

Faculty Senate Meeting Minutes

September 6, 2017

Present: Dr. Mindi Clark, Dr. Mary Riegel, Dr. Aaron Place, Dr. Jennifer Mahieu, Dr. Chandler Mead, Dr. Jennifer Page, Dr. Jim Breyley, Dr. Cheryl Kent

Visitor: Dr. Steven Palmer

Dr. Clark began the meeting by asking if the minutes from the last Faculty Senate meeting of the spring 2017 semester could be approved. Dr. Breyley moved to approve the minutes, and Dr. Place seconded the motion. The minutes were approved. Dr. Clark then asked Dr. Palmer to share information with the senators regarding his role as Faculty Athletic Representative.

Faculty Athletics Representative

Dr. Palmer visited Faculty Senate to share an update about Athletics, to encourage faculty to attend university sporting events, and to ask that Faculty Senate appoint new members of the Athletic Advisory Board.

Dr. Palmer meets with each team individually at the start of the academic year and talks about his duties as the President's eyes and ears for Ranger Athletics; he also speaks with the teams about upholding academic integrity and student athlete welfare. He stresses communication with professors and reminds student athletes that school policy is to complete make-up work before traveling to games. He also encourages student athletes to find advisors in their majors. Since there's been a change in athletic directors, academics has become a more central concern of Ranger Athletics. Dr. Mead asked whether coaches are present when Dr. Palmer speaks to teams. Dr. Mead encouraged that coaches be there, and generally, they are.

About 20-25% of our student body are athletes. Seven out of eleven teams had GPAs over 3.0. The lowest team GPA was football at 2.6. Fifty-one student athletes were named to GAC academic teams in the previous year. Student athletes are averaging 33% who complete degrees within 6 years. Dr. Palmer encouraged faculty to completing student athlete progress reports fully and honestly. Coaches go through the academic updates, and Mr. Franz goes through all academic progress reports. If faculty members have problems with students in class (academic or behavior), they should contact the head coach. If the head coach doesn't work with the professor, he or she should contact Mr. Franz. If any faculty member or department has a problem with athletics, they should contact Dr. Palmer as he is the intermediary between faculty and student athletes. In seven years as representative, he has only had three instances where he had to intervene.

Dr. Palmer reminded senators of the athletic advisory board's responsibilities and make-up: administrators, faculty, students, student athletes, alumni, and community members. By NCAA rules, half or more of the voting members must either be administrators or faculty. The advisory board meets once per semester. Faculty Senate is able to appoint six positions to the board—three per year for two-year terms. Faculty can serve no more than two consecutive terms; if a faculty member serves two consecutive terms and then takes a year away from the advisory board, he or she is eligible to serve again for two more consecutive terms and so on. Kimberly

Weast and Ralph Bourret's terms are expiring, and both have served two full terms. Shane Hansen's term is expiring, but he is eligible for reelection. Dr. Palmer reminded the senators that while Mr. Hansen holds an at-large position, positions can be shifted to appoint different representation. Mr. Hansen is willing to serve another term.

Dr. Clark asked senators for nominations for three available positions (one faculty member from each: Arts and Sciences, Professional Studies/Education, and At-Large). Dr. Mead moved to reappoint Shane Hansen, and Dr. Riegel seconded. The motion passed. Dr. Breyley nominated Dr. Nanna for the Professional Studies position, and Dr. Clark seconded the nomination. Dr. Place nominated Dr. Venkata Moorthy for the Arts and Sciences position, and Dr. Clark seconded the nomination. Dr. Clark will contact the nominees, who can turn down nominations if they would like. Proposed alternates for Professional Studies and Arts and Sciences positions were Dr. Mead and Dr. Riegel, respectively. Dr. Palmer will be notified of the final results.

Old Business

Admin. Update: Drs. Clark and Riegel emailed senior administrators after the last Faculty Senate meeting but were unable to schedule a follow-up meeting prior to today's meeting. They hope to schedule a meeting before the next Faculty Senate meeting.

Faculty Advisory Council Update: The Faculty Advisory Council will meet next week. Dr. Clark will update Faculty Senate about any new information, including the official position regarding guns on campus, at our next meeting.

Tenure language: Dr. Mackie was unable to attend the Faculty Senate meeting, but he electronically shared a statement about his consideration of the Faculty Handbook's tenure policy language. Dr. Mackie highlighted subsections 3.3.3—3.3.14 of the Handbook, which reference periods of appointment and tenure:

3.3.4 Periods of Appointment and Tenure.

(a) Faculty members holding academic rank above the level of instructor (assistant professor, associate professor, or professor) shall be on probation for five (5) years after date of first being employed by the university in a tenure track position. Years of experience in any position other than a tenure track position may be used for the probation only if approved by the university president. Seven (7) years shall be the maximum probationary period for the eligible faculty member to become eligible for tenure. If, at the end of seven (7) years any faculty member has not attained tenure, there will be no renewal of appointment for the faculty member unless a specific recommendation for waiver of policy from the president to the contrary is approved by the Board each year.

Dr. Mackie's statement continued, "Upon careful reading of the policy the steps to earning tenure seem clear. I think the question is whether the steps are followed. Hence, I'm not sure whether we need to rewrite the policy. However, we do need to make sure the steps are followed." Dr. Riegel noted that the tenure clock is not always interpreted in the same way, which remains an issue in the Handbook's language. Dr. Mead pointed out that it is unclear what the criteria are for approving past experience. The language on this issue is also unclear. Dr.

Place then clarified, “The question is ‘what is the yard stick used to grant approval?’” When Drs. Clark and Riegel meet with administration, they will bring up this issue.

Creative Works Incentivization: Dr. Place reminded the senators of his proposal to financially reward faculty who produce scholarly or creative works, similarly to those who are rewarded for grant writing. In his proposal, he suggested a scale of monetary compensation for a variety of scholarly productions. Dr. Place asked whether Drs. Clark and Riegel spoke to administration about this proposal in any of their previous meetings. The issue was brought up, and administrators think the proposal is a good idea, but they said finding money is an issue. They’re willing to consider the proposal, but senators have to be clear about our criteria for what warrants compensation before we send the proposal on for review. Dr. Place said that “creative works” should be creative. In contrast, committee works aren’t necessarily creative, so they shouldn’t be compensated. Faculty members can also back out of committee work for a variety of reasons. Dr. Place suggested that creative works that are scholarly or academic in nature should be compensated, just as his proposal would reward performances or exhibits. Dr. Mead suggested that presenting at conferences can also be incentivized. Dr. Page questioned the likelihood or necessity of compensating faculty whose conference travel costs are already defrayed by the university. Dr. Breyley asked whether publishing in conference proceedings would count toward this incentivization and asked that business be added to the language of the proposal. Dr. Riegel suggested that rewarding faculty for creative or scholarly endeavors could perhaps function like campus Kudos. Faculty members could nominate their colleagues for research or scholarly contributions. Maybe the Foundation could provide an award for scholarly activity or creative works. In the current budget climate, it seems difficult to compensate everyone for their creative and scholarly works, so Dr. Clark suggested that the proposal be revised to feature a nomination and award process, similar to the John Barton teaching award. Dr. Place will revise the proposal with all these considerations for the next Faculty Senate meeting.

Smoking cessation: Dr. Clark asked for an update on the proposal to incentivize a smoking cessation program. Dean Mosburg said that it would be possible to waive citations if students or faculty actually complete a program, but the problem is that Blue Cross Blue Shield’s smoking cessation resources do not include a start-to-finish program. Dr. Mead will follow up with Dean Mosburg, and Dr. Page has contacted human resources to make smoking cessation information available at insurance enrollment this fall.

New Business

Proposal to increase student engagement with faculty: Dr. Place introduced a proposal to increase student-professor engagement. He said that last semester, he noticed that students sometimes have a hard time seeing professors as people and so he tried to think of ways to humanize faculty and create better relationships with students. He therefore developed the idea of a monthly dinner between students and professors. Dinner could be held at Ranger Perk, limited to 15 or 16 students by reservation on a first-come, first-served basis. A different professor or discipline could be brought up each month according to students’ interests. The university may compensate professors for meals. Dr. Place spoke with Dr. Bell, who brought the idea to Drs. Hannaford and Pecha. They will support the proposed program as long as Faculty Senate also supports it. Dr. Place has already compiled a list of professors who are willing to participate. Dr. Mead shared that in HSS, faculty and students are encouraged to use the

commons area to create stronger relationships. He said it has been very successful. Dr. Clark asked if the common space in Enid is successful at similar goals. Dr. Breyley said that students used to meet faculty for discussions or presentations about three or four years ago. It seemed to be successful, but the program hasn't been renewed—he isn't sure why. Dr. Clark pointed out for that an initiative like this, it would be useful to include other campuses. As Dr. Mead clarified, programs like this may help boost student retention. Dr. Clark will speak with administration about this program before our next meeting.

Unforeseen Items

Committee assignments: A faculty member approached Dr. Clark about dissatisfaction with standing committee assignments. When faculty receive the committee service preference email from Debbie Skinner each spring, we're only indicating preferences. Faculty Senate doesn't know about faculty members' committee participation beyond the list of standing committees. For example, Online Education and BEST Robotics committees are very time consuming, but these commitments aren't taken into consideration when administration assigns committees based on Faculty Senate recommendations. Some faculty members are placed on one committee while others are placed on three. Requesting a faculty members' entire list of service obligations on these forms would make distribution of committee service more even. Drs. Clark and Riegel will recommend to administration that the committee preference email be revised to ask for all faculty members' service commitments as well as their preferences.

Printing costs: Dr. Page was approached by a faculty member who is concerned about printing costs. The printing and technology fees are included in students' semesterly statements, but what actually ends up happening is students print extremely large documents in computer labs whose paper and toner are paid for by department budgets. For example, the computer labs that English, Foreign Language, and Humanities uses for classes typically see students printing out multiple copies of large documents each time they come in. It's a waste of paper and a drain on financial resources. At a previous Faculty Senate meeting, a member of CORE proposed the idea of instituting a campus-wide software that would charge students by their printing use, which would deter unnecessary printing and resulting waste. Drs. Clark and Riegel will confer with administrators about the possibility of purchasing and using such software at their upcoming meeting.

Having no further business, Dr. Breyley moved to adjourn the meeting. Dr. Place seconded the motion, and the meeting adjourned at 2:45.

Faculty Senate Meeting Minutes

December 14, 2017

In attendance: Steven Mackie, Mindi Clark, Tim Maharry, Chandler Mead, Jennifer Page, Ken Kelsey, Jennifer Riegel, Jennifer Mahieu

Dr. Clark opened the meeting by reminding us that minutes from the previous meeting were not approved via email. Prof. Kelsey moved to approve the previous minutes, and Dr. Riegel seconded the motion. The motion passed, and the previous minutes were approved.

Administrative Update

Dr. Clark shared information from the November meeting with administration. Dr. Cunningham was unavailable to meet, so Drs. Riegel and Clark only met with Dr. Hannaford. The following items were discussed at the meeting:

- Faculty opinion survey: Data from the faculty opinion survey conducted in October has recently been made available. This information was shared with senators via email. Data from this survey also compared responses from institution based on type (e.g., research v. regional v. community college). Dr. Clark plans to meet with the Faculty Advisory Council after the Faculty Senate meeting and requested input for other items that should be included in the survey. No senators had suggestions for new items.
- Student-professor engagement initiative: Administration is interested in Dr. Place's proposal to bring students and faculty together for conversations, but they want to see all faculty have an opportunity to be involved and want it scheduled at a time when it's most conducive to students, or when students actually want to talk to their professors (pre-enrollment, for example).
- Committee preference forms: Debbie Skinner will change committee preference forms in the spring semester. She will also add a check box for those willing to serve on multiple committees.
- Drs. Clark and Riegel reported to administration that most departments are already uploading syllabi to BlackBoard, so that action may come to be an institution-wide requirement.
- Class sponsors: Drs. Clark and Riegel brought up Dr. Mackie's question regarding class sponsors. Administration suggested that Faculty Senate may need to recommend that class sponsors be dissolved if that reflects the general attitude about the position. Dr. Mackie moved to dissolve class sponsors, but Dr. Clark suggested that we check the language in the handbook and think about amending the language rather than dissolving the position. The issue will be deferred to the next meeting.
- Drs. Clark and Riegel again emphasized to administration how important a 4-week break is to faculty. The 2018-2019 break will be about a month.
- Drs. Clark and Riegel asked that open enrollment for insurance be streamlined if at all possible. Faculty members have expressed frustration at waiting lengthy periods to keep their insurance coverage the same from year to year. Administrators will speak to Human Resources to see if any changes can be made to the process for those who want to keep their coverage the same.
- Dr. Hannaford will talk to Dr. Cunningham about Dr. Mackie's proposed teach-in to make legislators more aware of the financial struggle of higher ed institutions in

Oklahoma. Dr. Hannaford explained that several legislators have been to campus recently, but having something like the teach-in may be a good idea as well. If/when it is held, we should also invite Oklahoma Promise and other education lobbyists to increase awareness. Dr. Mackie recommends inviting Oklahoma Tomorrow, including its CEO Devery Youngblood, Bruce Benbrook of Woodward, and Bert Mackie of Enid, as well as the Higher Regent Task Force, which has numerous members in northwest Oklahoma (Cheryl Evans of Tonkawa, Bert Mackie of Enid, and others locally). Dr. Mackie is up for re-election, so he may not be on Faculty Senate in the spring, but even if he isn't re-elected, he will continue to make progress in planning the Teach-In.

- Dr. Hannaford said that about 70% of students' financial aid wasn't resolved for the spring (Please note the meeting was in November and the percentage may have changed.). The university is also looking at new enrollment management systems for spring to increase our efficacy and make the process easier for students, faculty, and staff.

Faculty Advisory Council Update

- Dr. Clark reminded senators to review the results of the faculty opinion survey when we have a chance. She said that the comments indicate a similar climate throughout higher education in Oklahoma.
- Via email, Dr. Clark shared recommendations from the Task Force for the Future of Higher Ed with senators. She encouraged us to review these recommendations to get a sense of potential concerns or changes the Regents might consider.
- The FAC regularly prepares and presents information to faculty to help us better understand the university's functionality and logistics. An upcoming presentation will be about the logistics of universities' funding and budget procedures. Future topics for faculty education initiatives may include scholarships, student engagement, and student preparation. Dr. Clark asked if senators had recommendations for other presentations. As an example, last year FAC was concerned about sustainability and veterans on campus. No senators had recommendations for possible topics.

New Business

- Creative works & student-professor engagement initiatives were tabled until the next meeting because Dr. Place could not attend the meeting.
- Dr. Mackie was asked for updates on the planning of the Teach-In. He said that it's wise to bring in legislators and lobbyists. February 13 will be the election for the District 27 congressional seat, and he wants to be sure that the new congressperson can attend our event.
- A seat has opened on the Athletic Advisory Board. Jennifer Mahieu and Ralph Bourret have expressed interest in the position. Dr. Clark opened the floor for nominations. Dr. Maharry nominated Dr. Mahieu; Dr. Mead seconded the nomination. Senators unanimously voted to approve Jennifer Mahieu as the new member of the Athletic Advisory Board. Dr. Clark will inform Dr. Palmer of the decision.
- Dr. Riegel updated senators about the process of the current Faculty Senate election. 63% of full-time faculty have voted and reminders will be sent to those who have not voted yet. A couple of issues came up in preparing this semester's election. Dr. Riegel realized that the Faculty Senate constitution and by-laws include a few contradictory statements about voting and electoral procedure, and there's also a lack of contingency for ties.

There is currently a tie for fourth through eighth place, so the last item may become a problem. If there's a tie, Dr. Riegel suggests there will be a run-off. Dr. Maharry moved to authorize Dr. Riegel to set up a run-off election in the event of a tie vote, and Dr. Mead seconded. The process for electing senators will be adjusted in Faculty Senate governing documents after the election is complete. Further discussion about elections will take place at the first meeting of the spring semester.

Having no further business, Dr. Maharry moved to adjourn the meeting, Dr. Riegel seconded the motion, and the meeting adjourned.

Faculty Senate Meeting Minutes

January 22, 2018

Present: Dr. Mary Riegel, Dr. Marc Decker, Dr. Kathy Earnest, Dr. Steven Mackie, Dr. Tim Maharry, Dr. Jennifer Mahieu, Dr. Chandler Mead, Dr. Jen Oswald
Absent: Mr. Ken Kelsey, Dr. Cheryl Kent, Dr. Aaron Place

Minutes: Minutes for the December 14, 2017 meeting were read. Dr. Mackie moved they be approved as written. Dr. Decker seconded and the minutes were approved by unanimous vote.

Election of officers for 2018:

Dr. Riegel called for nominations for Vice-President. Dr. Mackie declined a nomination by Dr. Maharry. Dr. Maharry subsequently nominated Dr. Marc Decker who accepted the nomination. The nomination having been seconded by Dr. Mackie, Dr. Decker was elected to the position of Vice-President/President-Elect by unanimous vote.

Dr. Riegel next called for nominations for Secretary. Mr. Ken Kelsey was nominated by Dr. Earnest and seconded by Dr. Mackie. By a unanimous vote Mr. Kelsey will serve as Faculty Senate Secretary.

Class Sponsors: Dr. Riegel brought the Senators up to speed on the issue of the faculty role of Class Sponsor. Having found no mention of this position in either the Faculty Handbook or the student Handbook it does not appear this role serves a required purpose at Northwestern. Dr. Mackie indicated in his experience in this role that student participation on a class level does not happen. Dr. Maharry confirmed the presence of this role in the Faculty Portfolio rubric and indicated that eliminating it would require a modification to the rubric by the FEAD committee. Dr. Mackie moved to eliminate class sponsor as a faculty role, Dr. Maharry seconded and the motion passed.

Teach-In: Dr. Mackie next brought the Senate up to date on his proposed Teach-In idea. He suggests that with an election coming in November now would be a good time to invite legislators to come for a forum about how the budgetary climate is impacting regional universities. These institutions are not getting the same media coverage as other educational systems and legislators may not be aware of how budget cuts are affecting education in NW Oklahoma. Dr. Clark was meant to be following up with administration about this idea, and he has not heard back from her. Dr. Mackie requested the issue be tabled until the next meeting at which time he hopes to have more information about administrative support. He also suggested that scheduling the Teach-In for early fall prior to the election might be beneficial timing. Dr. Riegel will bring the issue up at the next meeting with administration.

Faculty Senate Constitution: In new business Dr. Riegel brought up several issues within the Faculty Senate Constitution to the attention of the Senate for consideration.

First: There is a conflict in the Constitution regarding who is eligible to vote. Article II Section 3 Lines 7-9 reads "Only Full-time faculty members eligible for election to the Faculty Senate shall be allowed to vote in any Faculty Senate election." Meanwhile the final sentence of Article V Section 2 reads "Both full- and part-time faculty are eligible to vote in Faculty Senate Elections." After a discussion of the intention and historical precedence, Dr. Maharry moved that the final sentence of Article V Section 3 be amended to read "Only full-time faculty are allowed to vote in any Faculty Senate election." Dr. Mead seconded and the motion passed.

Second: Dr. Riegel mentioned that in the most recent election there was a possibility of a tie being reached and that no contingency had been made in the Constitution for such an event. She indicated for the previous election the Faculty Senate (during the December 14, 2018 meeting) had granted her permission to hold a run-off election in the event of a tie. She recommended that a section be added to the bylaws indicating this process should be used in the event of a future tie. It was recommended that a new section be added between Sections 2 and 3 in Article V (and Sections 3, 4, and 5 be renumbered 4,

5, and 6 respectively). The new section to read "In the event of a tie, the decision will be put to a runoff election voted on by those individuals eligible to vote in the original election." Dr. Earnest moved that this change be made. Dr. Mahieu seconded and the motion passed.

Third: Dr. Riegel called attention to Article II section 6 paragraph 1 in which the constitution calls for an election of the President, Vice-President, and Secretary each January. The paragraph currently reads: "Officers: A Faculty Senate president, vice-president, and secretary shall be elected by the Faculty Senate from its own members. These officers will be elected each January and will serve for a term of one year."

It has been the policy for many election cycles that the Vice-President serve as President-elect of the Senate. This practice is in conflict with the constitution. Dr. Riegel recommended that changes be made either to the practice or to the wording of Section 6. General discussion indicated the Senate was in favor of the existing practice and the continuity that results from the Vice-President taking over the Presidency in his or her second year of service. Dr. Maharry therefore moved that the paragraph be rewritten to reflect this policy as follows: "Officers: A Faculty Senate vice-president and secretary shall be elected by the Faculty Senate from its own members. These officers will be elected each January and will serve for a term of one year. The elected Vice-President will serve as President during his or her second year of office." Dr. Mackie seconded and the motion passed.

Faculty 5 Day Week / Workload: Dr. Mackie was contacted by a faculty member who had submitted a formal request to his Chair and VP to work virtually from a public library on Fridays rather than drive the hour to campus that his commute requires. His question: As NWOSU moves toward a more virtual experience with online and hybrid courses why are faculty members still required to be on campus five days each week? Dr. Mackie indicated other faculty members have also questioned the custom of a 5 day workweek for faculty. Dr. Mackie indicated that this issue had come before the Senate before (in 2016 he believed) and a survey had been used to compare our teaching load and office hours to our sister institutions. The result of that was a recommendation of 10 office hours, 5 days on campus with only occasional off-campus work allowed. Dr. Mackie reiterated that the faculty member in question was planning to be available virtually on 3 Fridays each month (and on-campus for meetings the other Friday). He also puts in 39 hours on-campus on Monday through Thursday each week. Dr. Mackie also mentioned that in Education they had lost qualified candidates in the past due to 5 day workweek policy which seems more stringent than other institutions like ours.

Dr. Maharry recalled from the last time this came up that the political climate was putting pressure on administration with respect to the visibility of faculty on campus. He indicated that at the time there was concern about the public perception of faculty while public funding is being used to pay salaries, to cover travel expenses, etc. Another issue he recalls being important at the time was faculty availability to students who might not plan ahead before trying to catch a faculty member on campus. He recalls that the administration was hesitant to implement a written policy that would then need to be enforced.

Dr. Decker expressed his concern that the opposite seems to currently be happening. There is no policy in the handbook beyond indicating 10 office hours plus classes, and yet there seems to be a requirement for more (including the 5 day week). Thus a policy is in effect being enforced without being written down. This also leads to inconsistency in how the policy is enforced across campus.

Dr. Maharry wondered if the numbers during the regular academic year (excluding summer) indicate a shift in the percent of courses that are in fact offered virtually either online or as hybrid courses. If this number is changing perhaps there should be a change to the policy.

Mention was made of the graduate program having many more online or hybrid courses, business has an entirely online degree option, and general education courses are moving toward online

implementation for student accessibility. Dr. Mead mentioned that Wellness will soon be offered online despite having a lab component to the course. The online course requires permission for the students to enroll, however it is being offered for non-majors as an option.

Other issues that are related to this question are how to accommodate the schedules of Faculty that teach evening classes or teach mostly online courses. The question of students emailing late or on the weekends and expecting faculty response, that is some departments faculty are free to leave after 3pm (daily or at least on Fridays) and in others meetings are schedule after 3, or Faculty are simply expected to be on-campus for an 8 to 5 day.

Dr. Riegel indicated she would bring the issue up to administration to reacquaint them with this Faculty concern.

Adjournment: Having no further business the meeting was adjourned after a motion from Dr. Mead and a second from Dr. Mackie.

Faculty Senate Meeting Minutes

March 28, 2018

Present: Dr. Mary Riegel, Dr. Jennifer Oswald, Dr. Marc Decker, Dr. Kathy Earnest, Dr. Steven Mackie, Dr. Tim Maharry, and Mr. Ken Kelsey.

Absent: Dr. Cheryl Kent, Dr. Aaron Place, Dr. Jennifer Mahieu, Dr. Chandler Mead

OLD/CONTINUING BUSINESS

Minutes: Minutes from the January 22, 2018 meeting were approved via email.

Updates from Meeting with the Administration: Dr. Riegel reported on the meeting that she and Dr. Decker had with Drs. Cunningham and Hannaford over various items.

Committee Responsibilities: Administration approved the requests to eliminate class sponsorship positions and to include "other obligations," such as Faculty Senate, in the email about committee preferences. It was noted that this would mean more work for Administrative Assistant Debbie Skinner. It was agreed that recommendations for specific wording changes would be addressed by the Faculty Senate President and Vice President, Drs. Riegel and Decker. Dr. Mackie asked why the roster of the Study Abroad Committee did not change more often. Explanations included training commitments and personnel continuity.

Changes in Faculty Senate Constitution: Dr. Riegel stated that changes regarding the Faculty Senate Constitution will be made in the new version of the handbook, and that Drs. Cunningham and Hannaford expressed their appreciation for Faculty Senate willingness to take on this issue and to provide the materials needed to make this change promptly.

Virtual Office Hours & 5-Day Workweek: Per Dr. Riegel, Dr. Hannaford said that he would report back about policies/feedback regarding virtual office hours and the 5-day workweek after his scheduled meeting with the other Vice Presidents. Dr. Maharry asked if Dr. Hannaford would be coming to a Faculty Senate meeting to discuss these issues, and Dr. Riegel will inquire. Dr. Mackie pointed out the example of fellow faculty who have difficulty making the hours commitment. Dr. Oswald emphasized the need for a case-by-case decision process on this issue. Dr. Decker pointed out that the latest decision did not turn out positively for the faculty involved. While Dr. Riegel stated that the administration is working on this, Dr. Earnest asked how it was that on-campus faculty must attend meetings while others do not. Both Drs. Oswald and Maharry pointed out that growing online commitments, with the possibility of totally online faculty, could require even greater schedule flexibility. Dr. Earnest added that committee work often continues during the summer, adding to unscheduled faculty responsibilities. Dr. Riegel said the discussion with administration would certainly continue. Among others, Dr. Decker pointed out that the administration is sensitive to the perceptions/misperceptions of the general public as to how much the NWOSU faculty works, and that this influences the administration's ideas about 5-day workweeks. Dr. Mackie pointed out that data from the Higher Learning Commission's evaluations of faculty show that faculty are indeed committed. Dr. Maharry also pointed out that this commitment continues even under the circumstances of continuing budget cuts. Dr. Earnest highlighted the need for communicating these issues, and Dr. Riegel stated that discussions with administration will continue.

Teach-In: Dr. Riegel pointed out that Drs. Cunningham and Hannaford are in support of the idea of the Teach-In, and that they suggested including Assoc. Vice President Steven Valencia in future planning phases of this project, perhaps in the role of public liaison. Dr. Riegel asked if there should be a sub-committee to work out planning details, and if that group should address planning issues over the summer. Dr. Mackie stated that this planning should be completed before the fall, and that this project should address how the budget cuts have been affecting us here at NWOSU. There was general agreement that the plight of regional universities is not well-known or understood, "*Want higher pay? Leave.*" Dr. Mackie pointed out that communicating this to legislators is extremely important. It was agreed that preparations should begin right after the Primary in June. Those running for office would be invited (Drew Edmondson & Todd Lamb??); members of our group would form a panel for discussion of issues; Q & A would follow. Dr. Mackie pointed out that CORE had used this method. Dr. Riegel stated that Dr. Cunningham suggested inviting Regents to attend. Dr. Maharry pointed out that there is a big discrepancy in the effects of budget cuts between OU/OSU and the state's Regional Universities. Not only do the large schools have more extensive funding, but they also have the advantage of 'hidden' resources, such as a corps of graduate students who teach. It was suggested we reach out to Dr. Debbie Blanke, VC for Academic Affairs for the OK State Regents for Higher Education as a potential panelist. Dr. Mackie stated that he would head the sub-committee, and would plan for an October event. Dr. Earnest suggested getting the framework in place soon, so that invitations could be made, and Dr. Mackie suggested that community representatives might be invited as well. Dr. Riegel stated that she would contact Mr. Valencia. Dr. Maharry asked if IT-129 was the largest available ITV room. It was pointed out that adjacent rooms could be used for overflow, and that there was the advantage of lots of parking. Dr. Earnest suggested that the event be placed on the ITV schedule. Dr. Maharry suggested a Thursday night, and Dr. Mackie suggested October 11 for the event date.

NEW BUSINESS

Faculty Committee Assignments: Dr. Riegel stated that Debbie Skinner is working on finalizing the spreadsheet of Faculty preferences and should have that soon.

ADA Accessibility on Campus (Specifically Jesse Dunn): Dr. Decker stated that Asst. Professor Kyle Larson expressed concern over the lack of accessibility to the visual art studios. Most other classes can accommodate moving to alternative settings, but in his case, this would be very difficult. There was discussion concerning grants and similar instances of lack of access (Science Building). Dr. Earnest pointed out another accessibility/safety issue: the late, or in some cases missing, application of icy-melt to slippery sidewalks on campus. After some discussion, Dr. Riegel stated that she would convey our concerns to the Administration.

UNFORSEEN-Capital Campaign: Dr. Maharry asked if any decisions had been reached regarding the Capital Campaign. Dr. Decker shared that during a Fine Arts Department staff meeting Dr. Cunningham stated that plans for renovations of Herod Hall were stalled until proper funding was secured. Further, actions on the Mall and the Fine Arts Windows Renovation would occur, but at a later date. Discussion pointed out that some of these projects are interrelated, such as the old heating-duct tunnels and flooding in Herod Hall. Dr. Earnest wondered why the state was not more active in funding these problems, since there might be liability issues involved. Dr. Riegel stated that she would convey these issues.

UNFORSEEN-Food Trucks: Dr. Earnest asked if the Faculty was given notice regarding the arrival of the food trucks on the Horseshoe during the Fall Semester 2018 Enrollment event. This, along with the appearance of numerous visiting school busses, congests the available parking. Discussion pointed out that this can raise difficulties for parking. Dr. Decker agreed that many of his programs

bring in busloads of students (great outreach!), and that more focus would be placed on their parking.

UNFORSEEN-Wind Turbines: Dr. Mackie called the group's attention to the up-coming CORE-sponsored meeting on April 19, 2018 entitled "Wind Turbines Come Sweeping Down the Plains." Please see the NWOSU website (<https://www.nwosu.edu/events/365/wind-turbines-come-sweeping-down-the-plains-a-wind-energy-community-conversation>) for further information concerning panelists, venue locations, and contacts.

ADJOURNMENT

Having no further business the meeting was adjourned.

New Business after the meeting:

Resolution on guns on campus: Following the meeting Dr. Hannaford requested that he Senate formalize a resolution stating our position about legislation involving guns on campus. After some discussion via email a resolution was passed stating "that the members of the Faculty Senate at Northwestern Oklahoma State University hereby encourage the leaders of our state to oppose any laws permitting possession of firearms on public college and university campuses other than by duly authorized law enforcement officials." A full copy of this resolution is posted on the Faculty Senate webpage.

Election of new members of the Faculty Senate: As Dr. Marc Decker and Dr. Cheryl Kent are leaving Northwestern after the spring semester Dr. Riegel held mid-term elections to fill these vacated positions. A request for nominations was sent out to the full time faculty on April 17th and the election was held from April 21st through April 25th. More than 75% of the faculty participated in the election which resulted in Dr. Roxie James replacing Dr. Decker for the remainder of the term ending in December 2019 and Mr. Josh Hawkins replacing Dr. Kent for the remainder of the term ending in December of 2018.

FEAD Proposal to change evaluation process: Dr. Hannaford approached Dr. Riegel with a proposed change to the student evaluation process for faculty and courses. The proposed change to how student evaluations of faculty are handled regarding tenure, promotion, and annual review:

- a. All faculty are evaluated each fall
- b. For faculty up for tenure review: By default, the evaluation scores used for review will consist of the most current year
 - i. Faculty may request to add in previous years' evaluations (up to three consecutive years)
- c. Rationale for the changes
 - i. Increased consistency among other RUSO institutions
 - ii. Fewer points of confusion regarding when evaluations are warranted (opting out/in)
 - iii. Continuity of evaluations will serve as a resource for department chairs (more regular evaluations for monitoring progress, concerns, successes)

The Faculty senate voted via email to approve this change and that approval was forwarded on to Dr. Hannaford. This change will be made in the 2019-2019 Faculty Handbook and will be implemented starting in the fall of 2018.

Election of Faculty Senate Vice-President: As Dr. Marc Decker had been serving as Vice-President of the Faculty Senate, his leaving required a new election take place. Dr. Riegel sent out a notice to the Faculty Senate indicating the need to fill this position and reminding members that per the Senate Constitution the replacement needed to be a member serving in an at-large position with term from 2018-2019. She asked for any such members willing to serve to indicate this with her via email. Dr. Aaron Place replied that he would be willing to serve and having received no other affirmative responses Dr. Riegel put the motion to a vote. By a vote of a majority of the Faculty Senate Dr. Aaron Place was elected to serve as Vice-President for the remainder of 2018. He will take over the position of President beginning in January of 2019.

Changes regarding membership and officers of the Faculty Senate have been submitted on the webpage.