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Faculty Senate Minutes

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9-28-2001

September 28, 2001 Minutes

SWOSU Faculty Senate

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Unapproved Faculty Senate Meeting Minutes

I. CALL TO ORDER AND ESTABLISH QUORUM

The Faculty Senate met on September 28, 2001 at 2:00 p.m. in STF 104. F.S. President Crall called the meeting to order and a quorum was established with the following members:

George Alsbach, Ric Baugher, David Bessinger, Kathy Brooks, Nancy Buddy-Penner, Tommye Davis, Bob Dorlac, Sylvia Esjornson, Elizabeth Ferrell, Cynthia Foust, Jeff Gentry, John Hayden, Faye Henson, David Hertz, Robin Jones, Debbie Keasler, David Lawrence, Kelley Logan, Don McGurk, Steven O'Neal, Gus Ortega, Shelly Prince, Stan Robertson, and James South.

II. CERTIFICATION OF SUBSTITUTES

The following substitutes were certified: Ken Tillet for Don Hertz, Ron Walker for Nelson Perkins, Stephanie Brickman for Ronna Vanderslice, and Scott Long for Ben Welch.

III. APPROVAL OF MINUTES: The August 31, 2001 minutes were approved with no corrections.

IV. ANNOUNCEMENTS

A. FS President: Les Crall

1. Grants and Contracts Workshop—encouraged faculty to attend this workshop to hear this nationally acclaimed speaker-Dr. Marianne Rinaldo Woods. This workshop is being video taped.
2. Council of Deans Minutes—distributed for faculty information.
3. Report on Administrative Council and Executive Council—minutes from these councils will be forwarded from Dr. Crall.
4. Report from meeting with Provost Becker, John Hayden Cindy Foust & Faye Henson

B. Secretary/Treasurer: Cindy Foust

1. Roll Sheet—circulated for signatures.
2. Treasurer's Report—BancFirst Checking account balance is \$ 1588.04. The University account is \$ 647.28. No expenditures or deposits were made.

C. President Elect: John Hayden

1. HEACO status—the membership applications have been distributed to each department, and they are slowly coming in.

D. Student Government Representative: Andrea Ward. No report was given. Andrea is at their leadership conference today.

V. Old Business

A. The following nominees' names go to the Provost for the University Promotion Tenure Review and Appeals Committee membership.

From School of Business: Nancy Buddy-Penner, Harry Nowka, Max White, Denise Hamburger, No one else was eligible to serve

From School of Health Sciences: James Scruggs, Steve Pray, Barry Gales, Cynthia Foust, and Faye Henson

From School of Arts and Sciences: Robert Chambers, Vicki Craig, John Hayden, Jill Jones, and Allen Lane

From School of Education: Don Wilson, John Ludrick, No one else was eligible to serve

Appeals committee only: Judy Winchester, Less Price

B. Motions from Personnel Policies Committee

The following motion was made and seconded:

FS Motion 2001-9-01: Change final sentence on page 44 of the Faculty Handbook.

From:

All activities should be those which have been presented for the judgment of the applicant's academic peers.

To:

All activities should be those which have been presented for the judgment of the applicant's academic or artistic peers.

The following amendment was made and seconded:

Amendment A to FS Motion 2001-9-01: Strike “academic or artistic” and insert “professional”. All activities should be those that have been presented for the judgment of the applicant’s professional peers.

The amendment passed.

The motion as amended passed.

The following motion was made and seconded:

FS Motion 2001-09-02: to make several changes to the Promotion/Tenure time schedule on p. 62, allowing more time for chairs, deans, and the UPTRC to evaluate applications. It also standardizes language regarding deadlines. No changes on the top 1/3 of the page are proposed:

Promotion/Tenure Time Schedule

Candidate:	Must submit documents to Promotion/Tenure Review Committee	By the first Monday after Fall Break
Chair:	Formulates Departmental Promotion/Tenure Review Committee and distributes files to Committee	By the first Wednesday after Fall Break
Dept. Committee:	Forwards files and recommendations to the Department Chair	By the second Friday in November
Chair:	Forwards files and recommendations to the Dean	By the first Friday in December
Dean:	Completes feedback to Candidates and forwards files and recommendations to the UPTRC	By the end of the second full week of January
UPTRC Chair:	Completes feedback to Candidates and forwards files and recommendations to the Provost	By the end of the first full week of February
Provost:	Forwards files and recommendations to the President	By the end of the third full week of February
President:	Notifies candidates of final recommendation	By the end of the first full week of March
Candidate:	Final day for filing appeal	By the first Friday after Spring Break
Appeals Committee Chair:	Forwards recommendation from the Appeals Committee to the President	By the end of the first full week of April

Motion Passed.

The following motion was made and seconded:

FS Motion 2001-09-03 inserts two sentences into the section on page 51 regarding notification of candidates by the UPTRC chair.

Report to the Candidate (Faculty Handbook page 51)

Following the committee approval of draft reports the chair will send to each candidate the committee's recommendation to 'grant' or 'deny' with supporting statements. This statement to the candidate reports the committee's majority decision, not the numbers of votes to 'grant' or 'deny.' Further, this statement does not report the candidate's rank to the candidate. The statement to each candidate is sent in a sealed envelope marked 'CONFIDENTIAL.' The chair will also notify the candidate (via email or voicemail) that the statement has been sent through campus mail. Email or voicemail will not be used to inform the candidate of the committee's decision.
Motion Passed.

The following motion was made and seconded:

FS Motion 2001-09-04. The UPTRC chair will use the yellow envelopes with printed labels (used by SWOSU Business office who prints these labels and envelopes for our checks) to enclose the committee's majority decision report to the candidate. The chair will hand deliver the envelopes to the unit secretary, who will distribute them to the designated party. (This procedure is similar to that of payroll distribution in some departments.)

Motion failed. Division of the House request called for a hand vote. Motion failed.

VI. New Business

New streamlined Employment Procedures Handout (handout) for review and comment

B. Invitation for President Hays to address Faculty Senate (January meeting)

The following motion was made and seconded.

FS Motion 2001-09-05. The Faculty Senate will invite President John Hays to address the membership at the January meeting. He may bring Interim Provost Bet Becker and Tom Fagan with him.

Motion Passed.

- C. Change venue of future Faculty Senate meetings (Suggestion that we could hold them all over in the interactive video studio, thus saving Sayre and OKC senators the long drive). No motion was forthcoming and the issue was dropped.
- D. Motion from faculty member through their faculty senator

The following motion was made and seconded:

FS Motion 2001-09-06: That the vote total from the UTPRC be made known to the candidate."

Discussion was held. Motion failed.

E. The following motion was made and seconded:

FS Motion 2001-09-07. Send Finals Schedule, Fall, 2002 to the Curriculum Committee.

Motion passed.

F. The following motion was made and seconded:

FS Motion 2001-09-08. The Faculty Senate nominates our current Bernhardt scholar-Dr. John Ludrick- to the Oklahoma Foundation for Excellence.

Motion passed.

Note: All Bernhardt winners are encouraged to apply annually to the Oklahoma Foundation for Excellence.

- G. Transportation for F.S. December meeting to Sayre. Two vans will be requested for the group going to Sayre.
- H. SWOSU Writer's Center: Valerie Reimer is coordinating the SWOSU Writing Center through the Language Arts Department. It will provide peer tutoring for students to improve their writing skills.

VII. ADJOURNMENT

Meeting adjourned at 3:05 pm.

Next Faculty Senate meeting: October 26, 2001 STF 104 2:00 p.m.

Respectfully submitted,

Les Crall,
Faculty Senate President

Cynthia Foust,
Secretary/Treasurer