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Faculty Senate Minutes

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3-27-2015

## March 27, 2015 Minutes

SWOSU Faculty Senate

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# Southwestern Oklahoma State University

## Faculty Senate Meeting March 27, 2015

### Approved Minutes

- I. **CALL TO ORDER:** Faculty Senate President Evette Meliza called the February meeting of the Faculty Senate to order at 2:02 p.m. in Education 201.
- II. **ESTABLISHMENT OF A QUORUM:** The following members were in attendance: Jimena Aracena, Kristin Griffeath (for David Bessinger), Tammy Blatnick, John Bradshaw, Stacey DiPaolo, Jerry Dunn (via ITV from Sayre), Jared Edwards, Fred Gates, Cheri Walker (for Tiffany Kessler via ITV from OKC), Doug Linder, Jim Long, Scott Long, Kris Mahlock, Tom McNamara, Evette Meliza, Kristin Montarella (via ITV from OKC) Bo Pagliasotti, Linda Pye, Les Ramos, Ann Russell, Lisa Schroeder, Karen Sweeney, Davis Esjorson (for Wayne Trail), and Rita Hays (for Trisha Wald).
- III. **CERTIFICATION OF SUBSTITUTES:** Cheri Walker attended the meeting in place of Tiffany Kessler, Rita Hays replaced Trisha Wald, David Esjorson came instead of Wayne Trail, and Kristin Griffeath took the spot of David Bessinger.
- IV. **PRESENTATION OF VISITORS:** There were no visitors at the meeting.
- V. **APPROVAL OF MINUTES:** The minutes from the February 27<sup>th</sup> meeting of the SWOSU Faculty Senate were approved with a voice vote.
- VI. **ANNOUNCEMENTS**
  - A. **President Evette Meliza**
    1. From the Executive Council meeting of March 23, 2015
      - a. The deadline has been reached for bills to be reported out of Legislative committees. There is no active gun legislation out, however, amendments are still possible.
      - b. The bill concerning Oklahoma's Promise, which would require students to take 30 hours an academic year, is still alive. The idea is that students would graduate in 4 years. This is a concern at institutions which have non-traditional students. There are over 800 OLAP students at SWOSU.
      - c. The Oklahoma state budget has a \$611 million deficit. Higher Education will receive a budget cut. President Beutler and Mr. Fagan are working on the SWOSU budget. There is no new money. SWOSU's base budget is \$57 million. The emphasis is on enrollment growth to get money for the base budget. Mr. Fagan said that it will be a challenging budget unless we get more students. The inability to get urban students out to SWOSU is seen as the greatest threat to our budget. We need programs that will bring students to SWOSU. The RN to BSN and Parks and Recreation programs are two big growth programs.
      - d. The cost of administration at SWOSU is on the higher side. Continuing mandates are a problem. As other agencies lose money, they charge SWOSU fees for services that were once free. For example, the fire inspection for Black Kettle Hall cost \$1,500.
      - e. In an effort to lower energy costs, SWOSU is looking at modifying the summer work schedule. Options include: 1) working from 7:30 to 4:00 daily, 2) working a half day on Friday, and 3) working extended hours with Friday off. Input on the topic is requested.

- f. There will be department meetings concerning this year's budget with President Beutler and Mr. Fagan. They will talk about the budget process, the strategic plan, and funding. These meetings are scheduled for the first part of April.
  - g. Fall enrollment is down. Please encourage your students to enroll for the fall semester if they have not done so.
2. From the Administrative Council meeting of March 23, 2015:
- a. The Foundation thanks all faculty who attended the Bernhardt Award Dinner. There was a good turnout. Congratulations to the new Bernhardt Academic Excellence Award recipient, Dr. Tom Davis, Associate Professor of Pharmacy Practice.
  - b. ITS installed new firewall equipment over spring break. Hotmail addresses are bouncing back. ITS is working on this. On an average day, the SWOSU faculty, staff, and administration receive 19,000 emails. With spam emails, that number rises to 59,000. The State Finance Office searches for and finds .edu email addresses that have been compromised.
  - c. There is an Academic Hold course on Canvas now. The course has been taken by 321 students and 63 have cleared holds.
  - d. The Office of Sponsored Programs reports that 45 people attended Oklahoma Research Day. There is a summer grant writing workshop being offered August 17-19.
  - e. To be compliant, documents on SWOSU's website must be accessible. SWOSU is working on this compliance issue.
  - f. Faculty is reminded to use the new General Education requirements sheet.
  - g. SWOSU has admitted 1,688 freshmen for the fall semester this year compared to 1,556 freshmen admitted at this time last year.
  - h. Kendra Brown is the new Director of Safety.
  - i. President Beutler said SWOSU is asking permission from the Board of Regents to award General Tom Stafford with an Honorary Doctorate of Humane Letters this summer. The President thanks the Faculty Senate for their support.
  - j. The Honors Program will begin this fall.
  - k. Lynda.com is a free resource available to all faculty. The site, available for access on the SWOSU Home Page, includes playlists on topics of general interest.
  - l. SWOSU is way behind getting everything done to meet our obligations as part of SARA.
  - m. The base budget is lean and most strategic initiatives are out. Items are being prioritized. Attracting and retaining quality faculty is a priority.
3. From the Provost:
- a. CUPA raises are still in the budget, but there will be none if the budget is cut.
  - b. Discussion was held concerning closing campus for inclement weather. President Beutler said that student safety is a priority.
  - c. The new Vice President for Student Affairs will be announced on April 11th. Approval of the Governing Board is required for a vice president position.

**B. Secretary/Treasurer Tom McNamara**

1. Please sign the roll sheet.
2. Treasurer's Report:
  - a. BancFirst Checking Account: February Meeting Balance: \$1865.94

CURRENT BALANCE: \$1865.94

- b. University Account: February Meeting Balance: \$105.01

CURRENT BALANCE: \$105.01

**C. President-Elect Jared Edwards:** Nothing to report at this time.

**D. Past-President Fred Gates:** Nothing to report at this time.

**E. Student Government Representative:** No student government representative was at the meeting.

**VII. REPORTS FROM STANDING AND AD HOC COMMITTEES:**

**A. Report from the Faculty Senate Nominating Committee:** See Appendix A.

**B. Report from the Faculty Senate Judiciary Committee:** The overall total of Senators will be 32 during the 2015-2016 academic year. Both the Mathematics Department and the School of Nursing will be gaining one additional representative. Senators with terms expiring this year must confer with their departments about electing a new senator. Both the name of the new senator and the process by which they were elected should be forwarded to President Meliza before the May meeting.

**VIII. UNFINISHED BUSINESS:** There was no unfinished business from the February Faculty Senate meeting.

**IX. NEW BUSINESS:**

**A.** Point of Information concerning moving the SWIM test to Saturday rather than Thursday.

**B.** Point of Information concerning roster accuracy in a case involving a student being dropped and the reinstated.

**X. ADJOURNMENT:** The meeting was adjourned at 3:35 p.m.

**Next Meeting**

**Friday, April 24<sup>th</sup> at 2:00 p.m.**

## Appendix A

Report of the Faculty Senate Nominating Committee:

Based upon the published SWOSU Standing Committees, Administration/Executive actions, and Faculty Senate recommendations, there are twenty-eight (28) openings on various committees for the forthcoming 2015/2016 Academic year. To fill these openings, thirty-eight (38) volunteers or nominations are needed, some of which are college/unit specific.

Committee openings/opportunities include the following:

Academic Advisory and Scholarship Council -- Develops policies governing the student advisory and scholarship program within the framework of Regents' retention regulations. Serves as an appellate committee on student academic status. Meets the day before classes start each semester and summer sessions regularly and other meetings are scheduled as needed.

Three (3) positions open

Academic Appeals Committee -- Reviews the procedural fairness of an instructor's grading policy upon the filing of a written student academic appeal.

FS nominates ten (10) faculty, with five (5) of those being chosen by the President or his designee for committee membership.

Five (5) positions open, FS will nominate ten (10) names

Benefits Committee -- Promotes programs that will contribute to the health and wellness of all University employees and their families; studies and reviews all employee benefit programs at Southwestern Oklahoma State University and makes this information available to SWOSU community; gathers faculty and staff input on all University benefit programs; and reviews annually University-sponsored benefits, and the RUSO benefit programs, and make recommendations through proper channels regarding such benefits.

Three positions open - College Specific

One (1) needed -- Associate and Applied Science

Bernhardt Award Selection Committee -- Selects an outstanding faculty member to recognize.

Three positions open - College Specific -

One (1) needed -- Arts & Sciences

One (1) needed - Associate & Applied Sciences

One (1) needed -- Professional & Graduate Studies

Pharmacy -- Dr. Tom Davis

Campus Environmental Committee -- Promotes environmental awareness, resource conservation, and recycling of certain materials.

One (1) position open

Distance and eLearning Council - The Distance and eLearning Committee (DELIC) is charged with the development and promotion of educational technologies, recommendation of educational technology priorities, policies, and procedures, advisement on distance and eLearning accreditation, and recommendations of faculty development related to educational technologies, both distant and eLearning, across the university..

Three (3) needed -- College Specific

One (1) - Arts & Sciences

One (1) - Professional & Graduate Studies

One (1) - Pharmacy

Faculty Development Committee -- Encourages excellence in teaching and scholarly activities.

This committee will offer programs to enable the faculty to improve personal and professional qualities as educators. Program content will encompass: teaching, research, and new faculty orientation.

Four (4) positions open, College specific -

One (1) - Arts & Sciences

One (1) - Professional & Graduate Studies

One (1) – Library

One (1) - Associate & Applied Sciences

Faculty Grievance and Appellate Committee – Reviews grievances of faculty and appeals in cases of termination of tenured faculty.

Five (5) positions are open, College specific

Policy dictates that the nominees noted below are chosen from their individual colleges/units by any means that college/unit determines

Three (3) – P&GS - (2 for a 24 month term, 1 for a 36 month term)

One (1) – COP -(24 month term)

One (1) – A&AS/Library - (36 month term)

Financial Assistance Advisory and Appeals Committee -- Acts as an advisory committee to the student financial assistance officer, hears appeals, and recommends disposition of student grievances related to financial assistance awards.

One (1) position open

Intellectual Property Committee -- Disseminates information to the faculty regarding laws and policies regarding copyrights and the use of intellectual property. The Committee monitors general University compliance.

Two (2) positions open

Faculty Senate – The following Colleges/Units have senators whose terms are expiring this year.

Arts and Sciences – Six (Seven with a retirement)

Pharmacy – One

Professional and Graduate Studies – Two

Library – One