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October 24, 2014 Minutes

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Approved Minutes
Southwestern Oklahoma State University
FACULTY SENATE October 24, 2014—2:00 pm EDU 201

I. CALL TO ORDER: Faculty Senate President Evette Meliza called the October meeting of the Faculty Senate to order at 2:04 p.m. in Education 201.

II. ESTABLISHMENT OF A QUORUM: The following members were in attendance: Eric Paul (for Jimena Aracena), Tammy Blatnik, John Bradshaw, Dayna Coker (Sayre), Tommye Davis (Sayre), Jared Edwards, Fred Gates, Steve Kemp (for Ryan Haggard), Nina R. Morris (for Tiffany Kessler), Doug Linder, Jim Long, Scott Long, Kris Mahlock, Tom McNamara, Evette Meliza, Krista Brooks (for Kristin Montarella), Bo Pagliosotti, Cynthia Pena, Linda Pye, Hardeep S. Saluja (for Les Ramos), Lisa Schroeder, Karen Sweeney, and Trisha Wald.

III. CERTIFICATION OF SUBSTITUTES: Eric Paul attended in place of Jimena Aracena, Steve Kemp replaced Ryan Haggard, Nina R. Morris took the place of Tiffany Kessler, Krista Brooks substituted for Kristin Montarella, and Hardeep S. Saluja covered for Les Ramos.

IV. PRESENTATION OF VISITORS: There were no visitors in attendance.

V. APPROVAL OF MINUTES: The minutes from the September meeting were approved with a voice vote.

VI. ANNOUNCEMENTS

A. President Evette Meliza

1. From the Executive Council meeting of October 6, 2014:
 - a. SWOSU is interested in two interim studies in the Legislature. One concerns guns on campus. There is a small, but vocal, group that is in favor of guns on campus. The NRA will put more into supporting the guns on campus bill this session. The other study deals with Level E homes funding, which would affect our Adventure Program.
 - b. The President recommends okpolicy.org as a good site to get budget information.
 - c. The budget and guns on campus will be the big issues this year. To balance the budget, the Legislature took \$250 million out of one time funds (cash reserves and OLAP). The Chancellor brought it to their attention that OLAP will be broke after the new year. His solution was that the state system could loan the money if the Legislature would put it back. The Attorney General said that was illegal, so the everyone's budget was cut. If the 2015 budget is compared to the 2009 budget, adjusting for inflation, Higher Education has \$680 million less for an overall budget.
 - d. A 3% cost-of-living increase (in January) has been figured into the budget.
Note: In later correspondence, Mr. Fagan clarified that the cost-of-living increase in January 2015 will be 2%.
 - e. Mr. Fagan feels good about SWOSU's 2015 budget, but is more pessimistic about the 2016 budget. We "can't move the budget forward much." His example was that if Nursing loses students, they will still need the same resources to teach the remaining students. CUPA and COLA are "pushing the budget hard." The target for the budget deficit is 3%, which is \$1.6 million. SWOSU needs to "roll that forward each year."
 - f. Ashley Nolan was hired to be fundraiser for the Foundation. On October 27th, two new IT employees will join the staff (replacing Karen Klein, who is replacing Mark Engelman).
 - g. Area legislators will be here for a luncheon on October 24th.
 - h. SWOSU will host the RUSO Board meeting on November 6th and 7th. The board meeting is at 9:00 on Friday, the 7th. It is an open meeting.
 - i. There was a request from an off-campus organization, the Wesleyan Group, to give its members cords for graduation.
 - j. President Beutler wants graduation kept to two hours maximum, less if possible. To this end, distinguished alumni will no longer give speeches. Dr. South discussed graduation

and the events center.

- k. Part of the strategic plan calls for a wellness program for faculty and staff. Lynne Thurman asked for feedback concerning ideas for the program. She said that Cornell University has a good wellness program.
2. From the Administrative Council meeting of October 6, 2014:
 - a. SWOSU Saturday is November 15th.
 - b. Mark Engelman said IT is working on Spam. They are adding another filter layer, our sixth. The first layer gets rid of 60,000 spam emails a day.
 - c. Hayden Harrington, our web developer, said he needs the forms from campus organization sponsors. Hayden will set up the site, however, the organization is responsible for putting up content.
 - d. A Robotics event is scheduled for November 8th in the Wellness Center. This event is a qualifier for state competition.
 - e. The Library asks faculty to remind students not to start online tests 30 minutes before the library is to close.
 - f. Health Careers Day is on November 7th. There will be 14 different group on campus. Careers include: Pharmacy, Biochemistry, athletic training....
 - g. November 3rd is Career Day at Sayre.
 - h. Brian Adler thanked all who helped with the SWOSU's State Fair booth.
 - i. Forty-four of 125 faculty have taken the Canvas workshop for SARA. Five out of 250 rubrics have been submitted.
 - j. If you have any items that could be part of the SWOSU museum, please contact Lynne Thurman.
 - k. Student spring loans will be paid at the beginning and the middle of the semester instead of just at the beginning. There is a 30 day delay.
 - l. Students can't enroll for the spring semester if they owe \$500 or more.
 - k. Classes begin on Monday in the spring. This will help the approximately 350 new transfer students coming to SWOSU.
 - m. The theater project has been started and the Parker Hall bids are out.
 - n. Dr. Foust is retiring after the first of the year. The search committee has been established. Randy Barnett is the Chair.
 3. From the Provost:
 - a. Freshman Orientation will be extended one week so freshmen can be told about mid-term grades and what they need to do if they have Ds or Fs. Freshman Orientation is part of our overall retention strategy. Since testimony from other students has proven to be helpful to freshmen, SWOSU will create and use these videos in Freshman Orientation classes.
 - b. When a faculty member comes to SWOSU without a terminal degree and completes the degree, the promotion from Instructor to Assistant Professor is automatic. Dr. South would like us to run this idea by the Personnel Policy Committee: When those individuals apply for Associate Professor, they can use their pre-Assistant Professor scholarly activity for the purpose of tenure and promotion.
 - c. Dr. South would like the faculty's opinion on graduation. Now that we have the Event Center, should we have graduation there? We would need two graduations (CAS and CPGS in the Event Center) plus Pharmacy's graduation in the Fine Arts Auditorium. The pros would be there would be no weather worries and the Event Center would be comfortable. Cons include limiting the number of guests for graduates and ensuring a sufficient number of faculty in attendance for the graduations. Another option would be to have a December graduation which would reduce the number of graduates for spring graduation.
 4. Bill Swartwood will be Sayre's representative on the 2014-2015 Tenure/Promotion Appeals Committee

five members including the Chair for any one hearing. If less than five Committee members are to be involved in a particular hearing, the Provost and Faculty Senate President shall select additional temporary members necessary to constitute a five-member Committee. The incumbent committee shall serve until the completion of any case pending at the time their term of service expires. (From page 40 of the Faculty Handbook)

The FGAC would not go into effect until the Fall 2015 semester. Faculty Senate would select the membership of the committee during our regular elections for University committees in the Spring semester.

Respectfully submitted,

Personnel Policies Committee

Faculty Senate Motion 2014-10-01: The recommendations of the Personnel Policies Committee shall be incorporated in to the Faculty Handbook.

The motion passed by a voice vote.

VIII. UNFINISHED BUSINESS: There was no unfinished business from the September meeting.

IX. NEW BUSINESS:

Faculty Senate Motion 2014-10-02: Writing the revisions to the Faculty Handbook concerning the changes to the FUTPRC shall be handled by the University Policies Committee.

The motion passed with a voice vote.

Faculty Senate Motion 2014-10-03: The Ad Hoc Committee on the FUTPRC will be disbanded.

The motion carried after a voice vote.

Faculty Senate Motion 2014-10-04: The Personnel Policies Committee shall establish a review procedure for the standing documents referred to in item seven of Appendix B.

The motion was denied following a voice vote.

X. ADJOURNMENT: The meeting was adjourned at 3:05 p.m.

Respectfully Submitted,

Evette Meliza, Faculty Senate President
Tom McNamara, Faculty Senate Secretary

**Next meeting 2:00 pm
Friday, November 21, 2014**

Appendix A

3.4.5 Appellate Committee on Dismissal of Tenured Faculty Members. A faculty member who receives notice of pending dismissal may request and shall be afforded a hearing before the Appellate Committee on Dismissal of Tenured Faculty Members. Failure to make a request in writing to the president within fourteen (14) days after receipt of notification shall constitute a waiver by such faculty member of his or her right to a hearing before the Appellate Committee on Dismissal of Tenured Faculty Members and the president shall then make a final determination. Each university shall institute an Appellate Committee on Dismissal of Tenured Faculty Members. **The committee shall not exceed nine (9) tenured faculty members, eight (8) of whom shall be nominated or elected by the faculty governing body of the university and one member appointed by the president of the university. A quorum shall be five (5) members or a majority of qualified members of the committee. Initially, one half (½) of the elected members shall be elected for twelve (12) months and one half (½) shall be elected for twenty-four (24) months; thereafter, one half (½) shall be elected each year. No member may serve more than two (2) consecutive terms. One (1) or more alternate members of the committee shall be elected to serve in the event a regular member is unable to serve.** If any member of the committee is an interested party in a case which comes before the Appellate Committee on Dismissal of Tenured Faculty Members, said committee member shall not serve on that case.

The incumbent committee shall serve until the completion of any case pending at the time their term of service expires. (From page 40 of the Faculty Handbook)

Faculty Grievance Committee. The FGC shall be composed of **nine full-time, tenured faculty members whose primary duties are non-administrative.** For the initial appointments to the Committee, **five of these members shall be selected by the Faculty Senate and four shall be appointed by the Provost. Of the four members appointed by the Provost, one shall be from the College of Associate and Applied Programs. Of the five selected by the Faculty Senate, two each shall be selected from the Colleges of Arts and Sciences and Professional and Graduate Studies and one from the College of Pharmacy. They shall be recommended for selection by their respective colleges in a manner determined by the faculty of the colleges.** After the initial appointments, **members will be selected by the Faculty Senate with concurrence of the Provost using the same criteria as described above. Each subsequently appointed member shall serve a minimum of a three-year term.** At the first meeting of the Committee, the members of the Committee shall elect a Chair and a Vice-Chair. Also, at the first meeting of the Committee, two members each will be designated by the Chair of the Committee to serve four, five, and six year Effective June 2008 terms. This will allow for a rotation of members and allow for continuity of members of the Committee.

Any member of the FGC who is a member of the same academic unit or related to the third degree of consanguinity or affinity to the parties of the hearing shall be disqualified from serving on the Committee for said hearing. A member may petition the Committee to be excused from a particular hearing. The remaining members of the Committee shall vote to determine if a member should be excused. A majority vote prevails. Should the Committee Chair be disqualified or excused, the remaining members of the Committee shall elect a temporary chair for said hearing.

The Committee shall consist of a minimum of five members including the Chair for any one hearing. If less than five Committee members are to be involved in a particular hearing, the Provost and Faculty Senate President shall select additional temporary members necessary to constitute a five-member Committee. The hearing Committee shall remain intact until the conclusion of the hearing.

Appendix B

1. Only those members of the faculty with at least associate professor rank shall be eligible for membership on the FUTPRC.	Count	Pct
Yes	82	69.49%
No	36	30.51%
<i>Total</i>	118	100.00%

2. FUTPRC members shall serve two year terms.	Count	Pct
Yes	100	85.47%
No	17	14.53%
<i>Total</i>	117	100.00%

3. Terms on the FUTPRC shall rotate with 4 of the eight members being replaced each year.	Count	Pct
Yes	100	86.96%
No	15	13.04%
<i>Total</i>	115	100.00%

4. The chair of the FUTPRC shall be in their second year of committee membership or have previously served on the FUTPRC.	Count	Pct
Yes	102	87.18%
No	15	12.82%
<i>Total</i>	117	100.00%

5. The practice of ranking (numbering) candidates in order of preference for tenure and promotion shall be eliminated from the duties of the FUTPRC.	Count	Pct
Yes	107	90.68%
No	11	9.32%
<i>Total</i>	118	100.00%

6. The practice of rating candidates relative to their individual suitability for tenure and promotion shall be adopted by the FUTPRC.	Count	Pct
Yes	95	80.51%
No	23	19.49%
<i>Total</i>	118	100.00%

7. Individual academic units shall be encouraged to submit standing documents describing scholarly activity in their field to be used as a reference by the FUTPRC.	Count	Pct
Yes	92	79.31%
No	24	20.69%
<i>Total</i>	116	100.00%