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Faculty Senate Minutes

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7-21-2020

July 21st, 2020 Minutes

SWOSU Faculty Senate

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Recommended Citation

SWOSU Faculty Senate, "July 21st, 2020 Minutes" (2020). *Faculty Senate Minutes*. 229.
<https://dc.swosu.edu/fsminutes/229>

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SWOSU Faculty Senate

Tuesday, July 21, 2020, 2:30 p.m.
Approved Minutes

- I. Call to Order:** Faculty Senate President Karen Sweeney called the June meeting of the Faculty Senate to Order at 2:30 via Zoom.
- II. Establishment of a Quorum:** Jimena Aracena, Lisa Boyles, Sherri Brogdon, Nathan Brooks, Stephen Burgess, Melanie Claborn, Jerry Dunn, Amanda Every, Phillip Fitzsimmons, Swarup Ghosh, Angela Gore, Meri Hix, Sunu Kodumthara, Sharon Lawrence, Alex Lee, Dana Lloyd, Scott Long, Vanessa Nix, Kathy O'Neal, Eric Pritchard, Hank Ramsey, Hardeep Saluja, Tugba Sevin, Tony Stein, Karen Sweeney
- III. Certification of Substitutes:**
- IV. Presentation of Visitors:** None
- V. Approval of Minutes:**
- VI. Announcements**
 - A. Executive Council & Administrative Council Meeting: None
 - B. Faculty Senate Executive officers meeting with Dr. South July 17, 2020
 1. Fall 2020 Schedule:
 - a) Classes will start on the currently scheduled date – Monday, August 17. Campus will be closed on Labor Day, Monday, September 7. Fall Break will be cancelled and classes will meet on October 15 and 16. Commencement (delayed from May) will be held on November 20-21 with limited guest participation. Classes will meet as usual on November 23 and 24.
 - b) After Thanksgiving Break, in order to minimize the spread of the virus from potential holiday travel, all classes will transition to virtual. There will be three days of virtual Dead Days, November 30-December 2. Virtual finals will start on Thursday, December 3 and end on Wednesday, December 9.
 2. Masks and Shields:
 - a) SWOSU will require facial coverings for students, faculty, visitors, and staff in hallways and classrooms for the fall 2020 semester. Faculty are NOT expected to police the halls. Details of specific types of coverings will be forthcoming. Many courses will feature online sections for those students who do not wish to wear facial coverings. Face shields are expected to be available from SWOSU for faculty.
 - b) It was asked if a student(s) does get COVID what would faculty do to support that student due to the long absence that would occur? It was suggested: perhaps faculty would consider absence make up policies, and content dissemination to encourage student compliance with wearing masks and not attending class if sick, symptomatic, or have been exposed to someone with COVID.
 - c) Faculty are also asked to include in syllabi and enforce:

- (1) Student must leave the classroom to get a mask if they are not wearing one, they will be available in every building.
 - (2) If student continues to break the mask policy they will suffer disciplinary action.
 - (3) Students could be removed from face-to-face classes.
3. Safety Measures within Classrooms
- a) Classrooms are being adjusted to maintain at least four feet between students. In some classrooms, clear plastic shields are being placed (upon request) at the front of rooms and in front of podiums. SWOSU will provide hand sanitizer in hallways and classrooms and ask that students use it frequently throughout the day. We will also ask that faculty develop seating charts and track attendance at each class. This will aid preventative measures in the event of a positive case among class members.
 - b) Fill out the Remote Work Request Form if you are not comfortable teaching face-to-face courses in the Fall semester.
 - (1) This form gives you permission but does not obligate you to work from home should you change your mind or find that you do need to be available at times.
 - (2) Medical documentation can consist of a letter from a medical doctor that you have a condition noted by the CDC as placing at risk for COVID. The specific condition does not have to be described. The committee only receives medical information that the applicant has medical documentation that they are at risk. This is then considered by the committee only if there is some question of whether the applicant can carry out their duties remotely.
 - (3) In an announcement about Opening for Fall 2020, it was said that faculty members approved for Remote Work would need to get rubrics completed for all courses prior to August 10. This has been revised to: *Faculty who are approved for Remote Work will need to undergo Instructor Training for Online Teaching and for Online Course Development, but NOT to get each course certified.*
 - (4) See attached "Course delivery fall 2020.pdf" which describes 3 course options for faculty
 - (a) A/B and other blended courses
 - (b) Online courses
 - (c) Remote work requests
4. Enrollment:
- a) Currently less than 10% down. If more than 5% down then a budget shortfall may occur. Decisions about what steps would need to be taken to address this would be considered. There is the possibility of additional stimulus funding.
5. Mask wearing in dorms:

a) Asked that a policy be made available for RAs and other students for how to respond if compliance not in place.

6. Promotions for 2020

a) Promotion to Full Professor: will be \$5000.00 as stated in the Faculty Handbook or adjusted to meet the 2019 CUPA data; whichever is the higher amount.

b) Promotion to Associate Professor: will be \$4000.00 as stated in the Faculty Handbook or adjusted to meet the 2019 CUPA data; whichever is the higher amount.

C. Secretary/Treasurer Carie Strauch

1. Will fill out Roll Sheet – Please check the minutes carefully from each meeting to be assured you were not missed.

2. Treasurer's Report

a) BancFirst

(1) June Balance: \$1793.88

(2) Withdrawal: \$0

(3) Deposit:

(4) Current Balance: \$1,793.88

b) University Account

(1) May Balance: \$105.01

(2) Current Balance: \$105.01

D. President-Elect Amanda Evert:

E. Past President Stephen Burgess:

F. Faculty Athletic Representative Bo Pagliasotti:

G. Student Government Representative: Natalie Kinder

VII. Reports from Standing and Ad Hoc Committees:

VIII. Unfinished Business:

IX. New Business:

X. Adjournment:

XI. Next Meeting: Friday, August 28, 2020, 2:30 p.m. via Zoom

Fall 2020 Meetings, 2:30 p.m.

Friday, August 28, 2020

Friday September 25, 2020

Friday October 30, 2020

Friday November 20, 2020

Friday December 4, 2020

Spring 2021 Meetings, 2:30 p.m.

Friday January 29, 2021

Friday February 26, 2021

Friday March 26, 2021

Friday April 30, 2021

Wednesday May 5, 2021