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Faculty Senate Minutes

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## February 24, 2017 Minutes

SWOSU Faculty Senate

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# SWOSU Faculty Senate

February 24, 2017 Approved Minutes

- I. **Call to Order:** Faculty Senate President Tom McNamara called the January meeting of the SWOSU Faculty Senate to Order at 2:00 p.m. in HEC 201.
- II. **Establishment of a Quorum:** Ric Baugher, Guy Biyogmam, Tammy Blatnick, Krista Brooks, Tommye Davis via ITV, Stacey DiPaolo, Jerry Dunn, Jared Edwards, Robin Griffeath, Steve Kemp for Ryan Haggard, Brian Rickel for Rita Hays, LeaAnne Hume, Sunu Kodumthara, Doug Linder, Scott Long, Tom McNamara, Evette Meliza, Bo Pagliasotti, Eric Paul, Cynthia Pena, John Woltz for Linda Pye, Hank Ramsey, Ann Russell, Hardeep Saluja, Lisa Schroeder, Amanda Smith, Karen Sweeney, Wayne Trail, Cheri Walker via ITV, and Jessica Young.
- III. **Certification of Substitutes:** Jon Woltz will attend the meeting in place of Linda Pye. Eric Paul will represent Biological Sciences. Brian Rickel will substitute for Rita Hays.
- IV. **Presentation of Visitors:** None
- V. **Approval of Minutes:** January 27 minutes approved by voice vote as amended, Doug Linder was present.
- VI. **Announcements:**
  - A. President Tom McNamara
    1. The State Equalization Board has declared a revenue failure. All agencies will receive a 0.7% cut in funds for the current fiscal year. SWOSU's share of the burden is approximately \$104K.
    2. The administration is concerned about the influence of unfunded mandates. Any information concerning their effects -- especially those involving students -- should be brought to the attention of President Beutler.
    3. SWOSU has seen the largest increase in enrollment of any public institution. The school has experienced six straight semesters of growth. This, along with one time monies returned from cuts during last fiscal year, is helping to keep the university in good financial standing.
    4. SWOSU's internal budget is tracking well.
    5. The upgrade to the PX system is moving forward.
    6. Academic Misconduct
      - a) If a faculty member decides that a student's violation merits an F in the course, that grade can be entered immediately. Take care, however, not to submit final grades.
      - b) Grade appeals go through the office of the provost, suspensions are handled by the Dean of Students and Vice President for Student Affairs.
    7. The Bernhardt Dinner will be held Thursday 3/9.
    8. The SWOSU Research Fair will be held Thursday 4/13.
    9. Students completed an evaluation on advising at the close of the Fall 2016 semester. See Appendix A for the contents.

- B. Secretary/Treasurer Karen Sweeney
  - 1. Roll Sheet—please sign
  - 2. Treasurer’s Report
    - a) Banc First Account
      - (1) January Balance: \$1,621.18
      - (2) Current Balance: \$1,621.18
    - b) University Account
      - (1) January Balance: \$105.01
      - (2) Current Balance: \$105.01
- C. President-Elect Jerry Dunn: None
- D. Past President Jared Edwards: None
- E. Student Government Representative: None

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

**VIII. Unfinished Business:** None

**IX. New Business:**

**Faculty Senate Motion 2017-02-01:** The SWOSU Faculty Senate endorses that all documentations use the longer definition of plagiarism across campus documents and communications. It is also moved that the “self-plagiarism” portion of the definition be reinstated.

**Rationale:** The student handbook and university policy posted on the SWOSU website differ on this matter. See Appendix B

Motion passed by voice vote.

**Point of Information:** Faculty members have expressed concerns regarding suggested syllabus revisions. We seek further clarification on administration’s expectations and rationale. We would also welcome further information about how the data collected in the Strategic Planning Survey will be used. Greater transparency and direct communication with faculty prior to implementing changes to curriculum and teaching practices would allow the opportunity for productive dialogue. This, in turn, benefits the university culture.

**X. Adjournment:** 2:43 p.m.

**XI. Next Meeting Friday, March 31st at 2:00 pm**

Respectfully submitted,

Tom McNamara, Faculty Senate President

Karen Sweeney, Faculty Senate Secretary

## Appendix A

What follows is the revised Student Survey on Academic Advising. The version that students completed in December included a question where students input their advisor's name.

### Student Survey on Academic Advising

1. What is your academic classification?
  - a. Freshman
  - b. Sophomore
  - c. Junior
  - d. Senior
2. Do you meet with your academic advisor to enroll?
  - a. Yes, always
  - b. No, I see someone other than my advisor
  - c. Sometimes
3. Have you changed academic advisors since you started school at SWOSU?
  - a. Yes, because I changed majors.
  - b. Yes, because I was re-assigned by the school.
  - c. Yes, because I asked for someone else.
  - d. No
4. Are you enrolled in the spring semester?
  - a. Yes
  - b. No
  - c. Does not apply due to December graduation.
5. How many times have you met with your advisor this semester (in person, by phone, or via email)?
  - a. None
  - b. 1
  - c. 2
  - d. 3 or more
6. Who initiates meeting between you and your academic advisor?
  - a. I do.
  - b. My advisor does.
  - c. We both do.
7. Please rank the following advising activities in order of importance:
  - a. Discussing my life goals
  - b. Discussing my vocational goals
  - c. Selecting a major
  - d. Selecting specific courses
  - e. Scheduling classes for the next semester
8. Please indicate how strongly you agree with the following statements with 1 being "strongly disagree" and 10 being "strongly agree":
  - a. It is more important for me to get enrolled in classes than to be sure I am in the right major.

- b. It is my responsibility to make contact with my advisor if I have trouble in a class.
  - c. It is important for me to have a good relationship with my advisor.
  - d. I want my advisor to talk to me about things going on outside of my classes.
  - e. I want my advisor to tell me which classes to take next semester.
  - f. If I have been missing classes, my advisor should get in touch with me to discuss it.
9. What advising tasks do you think are your responsibilities? (check all that apply)
- a. Selecting what courses to take next
  - b. Selecting which sections of the courses to take
  - c. Selecting which major I should pursue
  - d. Initiating a discussion about my life outside of classes
  - e. Initiating a discussion about post-graduation plans
10. How happy are you with the academic advising you have received so far at SWOSU?  
(scale of 1 to 10)

## Appendix B

The student handbook reads: “**Plagiarism** or the act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author’s work as one’s own, as by not crediting the original author.”

However, the university policy on the SWOSU website offers the more extensive definition:  
([SWOSU Plagiarism Policy](#)):

### **Plagiarism**

An essential rule in any university class is that all printed and spoken work which a student submits should be entirely his/her own, or properly documented. If it is not, the student is guilty of plagiarism.

The following are two types of plagiarism that the student should be aware of:

- Word for word copying, without acknowledgement, of the language of another person. Obviously, having another person write or dictate all or part of one’s printed or oral work is plagiarism of this kind. In addition, a student should copy **NO** printed, spoken or electronic passage, no matter how brief, without acknowledging its source. This applies to even the briefest of phrases if they are truly individual and distinctive.
- Another type of plagiarism is the unacknowledged paraphrasing of another’s ideas. A student should no more take credit for another’s thoughts than for another’s language. Any distinctively original idea taken from another should be credited to its author. If the student does not know whether another’s idea is distinctively original, he/she should incline to believe that it is; no fault attaches to over-acknowledgement, but under-acknowledgement is plagiarism