

**Personnel Policies Committee (PPC) Report
for the Faculty Senate meeting of December 4, 2019**

**Met on Wednesday, November 20, 2019
Noon, Faculty Lounge (second floor Russell)**

Attending: William Fridley, Elizabeth Ponce-Garcia, Chaehyun Lee, Rolando Diaz

- I. Call to Order at 12:05 by William Fridley
- II. It was agreed that a charge would be added: Review the Sabbatical Leave Policy (APPM 5.1.1), and to introduce this as a point of discussion for the FS.
- III. Items
 1. It was agreed to delegate the status of the Insurance and Benefits Committee to the Committee on Committees to recommend putting in the APPM 3.6.2 Other Committees and Councils.
 2. It was agreed that a motion would be presented to the FS to make additions to the APPM 3.7.2 Examples of Joint Effort Activities.

Motion: It is moved that the following additions (underlined> be made to APPM 3.7.2. And, that the section's subheadings be in bold print.

3.7.2 Examples of Joint Effort Activities

Identification and Determination of General Educational Policy:

General Educational Policy (e.g., institutional objectives, nature, range, and pace) is shaped by constitutional authority, law, tradition; by present needs of community; by those who work at the institution; and by the governing board. "When an educational goal has been established, it becomes the responsibility primarily of the faculty to determine the appropriate curriculum and procedures of student instruction."

Major Changes:

"Such matters as major changes in the size or composition of the student body, and the relative emphasis to be given to the various elements of the educational and research program should involve participation of governing board, administration, and faculty prior to final decision."

Planning:

"The framing and execution of long-range plans, one of the most important aspects of institutional responsibility, should be a central and continuing concern in the academic community." Effective planning demands the broadest possible exchange of information and opinion. "Channels of communication should be established and maintained by joint endeavor."

Physical Resources:

Decisions regarding existing or prospective physical resources calls for joint effort. “The governing board, president, and faculty should all seek [consensus] on basic decisions regarding buildings and other facilities to be used in the educational work of the institution.”

Budgeting:

“The allocation of resources among competing demands is central in the formal responsibility of the governing board, and the administrative authority of the president, and in the educational function of the faculty. Each component should have a voice in the determination of short- and long-range priorities, and each should receive appropriate analyses of past budgetary experience, reports on current budgets and expenditures, and short- and long-range budgetary projections.”

Selection of a New President:

The selection of a University president is the responsibility of the governing board, and any process leading to that selection is the prerogative of the board. The Statement indicates that “joint effort of a most critical kind must be taken when an institution chooses a new president.” Faculty input is an important element in the selection process.

Selection of Academic Deans and the Chief Academic Officers:

“Selection of academic deans and chief academic officers should be the responsibility of the president with the advice of, and in consultation with, the appropriate faculty.”

Communication between the Faculty Senate and the President

Two essential forms of communication between the Faculty Senate and the President (Executive Committee Meetings and Shared Governance Forums) are explained in Section 3.8 of the APPM.

In order to inform new faculty about the Faculty Senate’s essential role in representing faculty in shared governance, the Faculty Senate Chair and members of the Faculty Senate Executive Committee will be given opportunity to address new faculty at the New Faculty Orientation, Symposium, and any activities or events held to introduce new faculty to Southeastern Oklahoma State University (SOSU).

SOSU Chapter of the American Association of University Professors (AAUP)

Since 2012, the SOSU AAUP Chapter has been engaged in faculty advocacy. This has included addressing new faculty at the Faculty Orientation, having an informational table at the Faculty Symposium, and meeting each semester with the President. To continue these valuable practices, the following additions to the APPM are made:

The SOSU AAUP Chapter’s Executive Committee will be granted a meeting with the President at least once a semester.

The AAUP Chapter President and the AAUP Chapter’s Executive Committee will be given opportunity to address new faculty at the New Faculty Orientation.

The AAUP Chapter President and the AAUP Chapter’s Executive Committee will be allowed to have an informational table at the Faculty Symposium.

3. It was agreed that the PPC would request the help of the Executive Committee to jointly conduct a review to obtain information on fulltime faculty teaching overloads, and data on compensation arrangements for faculty using coaches. We will introduce this for discussion with the FS to frame questions, field suggestions on how/where to locate this information, and perhaps recommend initial steps to collaboratively gather the information via email.

IV. Adjournment at 12:37 p.m.

Respectfully submitted by William Fridley, Chair Personnel Policies Committee

Ongoing Charges

1. To continue work on the Academic Policies & Procedures Manual (APPM), identifying sections that need editing, updating, or other editorial revisions, and making recommendations for needed changes.
2. To work with the Vice President for Academic Affairs, Dr. Bryon Clark, on the archiving of previous APPMs and to improve the timeliness and functioning of the “policy on policies” (Preface to the APPM, Policy to Modify the Academic Policies and Procedures Manual).
3. To follow up on a resolution regarding a faculty hiring prioritization process that was approved by the Faculty Senate on [December 6, 2017](#) (see III. Committee Reports, D. Executive Committee).
4. To continue working on issues related to accelerated online programs, including faculty compensation, teaching load and scheduling, and course enrollment caps.
5. Review the Sabbatical Leave Policy (APPM 5.1.1), and introduce this as a point of discussion for the FS. (added November 20,2019)