

Motions Approved at the Faculty Senate Meeting of November 15, 2017

- 1. Motion:** We recommend **(a)** the following revisions to the Maternity Leave policy (APPM 5.1.3.4.1), **(b)** an end quote and updated hyperlink be added to the Family and Medical Leave policy (APPM 5.1.5), and **(c)** that reference to 5.1.5 Family and Medical Leave, and 5.1.6 Military Leave be added to the APPM Table of Contents.

(a) 5.1.3.4.1 Maternity/Parental Leave

Maternity leave shall be considered the same as any other temporary medical disability with respect to providing leave time, insurance pay, and other benefits. **See APPM 5.1.5 Family and Medical Leave.** ~~All maternity leave must be requested by completing a "Maternity Leave" form (Exhibit GG) and submitting it to the employee's department supervisor who should then forward it to the human resources office.~~

~~A faculty member will use accumulated sick leave as part of her maternity leave upon the approval of her supervisor (if a faculty member also has annual leave the accumulated sick leave and/or annual leave may be used). Approved maternity leave during university approved holidays is charged to the holiday code (H) on the monthly leave report form.~~

~~The employee should advise her supervisor within 30 calendar days after discharge from the hospital of her intent to return to work at Southeastern Oklahoma State University. The return to work must be reasonable and agreed to by all parties including the attending physician. The employee may be reinstated to her original job or to a position of like status and pay.~~

~~Regular employees are also eligible for parental leave which will be charged to annual leave, personal leave or leave without pay.~~

Regular full-time employees are also eligible for parental leave in accordance with APPM 5.1.5 Family and Medical Leave.

(b) 5.1.5 Family and Medical Leave (last two paragraphs)

The National Defense Authorization Act for FY 2008 (NDAA), and Public Law 110-181, Section 585 amends the Family and Medical Leave Act of 1993 (FMLA) to permit a "spouse, son, daughter, parent, or next of kin" to take up to 26 workweeks of leave to care for a "member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness."

Employees who desire additional information concerning the FMLA (such as qualifying events, advance notice, potential impact to various fringe benefits, and medical certification) should contact the office of Human Resources (also the U.S. Department of Labor website at <https://www.dol.gov/whd/fmla/> and select FMLA).

2. **Motion:** An email be sent to Vice President for Business Affairs Dennis Westman (cc President Burrage and VPAA Clark) requesting an examination of the feasibility and advisability of spreading faculty contributions to the Oklahoma Teachers Retirement System (OTRS) evenly throughout the year. We also ask that VPAA Westman report the findings of his examination to the Faculty Senate Chair by the beginning of the spring semester.

Dear Vice President Westman,

The Faculty Senate requests an examination of the feasibility and advisability of spreading faculty contributions to the Oklahoma Teachers Retirement System (OTRS) evenly throughout the year. As you know, faculty currently contribute 7% on the first \$25,000 of income to OTRS (for a total of \$1,750). It appears to us that spreading the OTRS contributions throughout the year would be preferable to the concentrated “up front” contribution.

This idea was mentioned at a Faculty Senate meeting when a senator noted this was the practice at one of our sister institutions. The idea was also mentioned at the meeting of the Faculty Senate Executive and Budget Committees with you, President Burrage, and VPAA Clark on October 31, 2017. We would like to formally make this request, and also respectfully ask that you send the findings of your examination to Faculty Senate Chair Dan Althoff by the beginning of the 2018 spring semester, for our consideration.

Sincerely,
The Faculty Senate

3. **Motion:** We recommend the following addition to the Post-Tenure Review Policy (APPM 4.4.7.1, Post-Tenure Review versus Promotion in Rank):

Post-Tenure Review versus Promotion in Rank: Post-tenure review is a process distinct and different from promotion. A satisfactory post-tenure review should not be construed by a faculty member as having met the requirements for promotion in rank. Promotion policy and requirements can be found in the APPM section 4.5. **When a tenured faculty member has been approved for promotion, the post-tenure review process shall be considered as being fulfilled by the promotion process, and post-tenure review will take place three years following.**

4. **Motion:** We recommend that the following clauses be added to the APPM 4.6.3, Step 6 and Step 7:

Step 6

Withdrawal of Application: After receiving the VPAA’s recommendation the applicant will be given a summative list of the recommendation decisions and have the opportunity to review narrative evaluations from the Promotion and Tenure Review committee, department chair, dean, and VPAA. The applicant will then have the opportunity to withdraw the tenure/promotion application without prejudice toward future applications. **A withdrawal of the application marks the completion of the process.**

And, Step 7

If the applicant withdraws the application by the January 30 deadline, the application does not proceed to the President. If, as a result of an appeal decision, the tenure/promotion procedure is renewed, the VPAA's recommendation will be made by March 15. If the VPAA's decision is to recommend denial of tenure/promotion, the applicant will have the opportunity to withdraw the application. The withdrawal must be filed by March 30. If the application is withdrawn, it will not proceed to the President. **A withdrawal of the application marks the completion of the process.**