

Faculty Senate

Minutes

Wednesday, February 4, 2015

3:00 p.m.

General Classroom Building 118

Hyperlinks to supporting documents are included in these Minutes.

**as approved by the Faculty Senate on February 25, 2015*

I. Call to order and Welcome

Faculty Senate Chair Moretti called the meeting to order at 3:03 p.m.

Attending:

Daniel Althoff	Tom Harvey
Martin Bressler	Layne Heitz
Han-Sheng Chen	Brad Ludrick
Randy Clark	John Mischo
Diane Dixon	Christopher Moretti
Blythe Duell	Hal Poovey
Steven Emge	Krista Ramírez
William Fridley	

Not attending:

Jeremy Blackwood
Dennis Brewster
Riley Coker
Kay Daigle
George Jacox

II. Approval of the minutes from the meeting on January 21st

Sen. Althoff moved that the Minutes be approved as submitted.

Sen. Dixon seconded the Motion.

The Motion to approve the Minutes passed unanimously (13 votes in favor).

III. Committee Reports

A. Committee on Committees

- **Committee nominations for Graduate Council and the Institutional Assessment Committee**

Sen. Dixon reported that the Committee on Committees had not met in person but had conducted business via email. Sen. Dixon presented a brief [report](#) that included the nomination of Michael Reed to serve the rest of the academic year on Graduate Council for the School of Education and Behavioral Sciences; and Caryn Witten to finish the term for the at-large position on the Institutional Assessment Committee.

Sen. Dixon moved that the nominations be approved.

Sen. Poovey seconded the Motion.

The Motion to approve the nominations passed unanimously (14 votes in favor).

B. Executive Committee

FS Chair **Moretti** reported that the Executive Committee had met briefly following the last Faculty Senate meeting to discuss its timeline for the remainder of the academic year. He also reported that he attended the Academic Council's meeting where a motion to approve the Faculty Senate's proposed Post-Tenure Review (PTR) policy was tabled after a vigorous 90 minute discussion. Academic Council did decide to have Charles Matthews draft some specific feedback to the Faculty Senate's PTR proposal.

Also reported was receipt of a letter from the Faculty Council of Northeastern State University requesting information on a variety of topics, including online class enrollment caps and summer compensation. The letter from Northeastern was seeking information on those policies and procedures from their RUSO sister institutions. Chair **Moretti** composed a response after consulting with various authorities on campus to verify details. Sen. **Duell** asked the Chair to include a request in his response to Northeastern that they forward a summary of their findings to us for our own information.

C. Planning Committee

Sen. **Ramírez** reported that they had nothing new to report. They will begin working immediately, however, on the Faculty Senate Awards process.

D. University Affairs

Sen. **Bressler** reported that two dates had been set for the next **Scholarly Brown Bag Lunches**: Thursday, February 19 and Thursday, March 12. The meeting time for both is 12:30 p.m.

E. Budget Committee

The Budget Committee will meet with Vice President for Business Affairs Ross Walkup next Wednesday.

F. Personnel Policies Committee

Sen. **Poovey** submitted a [report](#) from their meeting held on January 28.

Also: The Faculty Senate received a [request](#) from Academic Council asking that specific language be added to the Academic Policies and Procedures Manual 4.9.3 concerning Absences From Duty. The language proposed by the Academic Council reads: "After two days of personal leave are taken by a faculty member in a given semester, appropriate use of additional days of personal leave in that semester should be determined by the department chair."

Sen. **Mischo** remarked that the request seemed reasonable. Specifically, he suggested adding language to emphasize that the first two days of personal leave do not require approval, and that a written reason for any denial be submitted to the faculty member making the request and to the Dean.

Following discussion, the following proposed language was submitted for APPM 4.9.3 Absences From Duty :

4.9.3 Absences from Duty

When a faculty member is to be absent from an assigned responsibility, he/she must file a Faculty Absence Notification Form (see Forms). In the case of sick leave, this form is filed with the department chair only. In the case of personal leave or leave due to Professional/University business, the form is filed with both the department chair and the Executive Dean for Academic Affairs. Faculty members may take up to two days of personal leave per semester without departmental approval. After two days of personal leave are taken by a faculty member in a given semester, appropriate use of additional days of personal leave in that semester should be determined by the department chair. If additional days of personal leave are denied by the chair, the chair must provide a written statement explaining the reasons for the denial to the faculty member and to the Executive Dean for Academic Affairs.

Sen. **Dixon** moved that APPM Policy 4.9.3 on Absences from Duty be revised to include the language as submitted above.

Sen. **Duell** seconded the Motion.

The Motion to revise APPM Policy 4.9.3 on Absences from Duty as submitted above passed unanimously (15 votes in favor).

Sen. **Poovey** then moved to adopt the proposal for Senate Archivist election included in the Personnel Policies Committee's report:

Proposal: The position of the archivist will be filled for the academic year of 2015-2016 by a faculty senate election in the Spring of 2015 with the position transitioning to the 2 year at large status in the Spring of 2016.

Sen. **Clark** seconded the motion.

The Motion to adopt the proposal passed unanimously (16 votes in favor).

IV. New Business

- **Treasurer's Report**

The Treasurer's Report is not available due to Sen. **Brewster**'s unavoidable absence. It will be presented at the next meeting.

- **Senate position on guns on campus**

FS Chair Moretti presented a [document](#) with historical background on carrying guns on university campuses in Oklahoma, which also included a proposed resolution opposing "any statute which allows concealed guns on campus in a manner beyond that allowed by the current law."

Sen. **Althoff** moved that the Faculty Senate adopt the proposed Resolution.

Sen. **Bressler** seconded the Motion.

The Motion to adopt the Resolution passed unanimously (15 votes in favor).

Items of New Business from the Floor

1. FS Chair **Moretti** reported that VP for Academic Affairs Doug McMillan is requesting faculty input on academic oversight of cross- and trans-disciplinary courses and programs.

2. Sen. **Althoff** requested that the question of adjunct faculty's pay check schedule be included in discussion with VP for Business Affairs Walkup and with the President.

3. Sen. **Fridley** spoke in favor of including the \$1.00 per credit hour add-on fee as a topic of discussion with VP Walkup and the President.

V. **Old Business:** None.

VI. **Adjournment:** The Faculty Senate adjourned at 4:22 p.m.

Respectfully submitted,

Daniel Althoff

Recorder