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March 30, 2001 Minutes

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FACULTY SENATE MINUTES (UNAPPROVED)

- I. CALL TO ORDER AND ESTABLISH QUORUM:** The March 30, 2001 meeting of the Faculty Senate was held at 2:00PM in Stafford 108 with FS President Faye Henson presiding.

The following members were present: Harry Nowka (for Les Crall), Andrea Ward (for Amber DeVoss), Richard Bryant (for William Kelly), George Alsbach, Ric Baugher, Madeline Baugher, Kathy Brooks, Nancy Buddy, Dianne Busch, Bob Chambers, Harold Cole, Viki Craig, Bob Dorlac, Sylvia Esjornson, Elizabeth Ferrell, Cynthia Foust, Mark Gales, John Hayden, Faye Henson, David Hertz, Helen Maxson, Gus Ortega, Nelson Perkins, Shelly Prince, Ronna Vanderslice, Ben Welch, and Michael Wolff.

- II. CERTIFICATION OF SUBSTITUTES:** Harry Nowka for Les Crall, Andrea Ward for Amber DeVoss, and Richard Bryant for William Kelly.

- III. PRESENTATION OF VISITORS:** None

- IV. APPROVAL OF MINUTES:** The following correction was moved for the February 23, 2001 minutes: that FS Motion 2001-02-03 read "that the Faculty Senate Judiciary Committee review the Faculty Senate standing rules and consider administrative presence at Faculty Senate meetings." The minutes, as corrected, were approved.

V. ANNOUNCEMENTS

A. FS President Faye Henson

1. Meeting with Dr. Kermis: Feb. 9, 2001 Faye Henson/Les Crall
 - a. Motion forwarded to Administration
FS motion 2001-02-02: Use of Student Evaluations and inconsistency regarding use of the summer semesters.
FS motion 2001-02-03: Items to refer to Faculty Senate Judiciary Committee.
 - (1) Administrative Presence
 - (2) Review of Standing Rules – consideration of indication who makes motions, and the vote countsFS motion 2001-02-04: Evaluation of the Deans form
 - b. Feedback on previous motions forwarded to Administration
– FS motion 2001-01-05 and its amendments were rejected by the Council of Deans.
 - c. Student Evaluation of Faculty – The COD has proposed revision for the faculty senate to review. The current plan is to try to have a working document by Fall 2001. Proposed form to be presented under new business.
 - d. Updated Academic Appeals Procedure – The revised policy was obtained from Dr. P. Woods' office.
 - e. Campus Compact Workshops – April 18 at NSU and April 19 at UCO. F. Henson will be attending the 4/18/01 session.
 - f. Clarification was offered as to how the Chair and Dean members of the Univ. Promotion / Tenure Appeals Committee are selected in an effort to ensure that chairs and deans on the committee would not have participated in the original process.
 - g. Concern about a change needed in the Promotion/Tenure Review procedures regarding who notifies the candidate by the 1st of March. Currently the document indicates that the President does this notification, but it is being done by the VPAA. This may need to be clarified.
 - h. Regarding Grievance Policy under review: a concern was expressed that the policy could not be worded in such a way as to conflict with the University President's duties as assigned by the Board of Regents, such as hiring and firing decision. The discussion centered around the fact that the policy was being reviewed by the departments at this time for their comments.

- i. Dr. Kermis encouraged continued dialog regarding the issues being reviewed by the FS Judiciary Committee.
 2. Administrative Council - There is no meeting in March. Henceforth, the FS President will report items of interest from the meeting, and the Administrative Council's minutes prepared by the council's secretary will be distributed to faculty senators plus attached to the minutes as they become available.
 3. Council of Deans –
 - a. Feb. 21, 2001
Old Business
 - F. Faculty Evaluation Form
 - G. note approval of FS motion 2001-01-02
(Interpretation of abstain vote) The Council of Deans has agreed with the Faculty Senate's recommendation that on continuance votes, abstain should mean abstain.
 - H. status of FS motion 2001-01-04
(modifications to the Employment Procedures)
Action pending following tabling of consideration
 - I. report on action FS motion 2001-01-05
(post-tenure review)
1st amendment – (Fall to Spring) action continued
2nd amendment – (strike last bullet) not accepted
 - b. Working Session – March 21, 2001
Feedback on FS motion 2001-01-05 involving 2 amendments to the Post-tenure review process. Neither amendment was approved.
 4. Updated Academic Appeals Procedure – The revised policy was obtained from Dr. P. Woods' office. The Faculty Senate President has a copy. Consult the web page for a copy.
 5. Campus Compact Workshops – April 18 at NSU and April 19 at UCO. Faculty are encouraged to attend if they are interested in service-learning in the curriculum. Dr. Woods and Dr. Dill will coordinate campus progress on this topic. Future faculty workshops will be held as more information is available.
 6. An American Association of University Professors (AAUP) Workshop on *A Meeting of Minds, a Symposium on the Status of Women in Higher Education in Oklahoma*, will be held on April 28 from 10-3 in the SWOSU Conference Center. Committee W of the AAUP is sponsoring the meeting.
- B. Secretary/Treasurer:
 1. Roll Sheet
 - a. The roll sheet for signatures was distributed.
 2. Treasurer's Report: The BancFirst checking account balance is \$1,135.98. The University account balance is \$637.18.
- C. President Elect: L. Crall: Dr. Crall was absent due to his attending a NCA meeting off-campus, and no report was given this month.
- D. Student Government Representative – Andrea Ward: Student Government Officer Elections will be held on April 4 in the Student Union and April 5 in Stafford; *Finding Forrester* will be shown April 12 at 9:30PM; and SWOSUPALLOOZA will be held April 19.

VI. REPORTS FROM STANDING AND AD HOC COMMITTEES

- A. Nominating: Bob Dorlac: Nominations are still being sought for the following: Appellate Committee on Dismissal of Tenured Faculty, Academic Appeals Committee, and Faculty Senate Offices.
 - (1) Academic Appeals Committee
 - (a) number to approve in 2001 = 20
(10 with one year term, 10 with two year term)
 - (b) number to approve in 2002 = 10
(10 with two year term)
- B. Personnel Policies: - James South

(1) Grievance Procedure (Handout #4 from February)

The following motion was made and seconded:

FS Motion 2001-03-01 that the Faculty Senate approve the Grievance procedure.

Several corrections and questions were raised for consideration of the Grievance Procedure document: on page 4, under h1a, strike "University of Oklahoma;" on page 4, under h5, the Personnel Policies Committee will determine the correct title of SWOSU's legal counsel; on page 2, under f2, consideration will need to be given to how the 20 members are to be selected; on page 3, under 3a, perhaps the same pool could be used here and on page 2, under f2; and on page 7, under footnote 3, delete the words "elsewhere in the Faculty Handbook."

The following amendment was moved and seconded:

1st Amendment to FS Motion 2001-03-01 that on page 2, under f2 of the Grievance Procedure after the words "all full-time tenured faculty," the following words be added: "and non-tenured faculty."

The motion, as corrected and amended, carried.

C. Judiciary: Ric Baugher distributed the FS Judiciary Committee's report on the following:

- (1) Administrative Presence
- (2) Review of Standing Rules – consideration of indication who makes motions, and the vote counts

Currently no changes on the standing rules regarding administrative presence, authors of motions, and vote counts are recommended. The committee will be considering additional input from on-campus and off-campus sources.

The following motion was made and seconded:

FS Motion 2001-03-02 that the Faculty Senate Judiciary Committee research and report back to the Faculty Senate if other faculty senates and/or faculty governance bodies have an administrative presence at Faculty Senate meetings, whether they record/disclose in their minutes the authors of motions and vote counts, and what are the eligibility guidelines for serving in those bodies.

The motion failed.

VII. UNFINISHED BUSINESS

- A. Assessment of Spring Finals schedule for inclusion in Spring 2002 schedule: A correction will be made to the form handed out, and the topic will be placed on the April agenda.

VIII. NEW BUSINESS

- A. Revised Evaluation Form for Faculty (Handout # 4) The current form, the proposed Council of Deans form, and the proposed Faculty Senate form were distributed for feedback in April.
- B. SWOSU Benefits Committee:
 - (1) Draft Proposal - Leave Sharing Program and Request for Leave Sharing Form (Handout #5) This was distributed for feedback in April.
 - (2) Faculty Forum to discussion of Insurance Benefit concerns: FS President Henson will invite Tom Fagan and Virgil VanDusen to an April forum on insurance concerns.
- C. Academic Appeals Committee – The committee is being asked to consider non-academic appeals by students: The Academic Appeals Committee has been asked to consider Non-Academic Appeals. F. Henson will review the topic with VPSS Dr. Woods to determine if changes should be proposed to the existing policy for the committee. This information will clarify the role of the committee for those

individuals who are going to be elected for the next academic year.

- D. HEACO: A question was raised regarding HEACO and their participation when a legislative committee was considering a bill requiring colleges to give cause for non-continuance of faculty. Clarification will be sought regarding HEACO action. Individual faculty members can always write to HEACO if they have concerns.

IX. ADJOURNMENT: With no further business before it, the meeting adjourned at 3:40PM.

Next Faculty Senate meeting: April 20, 2001 STF 108 2:00 p.m.

Faye K. Henson
Faculty Senate President

John K. Hayden
Faculty Senate Secretary

X. FUTURE AGENDA ITEMS

1. Recommendations from Telecommunications Committee, Training Subcommittee Recommendation – FS input requested by VPAA