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Faculty Senate Minutes

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4-21-2017

## April 21, 2017 Minutes

SWOSU Faculty Senate

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# SWOSU Faculty Senate

April 21, 2017 Approved Minutes

- I. **Call to Order:** Faculty Senate President Tom McNamara called the April meeting of the SWOSU Faculty Senate to Order at 2:02 p.m. in HEC 201.
- II. **Establishment of a Quorum:** Ric Baugher, Guy Biyogmam, Tammy Blatnick, Krista Brooks, Dayna Coker via ITV, Tommye Davis via ITV, Stacey DiPaolo, Jerry Dunn, Jared Edwards, Robin Griffeath, Brian Rickel for Rita Hays, LeaAnne Hume, Jieun Chang for Sunu Kodumthara, Doug Linder, Scott Long, Tom McNamara, Evette Meliza, Bo Pagliasotti, Eric Paul, Cynthia Pena, Jon Woltz for Linda Pye, Hank Ramsey, Ann Russell, Hardeep Saluja, Lisa Schroeder, Amanda Smith, Karen Sweeney, Wayne Trail, Cheri Walker via ITV, and Sharon Lawrence for Jessica Young.
- III. **Certification of Substitutes:** Jieun Chang will attend in place of Sunu Kodumthara; Jon Woltz will substitute for Linda Pye; Brian Rickel will substitute for Rita Hays; and Sharon Lawrence will substitute for Jessica Young.
- IV. **Presentation of Visitors:** None
- V. **Approval of Minutes:** Minutes approved by voice vote.
- VI. **Announcements:**
  - A. President Tom McNamara
    1. The State Budget will be in flux through the end of the legislative session.
    2. The administration has submitted for grants aimed at strengthening institutions. These funds, if awarded, will be used for the following.
      - a) Purchasing appropriate modules for the Jenzabar upgrades. There are components that made data for advising and retention more easily available.
      - b) Hiring a consultant to administer the system change over.
      - c) Repurposing of existing space to accommodate an advising center.
      - d) Stipends for part time positions in said advising center.
      - e) Further funding for academic coaches.
      - f) Additional ZOOM licenses.
    3. Enrollment has increased by approximately 2% over this time last year.
    4. Please encourage freshman advisees to enroll for their Fall 2017 courses.
    5. The “20% rule” concerning overload and interim pay has been replaced. The new rule is that overload shall not exceed 25% of normal load for faculty.
    6. Commencement will be held on Saturday, May 6th for CPGS and CAS. Degrees from COP will be conferred on Friday, May 5th. Check [Commencement times and staging for Spring 2017 Ceremony](#) for more information..
  - B. Secretary/Treasurer Karen Sweeney
    1. Roll Sheet—please sign
    2. Treasurer’s Report
      - a) Banc First Account
        - (1) March Balance: \$1,621.18
        - (2) Current Balance: \$1,621.18
      - b) University Account
        - (1) March Balance: \$105.01
        - (2) Current Balance: \$105.01
  - C. President-Elect Jerry Dunn: Nothing to Report
  - D. Past President Jared Edwards: Nothing to Report
  - E. Student Government Representative: None
- VII. **Reports from Standing and Ad Hoc Committees:**

**A. Nominating Committee:** See Appendices A and B for the nominating committees reports.

- 1. Faculty Senate Motion 04-01-2017:** Motion to accept the 2017 Faculty Senate Committee Slate ballot, with one (1) change, that being to substitute Alex Lee for Raygan Chain on the Academic Appeals Committee, passed by a voice vote without opposition.

**VIII. Unfinished Business:** None

**IX. New Business:**

**Motion 04-02-2017:** The Faculty Athletic Representative shall have a permanent, non-voting seat in the Faculty Senate.

**Rationale:** This would be to give the Faculty Senate a direct line information to all athletic questions and information which may arise while senate is in session.

Motion failed by voice vote.

**Point of Information:** Faculty Senate will implement a standing invitation for the Faculty Athletic Representative to attend all Faculty Senate meetings.

**Point of Information:** The following will be part of the Faculty Handbook for the next academic year.

## **Office Hours**

Full-time faculty are expected to keep a minimum of ten regular office hours each week during fall and spring semesters. Part-time (adjunct) faculty are required to hold a proportionate number of office hours. For summer courses, a minimum of one office hour per credit hour of teaching load should be posted each week. Additional office hours should be made available by appointment.

Office hours may include physical office hours, online hours, or by phone, and the proportion of each type of office hours should reflect the format of teaching (i.e. face-to-face teachers should have physical office hours). It is recommended that office hours be maintained in both mornings and afternoons. Office hours should be posted on or near the office door.

**X. Adjournment:** 2:50 p.m.

**XI. Next Meeting Monday, May 1st at 4:00 pm**

Respectfully submitted,

Tom McNamara, Faculty Senate President

Karen Sweeney, Faculty Senate Secretary

# Appendix A: Standing Committee Ballot

## G 2017 FACULTY SENATE COMMITTEE BALLOT

Office/Committee	College	Nominee	BALLOT X* to vote
FS President-Elect			
FS Secretary-Treasurer			
Academic Appeals		VOTE FOR FIVE Marcy Tanner E.K. Jeong Jieun Chang Anne Pate Tracy Henry Swarup Ghosh Sylvia Esjornson Veronica McGowan Edna Patatanian Raygan Chain Jared Edwards	
Academic Suspension Appeals Council		VOTE FOR Marcy Tanner Jieun Chang Swarup Ghosh Zach Jones Veronica McGowan Edna Patatanian	
Appellate Committee on Dismissal of Tenured Faculty and Grievance		VOTE FOR John Hayden Howard Kurtz Mindy Burgess	
Benefits	ASSOC. &	VOTE FOR ONE Renea Bagzis	
Bernhardt	ARTS & SCI	VOTE FOR ONE Tugba Sevin E.K. Jeong Howard Kurtz	
	PROF. & GRAD	VOTE FOR ONE Trish Wald	
	ASSOC. &	VOTE FOR ONE Sheana Thompson	
	COP	VOTE FOR ONE Sarah Ramsey	
Campus Environment		VOTE FOR ONE Carlos Baldo Zach Jones Brian Rickel	
Excellence in Teaching and Learning Committee	ARTS & SCI	VOTE FOR ONE Kristen Griffeath Siriporn Peters E.K. Jeong Jieun Chang Sylvia Esjornson	
	PROF. & GRAD	VOTE FOR ONE Todd Wiggen Amy Barnett Carie Strauch Raygan Chain	
	ASSOC. &	VOTE FOR ONE Michelle Ervin	
	LIBRARY	VOTE FOR ONE Phillip Fitzsimmons	
Faculty Development	ARTS & SCI	VOTE FOR ONE Kristen Griffeath E.K. Jeong Jieun Chang Swarup Ghosh Regina McGrane	
	PROF. & GRAD	VOTE FOR ONE Todd Wiggen Carie Strauch Raygan Chain	
	LIBRARY	VOTE FOR ONE April Miller Phillip Fitzsimmons	
Financial Assistance Advisory & Appeals		VOTE FOR ONE Swarup Ghosh	
Intellectual Property		VOTE FOR TWO Siriporn Peters Jieun Chang Howard Kurtz Ted Brown Zach Jones Brian Rickel Phillip Fitzsimmons Jon Henrikson	

## Appendix B: Slate Committee Ballot

<b>2017 FACULTY SENATE COMMITTEE SLATE BALLOT</b>			
Office/Committee	College	Nominee	BALLOT BOX
FS President-Elect			
FS Secretary-Treasurer			
Academic Appeals		VOTE FOR FIVE	
		Marcy Tanner	
		Siriporn Peters	
		Jieun Chang	
		Raygan Chain	
		Tracy Henry	
Academic Suspension Appeals Council		VOTE FOR THREE	
		Zach Jones	
		Veronica McGowan	
		Edna Patatanian	
Appellate Committee on Dismissal of Tenured Faculty and Grievance Committee		VOTE FOR THREE	
		John Hayden	
		Howard Kurtz	
		Mindy Burgess	
Benefits			
	ASSOC. & APPLIED	VOTE FOR ONE	
		Renea Bagzis	
Bernhardt			
	ARTS & SCI	VOTE FOR ONE	
		Tugba Sevin	
	PROF. & GRAD	VOTE FOR ONE	
		Trish Wald	
	ASSOC. & APPLIED	VOTE FOR ONE	
		Sheana Thompson	
	COP	VOTE FOR ONE	
		Sarah Ramsey	
Campus Environment		VOTE FOR ONE	
		Carlos Baldo	
Excellence in Teaching and Learning Committee			
	ARTS & SCI	VOTE FOR ONE	
		Kristen Griffeath	
	PROF. & GRAD	VOTE FOR ONE	
		Amy Barnett	
	ASSOC. & APPLIED	VOTE FOR ONE	
		Michelle Ervin	
	LIBRARY	VOTE FOR ONE	
		Phillip Fitzsimmons	
Faculty Development			
	ARTS & SCI	VOTE FOR ONE	
		Regina McGrane	
	PROF. & GRAD	VOTE FOR ONE	
		Todd Wiggen	
	LIBRARY	VOTE FOR ONE	
		April Miller	
Financial Assistance Advisory & Appeals		VOTE FOR ONE	
		Swarup Ghosh	
Intellectual Property		VOTE FOR TWO	
		Ted Brown	
		Brian Rickel	