

Agenda for Faculty Senate
Wednesday, October 12, 2022
Meeting 4
Russell 100 or Zoom

<https://se-edu.zoom.us/j/97473144940>

Meeting ID: 974 7314 4940

3:00-4:30 p.m.

- I. Call to Order
- II. Minutes from September 28, 2022
 - A. **Motion to Approve** the Minutes from September 28, 2022
- III. Nominations for Faculty Senate Acting Chair-Elect
 - A. Vote
- IV. Treasurer's Report
- V. Committee Reports
 - A. Budget Committee
 - B. Committee on Committees
 - C. Executive Committee
 - 1. Strategic Planning Forum
 - 2. Shared Governance Forum
 - a) We will choose the topic for our next Shared Governance Forum scheduled for 11.15 – IDEAS
 - (1) Shared Governance 101 – Decisions have been made in areas which encroach upon the Faculty Senate's role (academic calendar changes, hiring, etc).
 - D. Personnel Policies Committee
 - 1. Meeting Minutes for 9.21.2022 and 10.5.2022
 - 2. Request of PPC – Overload calculation & dispersal
 - 3. Office Hours Policy Final Draft

APPM 4.9.1 p. 102

A full-time faculty member is required to schedule ten office hours per week and it is recommended at least one (1) office hour be scheduled each day Monday through Friday. In addition,

a faculty member is expected to be available additional hours by appointment. Faculty members teaching distance education classes may negotiate with the department chair to substitute up to five online office hours for five physical office hours.

Proposed draft revision:

Unless contractually obligated otherwise, a full-time faculty member is required to schedule office hours according to the following ratio: half as many office hours per week as credit hours taught in a given semester. In addition, full-time faculty are expected to be available additional hours by appointment. Of the given number of office hours, full-time faculty members teaching online classes should be available for synchronous online office hours in approximate proportion to their online teaching load. Departments will establish policies regarding the expected mechanisms for online office hours, and for publicizing faculty office hours.

E. Planning Committee

1. Request for support to complete the nomination process for Amy Madewell to be considered for Professor of the Year for the Oklahoma Medal of Excellence. Nominations are now open and close 11.29.2022

F. University Affairs Committee

VI. Old Business

VII. New Business

XII. Announcements

XIII. Adjournment