



4-25-2014

## April 25, 2014 Approved Minutes

SWOSU Faculty Senate

### Abstract

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Approved Minutes  
Southwestern Oklahoma State University  
FACULTY SENATE April 25, 2014—2:00 PM EDU 201

**I. CALL TO ORDER:** Faculty Senate President Fred Gates called the April meeting of the Faculty Senate to order at 2:02 PM in Education 201.

**II. ESTABLISHMENT OF A QUORUM:** The following members were present: Arden Aspedon, David Bessinger, Tammy Blatnik, John Bradshaw, Kathy Brooks (Sayre), Brad Bryant, Tommye Davis (Sayre), Jerry Dunn, Jason Dupree, Jared Edwards, David Esjornson, Fred Gates, Jeff Walker for Marci Grant, Andrea Holgado, Christy Cox for Tiffany Kessler, Ed Klein, Jim Long, Tom McNamara, Evette Meliza, Jacqueline Gregory for Kristin Montarella, Cynthia Pena, Les Ramos, Ann Russell, Lisa Schroeder, Amber Sturgeon, Trisha Wald, Dennis Widen, Curt Woolever, and Jessica Young.

**III. CERTIFICATION OF SUBSTITUTES:** Christy Cox for Tiffany Kessler, Jeff Walker for Marci Grant, and Jacqueline Gregory for Kristin Montarella.

**IV. PRESENTATION OF VISITORS:** President Randy Beutler, Executive Vice President Tom Fagan, Provost James South, and Vice President Cindy Foust.

President Beutler discussed briefly the status of different bills that were still in the Oklahoma legislature and how they would affect SWOSU. He also talked about the naming of buildings on campus.

Vice President Fagan discussed the budget, including how to implement 6 strategic initiatives, COLA raises, and CUPA raises for the university. He also talked about tuition increases for the coming year.

Provost South discussed how the university is committed to the honors program and how faculty need to be more involved in recruitment of quality students for the university.

Vice President Foust talked about retention and implementing software to help advisors and faculty determine students much who are struggling in classes.

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

## VI. ANNOUNCEMENTS

### A. President Fred Gates

1. From the Executive Council meeting of April 7, 2014.
  - a. President Beutler provided the latest legislative update. At this time there were only 3 bills that cause concern. HB 2887 is in all likelihood not going to make it out of Senate committees so it will expire. HB3211 dealing with Oklahoma Promise and requiring students to enroll in 30 hours per academic year has made it out of Senate committees and will come up for a vote. However, the Senate did attach a hardship exemption that could affect House passage of the bill in conference. HJR1026 reaffirming the 2<sup>nd</sup> amendment is still in committee at this time. On budget issues, it appears that Governor Fallin is backing off her 5% cut to higher education. It also appears that we've got some support in the legislature for increased funding, but anything less than \$30.5 million would essentially become a cut due to increased expenses and inflation.
  - b. Executive Vice President Tom Fagan stated that he has been working on CUPA data and salary levels. To bring faculty up to 80% of CUPA will require about \$300,000, which translates into a tuition increase of 1.4% and to bring us to 90% would require about \$1,200,000 which translates into about a 9.5% tuition increase. He also stated that some staff positions do not fit CUPA descriptions so they are still working on those. He then commented that nationwide, the trend seems to show that tuition increases in the 4-6 percent range are the early norm. In addition, utility costs for January and February increased significantly and we expect that both the PSO rate increase and the rise in natural gas prices will add to that trend. As such, the entire budget process right now is in limbo until the legislature lets us know how much will be appropriated.
  - c. President Beutler revisited the issue of renaming south Parker Hall to Black Kettle Hall and stated that the university is looking at the possibility of renaming other buildings in the future. Please keep in mind that all name changes must be approved by our governing board and some buildings—such as dorms—don't really fit the model.
  - d. Provost James South announced that graduation materials normally mailed to students are now being e-mailed and that there were some changes being made to the rain plan. Faculty can access graduation plans on the website via quick links. He also reminded the Deans that Faculty Marshalls will be needed so be thinking about volunteering.

2. From the Administrative Council meeting of April 7, 2014.
  - a. Dean of Students Cindy Dougherty reported that there has been a surge in cheating and plagiarism recently. She stated that faculty are doing a great job handling these matters and her office is processing the cases as quickly as possible. She also stated that Relay for Life will be held April 25, 2014 from 7 p.m. to 3 a.m. in the Wellness Center.
  - b. Jason Dupree has been named permanent Library Director.
  - c. Human Resources Director David Misak reported that the transition from Lincoln Financial to ING is complete. If anyone is having problems, please contact his office.
  - d. Admissions and Recruitment Director Todd Boyd announced that this year's S.W.I.M was one of the largest ever and sends thanks to everyone who helped make it a success. He also reported that 202 incoming freshmen enrolled during the first NSO and there are nearly 400 more scheduled to attend the next two NSO events.
  - e. Jan Noble announced that in the recent Faculty evaluations of Chairs, Deans, etc. that 35% of faculty participated, which is higher than it has been in recent years. Her office is now working on student satisfaction surveys. She also announced that her office has received finger printing equipment and they will start training and begin the process of providing finger printing for Nursing and Education students.
  - f. Financial Aid Director Jerome Wichert announced that OHLAP money will begin being disbursed sooner in the semester starting this summer. This should mean that students won't have to wait to purchase materials.
  - g. Interim Registrar Bob Klaassen announced that enrollment for summer is up 1% and 2% for Fall.
  - h. Associate Provost Cindy Foust announced that Shamus Moore has been named the new Registrar. Shelby Unruh has been named the new Bursar.
  - i. President Beutler announced that there was another piece of legislation that he was watching. This particular bill deals requires institutions not to take action to deny a religious student association funding and/or fee money to a group even if they are restrictive in their membership requirements.

3. From the Provost meeting of April 21, 2014.
  - a. The online rubric from the Regents seems to change on a week to week basis, so for now we are waiting.
  - b. The Senate officers have requested that the Registrar consider extending the deadline for grades being due at the end of the semester. It is the opinion of the officers that 24 hours does not leave sufficient time for faculty to grade exams—particularly exams that are writing intensive.
  
4. From the lock down debriefing of April 23, 2014.

Please reiterate to students and faculty to sign up for the SWOSU Alert. Not only is it useful in cases such as this, but also for weather related information. The administration encourages faculty to take their cell phones to class for situations like this. We can still prohibit students from using their phones since we will be informing them. Also—be firm and do not release students unless they are absolutely adamant about leaving. We can't hold them in class but can remind them that they could be jeopardizing the safety of others.

Since this was a report of a suspected gunman rather than a live shooter, Chief Bolar responded within minutes of being notified and did a quick search of the Campbell Building, gathered a description of the suspect, assessed the situation and the decision to lock down the campus was made within 18 minutes of the initial report. Had this been a live shooter, Chief Bolar would have locked down the campus immediately. In the case of a live shooting, ONLY officers will release buildings and send people home.

Do not be alarmed if officials do not give details or continuous updates during a lock down. They do not want to tip off potential suspects or accomplices who may be monitoring the situation through various media. Any updates will be given via e-mail or social media during the lock down since officials do not want to overload the SWOSU Alert system and potentially lock it up, which is what happened at Virginia Tech.

**B. Secretary/Treasurer Curt Woolever:**

**1. Roll Sheet – please sign.**

**2. Treasurer's Report:**

|                                |                        |           |
|--------------------------------|------------------------|-----------|
| a. BancFirst Checking Account: | March Meeting Balance: | \$2311.19 |
|                                | CURRENT BALANCE:       | \$2311.19 |

|                        |                        |          |
|------------------------|------------------------|----------|
| b. University Account: | March 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:

### Report from the Audit Committee

The 2013-2014 Audit Committee (Marci Grant, Kristin Montarella, Tiffany Kessler, and Tammy Blatnick) reviewed the bank statements between the dates of March 15, 2013 and March 17, 2014.

The Audit committee found no discrepancies in either the bank or the University Accounts.

**Observation and recommendation:** There was one discrepancy in the receipts for the \$5.00 dues and the deposits. One deposit for dues was made and a receipt not written.

**Note:** the Treasurer's Report in the Faculty Senate Minutes, dated July 16, 2014, referred to a May Meeting Balance and it needs to read June Meeting Balance.

Please refer to the following excerpt from the July 16<sup>th</sup>, 2013, Faculty Senate Minutes.

Southwestern Oklahoma State University  
FACULTY SENATE MEETING  
July 16, 2013 Meeting  
APPROVED Faculty Senate Minutes

B. Secretary/Treasurer Curt Woolever

1. Roll Sheet – please sign.

2. Treasurer's Report:

a. BancFirst Checking Account: June Meeting Balance: \$1948.40

CURRENT BALANCE: \$1948.40

b. University Account: ~~May~~ June Meeting balance: \$105.01

CURRENT BALANCE: \$105.01

## Report from the Faculty Senate Nominating Committee

There were 39 volunteers for 36 committee slots for the 2014/2015 academic year. A slate ballot was prepared as an option for the Faculty Senate to use as a voting mechanism. Since there were more volunteers than openings available this year then in preparing the slate ballot, any volunteers who serve as faculty senators were not included. The rationale behind this is that 1) since many faculty volunteer for committee service as a part of their University service expectation and 2) those senators are fulfilling a service component through their senatorial position, then those senators were omitted to ensure service across campus for those non-senator faculty wishing to fulfill that service through committee membership.

Additionally, some committees either 1) have been eliminated (noted below) or 2) have been eliminated from the Faculty Senate election process (University Research/Scholarly Activity Committee, Technology Committees). The latter change is summarized as follows in an e-mail from Marci Grant.

The University Computer/Telecommunication Advisory Committee is needs to be deleted and the following two Committees inserted in its place. They are the

ADMINISTRATIVE TECHNOLOGY COMMITTEE (has not met yet, – terms & selection process to be determined) – Current members are Steve Johnson, Jerome Wichert, Jan Noble, Shamus Moore, Kyle Wright, Darla Davenport, Cassie Jones, Mark Engelman (ex-officio), and Tom Fagan (ex-officio)

ACADEMIC TECHNOLOGY COMMITTEE – initial terms are staggered; 3 years for future committee continuity, 1 faculty member from each college. Initially Brad Bryant will be chair and the 2nd CPGS representative will fall off at the end of his term. Current members as as follows:

|                                  |  |
|----------------------------------|--|
| Dr. Keith Talley (CAS)           | 2 year term (2016)                         |
| Dr. Sherri Brogdon (CPGS)        | 3 year term (2017)                         |
| Dr. Tami Moser (COP)             | 3 year term (2017)                         |
| Renée Bagzis (CAAS)              | 2 year term (2016)                         |
| Brad Bryant (CPGS)               | 1 year term (Chair) + 1 year member (2016) |
| Jon Woltz (Library)              | 3 year term (2017)                         |
| TBA (Student) SGA appoints       | 1 year term                                |
| Marci Grant (CDeL - ex-officio ) |  |
| Mark Engelman (ex-officio)       |  |
| James South (ex-officio)         |  |

The Academic Technology Committee discussed that the committee member selections should be done by the Provost and not Faculty Senate to ensure that the members are all tech savvy. We will discuss with the Provost to get approval. The committees description is in progress we are meeting in June to write it to get it to the Provost for inclusion in the 2014-2015 Faculty Handbook.

The following is the list of nominees for committees.

| <b>Office/Committee</b>   | <b>College</b>   | <b>Elected Member</b>   |
|---|--|---|
| FS President Elect  |  | Jared Edwards   |
| FS Secretary/Treasurer  |  | Tom McNamara  |
| Academic Advisory and Scholarship Council   |  | Hector Garza<br>Sudu Kodumthara<br>David Martyn   |
| Academic Appeals  |  | Bob Battisti<br>Rachel Davis<br>Jori Edwards<br>Phillip Fitzsimmons<br>Brandi Fowler<br>Cheri Lemons<br>Hank Ramsey<br>Robin Soblansky<br>Marcy Tanner<br>Kathy Wolff |
| Appellate on Dismissal of Tenured Faculty (Must be Tenured)<br><br>Note: This is normally eight (8) positions but the resignation of Dr. Woolever creates an opening on the committee, thus one extra spot. |  | Lisa Boggs<br>Kevin Collins<br>Jerry Dunn<br>Daniel Farris<br>Barry Gales<br>EK Jeong<br>Jason Johnson<br>Kelley Logan<br>Lisa Schroeder                              |
| Benefits  | Arts & Sciences<br>Professional & Graduate Studies<br>Pharmacy | Robin Griffieath<br>Bo Pagliasotti<br>Lisa Appeddu  |
|   |  |   |

|  |  |   |
|--|--|---|
| Bernhardt                                  | Arts & Sciences<br>Professional & Graduate Studies<br>Associate and Applied Programs<br>Pharmacy | Dori Astle<br>Patsy Parker<br>Dayna Coker<br>Lisa Appeddu |
|  |  |   |
| Campus Environment                         |  | Linda Pye   |
|  |  |   |
| Distance & eLearning<br>Council            | Arts & Sciences<br>Professional & Graduate Studies<br>Pharmacy                                   | Howard Kurtz<br>Holly McKee<br>Hardeep Saluja             |
|  |  |   |
| Faculty Devolpment                         | Arts & Sciences<br>Professional & Graduate Studies<br>Associate and Applied Programs             | Victor Gonzalez<br>Randy Hacker<br>Dayna Coker            |
|  |  |   |
| Financial Assistance<br>Advisory & Appeals |  | Jane Long   |
|  |  |   |
| Intellectual Property                      |  | Guy Biyogmam<br>Tim Hubin<br>Faruk Khan                   |

Motion to accept the report.

Motion approved by a voice vote.

**Report from the Adhoc Committee on the FUPTRC**

We had 95 people (just under 50%) take the survey.

26% were instructors

25% were assistant professors

24% were associate professors

24% were full professors

The missing percent is from rounding down.

The committee is examining written comments and distributions to better inform our upcoming recommendation(s) to the senate.

Motion to accept the report.

Motion approved by a voice vote.

**VIII. UNFINISHED BUSINESS:** None.

## IX. NEW BUSINESS:

### **Senate Motion 2014-04-01:**

The description of the Academic Appeals Committee on page 23 of the current Faculty Handbook will be changed to reflect the non-voting status of the Registrar on that committee.

Rationale:

The original intent of placing the Registrar on this committee was to provide guidance to the faculty in respect to the impact of grade changes on regulatory compliance by the university. It was never intended that the Registrar be a voting member of the committee. Currently the committee description reads:

“The Registrar shall serve as an *ex officio* member of the committee.”

The original language describing the role of the Registrar was removed by the Provost (presumably to make the committee description consistent with the other committee descriptions). Technically, an *ex officio* member is a full voting member of a committee unless expressly stated otherwise. To avoid future misunderstandings with the Registrar and faculty, changing the description to “The Registrar shall serve as a non-voting *ex officio* member of the committee,” (or its equivalent) should remove any interpretive ambiguity.

Motion was approved by a voice vote.

### **Senate Motion 2014-04-02:**

Motion to adopt the slate ballot from the Faculty Senate Nominating Committee for election of Faculty Senate officers and University Committees.

Motion was approved by a voice vote.

Now that Jason Dupree is the permanent library director, he can no longer serve on the ad hoc committee investigating the FUTPRC. The library needs to find a replacement for him and advise the Senate President of their selection.

## X. ADJOURNMENT: 3:06 PM

**Next meeting 2:00 pm  
Friday May 2, 2014**