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April 20, 2001 Minutes

SWOSU Faculty Senate

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FACULTY SENATE MINUTES (UNAPPROVED)

- I. CALL TO ORDER AND ESTABLISH QUORUM:** The April 20, 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: Carolyn Torrence (for George Alsbach), Ric Baugher, Nancy Buddy, Dianne Busch, Harold Cole, Viki Craig, Les Crall, Bob Dorlac, Sylvia Esjornson, Elizabeth Ferrell, Cynthia Foust, Mark Gales, Jeff Gentry, John Hayden, Faye Henson, David Hertz, Helen Maxson, Gus Ortega, Nelson Perkins, Shelly Prince, Stan Robertson, James South, Ronna Vanderslice, Ben Welch, and Michael Wolff.

- II. CERTIFICATION OF SUBSTITUTES:** Carolyn Torrence for George Alsbach

- III. PRESENTATION OF VISITORS:** None.

Faculty Senate Elections: FS President Henson introduced the chair of the FS Nominations Committee who coordinated the 2001-2002 FS elections.

The committees needing input with listed nominees were presented to the faculty senate. Nominations from the floor were requested. None were submitted. Some committee positions and the officer positions had the minimum number of nominees needed. Therefore these committees - the Academic Advisory & Scholarship Council, the Intellectual Property Committee, the Financial Assistance Advisory and Appeals Committee; the Campus Environmental Committee - and the faculty senate officer positions were filled by a vote to accept the nominees by acclamation. Ballot voting was conducted for the remaining committees needing faculty representation. The nomination committee members were excused to count ballots. A report will be given in the committee reports.

- IV. APPROVAL OF MINUTES:** A motion to approve the March 30, 2001 minutes was made and seconded. The motion carried.

V. ANNOUNCEMENTS

- A. FS President Faye Henson

1. Meeting with Dr. Kermis, Faye Henson, Les Crall -April 13, 2001

- A. Motions from the March 30, 2001 Faculty Senate meeting
FS Motion 2001-03-01:Proposed Grievance procedure

- B. Council of Deans information:

- (1) March 28, 2001

Old Business:

- C. FS Motion 2001-01-05 Post-Tenure review

The COD did not approve this FS recommendation.

New Business:

- C. OSRHE Communication: New Programs

- (2) April 4, 2001

Old Business:

- C. FS Motion 2001-01-04: Employment Procedure

The COD approved the FS recommendations.

New Business:

- D. Senate Request: Evaluation of Deans:

The Deans Evaluation with comments would be made available as long as all evaluation with comments were also made public. The meaning of the COD vote is that if all faculty evaluations are also made public then the deans would agree to having theirs public.

- C. Proposed Grievance Procedure shared.
- D. Minutes from the March 30, 2001 Faculty Senate meeting
- E. Academic Appeals procedure – Academic appeals should only be hearing academic issues. Faculty serving on that committee should not be having to hear other types of student appeals.
- F. Campus compact workshops are being held in two places in the state. I am planning on attending, and notices have gone out to faculty to encourage their participation.
- G. We will be voting on university committees with faculty representation and FS officers at the next meeting.
- H. The FS is reviewing and should take action on the Leave Sharing and Evaluation of Faculty at the April meeting.
- I. Information from Dr. Kermis
 - a. Clarified COD position on request for evaluations: The point was continued to be clarified, that the COD would agree to releasing their information, if all faculty evaluations were also made public. For that decision to happen, there would seem to need to be a faculty referendum.
 - b. Web Based Course Development proposals
 - c. Dr. Ludrick has the first approved web based course.
 - d. Modified Employment Procedures following consideration of FS motion 2001-01-04.
 - e. Merit Pay – Dr. Kermis asked the faculty senate to provide input on a merit pay plan.
- 2. Administrative Council - No report was given because there was no meeting in March. The next Administrative Council meeting is April 23, 2001.
- 3. Council of Deans –
 - (1) March 28, 2001
 - Old Business:
 - C. FS Motion 2001-01-05 Post-Tenure review
The COD did not approve this FS recommendation.
 - New Business:
 - C. OSRHE Communication: New Programs
 - (2) April 4, 2001
 - Old Business:
 - C. FS Motion 2001-01-04: Employment Procedure
The COD approved the FS recommendations.
 - New Business:
 - D. Senate Request: Evaluation of Deans:
The meaning of the COD vote is that if all faculty evaluations are also made public then the deans would agree to having theirs public.
- 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. Are there any additional faculty interested in attending. Dr. Woods and Dr. Dill to coordinate campus progress on this topic. Look for future faculty workshops as we learn more information.
- 6. Retirement Reception – April 30, 2001 from 2:30 –4:00 p.m. in Student Union Ballroom
- B. Secretary/Treasurer:
 - 1. Roll Sheet
 - a. Roll Sheet for signatures
 - 2. Treasurer's Report: The current balance in the BancFirst Checking account is \$1,065.98. The current balance in the University account is \$609.16.
- C. President Elect: L. Crall: No report this month.

- D. Student Government Representative – Amber DeVoss: Andrea Ward, Misty Williams, and Molly Priest have been elected to the posts of Student Government President, Vice-President, and Treasurer, respectively.

The following motion was made and seconded:

FS Motion 2001-04-01 that the Faculty Senate thanks the Student Government for its expression of appreciation to the university faculty last week.

The motion carried.

VI. REPORTS FROM STANDING AND AD HOC COMMITTEES

- A. Nominating: Bob Dorlac

1. Announcement of election results:

The following were nominated for:

Appellate Committee on Dismissal of Tenured Faculty Members:

Patricia Albaugh, Don Wilson, David Lawrence, Melody Ashenfelter, Faye Henson, Helen Maxson, Marion Prichard, and James Scruggs

By acclamation, the following were elected to these respective committees:

Academic Advisory & Scholarship Council:

Roger Bromert, Vicki Craig, and Nina Morris

Intellectual Property Committee:

David Hertzell and Paul Nail

Financial Assistance Advisory and Appeals Committee:

Vaun Day

Campus Environmental Committee:

Kathy Wolf

The following were elected to these respective committees:

Benefits Committee:

Nancy Buddy and Faye Henson

Faculty Development Committee:

Elizabeth Ferrell, Larry Godley, Robin Jones, Scott Long, and Dayna Coker

Student Center Policy Forming Board:

Vicki Craig, Faye Henson, and Shelly Prince

Academic Appeals Committee:

One-year terms: Nancy Buddy, Don McGurk, Pamela Roys, Larry McKee, Eithel Simpson, Kathy Brooks, Virgil VanDusen, Bill Swartwood, and Tommye Davis;

Two-year terms: Helen Maxson, Valerie Reimers, Gus Ortega, Michael Dougherty, Midge Gerber, Kathy Wolff, Viki Craig, Robert Dorlac, James Scruggs, and Michael Wolff.

The following officer position were elected by acclamation:

Faculty Senate President Elect:

John Hayden

Faculty Senate Secretary-Treasurer:

Cindy Foust

VII. UNFINISHED BUSINESS

- A. Assessment of Spring Finals Schedule for inclusion in Spring 2002 Schedule (Handout # 3): The Spring, 2002 Finals Schedule was distributed for feedback from departments.
- B. Faculty Forum to discussion of Insurance Benefit concerns: FS President Henson is working on this.
- C. Academic Appeals Committee – request for the committee to consider non-academic appeals by students. FS President Henson will discuss the issue with Dr. Hibler, Dr. Woods, and Dr. Kermis and bring a report back in May.

VIII. NEW BUSINESS

A. Revised Evaluation Form for Faculty (Handout # 4 from March)

The following motion was made and seconded:

FS Motion 2001-04-02 that the Faculty Senate approve the proposed "Course/Instructor Evaluation Form" from the Council of Deans.

The following amendment was made and seconded:

1st Amendment to FS Motion 2001-04-02 that items # 3 and #4 from the Faculty Senate proposed "Course Evaluation" form be added to the proposed COD "Course/Instructor Evaluation Form"

The amendment carried.

2nd Amendment to FS Motion 2001-04-02 that under item 16 on the proposed COD "Course/Instructor Evaluation Form," the word "regular" be changed to "scheduled."

The amendment carried.

FS Motion 2001-04-02, as amended by the 1st and 2nd amendments, carried.

FS President Henson will explain to VPAA Kermis the rationales that went into developing the Faculty Senate's proposed "Course Evaluation" form. FS President will also ask for the COD's rationales that went into developing its proposed "Course/Instruction Evaluation Form."

The following motion was made and seconded:

FS Motion 2001-04-03 that the Faculty Senate approve page 2 of the proposed "Course/Instructor Evaluation Form" from the Council of Deans.

The following amendment was made and seconded:

1st Amendment to FS Motion 2001-04-03 that items 21 and 22 on page 2 of the COD's proposed "Course/Instructor Evaluation Form" be deleted and replaced with the following: Item 21: "Please comment on the valuable aspects of this course"; Item 22: "Please comment on the valuable aspects of the instruction"; and Item 23: "Please indicate aspects of the course and instruction that might be improved."

The amendment failed.

The following amendment was made and seconded:

2nd Amendment to FS Motion 2001-04-03 that items 21 and 22 on page 2 of the COD's proposed "Course/Instructor Evaluation Form" be deleted and replaced with item 21: "Please comment on this course and its instruction."

The amendment carried.

FS Motion 2001-04-03, as amended by the 2nd amendment, carried.

B. SWOSU Benefits Committee

- (1) Draft Proposal - Leave Sharing Program and Request for Leave Sharing Form (Handout #5 from March) The Faculty Senate offered the following suggestions and question to be passed on to the Benefits Committee regarding this program: under 3b, eighty hours may be too low a minimum for faculty who want to give hours to the program to maintain for themselves; under 4a, two months may not be enough for a serious illness or accident; under 5b, change "his/her" to "their;" under 6e, change "taken" to "made;" under 2f, change "its self " to "itself;" and under 1d, how will "extraordinary" be determined?

C. Web Based Course Development Proposal (Handout #4): This was distributed for review and action in May.

D. Employment Procedures for Faculty – revised (Handout#5): This was distributed for review and action in May.

E. Change referred from Dr. Kermis for the Promotion & Tenure Procedures (Handout #6)

The following motion was made and seconded:

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be
FS Motion 2001-04-04 that the Faculty Senate recommends that with regard to the final notification
Tenure and Promotion candidates, the procedure as currently outlined in the Faculty Handbook
followed.

The motion carried.

FS President Henson will explain to VPAA Kermis the Faculty Senate's rationale for this.

F. Merit Pay: The issue was raised for discussion. Preliminary input is being sought from other universities regarding their merit pay status. Recommendations will be brought in May regarding plans to proceed with this topic.

G. Other:

1. Departments have been notified about electing new senators, if necessary.
2. Paulette Woods would like to speak briefly at the May Faculty Senate Meeting. The Faculty Senate agreed to extend an invitation.

IX. **ADJOURNMENT:** With no further business before it, the meeting adjourned at 4:02PM.

Next Faculty Senate meeting: May 4, 2001 STF 108 2:00 p.m.

Faye K. Henson
Faculty Senate President

John K. Hayden
Faculty Senate Secretary