimum requirements of tenure, rank of associate professor, and seven years of experience at SWOSU and may not be a departmental chair during the current academic year. The Faculty Senate President (or designee) will forward the names to the Chief Academic Officer by the end of the first full week of October. The names may not include any faculty members applying for promotion and/or tenure. If these requirements prohibit a college from submitting a slate of eligible faculty, the requirements will be lowered in the following order:

1. If eligible candidates from the College of Associate & Applied Programs and the SWOSU Libraries are unable to meet the requirement of rank, this requirement will be waived for the College of Associate & Applied Program and the SWOSU Libraries.
2. The years of experience will be reduced first to six and then to five.
3. Service on the committee the previous term is removed.
4. If there are fewer than three candidates from the College of Arts and Sciences and the College of Professional and Graduate Studies due to an eligible candidate refusing to serve, then only the remaining eligible candidates are submitted.
5. If there are fewer than three candidates and all eligible candidates have agreed to serve, then the Faculty Senators from that college shall submit a plan to the Chief Academic Officer for filling the vacancy(ies) to attain a list of three candidates from the College of Arts and Sciences and the College of Professional and Graduate Studies. Once an acceptable plan is agreed upon, the slate of three candidates will be submitted.



**Composition of FUTPRC for 2016-2017 and the current status of those faculty.**

<b>College</b>	<b>2016-2017 Member</b>	<b>Status</b>	<b>2017-2018 Member</b>
COP	Mark Gales	Term Expired	
CAAP/Library	Fred Murray	Continuing	Fred Murray
CAS	Eric Paul*	Term Expired	
CAS	David Martyn	Continuing	David Martyn
CAS	Dan Farris	Continuing	Dan Farris
CPGS	Jorie Edwards	Continuing	Jorie Edwards
CPGS	Melody Ashenfelter**	Term Expired	
CPGS	Stephen Burgess	Term Expired	

\*\*Note that Eric Paul served one year as a substitute for Cynthia Pena's term from the previous FUTPRC rotation.

\*\*Note that Melody Ashenfelter only served one year to finish off the remainder of Dr. Wald's term from the previous FUTPRC rotation.

For appeals:

CoP:

CAS:

CPGS:

CAAP:

<b>Last Name</b>	<b>First Name</b>	<b>College</b>	<b>Department</b>
JEONG	EUNKYUNG	Arts&Sci	Art/Comm/Theatre
JONES	ROBIN	Arts&Sci	Art/Comm/Theatre
SCHROEDER	LISA	Arts&Sci	Art/Comm/Theatre
ARACENA	JIMENA	Arts&Sci	Biology
BOGGS	LISA	Arts&Sci	Biology
CASTLE	LISA	Arts&Sci	Biology
O'NEAL	STEVEN	Arts&Sci	Biology
UBEIDAT	MUATASEM	Arts&Sci	Biology
CAMPBELL	BRIAN	Arts&Sci	Chem/Physics
ESJORNSON	DAVID	Arts&Sci	Chem/Physics
ESJORNSON	SYLVIA	Arts&Sci	Chem/Physics
GOFORTH	TERRY	Arts&Sci	Chem/Physics
GWYN	LORI	Arts&Sci	Chem/Physics
HUBIN	TIMOTHY	Arts&Sci	Chem/Physics
KELLY	WILLIAM	Arts&Sci	Chem/Physics
LINDER	DOUGLAS	Arts&Sci	Chem/Physics
MARTYN	DAVID	Arts&Sci	Chem/Physics
TRAIL	WAYNE	Arts&Sci	Chem/Physics
ALSBERG	FRED	Arts&Sci	Lang/Lit
COLLINS	KEVIN	Arts&Sci	Lang/Lit
GAYDOSIK	VICTORIA	Arts&Sci	Lang/Lit
LANDRUM-GEYER	DENISE	Arts&Sci	Lang/Lit
CHANG	HUNG-CHIEH	Arts&Sci	Math
DOUGHERTY	MICHAEL	Arts&Sci	Math
FARRIS	DANIEL	Arts&Sci	Music
LEE	SOPHIA	Arts&Sci	Music
DUNN	JERRY	Arts&Sci	Soc Sci
GATES	FRED	Arts&Sci	Soc Sci
HERTZEL	DAVID	Arts&Sci	Soc Sci
KODUMTHARA	SUNU	Arts&Sci	Soc Sci
CALLEN	ERIN	Pharmacy	Pharm Practice
GALES	BARRY	Pharmacy	Pharm Practice
KESSLER	TIFFANY	Pharmacy	Pharm Practice
MONTARELLA (HARRISON)	KRISTIN	Pharmacy	Pharm Practice
PATATANIAN	EDNA	Pharmacy	Pharm Practice
SHARP	RANDALL	Pharmacy	Pharm Practice
APPEDDU	LISA	Pharmacy	Pharm Science
LONG	SCOTT	Pharmacy	Pharm Science
MOSER	TAMI	Pharmacy	Pharm Science
PRAY	W. STEVE	Pharmacy	Pharm Science
SALUJA	HARDEEP SINGH	Pharmacy	Pharm Science
STOCKTON	SHELLY	Pharmacy	Pharm Science

ASHENFELTER	MELODY	Prof&Grad	Acct/Comp Sci/Entr
MELIZA	EVETTE	Prof&Grad	Education
RUSSELL	ANN	Prof&Grad	Education
RAMSEY	ROBERT 'HANK'	Prof&Grad	Fin/Mgmt/Mrktg
WOLFF	KATHY	Prof&Grad	Nursing
BARNETT	AMY	Prof&Grad	Psychology
BURGESS	MELINDA	Prof&Grad	Psychology
EDWARDS	JARED	Prof&Grad	Psychology
EDWARDS	JORIE	Prof&Grad	Psychology
WOLFF	MICHAEL	Prof&Grad	Psychology