

**Minutes
of the Faculty Senate Meeting on
Thursday, March 11, 2004**

Call to Order:

President Brodnax called the meeting to order at 2:03 p.m.

Members Present:

Senator Beasley, Senator Brent, Senator Brodnax, Senator Byrne, Senator Charoenwongse-Shaw, Senator Chen, Senator Dowdy, Senator Hamlin, Senator Haskin, Senator Henderson, Senator Hepner, Senator Kearns, Senator Lalor, Senator Lucas, Senator Montes, Senator B. Parrish, Senator R. Parrish, Senator Reed, Senator Roberson, Senator Rooker, Senator Simmons, Senator Southerland, Senator Webb, Senator Wells, Senator Wilson-Martin, Senator Wooden.

Members Absent:

Senator Cone, Senator Dickson, Senator Green, Senator Hooyman, Senator McClendon, Senator Pugh, Senator Spigner, Senator Stapleton, Senator Vaughan, Senator Wallo.

Guests:

Jan Hardt; Jerry Legere.

Guest Speaker:

President Roger Webb noted that five groups from the university are taking tours over Spring Break. The number of students traveling internationally has more than tripled.

The legislators have a much better feeling about the quality of the UCO experience. We need to get the word out about UCO. People are beginning to recognize several good things about UCO, but Faculty Senators and other faculty members can help by writing or otherwise contacting state legislators and board members.

UCO may try for some increase in tuition, but not much; hopefully next year more funds will be coming from private money. Some talk is occurring regarding a capital improvement bill for education this year.

The 4% retirement benefit that is now being converted to regular pay does not constitute an increase; the change just gives faculty and staff an option on how the money is to be handled. Those people with annual salaries of less than \$25,000 will be getting a 4% raise. Dr. Webb apologized for the manner in which the 4% change was handled. He noted that it should have been handled differently.

President Webb was asked about the possibility of a raise for faculty. The university administration must prioritize obligations. The potential for a raise does not appear favorable. Also, the possibility of the university's waiver of parking permit costs this year has not been decided.

Projections for enrollment are that it will increase. UCO will continue to grow, probably at about two to three percent per year. Growth will not be capped.

Special Guest:

Jan Hardt, chair of the University Grievance Committee met with the Senate to discuss the proposed changes to the Grievance Procedure. The previous procedure consisted of one page and was not adequate to provide clear guidance on procedures and materials. The new procedure will be posted on the web.

Approval of the Minutes:

The minutes of the previous meeting were approved as posted on the web subject to the correction by President Brodnax. The Executive Committee did meet.

Executive Reports:

President

The Senate will get a chance next year to see and respond to the new grievance procedure. In the meantime, the new procedure will go into the July Faculty Handbook.

The handbook itself is still with Vice President Radke. Some additional work was being done on the Intellectual Property; it required some extensive reformatting.

Academic Affairs is reviewing the new Student Expression Policy which has been prepared by the Office of Student Services.

The Executive Committee met with Jeanette Patton and Robert Epstein to discuss the 4% pay change and to emphasize the need to aggressively educate faculty and staff on options for directing the 4% and the need to inform all employees on their options for directing the 4% and on retirement planning issues. The 4% should not be viewed as a raise at this time or later.

The 10/12 option will be available for persons currently choosing the 10 month option and for those who switched to the 12 month option within the last year, but will not be extended to new faculty. A new person will be hired in the Hiring and Benefits office to help meet demand of implementing changes and to relieve current staff of some overload.

The Executive Committee met with Provost Betz on Tuesday and reported on recent bill activity.

Vice President

VP Beasley introduced the following measure:

SR 2003/2004-13: Amendment of Faculty Senate Bylaws to Include an Adjunct Affairs Committee.

Secretary/Treasurer

Faculty Senate has \$6,516.67 in fund balances.

Historian/Web Master

No report.

Parliamentarian

Immediately after Spring Break, candidacy filing notices will be sent out for elections to Senate for the 2004-2005 academic year. The College of Business Administration will have two openings; the College of Arts, Media, and Design will have one; the College of Education and the College of Liberal Arts will each have four; and the Library, Administration, and Advisors will have one, two, and one respectively. Senators who have served two consecutive terms are not eligible to run for a year.

All elections should be completed in time for new faculty Senators to attend the final meeting of the semester. Senators whose terms are expiring but who are eligible for another term should consider running again, and everyone should encourage colleagues to run.

Standing Committee Reports:

Academic Affairs:

The committee met as a sub-committee of the special committee being chaired by Senator Beasley. Therefore, the report of Academic Affairs will be included in the special committee report.

Budget Committee:

FSP 2003/2004-03 was modified in committee, with the author's consent. The modification was to change the full experience years to 27. Because the Faculty Senate members have not had the opportunity to review the revision, the committee requested that consideration be deferred to the next meeting.

Community Service:

The February 24 Active Democracy Fair was successful. The suggestion has been made that consideration be given to making it an annual event.

Student Relations:

A search is under way to hire a person in the Recruiting Office.

CPP&E

In conjunction with Faculty Welfare, the CPP&E is introducing FSR 03/04-13 today. The resolution recommends a change in the bylaws of Senate to create an Adjunct Affairs Committee. This bill will be eligible for discussion and voting at the next meeting.

Faculty Welfare:

The Faculty Welfare Committee supports the resolution being introduced today by CPP&E.

Research:

The chair has been in contact with Dr. Barthel, Assistant Dean of Graduate College regarding undergraduate research. An undergraduate research team is now permanent. Faculty Senate should have a seat on this committee.

Executive Committee

No information beyond that previously reported under the President's Report.

University Councils:

Academic Affairs

No meeting.

Graduate Council

At the most recent meeting last Tuesday, the decision was made to impose a five-year time limit on GRE and GMAT scores.

Research Advisory Council

No report.

Faculty Advisory Council

No report.

Academic Affairs Executive Council

The Academic Affairs Executive Council was replaced by the Deans' retreat.

Reports from University Task Forces and Ad Hoc Committees:

NSSE Task Force

Inactive.

Staff Survey Committee

The committee is working on an on-line survey and hope to have it completed before semester end.

Faculty Enhancement Center Advisory Board

No report.

Parking Task Force

No report.

Student Evaluation Task Force

No report.

Budget Task Force

The Task Force will be meeting Monday after Spring Break with Vice President Kreidler.

Continuous Improvement Team

On March 25, Mary Brodnax will present a seminar on Mind Mapping.

Alliance for Institutional Advancement

The group is continuing to evaluate purchase of the Ramada Inn and development of the Art Museum across from the Jazz Lab. Also being evaluated are the University House and the Lake Arcadia waterfront program. In addition, the Alliance is involved in scholarship generation.

Faculty Merit-Credit Committee

The next meeting is April 13. Files are currently being evaluated.

Globalization Task Force

No report.

Intellectual Property Task Force

No report.

College Bowl Committee

Inactive.

Tenure and Promotion Task Force

Inactive.

Special Committee: Faculty Pay and University Budget

Bill 2003/2004-08 has as its basic thrust the creation of a fourth rank among faculty. The bill has no support in committee; the committee, therefore, has given it a negative report. The committee feels that a better focus would be to work on raising faculty pay.

Senator Roberson moved and Senator Webb seconded the motion that Senate accept the committee recommendation and not to proceed with action on the bill. Motion passed.

Special Committee: Student Perception of Teaching Effectiveness

The committee met on February 25 to discuss using student evaluations in the tenure and promotion process. At present, the committee is seeking more information and will try to get that information out to the Senate. Several problems are inherent in the instrument itself and/or in the administration of it. Senator Reed noted that he could not identify the specific class; Senator Kearns expressed concern that the envelopes were not sealed.

All classes were tested last fall, but not all will be tested this spring. Work is being done to try to correct some problems prior to spring evaluations.

New Business:

FSP 2003/2004-03R Establish Equitable "Years of Experience" Salary Increments for all UCO Faculty.

This bill was recently posted on the web with its changes. It should be reviewed for the next meeting.

Additional concerns were expressed by Senators regarding the method of deciding and announcing the 4% issue. Senator Hepner noted the IRS Regulations require that everyone sign to acknowledge the change. About 120 people are actually getting a raise of 4% since they were not

having 4% contributed to retirement. Senator Roberson noted that Faculty Senate should be actively involved in these issues.

Senator Brodnax noted that Senate has gone to a strictly web-based information system and asked whether the printed program should be reinstated. Senator Kearns noted that the *Vista* would be a good avenue for information dissemination. Senator Rooker suggested a link to *Centralities*.

Adjournment: The meeting was declared adjourned at 3:47 p.m.

Next Meeting: April 8, 2004
2 p.m., Education 106

Respectfully submitted,

Barbara Parrish

Senator Barbara Parrish
Faculty Senate Secretary