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Faculty Senate Minutes

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6-18-2013

## June 18, 2013 Minutes

SWOSU Faculty Senate

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Approved Minutes  
Southwestern Oklahoma State University  
FACULTY SENATE June 18, 2013—3:00 pm EDU 201

**I. CALL TO ORDER:** Faculty Senate President Fred Gates called the June meeting of the Faculty Senate to order at 3:05 PM in Education 201.

**II. ESTABLISHMENT OF A QUORUM:** The following members were present: Lisa Appeddu, David Bessinger, Tammy Blatnik, Brad Bryant, Ralph May (for Jerry Dunn), Jason Dupree, Jared Edwards, David Esjornson, Fred Gates, Marci Grant, Steve O’Neal (for Andrea Holgado), Tiffany Kessler, Ed Klein, Scott Long, Tom McNamara, Evette Meliza, Kristin Montarella, Cynthia Pena, Les Ramos, Ann Russell, Lisa Schroeder, Trisha Wald, Dennis Widen, Curt Woolever, and Jessica Young.

**III. CERTIFICATION OF SUBSTITUTES:** Steve O’Neal for Andrea Holgado, Ralph May for Jerry Dunn.

**IV. PRESENTATION OF VISITORS:** None

**V. APPROVAL OF MINUTES:** The May minutes were approved by a voice vote.

**VI. ANNOUNCEMENTS**

**A. President Fred Gates**

1. From the Executive Council meeting of May 6, 2013:
  - a. The legislature reached a budget agreement that appropriated \$267 million, out of which higher education received \$33 million. However, \$24 million is for the bond debt service on the 2005 bond issue. As such, higher education only received \$9.3 million of which SWOSU should get about \$207,000 (0.3%) of the budget. This may not have helped us much, but the legislature did not do any harm with other bills.
  - b. The Fiscal Year 2014 Budget is going to be tight again. The best estimate is that a 3.5% tuition increase will allow us to balance the current budget and keep everything about where it was for Fiscal Year 2013. A 5% tuition increase would generate about \$300,000 additional dollars but that will leave us about \$1.31 million short if we include every initiative in the Strategic Plan into the budget. So, given that we’ll never have as much money to do all the things we want, we need to focus on the Strategic Plan and set our initiatives to make the biggest impact. This is really the main budget decision: what to do with that extra money if the Regents approve a 5% tuition increase.
  - c. Health insurance premiums will be going up. BC/BS is looking at an increase of about 13.9%. We have budgeted for an increase of about 10%. When the RUSO schools meet, they probably won’t approve of any increase over 10% so we should expect deductibles and out of pocket expenses to go up to make up

the difference. If, however, they do approve a rate increase of over 10%, the difference will be taken from \$300,000 from tuition increases that was planned for other uses. This increase is being driven by two main mechanisms: new Affordable Health Care Act taxes that go into effect to the tune of \$500,000 to fund the healthcare exchanges and utilization. There was an abnormally high amount of claims filed against BC/BS this year by employees with the top 10 claims averaging about \$400,000 each (the top claim was about \$1 million). There are 2 schools in our group that have already capped what the university will pay and employees make up the difference so it could be worse.

d. Faculty that apply for grants need to make sure that they do so through Sponsored Programs to prevent any difficulties or snafus that may occur.

e. Human Resources is looking at Faculty leave policies and practices. There have been several extended leaves across campus and requests that faculty be allowed to work from home without using sick leave since faculty can interact with students online. The essential question is, can faculty do this? How do we meet our office hours, advising, committee duties, etc.? Deans will meet with Chairs to determine if this is a problem or just isolated. However at some point in the future the question of what is appropriate may be raised, especially in light of the increasing number of online offerings.

f. New plan to cover safety issues. The Safety Specialist has retired and the position is now vacant with no plans to fill. Staff will be reassigned to handle duties such as paperwork and disposal of hazardous materials. This will put the issue of safety on everyone. If you see something unsafe or potentially unsafe, please contact HR. There are a lot of risk management issues identified but no money to address them, leaving this position vacant will help with that matter.

g. Departments with endowments and foundations that support non-personnel matters need to plan more carefully on big expenditures. Most of these funds are held in a state trust fund where they earn interest and matching funds. However, when the money is allocated and transferred, SWOSU loses out on earnings as the timing of the withdrawal determines who gets interest earnings. If departments can plan on big expenditures so that money doesn't get transferred too early, SWOSU can maximize earnings. Departments are encouraged to make a plan and communicate it to the Administration. If anyone has any questions they are encouraged to contact the Foundation office.

2. From the Administrative Council meeting of May 6, 2013:

a. President Beutler and VP Tom Fagan reiterated the budget issues discussed in Executive Council.

b. The Event Center is progressing nicely. More tours are planned for the future.

c. The Sayre campus is going to a 4 day 10 hour/day week starting on May 12, 2013 for the summer.

d. Camp Duke is being held this summer for incoming freshman July 15-17. Right now about 30-50 incoming freshmen are expected to attend.

3. From the Executive Council Meeting of June 17, 2013.

a. The budget has been finalized and will be presented to the various governing bodies for approval. We should have final approval by the end of the month. SWOSU is asking for a 5.8% increase in tuition and fees. The tuition increase will amount to about 3% (\$4/hr). There will be a \$2 increase in the Technology Fee—the first since 2005, a \$2 increase in the Student Activity Fee and a \$1.50 Student Facility Fee. Even with increases, SWOSU is still \$4,000/year less than our peer institutions in total costs.

b. Adventure programs received a \$6 per bed increase in funding which amounts to about \$140,000 per year.

c. Health insurance costs are definitely going up but until the new health care law guidelines are finalized nobody knows exactly how much. Look for increases in out of pocket expenses and higher deductibles.

d. Vacant space becomes available from time to time on campus. With the completion of the Events Center, space in Athletics and the Rock Building is going to open up. Any department or program interested in the space should write a proposal for using the space and forward the proposals to President Beutler or Vice-President Tom Fagan. Proposals will demonstrate what needs are out there and help address those needs in the best manner.

e. The administration is trying to work out a policy for tablets, I-pads, etc. As of right now, SWOSU will not buy them until a policy is in place.

f. Campus will be closed on Friday, July 5, 2013.

4. From the Administrative Council Meeting of June 17, 2013.

a. Summer enrollment is down for two summers in a row and we are below the 20 year average. But, there were 10 new international students this summer. However, Fall enrollment is looking pretty good as we are off last year's numbers by about 1%. There is a NSO on July 15<sup>th</sup>, and Camp Duke will run July 15-17 and 63 people have signed up. Also, SWOSU is doing a lot more “non-traditional” advertising such as Pandora, Facebook, etc. and it seems to be starting to provide positive results.

b. Student e-mail is being upgraded effective July 4, 2013. However, faculty should not notice any differences.

c. Jamie Collins has taken Jodi Linder's position as Hiring Specialist.

d. The Physical Plant has already scheduled their working projects through the summer so please don't get upset if they can't address a situation that comes up right away.

e. Distance Learning is creating a Faculty Learning Area and has already started scheduling new opportunities for faculty. Contact Shira Hedgepeth if you have any additional training needs. Also, we should have a new Instructional Designer on campus soon.

f. Leadership Weatherford is starting a new class for the upcoming year. This is an excellent Community Service opportunity for those looking to add to that part of their portfolio.

g. SWOSU is no longer offering student health insurance. Students will have other options.

h. The SWOSU website's new design is due to launch between the end of the Summer session and the beginning of the Fall semester.

5. From the President: Governor Fallin has appointed two new State Regents, Ann Holloway of Ardmore and Jay Helm of Tulsa. Regent Price's term ended and Regent Carson resigned. Both have to be confirmed by the Senate.

6. From the Provost: With the transition from the Interim to permanent provost occurring in June the Senate Executive Committee did not meet with either Dr. Foust or Dr. South. We will be meeting in July so please forward any concerns/issues to any Senate officer.

7. Faculty Senate Committee assignments see Appendix A.

**B. Secretary/Treasurer Curt Woolever**

**1. Roll Sheet** – please sign.

**2. Treasurer's Report:**

a. BancFirst Checking Account:	May Meeting Balance:	\$2038.45
Retiring Faculty Reception		(\$ 90.05)
	CURRENT BALANCE:	\$1948.40

b. University Account:	May Meeting balance:	\$105.01
	CURRENT BALANCE:	\$105.01

**C. President-Elect Evette Meliza:** Nothing to Report

**D. Past President David Esjornson:** Nothing to Report

**E. Student Government Representative Blaine Boyd:** Not in attendance

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

**VIII. UNFINISHED BUSINESS:** None

**IX. NEW BUSINESS:** None

**X. ADJOURNMENT:** 3:31 PM

**Next meeting 3:00 pm  
Tuesday, July 16, 2013**

## Appendix A

### Faculty Senate Committee Assignments 2013-2014

#### Audit Committee

Audits the financial activities of the Faculty Senate.

Marci Grant (Chair)  
Kristin Montarella  
Tiffany Kessler  
Tammy Blatnick

#### Budget and Program Committee

Evaluates the distribution of university funds.

Curt Woolever (Chair)  
Brad Bryant  
Cynthia Pena  
Ed Klein  
Kathy Brooks

#### Curriculum Committee

Advises and makes recommendations regarding all curricular issues.

Dennis Widen (Chair)  
Jerry Dunn  
Ann Russell  
Tommye Davis  
Ed Klein  
E.K. Jeong

#### Judiciary Committee

Answers questions regarding the intent and meaning of the Faculty Senate Constitution.

Jim Long (Chair) (CPGS)  
Tom McNamara (CAS)  
Scott Long (COP)  
Kathy Brooks (CAAS)

### Nominating Committee

Organizes elections for selected university standing committees.

Scott Long (Chair)  
Andrea Holgado  
Cynthia Pena  
Kristen Montarella  
E.K. Jeong

### Personnel Policies Committee

Makes recommendations regarding policies related to faculty tenure, promotion, class loads, salary and benefits, and dismissal.

Jason Dupree (Chair)  
Andrea Holgado  
Lisa Appeddu  
Jared Edwards  
Evette Meliza  
Les Ramos

### Student Affairs Committee

Advises and makes recommendations regarding all matters relating to the student body and student policies.

Lisa Schroeder (Chair)  
John Bradshaw  
Trisha Wald  
Amber Sturgeon  
Jessica Young  
Blaine Boyd, SGA

### University Policies Committee

Advises and makes recommendations concerning university policies relating to the academic calendar, schedules, faculty handbook, and university matters not assigned to other Faculty Senate committees.

Les Ramos (Chair)  
David Bessinger  
Evette Meliza  
Dennis Widen  
Jerry Dunn  
David Esjornson