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7-22-2008

## July 22, 2008 Minutes

SWOSU Faculty Senate

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**Southwestern Oklahoma State University**  
**FACULTY SENATE MEETING**  
**3:00 pm July 22, 2008, EDU 217**  
**Approved Faculty Senate Meeting Minutes**

**I. CALL TO ORDER AND ESTABLISH QUORUM.**

**II. The July 22, 2008, meeting of the Faculty Senate was called to order at 3:05 PM in Education 217 with FS President Les Ramos presiding.** The following members were present: Lisa Appeddu, Tommye Davis (Sayre), Stephen Burgess, Chelsea Church, Kevin Collins, David Esjornson, Terry Goforth, John Hayden, Rita Hays, Todd Helton, Keith Talley for Sophia Lee, Joe London, Scott Long, Warren Moseley, Les Ramos, Ann Russell, Randall Sharp, Eithel Simpson, Muatasem Ubeidat, Don Wilson, and Jonathan Woltz.

**III. CERTIFICATION OF SUBSTITUTES:** Keith Talley for Sophia Lee.

**IV. APPROVAL OF MINUTES:** Minutes of June 24, 2008 meeting

- A. The minutes were corrected and approved.
- B. It was noted that Brian Adler is now emailing notification (along with the website link) to administration, faculty, and staff of availability of the previous month's approved FS minutes.

**V. ANNOUNCEMENTS:**

A. From FS President Les Ramos:

**1. University Retreat on July 18, 2008:**

- a. A number of issues and concerns were discussed, including resource allocation, faculty and student recruitment, strategies for alternatively admitted students, and communication.
- b. In respect to Faculty Senate, a recommendation was made to provide adequate data to support motions and proposals that are considered by the Academic Council of deans and chairs.

**2. Executive Committee meeting with Provost on July 21, 2008:**

- a. The Provost reports that the **Academic Council of Deans and Chairs made the following recommendations concerning Faculty Senate motions:**
  - i. FS Motions 2007-12-01 and 2008-04-05: Recommendation to approve proposed instructor promotion and instructor levels, but without the Faculty Senate suggested salary increases for each level (instructors are currently paid at or above 100% of CUPA target salaries).
  - ii. FS Motions 2007-08-04 and 2007-08-05: Recommended if the exclusion of department chairs from the department tenure and review committee drawn outside of the applicant's academic unit is removed from the motion. The Council indicated that chairs are considered faculty and should be eligible to participate on review committees of other departments.
  - iii. FS Motion 2008-04-09: Recommendation to approve the formation of a Faculty Recruitment Committee.
  - iv. FS Motion 2008-02-01: The proposal to change the continuance process was not recommended for approval.

- b. **Guidelines concerning the policy for alternatively admitted students have been developed:** At this time, the policy is scheduled to be implemented in Fall 2009. There will be separate GE class sections for these students. In addition, students will be required to enroll in the College Success course. The Provost has asked for faculty and staff to consider serving as a volunteer mentor. Mentors will meet with four or five students once a week for about 15 minutes to track progress and study habits.
- c. **Martin Luther King holiday:** SWOSU will include MLK Day as an official university holiday beginning in January 2010.
- d. **Proposed Monday start for fall and spring semesters:** The Provost has developed a model schedule for Faculty Senate review.
- e. **Email and web usage policy:** The Faculty Senate will have an opportunity to review and propose changes to the draft of the university email and web usage policy being developed by Vice President Fagan.

B. FS Secretary/Treasurer Lisa Appeddu:

- 1. Roll Sheet – please sign.
- 2. Treasurer’s Report:           BancFirst Checking account balance: \$1,749.18  
University account balance: \$129.15

C. President-elect Scott Long: None

D. FS Past President Robin Jones: None (Not present)

E. FS Student Government Representative: No representative present

## **VI. REPORTS FROM STANDING AND AD HOC COMMITTEES:**

- A. **University Policies Committee:** Received direction on charge to work on a Faculty Senate proposal for a university email and web usage policy for faculty.

## **VII. UNFINISHED BUSINESS: None**

## **VIII. NEW BUSINESS:**

- A. The following motion was moved and seconded:

### **FS Motion 2008-07-01:**

It is proposed the Faculty Senate consider the use of encrypted digital signatures for university documents, in an effort to establish a paperless campus.

The motion was tabled by voice vote.

- B. President Les Ramos was charged to appoint an Ad hoc committee to address the implementation of guidelines concerning the policy for alternatively admitted students.

**IX. ADJOURNMENT:** 4:20 p.m.

Respectfully Submitted,

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Les Ramos, FS President

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Lisa Appeddu, FS Secretary

**Next Faculty Senate Meeting:  
Friday, August 29, 2008 at 2:00 p.m. in EDU 201**