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Faculty Senate Minutes

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12-4-2009

## December 4, 2009 Minutes

SWOSU Faculty Senate

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**Southwestern Oklahoma State University**  
**Faculty Senate Meeting**  
**December 4, 2009, 2:00 pm, EDU 201**  
**Approved Faculty Senate Meeting Minutes**

- I. CALL TO ORDER:** The December 4, 2009, meeting of the Faculty Senate was called to order at 2:00 PM in Education 201 with FS President Scott Long presiding.
- II. ESTABLISH QUORUM:** The following members were present: Warren Akers, Lisa Appeddu, John Bradshaw, Kathy Brooks (Sayre), Stephen Burgess, Chelsea Church, Kevin Collins, Tommye Davis (Sayre), David Esjornson, Terry Goforth, John Hayden, Trisha Wald for Rita Hays, Todd Helton, Sophia Lee, Joe London, Jim Long, Scott Long, Warren Moseley, Edna Patatanian, Chad Ramirez, Les Ramos, Ann Russell, Lisa Schroeder, Muatasem Ubeidat, and Jonathon Woltz.
- III. CERTIFICATION OF SUBSTITUTES:** Trisha Wald for Rita Hays.
- IV. PRESENTATION OF VISITORS:** None.
- V. APPROVAL OF MINUTES:** Minutes of the November 29 meeting were corrected and approved by voice vote.
- VI. ANNOUNCEMENTS:**
- A. From FS President Scott Long:**
1. All **suggestions and recommendations** made and questions asked (*e.g. via* the “suggestion box” or through anonymous mail) which are received by the Administration are answered and acknowledged. These may be found in the “Bulldog Buzz” that is published periodically throughout the year.
  2. **President’s Retirement**
    - a. **Retirement Reception** is planned for Friday, January 29, 2010, in the Ballroom from 2:00 PM until 4:00 PM. Faculty Senate Meeting is rescheduled for 3:30 PM for that day.
    - b. **Retirement Banquet** is planned for Saturday, January 30, 2010, starting at 6:30 PM in the Ballroom. Cost is \$25.00 per person. Contact respective Dean’s for information on obtaining tickets. There are a limited number of tickets available
- B. FS Secretary/Treasurer Lisa Appeddu:**
1. **Roll Sheet** – please sign.
  2. **Treasurer’s Report:**
    - a. BancFirst Checking account (No change): \$2098.86
    - b. University account balance (No change): \$130.00
- C. FS President-elect Muatasem Ubeidat:** Nothing to report.
- D. FS Past President Les Ramos:** Nothing to report.

**E. FS Student Government Representative Tyler Rogers:** Not present.

**VII. REPORTS FROM STANDING AND AD HOC COMMITTEES:** None

**VIII. UNFINISHED BUSINESS:**

**A. Motion to re-address FS Motion 2009-11-01 from the previous meeting:**

The following motion was moved and seconded:

**FS Motion 2009-12-01:**

A motion is made to remove the amendment proposed in FS Motion 2009-11-01 from being tabled.

The motion passed by voice vote.

**B. Motion to replace the first paragraph of the continuance policy in the Faculty Handbook with the following paragraph, as amended.**

The following motion was moved and seconded:

**FS Motion 2009-12-02:**

Non-tenured faculty members are evaluated annually in the continuance procedure. However, for all non-tenure track faculty members with five years or more of service, individual departments shall have the option of performing continuance review annually, and they must be reviewed at least every third year. Pursuant to the conditions outlined below, tenured faculty members may be reviewed annually and must be reviewed at least every third year. Student evaluations are required for every section for all non-tenured, permanent, full-time faculty. Tenured faculty members must ensure that every course they teach is evaluated by students a minimum of one time every two years.

The motion passed by voice vote.

**Justification:** The current policy (see next page) is that all non-tenured faculty members must undergo the continuance review process every year. While this policy is appropriate with regard to all tenure-track faculty members, there are senior non-tenure track faculty members who have demonstrated their fitness for their positions, often with a decade or more of service. These faculty members invest hours of time in preparation for annual continuance reviews, and their departments invest even more time in performing the reviews. In addition, department chairs have to devote significant time to what in many situations is an unnecessary process. In many departments, this time would be better spent on the needs of the department and the students. Under the proposed change, departments that find the annual review to be necessary and useful would have the option of continuing it, and all departments would still review all faculty members for continuance at least every three years.

**“CURRENT POLICY:**

**II. POLICIES AND PROCEDURES FOR EVALUATION OF FACULTY**

**A. INTRODUCTION**

Non-tenured faculty members are evaluated annually in the continuance procedure. Pursuant to the conditions outlined below, tenured faculty members may be reviewed annually and must be reviewed at least every third year. Student evaluations are required for all non-tenured, permanent, full-time faculty. Tenured faculty members must ensure that every course they teach is evaluated by students a minimum of one time every two years.”

**IX. NEW BUSINESS:**

**A. Ad Hoc Committee:** President Scott Long will form a *Faculty Senate Continuance Procedures Ad Hoc Committee*. This Ad Hoc Committee will be charged with providing a faculty perspective in examining, evaluating and proposing further changes to the continuance process. At this time, the following Faculty Senators have volunteered to serve on this committee:

Warren Akers  
Lisa Appeddu  
Stephen Burgess  
Kevin Collins  
Joe London  
Warren Mosely  
Les Ramos  
Muatasem Ubeidat

President Scott Long encourages interested Senators to contact him as soon as possible if they would like to be serve on the Committee, which will begin work on this issue in Spring 2010.

**X. ADJOURNMENT: 3:15 p.m.**

Respectfully Submitted,

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Scott Long, FS President

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Lisa Appeddu, FS Secretary

**Next Faculty Senate Meeting:  
Friday, January 29, 2010, at 3:30 p.m. in EDU 201**