

**Faculty Senate (FS) Minutes
Fall Semester, Meeting #1
Wednesday, September 4, 2019
Room 100, Russell Building, 3:00-4:30 p.m.**

***As approved at the Faculty Senate Meeting of September 18, 2019**

Attending:

Daniel Althoff	William Fridley	Alicia Wallace
Kathy Boothe	Chris Moretti	Karen Maple
Randy Clark	Joshua Nannestad	
Kay Daigle	Rhonda Richards	
Rolando Diaz	Kate Shannon	
Diane Dixon	Michael Scheuerman	

Not Attending:

Guests:

Derick Cash
Hallie Stephens
Mike Gaffney
Kendra Ingram
Chaehyun Lee
Elisabeth Ponce-Garcia
Rodney Leird
Laura Ashley

I. Call to Order and welcome

Call to order by Chair Clark at 3:04 p.m.

II. Approval of the [Minutes from April 24, 2019](#)

Motion to accept – Senator Fridley
Second – Senator Daigle

Discussion:

1. #3 for faculty senate award winners, add Joshua Nannestad; Add that Carolyn Fridley attends Faculty Senate meetings as the SOSU AAUP President;

2. Website construction has resulted in no access to Faculty Senate documents. The minutes from 4/24/19 do not have links due to the website construction. Therefore, the information has been added as an addendum to the minutes.
3. Spring Semester meeting #13 – should be #7;
4. Website Links – personnel policies committee on page 2 had five motions and all five passed unanimously. In the future include the text of the motions as a postscript at the end of the minutes.
5. History – on page 3 – on January 19, 2011, unanimously recommended but it was not until 2014 that SOSU expanded the policy.
6. The language of the introduction to the policy will be added when the motion is sent to administration.
7. On item #6 New business – *Chair* Althoff rather than *Chari* Althoff
8. Website format needs to be updated to recover lost items and easily find academics, Faculty Senate membership, etc. The Executive Committee will bring that up with the president at the first meeting.

Yes – 14; No – 0; Abstentions – 0

Motion carries. Minutes approved as submitted with changes noted.

III. **Approval of Agenda** (not needed and will discontinue as an Agenda item)

IV. **Introduction of Returning Senators**

V. **Treasurer’s Report**

Senator Daigle – Faculty Senate budget allocation last year was \$8,289; this year for 2019-2020, the budget allocation was \$5,242. That is not enough to cover what we pay out for awards and certificates and frames.

We have received most of the forms for stipends but still need a few more. The new treasurer can send out those requests.

Last year we requested that the \$30 in retirement be paid and that there be a monetary stipend for adjunct award. Those need to be followed up to see if they were approved.

VI. **Election of Faculty Senate Officers**

a. Recorder

Senator Dixon – Nominate Senator Richards

Senator Scheuerman - Second Senator Richards

Approved by acclamation

b. Parliamentarian

Senator Fridley – Nominate Chris Moretti
Approved by acclamation

c. Treasurer

Senator Daigle gave a brief review of the responsibilities:

1. Locate the budget on the new system and learn how to manage the funds.
2. Transaction forms for awards for travel, salary, purchase orders must be completed.
3. Serve on the Executive Committee and also gives reports in Faculty Senate.

Senator Kate Shannon – self nominate
Approved by acclamation

V. **Committee reports**

- a. Budget Committee – no report
- b. Committee on Committees – Senator Fridley took over when Senator Ludrick left Faculty Senate during academic year 2018-2019. Current count of 131 full time faculty. In the past, no new faculty were appointed to committees, but should consider giving one committee to a new faculty member. A meeting could be scheduled for next week so that committees can be formed soon.

c. Executive Committee

1. Distributed a tentative schedule for Faculty Senate meetings and tentative schedule for Executive Committee meetings.

Vote for Fall 2019 Faculty Senate meeting dates for approval: September 4, 18; October 2, 16, 30; November 13; December 4

Senator Fridley – motion to approve dates
Senator Moretti – second
Discussion – none

Yes – 13; No – 0; Abstentions – 0
Motion carries. Dates are approved.

2. Shared Governance dates were also suggested. Administration will hold the first Shared Governance for fall, 2019.

- d. Personnel Policy Committee – Chaired by Senator Fridley, no report. We need to continue to forward policy recommendations to AVPAA Golden. Would like to schedule a meeting with AVPAA and VPAA and Executive Committee to discuss updates to the Academic Policies and Procedures Manual (APPM).
- e. Planning Committee – Senator Dixon – did get Lifetime Achievement perpetual plaques and professor of the year perpetual plaques. They are in Senator Dixon’s office and Faculty Senate needs to decide where they want them. Possibly Faculty Lounge or Library or Administration building. Need a place with more foot traffic. Agreed that the Administration Building would be the best place. Chair Clark will check with President Burrage. There are two perpetual plaques.
- f. University Affairs Committee (UAC) – field trip to East Central University (ECU) to establish contact with ECU’s Faculty Senate. Discussed online marketing. Good contact established. Continuing process and when the 2019-2020 UAC is appointed, we should keep communication lines open.

VII. Old Business – none

VIII. New Business

- a. Changes for website – continue to use the form available at the bottom of the website to submit changes.
- b. Questions raised about class size, especially in online and the use of coaches.
- c. Summary or bullet points of our last shared governance forum. Difference between good practices and what’s being required for teaching online classes. For example, syllabi must be available at least 7 days before class starts. Also need to clarify the definition of a syllabus. There are federal requirements for information on the syllabus. Could we gather some data to support our concerns? Class size, work load, coaches, syllabi, etc. How are students given information they need to be successful? Potentially ask Kristie Luke to gather data we need. Will ask AVPAA Golden to visit the next meeting.

IX. Announcements

- a. Speech and Debate – need judges; pay \$13.00 an hour or \$90.00 per day; averaging 17 schools per year

X. Adjournment

Senator Moretti
 Second Scheurerman
 Approved by acclamation