

MINUTES – Draft 10/25/04
Of the University of Central Oklahoma
FACULTY SENATE
Thursday, October 7, 2004

Call to Order:

President Roberson called the meeting to order at 2:06 p.m.

Roll Call:

Members present (31): Senator Beasley, Senator Bird, Senator Boling, Senator Buxton, Senator Charoenwongse-Shaw, Senator Chen, Senator Cochran, Senator Cone, Senator Dickson, Senator Dowdy, Senator Eckard, Senator Haskin, Senator Hepner, Senator Hickman, Senator Kearns, Senator Law, Senator Lucas, Senator Martin, Senator McNeiland, Senator Montes, Senator B. Parrish, Senator Pugh, Senator Reed, Senator Roberson, Senator Rooker, Senator Vaughan, Senator von Minden, Senator Waters, Senator Webb, Senator Wells, Senator Youll, Senator Zhu.

Members absent (5): Senator Buxton, Senator McClendon, Senator R. Parrish, Senator Wallo, Senator Wilson-Martin.

Recognition of Visitors to the Senate: Student Association President Lane Parry, Student Senate President Dallas Strimple, Senate Student Secretary Ashley Meade.

Approval of the September 9, 2004 Minutes:

The minutes were approved without emendation.

Special Motion from the Floor

A motion was made by Senator Vaughan to amend the agenda for the purpose of bringing Old Business to the front of the agenda. Justification for the action was provided by President Roberson and Parliamentarian Montes. The motion passed unanimously.

OLD BUSINESS

- **Faculty Senate Resolution 2004-05-01 Amendment of Faculty Senate Bylaws to Update Article III, Committees.** Parliamentarian Montes described the revisions necessary to bring this section of the bylaws into alignment with the current university committee structures, and noted the unanimous approval that had been given to the resolution by the CPP&E Committee. Senator Reed suggested the inclusion of a representative to the Undergraduate Research Committee, but yielded to Senator Hepner's recommendation that an *ad hoc* representative would be just as effective. Senator Kearns moved for approval of the resolution; it was passed unanimously.
- **Faculty Senate Resolution 2004-05-02 Amendment of Faculty Senate Operating Code to Amend Section 1, Business Before the Senate.** A motion for adoption was made by Senator Charoenwongse-Shaw. Parliamentarian Montes again clarified the needed changes. A lively and lengthy debate was initiated over syntax and grammar; finally Senator Dickson advised that we should retain the original wording of the bill. The Senate agreed, and the resolution was passed unanimously.
- **Faculty Senate Resolution 2004-05-03 Raising Admission Standards.** President Roberson noted that, although the Senate had already approved the "stated resolution" for this bill at the September 9, 2004 meeting, he wished the "justification" for the bill to be reviewed by the Senate to bring the resolution into alignment with standard Senate protocol. Vice President Beasley assigned the bill to the Senate Academic Affairs Committee for review and resubmission to the full Senate at a future meeting.

Having finished its Old Business, the Senate then returned to the printed agenda for the meeting.

EXECUTIVE COMMITTEE REPORTS

President's Report:

At this point, President Roberson gave his official report [available on-line]. He noted all of the committee meetings he had attended, and emphasized the emergent discussions about Promotion and Tenure Review.

Vice-President's Report:

Vice-President Beasley reminded the senators of the one week deadline for submitting a bill to be numbered and included in the agenda for a forthcoming Senate meeting.

Web Master's Report:

Web Master Hepner noted that *The Voice* is now in its third edition, and that we should encourage our colleagues to read the column. He elicited contributions from other members of the Senate. Senator Kearns applauded the Webmasters efforts, and expressed the consensus that information sharing has come of age through the new Senate website.

Secretary/Treasurer's Report:

Secretary/Treasurer Law announced that he has obtained several of the Faculty Senator door plates; senators without plates should contact him. He also lamented the difficulties of getting access to the monthly budget reports that are sent out to account managers via Banner. In spite of several requests, the administration had not sent him any updates on the Senate budget.

Parliamentarian's Report:

Parliamentarian Montes announced that he held the mandatory meeting on parliamentary procedures on Wednesday, September 22, and that three senators attended.

UNIVERSITY-WIDE COMMITTEE REPORTS**Academic Affairs:**

Senator Lucas: Academic Affairs Council is wrestling with the issue of 124 hours as the maximum/minimum for a baccalaureate degree. She noted that some "grandfathering" of degrees that are over the limit has occurred. Accommodating program certification may necessitate dropping the "support courses" formally listed in some programs.

Alliance for Institutional Advancement:

Senator Law: no meeting has been called yet.

Alumni Association Board of Directors:

Senator McNeiland for Senator Pugh: the Alumni Board is active and is currently reviewing the application process for membership on the Board.

Benefits Committee:

Senator Haskin: the Committee has reviewed the university's policies concerning "spousal insurance."

Twelve university employees – for one reason or another – have elected not to ensure their spouses through the university's system.

Budget Task Force:

Senators Roberson and Hepner: no meeting yet.

Continuous Improvement Team:

Senators Kearns and Roberson: the first round of CIT meetings were productive. Strengths and weaknesses have been identified. Senator McNeiland noted that a luncheon for participants is being planned, where the next steps will be announced.

Faculty Merit Committee:

Senator Vaughan: no meeting yet.

Faculty Enhancement Center Advisory Board:

Senator Youll: Brent Wendling plans a major revision of Fall 2005 Faculty Enhancement Day.

Globalization Task Force:

Senator Bird: no meeting yet.

Graduate Council:

Senator Rooker: Problems with the disbursement of GA and RA wages have been identified and are still being analyzed. "International admissions" are being studied; amongst the issues are the non-4.0 academic scales used abroad and the granting of *I 20's* to students who ultimately are not accepted into masters degree programs. Dr. Rao is working on the issues.

Information Technology Advisory:

Senator Beasley and Senator Dickson: problems have been identified with IT not having "24/7" staffing; when something goes wrong in the middle of the night, there is no university employee on-call to respond to the issue. VP Rolfe has announced the intention of starting a three-year rotation of faculty computers. Senator Rooker expressed apprehension over a rumored take-over of college personnel by IT; Senator Dickson said there was no indication that this was the plan.

NSSE Task Force:

Senator Beasley: no meeting yet.

Parking Task Force:

Senator Ralph Parrish: *not at Senate meeting*; no report.

Research Advisory Council:

Senator McClendon: *not at Senate meeting*; no report.

SENATE COMMITTEE CHAIR REPORTS**Academic Affairs:**

Senator Lucas: the Committee will be meeting soon to address its assignment of reviewing FSR 2004-05-03.

Adjunct Affairs:

Senator Vaughan: the following committee report was submitted in memo form:

The Adjunct Affairs Committee has compiled an e-mail list of UCO adjuncts, and has begun to solicit ad hoc members of the Committee from among UCO adjuncts. We hope that the collaboration of full- and part-time faculty will facilitate a productive year.

After revision by Senator Chen, the Committee has voted to return a revised version of FSP 2003/2004-15 to the floor. This bill was tabled during the final session of Faculty Senate 03/04 for consideration this year. This bill allows for, but does not require, academic departments to develop protocols for assigning adjunct faculty differing titles depending upon qualifications and experience.

Currently, the Committee is working on a bill, written by Senator Chen, to raise adjunct salaries which have not changed in 15 years. We are also considering means to help encourage and facilitate availability of health insurance and access to retirement planning, particularly for adjunct faculties who teach a full-time schedule.

With the help of the new ad hoc members, we will also be drafting a survey to be sent to UCO adjunct faculty about their concerns and suggestions.

Senator Webb noted displeasure with emeritus faculty being compelled to sign a form to authorize a "background check" on themselves. Emeritus should not be treated as if they were unknown to the university where they have been employed for years.

President Roberson asked Senator Boling to provide the Senate with a report on the ratio of full-time to part-time faculty at the next meeting.

Alumni and Community Affairs:

Senator McNeiland: the Committee will meet on October 10th. Concerns have been expressed over whether UCO has sufficient control over its own image: why is our university unable to merchandise its products at local retail outlets? The issue is being studied. Bill Weisman will also be overhauling the *Old North* magazine.

Budget Committee:

Senator Barbara Parrish: the committee met on September 30th to discuss the state of “travel monies” at UCO. Needed is a clarification between “budgeted monies” and what was actually spent. Concerns were also voiced about why there is not greater public access to E&G Budget information.

CPP&E:

Senator Montes: the following committee report was submitted in memo form:

1. Dr. Jim Dechter (MS) and Dr. James Mock (LA) agreed to serve as *ad hoc* members to CPP&E. Both have extensive experience with parliamentary issues and the governing documents of the Senate.
2. CPP&E met on 9/3/04 and 9/8/04. Quorums were present at both meetings, with full attendance at the 9/8/04 meeting.
3. The committee discussed issues relating to the governing documents for future consideration. These include revising the terms of the officers (requiring a change in the constitution), how to deal with inactive senators, and reviewing the representation formula (again requiring a change to the constitution.)
4. The committee reviewed FSR 2004/2005-1 Amendment of Faculty Senate Bylaws to Update Article III. Committees. Several changes to the resolution were discussed and unanimously agreed upon by the committee. These changes are presented in the attached document “Recommended changes to FSR 2004/2005-1.” Although most proposed amendments to the resolution are minor, a substantial change is made in rewording the role of the Information Resources Committee.
5. The committee reviewed FSR 2004/2005-2 Amendment of Faculty Senate Operating Code to Amend Section 1 Business Before the Senate and Section 2 Committee Structure. Again, several changes to the resolution were discussed and agreed upon by the committee. These changes are presented in the attached document “Recommended changes to FSR 2004/2005-2.” Many of these changes are substantial.

Faculty Welfare and Development:

Senator Chen: the following committee report was submitted in memo form:

Dr. Evan Lemley, Associate Professor of Physics and Engineering, has accepted the invitation to become an ad hoc member of the Faculty Welfare and Development Committee. Dr. Lemley has served on the Faculty Senate Faculty Welfare and Development Committee in the past and his experience and expertise will allow him to provide significant inputs on the issues the current committee are working on.

The Faculty Welfare and Development Committee started the work in the revision of the Tenure and Promotion Procedures. We have looked at the guidelines of a few different colleges, such as College of Mathematics and Science and Colleges of Liberal Arts. We will continue to work on this issue, particularly when the detailed revision processes and directions from the administration are provided.

The Faculty Welfare and Development Committee has discussed through emails two specific issues in the past several weeks. One deals with the current procedure of faculty hiring and the other deals with possible actions for the long-term assistant professors at UCO. We anticipate two proposals, or resolutions, from the committee in the next few months.

Information Resources:

Senator Dickson: the Committee did not meet this month. Senator Dickson did, however, have a meeting with VP Rolfe [mentioned above]. IT will be finishing up its 5-Year Plan in Spring 2005. Senator Dickson also announced that two of his own classes will be in the pilot program to utilize on-line evaluations of faculty members by their students.

Personnel Policies:

Senator Webb: the Committee met and discussed several items, amongst them employee benefits and faculty housed in the library. The latter topic generated a heated discussion of the “abomination” (as Senator Webb called it) in the treatment of our colleagues in the College of Education. Senator Kearns spoke to the issues from the standpoint of an affected party. President Roberson encouraged Senator Webb

to come forward with a resolution if he thought the circumstances merited it. Senator Martin inquired why we were not utilizing pre-fabricated buildings.

Research:

Senator Martin: the Committee has been engaged in “e-meetings.” Efforts are underway in the College of Math and Science to secure better funding for undergraduate research.

Student Relations:

Senator Cone: continuing contact has been made with representatives from both Student Government and the President’s Leadership Council.

New Business:

Vice President Beasley introduced three new bills:

- FSR 2004-05-04 Amendment of Faculty Senate By-Laws to Include a Faculty Handbook Revision Standing Committee.
- FSR 2004-05-05 Direct Submission of Applications for Faculty Positions to the Respective Departments.
- FSR 2004-05-06 Pay Adjustments for Adjunct Faculty Members

Announcements:

There were none made.

Adjournment:

Seeing that there was no further business before the Senate, President Roberson acknowledged a motion to adjourn at 3:52 p.m.

Secretary/Treasurer Stephen Law draft 10/25/04