

**Faculty Senate Minutes**  
**Wednesday, November 30, 2016**  
**3:00 PM: General Classroom Building 118**  
*Hyperlinks to supporting documents are included*  
*\*As approved at the Faculty Senate meeting of January 25, 2017*

**I. Call to Order and Welcome** – Faculty Senate Chair Steven Emge called the meeting to order at 3:00 p.m.

a. Attending:

Daniel Althoff	Han-Sheng Chen	Karl Frinkle
Gleny Beach	Randy Clark	Crystal Jensen
Jeremy Blackwood	Kay Daigle	Brad Ludrick
Martin Bressler	Diane Dixon	Charles Matthews
Brandon Burnette	Steven Emge	Chris Moretti
Mo Chehbouni	William Fridley	

b. Not Attending

Stan Alluisi  
Stewart Mayers

c. Attending – Guests

Carolyn Fridley  
Vice-President Bryon Clark

**II. Approval of the [minutes from November 9, 2016](#)**

Sen. Ludrick moved to accept the minutes, Sen. Bressler seconded. The motion passed 14 in favor - 0 opposed - 0 abstention.

**III. Committee Reports**

A. Planning Committee – [Report filed](#)

i. Sen. Ludrick provided the Senate with a motion asking for approval to modify the nomination process and voting for the Faculty Senate Awards. The request for the new changes is made in order to address perceived biases and the committee charge. Sen. Ludrick made a motion for Senate approval of the [Nomination and Voting Process, Timeline](#). Sen. Bressler seconded. The motion passed 15 in favor - 0 opposed - 0 abstentions.

b. Committee on Committees – [Report filed](#).

i. Sen. Dixon informed the Faculty Senate that the Committee on Committees met on November 22. With 10 graduate programs and more to come, the Committee on Committee proposes a revision in the composition of the Graduate Council Membership. The current membership is made up of the following:

Membership (current)

The Graduate Council will be composed of six graduate faculty members, two graduate students, the Graduate Dean, and the coordinator/chairs of the coordinating committees of the graduate programs. In the case where a coordinator/chair of a coordinating committee of a graduate program is also an administrator, he/she will appoint a faculty member from that graduate program to serve as his/her proxy. The Graduate Dean will serve as an ex-officio, non-voting member and act as a liaison to the committee. The faculty chair and Graduate Dean will work together to coordinate the ongoing activities of the committee. Two members will be graduate students, recommended by the Graduate Dean and appointed by the President for two-year staggered terms. Six graduate faculty members will be appointed by the Faculty Senate, two from the School of Business, two from the School of Education and Behavioral Sciences, and two from the School of Arts and Sciences. Membership on the Graduate Council shall be limited to Southeastern professors who meet the requirements of Regular Graduate Faculty status, except for two graduate student participants. Appointments of the faculty members are for three year terms.

Sen. Dixon made a motion to accept the Committee on Committees "new" paragraph for the Graduate Council Membership that is as follows:

**Membership (new)**

The Graduate Council will be composed of three graduate faculty members, two graduate students, the Graduate Dean, and the coordinator/chairs of the coordinating committees of each graduate program. The chair of the council will be a faculty member. The Graduate Dean will serve as an ex-officio, nonvoting member and act as a liaison to the committee. Two members will be graduate students, recommended by the Graduate Dean and approved by the Graduate Council, and serve for two-year staggered terms. Three faculty members (who have Regular Graduate Faculty status) will be appointed by the Faculty Senate, one from the School of Business, one from the School of Education and Behavioral Sciences, and one from the School of Arts and Sciences. Appointments of the faculty members are for three year terms.

Sen. Beach seconded the motion to accept the new paragraph.

Members of the Senate expressed hesitancy in that some programs would be represented and not all. Chair Emge asked if there was a request from the Graduate Council to reduce the size of the committee. Perhaps a statement from the Graduate Dean that defines how coordinators are chosen will help in the feeling among faculty in having coordinators vs. faculty in the role of the council. It was recommended that that Committee on Committees meet with the Graduate Dean to determine the terminology/title of directors/coordinators and to discuss the composition of the Council.

The motion failed 1 in favor - 12 opposed - 4 abstention.

c. Executive Committee

i. The Executive Committee is continuing to work on the Reduction in Force Policy. The Committee will fine tune the initial draft and will provide an update soon.

d. Personnel Policies – [Motion filed](#)

i. The Personnel Policies Committee provided a motion to add the Insurance and Benefits Committee to the APPM 3.6.2 Other Councils and Committees. Charles Matthews has served on this ad hoc committee for 14 years. He has worked closely with Dan Moore and Ross Walkup until his retirement. This committee represents Southeastern that is included in the 14 schools in the OKHEEI Group. This last year, decisions were made without the committee as the new Vice President of Business Affairs, Dennis Westman, did not know there was representation. VP Westman has agreed to make this committee official. It is to the advantage of the faculty and staff that there is representation in order to be kept abreast of potential changes to the insurance. RUSO is an independent member of the statewide group that meets as a body. VP Dennis Westman was recently elected chair.

Sen. Matthews made a motion to accept the addition of the Insurance and Benefits Working Group to the APPM 3.6.2 Other Council and Committees. Sen. Chehbouni seconded.

Sen. Dixon requested friendly amendments to the language of the proposed paragraph. Originally, the documents indicated that “The Insurance and Benefits Committee will be formed/appointed in the Spring semester of each academic year.” Due to insurance enrollment, insurance meetings, and timeline of information, an earlier appointment is necessary. Sen. Dixon made a motion for the statement to read as follows: “The Insurance and Benefits Committee will be appointed at the end of the Fall semester for the next calendar year.” Chris Moretti seconded. The friendly amendments motion passed 15 in favor - 0 opposed - 0 abstention.

The official vote to include the committee in the APPM as indicated by the motion of Sen. Matthews and second by Sen. Chehbouni passed 15 in favor - 0 opposed - 0 abstention.

d. Budget Committee –

i. Sen. Althoff informed the Senate that the Budget Committee has met and has shared observations on the Presidential Advisory Budget Committee. There are three areas of focus – Process, Travel, and SCH Production. The Faculty Senate Budget Committee has decided to continue with the idea to devise since the sub-committee on process for the Presidential Advisory Committee has not met.

e. University Affairs – None.

#### **IV. Old Business**

a. Shared Governance Forum

i. Reflections. [Notes from the Forum](#) (flier on [2016-2017 Scholarship Opportunities](#) provided at the Forum) will be made available on the Faculty Senate website.

#### **V. New Business**

a. Chair Emge received an email from Teena Harlin with a [Proposal for Policy Changes](#) to the Sick Leave Sharing Program. The submission for the proposal missed the 48 hour window for Faculty Senate voting. Chair Emge urged the Senate to review the email and get back to him.

b. Chair Emge requested the [Spring 2017 meeting dates](#) be 1/25, 2/8, 2/22, 3/8, 3/22, 4/5, 4/19, and 5/3. Sen. Moretti moved to accept these dates for the Spring 2017 meetings. Sen. Matthews seconded. The motion passed 12 in favor - 0 opposed - 0 abstention.

c. Finals Week Lunches. Members of the Faculty Senate may sign up to provide lunch in the Faculty Lounge on Monday and Tuesday during finals week.

d. No one has responded to Chair Emge in regards for nominations for vacancies in Education and Behavioral Sciences. Chair Emge is trying to fill the senate seat.

#### **VI. Vice-President Bryon Clark**

VP Bryon Clark informed the Faculty Senate of information currently being discussed with RUSO. The RUSO Board is reviewing the policy for granting tenure. The RUSO Board may allow a university to establish a process to have additional committees at the college/university level. This includes university-wide committees. This proposal is currently “up in the air” and VP Clark will keep the Senate informed.

VP Clark stated that the Honor’s Graduate Designations will be changed. *Summa cum laude* will now be (3.9-4.0), *magna cum laude* (3.8-3.89), and *cum laude* (3.7-3.79). 30 hours will be required for residency. No grade changes may be made once a degree has been conferred.

Sen. Althoff asked VP Clark if there was a policy regarding splitting class hours. There is a need for clarification when courses meet outside of the normal blocks. VP Clark welcomed a proposal to be brought forth.

Senators also asked about why there are hurdles for pre-enrollment for students such as the Haven holds. VP Clark indicated that he would look into these types of hurdles.

#### **VI. Adjournment.**

Sen. Blackwood made a motion to adjourn. Sen. Frinkle seconded. The meeting adjourned at 4:51 PM.

Respectfully submitted by Jeremy Blackwood, Faculty Senate Recorder