

**Faculty Senate**  
**Minutes**  
**April 17, 2013**  
**3:00 p.m.**  
**Classroom Building 118**

**I. Call to order**

Sen. Dixon called the meeting to order at 3:03 p.m.

**Attending:**

Daniel Althoff	Alistair Maer
Dennis Brewster	John Mischo
Riley Coker	Christopher Moretti
Kay Daigle	Hal Poovey
Diane Dixon	Rhonda Richards
Brett Elliott	Hallie Stephens
Steven Emge	Robert Stevens
William Fridley	Jacob Wallace

**Guest:**

Dr. Margaret (Meg) Cotter-Lynch

**Not attending:**

Martin Bressler	Michael Reed
Deborah Combs	Jerry Stout
Kathleen Hardgrove	Susan Webb
George Jacox	

**II. Approval of April 3, 2013 Minutes**

- **Sen. Maer moved** that the Minutes for the April 3, 2013 be approved.
- **Sen. Coker seconded** the motion.
- The Minutes for April 3, 2013 were unanimously **approved**.

**III. Committee reports**

*Faculty Senate Chair Dixon modified the original Agenda to begin Committee reports with the Planning Committee.*

**E. Planning Committee**

Sen. Coker distributed information gathered from sister institutions regarding their policy of a “dead day” or “dead week” prior to final exams. The Planning Committee found that four institutions--East Central University, Northeastern Oklahoma State University, Northwestern Oklahoma State University, University of Central Oklahoma and Southeastern—did not have any policy in place. Southwestern Oklahoma State observes three “dead days” prior to final exam week, during which time no examinations, quizzes, extracurricular events or required field trips are to be scheduled, nor are papers, reports, or projects due or presented during those days. Information regarding Southeastern’s historical practice of “dead day” was presented; the summary indicated that “dead day” was not popular with the faculty and was done away with. No action was taken pursuant to this report.

Sen. Fridley, citing personal experience, noted that there have been nominations made for Faculty Senate awards that have not appeared on lists of nominees and he expressed his concern about this.

- **Sen. Fridley moved** that all nominations for Faculty Senate awards receive an electronic confirmation, and that there be an option for the nominator to opt-out of receiving such a confirmation.
- **Sen. Maeer seconded** the motion.
- **The motion passed** with only one abstention and no “no” votes.

#### **A. Executive Committee**

##### **1. Meeting with Drs. McMillan and Clark**

##### **a. Proposed changes to Promotion and Tenure policy**

##### **b. Proposed changes to FAC**

(a) Sen. Dixon reported that the Executive Committee met with Drs. McMillan and Clark who received proposed modifications to the Promotion and Tenure policy.

- **Sen. Poovey moved** that the proposed modifications to the Promotion and Tenure policy be adopted.
- **Sen. Maeer seconded** the motion.

**Discussion:** Sen. Mischo suggested that each enumerated Step of the proposed modifications to the Promotion and Tenure policy include the wording: *All of the following must be completed by (date)*, e.g. “Step 1—*All of the following must be completed by September 15.*” and so forth.

Further discussion included adding the wording: *Failure to complete the steps by the specified due date will constitute de facto approval at that step of the tenure and/or promotion process.*

Sen. Fridley noted that these changes are to go into effect in August 2013. Notice of these changes should be posted of the Faculty Senate website as well as a note indicating that these changes grew out of concerns expressed at the Shared Governance Forums. He suggested that this new information be presented at the Faculty Symposium in August 2013.

- **The motion was approved unanimously.**

(b) Sen. Dixon presented the proposed modifications to the function of the Faculty Appellate Committee, according to which the FAC will only address appeals for procedural due process appeals for Promotion and Tenure and will also serve as the Appellate Committee on the Dismissal of Tenured Faculty Members.

- **Sen. Poovey moved** that modifications be adopted.
- **Sen. Maeer seconded** the motion.
- There were no comments following a call for discussion.
- **The motion was approved unanimously.**

#### **Guest speaker: Dr. Margaret (Meg) Cotter-Lynch**

Dr. Cotter-Lynch spoke to Faculty Senate in her capacity as Chair of the Honors Committee. She expressed concern that a previously successful Honors Program seemed to be suffering a “death of a thousand small cuts.” Enrollment in the Honors Program has dropped steadily, from 47 to 35 to 30, with 23 students being accepted into the program for Fall 2013. She said that this seemed to be a direct result of decisions made by Enrollment Management, decisions that seem inexplicable. She indicated that questions regarding the future of the Honors Program and decisions already made about the Honors Program have gone unanswered for a year. The timing of these decisions is especially harmful, given that important deadlines have passed, which limit options for students.

**FACULTY SENATE QUORUM LOST AT APPROXIMATELY 4:15 P.M.**

Agenda items not fully addressed before Loss of Quorum:

- III. A. Executive Committee
  - 2. Meeting with the President
  - B. Budget Committee
  - C. Committee on Committees
  - D. Personnel Policies Committee
  - F. University Affairs Committee
- IV. Old Business
  - A. Shared Governance Forum Topic Questions
- V. New Business
- VI. Adjournment

Respectfully submitted,

*Daniel Althoff*

Recorder