

## Faculty Senate Minutes

The October 5 meeting of the PSU Faculty Senate was called to order by Chairman Reeves. Members present were Janet Babb, Jim Culbert, Joyce Johnson, Tom Lewis, Pam Nelson, Eugene Reeves, Kim Smith, Janese Vines, and Kenneth Woodward. Lester Miller attended for Diane Murphey, and Rachel Satterfield attended for David Driskill.

Minutes of the previous meeting were approved as printed.

The results of the copier survey were distributed and discussed. It was moved and seconded that the senate submit the revised report to administrative officers. The motion carried unanimously.

The next item of business was nominations for the Oklahoma Foundation for Excellence teacher of the year. Chairman Reeves appointed P. Nelson (chairperson), J. Babb, and K. Woodward to consider appropriate procedures and report at the next meeting.

In regard to the Harry S. Truman Scholarship nominees, it was decided that information would be made public asking qualified students to apply. J. Babb is in charge of information distribution.

A faculty Christmas dinner was discussed. Since Faculty Dames is not active at this time and everyone is busy at that time of year, it was suggested that a time other than a holiday be considered for a faculty dinner.

A discussion of the janitorial service survey followed. Matters of concern were that building representatives are often not available when something is needed, that burned-out lightbulbs and room temperature are not routinely checked, and that service is not consistent across campus.

It was reported that there is growing concern about control and restrictions on the purchase of computers. It was determined that more information must be gathered before the matter can be discussed.

PSU's image was discussed. Senate members feel that in general our image is improving, but there was concern about the Mr. PSU contest advertised in the Collegian and about the article concerning homecoming cancellations in the October 4 Guymon Daily Herald.

A discussion of the absentee report from Student Services followed. Most members feel that only notices of official school absences are necessary. It was suggested that if one weekly list were sent instead of individual notices, the faculty might have the money to duplicate tests and other course materials.

At the last meeting, Dr. Griffin suggested that the senate identify and report any inequities in salary, promotion, and tenure decisions to the Academic Council and the Rank and Tenure Committee. Since the issue is so serious and the concern so great, Chairman Reeves appointed J. Culbert (chairperson), K. Smith, J. Babb, P. Nelson, and K. Woodward to write a proposal to be considered at the November 2 meeting.

The meeting was adjourned.

Respectfully submitted,  
J. Vines for P. Tinch



MINUTES FOR FACULTY SENATE

The Panhandle State University Faculty Senate met Thursday, November 2, 1989 in room 122 of Hamilton Hall. The following members were present: Janet Babb, Jim Culbert, Sandol Gwartney (for K. Woodward), Joyce Johnson, Tom Lewis, Dianne Murphey, Pamela Nelson, Eugene Reeves, Rachel Satterfield (for D. Driskill), Kim Smith, Patricia Tinch, and Janese Vines.

The meeting was called to order by Chairman Eugene Reeves. The reading of the minutes of the previous meeting was waived and the minutes were accepted.

Chairman Reeves introduced Dr. Robert Griffin, interim president. Dr. Griffin spoke regarding the 1990 commencement. Senior class representatives had discussed with him the possibility of having a PSU faculty member as commencement speaker. He stated that there is no written school policy regarding this and asked for the feelings of Senate members.

Chairman Reeves asked each member to state their feelings toward this. No one objected, and most were in favor, although at least one questioned the need for a speaker. Dr. Griffin thanked the members for their input on this matter and left the meeting.

Dr. Reeves then called for old business:

1. Salaries, rank and tenure recommendations: Recommendation have been received from Eugene Reeves, Kenneth Woodward, James Satterfield, Jim Hill and Sarafin Ramon. Since each member did not have a copy of each recommendation, it was decided to table this matter until copies could be made. There will be a called meeting Monday, November 6, 1989 at 1:00 p.m. in 122 HMH to consider this matter.
2. Report on administration's response to copy problems. Chairman Reeves has received a response. No commitments can be made until money is available.
3. Harry S. Truman Scholarship:  
Copies of applications and recommendations were distributed to Senate members. Chairman Reeves explained that we can nominate as many as three for this scholarship. Motion made by S. Murphey and seconded by S. Gwartney that the nominations of Mindy Monroe and Bobby Buhr be accepted. The motion was accepted unanimously.
4. Oklahoma Foundation for Excellence-Teacher of the Year:  
Pam Nelson, chairman of the subcommittee, stated that she sent out letters to all faculty asking nominations, but did not receive any. Chairman Reeves requested that if anyone has a nomination to get it in soon.

The chairman next called for new business:

1. Maintenance of Faculty offices: Sandol Gwartney asked for input from members as to problems with their offices. There was discussion regarding this, but no motions were made.
2. Higher Education Faculty Association's fall conference: This meeting is to be held on November 10 at Oklahoma City Community College. Chairman Reeves announced that we need to select a representative to this conference. Motion was made and seconded that Kim Smith represent PSU. Motion carried by a unanimous vote. Dr. Smith will discuss with Dr. Kachel the possibility of the University funding the trip.
3. Insurance Vendors: There have been requests from representatives of various insurance companies asking to be allowed to talk to the faculty as a group. Motion was made and seconded that the Senate does not object to meetings if attendance is optional. The motion passed by a majority vote.
4. Chairman Reeves distributed a communication from Russell Guthrie regarding revision of parking citation procedures. Discussion of this communication will be held at the called meeting on November 6.

Meeting was adjourned.

P. Tinch, Secretary

# MINUTES FOR SPECIAL FACULTY SENATE MEETING

The Panhandle State University Senate met Monday, November 7, 1989 in room 122 Hm. H. at 1:00 p.m. for a called meeting.

Members present were: Janet Babb, Jim Culburt, Sandol Gwartney (for K. Woodward), Joyce Johnson, Sandra Latham, Tom Lewis, Dianne Murphey, Pamela Nelson, Eugene Reeves, Rachel Satterfield (for D. Driskill), Kim Smith, Patricia Tinch, and Janese Vines.

The meeting was called to order by Chairman Eugene Reeves. The reading of the minutes of the previous meeting was waived, and the minutes were accepted.

The first business on the agenda was the Salary scale and proposals to present to the administration. In addition to the suggestions for changes in the salary scale received from Eugene Reeves, Kenneth Woodward, Jim Hill, James Satterfield, and Sarafin Ramon, suggestions from Kim Smith and Dianne Murphey were presented.

Chairman Reeves called for discussion on the suggested plans. He stated that he would like for the Senate to try to agree on one of two proposals to present to the Academic Council.

A motion by (Jim Culbert and seconded by Pam Nelson:) "that a sub-committee should be appointed to develop a statement philosophy from the Faculty Senate to devise a salary scale" was accepted by a majority vote.

Chairman Reeves then appointed the following people to serve on the committee:

J. Culbert, Chairman

P. Nelson

K. Smith

K. Woodward

Chairman Reeves requested that Kim Smith contact Dr. Kachel and Mr. Rosengrants for the needed information on faculty salaries.

Next on the agenda was the letter from Russell Guthrie regarding revision of parking citation procedures. Chairman Reeves called for discussion regarding this. The following motion was made by P. Nelson and seconded by Kim Smith: "A decision regarding this letter shall be tabled until the December meeting." The motion carried unanimously.

Next item on the agenda was the Oklahoma Foundation Excellence - Teacher of the Year. Pam Nelson, chairman of the committee regarding this, reported the committee has not received any nomination from the faculty.

The following motion was made and seconded: The Faculty Senate nominates Dr. Kenny Brown for this honor. Motion carried by a majority vote.

Pam Nelson announced the Computer Show to be held November 9 in the Student Union. She invited all Senate members to attend and to encourage students to attend.

Meeting was adjourned.



MINUTES FOR SPECIAL FACULTY SENATE MEETING

11-7-89

*Pat Tinch*

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Meeting was adjourned.

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The meeting was called to order by Chairman Eugene Reeves. The reading of the minutes of the previous meeting was waived, and the minutes were accepted.

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Chairman Reeves called for discussion on the suggested plans. He stated that he would like for the Senate to try to agree on one or two proposals to present to the Academic Council.

*Do we want to use names?*

The following motion was made by (Jim Culbert and seconded by Pam Nelson: )

A sub-committee should be appointed to develop a statement of philosophy from the Faculty Senate to devise a salary scale. The motion passed by a majority vote.

Chairman Reeves then appointed the following people to serve on the committee:

J. Culbert, Chairman  
P. Nelson  
K. Smith  
K. Woodward

Chairman Reeves requested that Kim Smith contact Mr. Katchel and Mr. Rosengrants for the need information on faculty salaries.

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A decision regarding this letter shall be ~~taped~~ until the December meeting. The motion carried unanimously.

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The following motion was made and seconded: ~~The~~ Faculty Senate nominates Dr. Kenny Brown for this honor. Motion carried by a majority vote.

Pam Nelson announced the Computer Show to be held November 9 in the Student Union. She invited all Senate members to attend and to encourage students to attend.

Meeting was adjourned.

P. Tinch, Sec.



FACULTY SENATE MINUTES FOR DECEMBER 7, 1989

The Panhandle State University Faculty Senate met Thursday, December 7, 1989 in room 122 of Hamilton Hall. The following members were present: Janet Babb, Kenny Brown (for Tom Lewis), Jim Culbert, Joyce Johnson, Sandra Latham, Dianne Murphey, Sarafin Ramon (for Pam Nelson), Eugene Reeves, Rachel Satterfield (for David Driskill), Kim Smith, Pat Tinch, and Janese Vines.

The meeting was called to order by Chairman Eugene Reeves. The reading of the minutes of the previous meeting and called meeting of Nov. 7 was waived and the minutes were accepted by majority vote.

Chairman Reeves distributed the proposed salary scale presented by the committee appointed by the Academic Council. There was much discussion regarding this.

The agenda was then considered.

1. Handicapped parking: The chairman read the letter received from Russell Guthrie (tabled from the Nov. meeting). Chairman Reeves called for a motion regarding this matter. This died due to lack of a motion.
2. Oklahoma Foundation for Excellence: Chairman Reeves explained the need for reconsidering this matter. A nomination made by Dr. Jerry Martin was not received by the Faculty Senate. Discussion, was held, and since the deadline for filing is passed, the decision was made to stand by the earlier nomination of Dr. Kenny Brown. Dr. Brown's application has already been submitted.

The Faculty Senate recognizes that Professor Jack Alexander was nominated by the Dean of Agriculture and congratulates him.

3. Merit pay. There was discussion regarding merit pay. A number of Senate members stated that they had not been made aware that merit pay had been reinstated. The question was: "Will there or will there not be merit pay? Chairman Reeves polled the members as to their feelings on merit pay. The consensus was that the members would like for Dr. Griffin to come and discuss this with the Senate.

The motion was made and seconded that Dr. Robert Griffin be invited to Faculty Senate to explain his concept of merit pay. The vote was unanimous.

4. Time of Faculty Senate meetings: Kim Smith stated that a faculty member had expressed concern about the time of the meetings. He felt that the meetings on Thursday afternoons excluded coaches from attending the open meetings. This matter was tabled until the January meeting.

5. Campus parking: Janet submitted a letter from Jim Hill regarding parking on campus. The motion was made and seconded to include this letter in the minutes. The motion carried by majority vote.

6. Dr. Ramon brought up the problem of enrolling students due to closed and cancelled classes. There was discussion regarding this problem.

The motion was made and seconded requestion the administration to look at the problem regarding the number of classes offered and the possibility of hiring additional people to offer more classes to meet the needs of students.

Motion was made and seconded that the meeting be closed. Vote carried.

The next meeting will be January 18, 1990.

P. Tinch, Secretary



## Faculty Senate Minutes

A special meeting of the Panhandle State University Faculty Senate was called to order by President Reeves at 12:30 p.m. on January 23. Janet Babb, Jim Culburt, Joyce Johnson, Sandra Latham, Tom Lewis, Diane Murphey, Pamela Nelson, Eugene Reeves, Kim Smith, Janese Vines, and Kenneth Woodward were present.

President Reeves reported that Mr. Jerrell Chesney, Chief Executive Officer for the Board of Regents, has asked the senate to nominate six faculty members for a presidential search committee (six will probably serve) and six for a presidential screening committee (the Board of Regents will select three to serve). All nominated persons must sign a statement saying that they will serve, and the rank, sex, and national origin of each nominee must be included. The deadline for this task is February 4.

No instructions were provided concerning qualifications of committee members, and it was reported that this had been a problem in the last presidential selection process. Members also wanted to know who will automatically serve on these committees. Dr. Reeves was asked to get more specific information before the selection of nominees at the next regular meeting on February 1.

Members discussed a number of problems that arose during the last selection process and appropriate procedures for discussing these problems and suggestions with the Board of Regents. One concern which must be dealt with immediately is whether or not anyone on this campus who intends to apply for the presidency can be involved in any way in the selection process.

All other business will be addressed at the next regular meeting. The meeting was adjourned.

Respectfully submitted,

J. Vines for P. Tinch

Attached is a list of questions concerning merit pay. If you have any additions, please give them to Pat Tinch.

Questions about the Proposed Faculty Salary Scale Merit Pay

1. Are we going to have merit pay at PSU?
2. Who has requested that we have merit pay?
3. What is the goal of merit pay?
4. How does a faculty member become "eligible" to receive merit pay?
5. How will the school deans determine who they will recommend?  
Who will evaluate? By what criteria?
6. Approximately how much money will be available in the 25% allowed for merit pay?
7. Who are "the administration" who will make the final decision?
8. Is the administration bound by the recommendations of the deans, or does the statement that "The administration will award merit pay" allow the administration to override the hours of paperwork and record keeping necessary to make the recommendations if they do not agree with the results?
9. Will one, two, or three faculty members from each division receive merit pay? Is this number constant, or will it change from year to year?
10. There are some practical problems related to awarding merit pay by divisions:
  - a. Division faculties are not the same size. It is easier to be in the top three of six than it is to be in the top three of fifteen.
  - b. What if six or seven in one division have higher qualifications than the top three in another division?
  - c. If each division determines its own qualifications, how can faculty from different divisions be judged against each other? In this situation it would be to one's advantage to work in the weakest department with the lowest qualifications.



## Faculty Senate Minutes For February 1, 1990

The Panhandle State University Faculty Senate met Thursday, February 1, 1990 in room 122 of Hamilton Hall. The following members were present: Janet Babb (Sci. & Math.), Jim Culbert (Bus.), Larry Hough (Ed. for David Driskill), Joyce Johnson (Ed.), Jay Lark (Ag. for Kenneth Woodward), Tom Lewis (Lib. Arts), Wayne Manning (Bus. for Dianne Murphy), Pamela Nelson (Sci. & Math), Eugene Reeves (Ag.), Kim Smith (Lib. Arts), Patricia Tinch (Ed.), and Janese Vines (Lib. Arts). One guest, Rachel Saterfield, was present.

The meeting was called to order by President Eugene Reeves. The reading of the minutes of the previous meeting was waived, and the minutes were accepted by majority vote.

President Reeves introduced Dr. Robert Griffin, Interim President, who discussed the first two items on the agenda.

1. Bell tower: Dr. Griffin explained that two years ago, the alumni association decided to construct a bell tower in the mall area. They raised \$11,000 toward this. John Dent has offered to provide the funds to complete this project as a memorial to his late wife, a P.S.U. graduate. He requested that the Faculty Senate make their wishes known on this matter.

The motion was made and seconded that the Faculty Senate approve of the completion of the bell tower as a memorial to Mrs. Dent. The motion passed unanimously.

2. Merit Pay: Dr. Griffin stated that both the Board of Regents for A&M Colleges and The Board of Regents for Higher Education has mandated that Panhandle State University will have some form of merit pay, and we will comply.

3. Selection of Faculty for Presidential Search and Screening Committee: President Reeves explained that Mr. Jerrell Chesney, Chief Executive Officer for the Board of Regents has requested that the Faculty Senate nominate six faculty members for a presidential search committee (six will probably serve) and six for a presidential screening committee (three will be selected to serve).

A list of all faculty was distributed to senate members. Each member voted for twelve choices. A count was made, and the top fourteen were selected. Larry Hough and Janese Vines declined to serve on the committees, and this cut the list to twelve. Senate members then voted for six to serve on the screening committee. The following were selected to serve on the screening committee:

1. Kim Smith
2. Pamela Nelson
3. Samuel Nelson
4. Kenny Brown
5. Jim Culbert
6. Dianne Murphey

The following will serve on the search committee:

1. Donna Ingham
  2. Jay Lark
  3. Tom Lewis
  4. Sandol Gwartney
  5. Serafin Ramon
  6. Eugene Reeves
- 
4. Meeting Time: The Faculty Senate will continue to meet on the first Thursday of the month at 3:00 p.m.
  5. Rank and Tenure: The Faculty Senate needs to send a new copy of recommendations to the Academic Council and request some reply or response to those recommendations.
  6. A letter from Donna Ingham concerning faculty development was read to the senate. A motion was made and seconded that the Faculty Senate send a letter to the President and request an accounting of faculty development funds. The motion carried unanimously.

Meeting adjourned.

Respectfully submitted,  
Pat Tinch, Sec.



Faculty Senate Minutes For Called Meeting, February 9, 1990

The Panhandle State University Faculty Senate met for a called meeting Friday, Feb. 9, 1990 in room 122 of Hamilton Hall. The following members were present: Janet Babb, J. Culbert, T. Lewis, E. Reeves, K. Smith, P. Tinch, J. Vines, K. Woodward, and L. Hough (for D. Driskill).

The meeting was called to order by President Eugene Reeves. The reading of the minutes of the previous meeting was waived, and the minutes were accepted by majority vote.

President Reeves announced that the following people have declined to serve on the Search committee: Donna Ingham, Jay Lark, Serafin Ramon, and Eugene Reeves. Kenny Brown declined to serve on the Screening Committee.

The process to select replacements for the committees was discussed. Motions would be made and election would be by secret vote.

Janet Babb was elected to serve on the Screening Committee.

The following were selected to serve on the Search Committee: Kurt Schaefer, Sandra Latham, Mindy Davis, and Rachel Satterfield. Alternates were: Russell Guthrie, Elgy Smith, and Russell Edenborough.

President Reeves stated that the Senate should give a reply to the criteria for the Presidential Selection process both orally and in writing. He appointed the following committee: Kim Smith, Tom Lewis, Janet Babb, and Dianne Murphey.

The meeting was adjourned.

Pat Tinch, Secretary

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Footnote: Several days later the regents office requested more names and Pam Nelson and Dianne Murphy agreed to serve.

Faculty Senate Minutes For March 1, 1990

The Panhandle State University Faculty Senate met Thursday, March 1, 1990 in room 122 of Hamilton Hall. The following members were present: Janet Babb, Jerry Butler (for D. Driskill), Jim Culbert, Joyce Johnson, Tom Lewis, Dianne Murphey, Pam Nelson, Eugene Reeves, Kim Smith, Pat Tinch, Janese Vines, and Kenneth Woodward. Guests present were: Joe DeBella, Russell Guthrie, and Serafin Ramon.

The meeting was called to order by President Eugene Reeves. Reading of the minutes of the previous meeting was waived, and they were accepted by majority vote.

The President called for the agenda:

1. Jake Redcorn was present representing the freshman class. He has been appointed student representative to the Board of Regents. He asked for input from the Faculty Senate.  
Mr. Redcorn also stated that the PSU Young Republicans are forming and will be chartered. He feels that this is going to be an active campus organization. In May they are planning a political forum.
2. Copy Machine: Senate members are concerned about the continuing problem with the one copy machine.  
The motion was made and seconded that: The Faculty Senate should contact the administration concerning the situation with the copy machine. We need clarification on the policy of who can use the machine. The motion carried.
3. Faculty Development Funds: A letter has been distributed to all faculty from Dr. Griffin stating the school's policy on this.
4. Strategic Planning Conference: The meeting will be held Monday, March 12, 1990 at 8:00 p.m. at OSU or Oscar Rose ?  
The motion was made and seconded that Kim Smith and Tom Lewis represent the faculty at this meeting. The motion carried.
5. The problem of the need for snow days was discussed.  
The motion was made and seconded that the Faculty Senate request a clarification of the school policy on snow days. The motion passed.
6. Recent articles in the newspapers concerning PSU and Mr. Braun: There was lengthy discussion of this and whether The Faculty Senate should write a letter concerning this matter. A letter was presented by Kim Smith.  
The motion was made and seconded that this letter, with some changes, be the official letter from the PSU Faculty Senate and that copies of the letter be sent to the Daily Oklahoman, the Tulsa Tribune, the OSU Board of Regents and the Governor's office. The motion carried, with 2 opposing and 1 abstained.



The president announced that six members will go off the Faculty Senate this year. He will contact the deans requesting that these members be replaced. The new members will be invited to the May meeting.

The next meeting will be April 3, 1990.

Meeting adjourned.

Pat Tinch, Secretary

## FACULTY SENATE MINUTES FOR APRIL 5, 1990

The Panhandle State University Faculty Senate met Thursday, April 5, 1990 in Room 122, Hm.H. The following members were present: Jim Hill (for Janet Babb), Jim Culbert, Rachel Satterfield (for David Driskill), Sandy Latham (for Joyce Johnson), Tom Lewis, Mindy Davis (for Dianne Murphey), Pam Nelson, Eugene Reeves, Kim Smith, Pat Tinch, and Kenneth Woodward. Jerry Butler and Joe DeBella were present as visitors.

The meeting was called to order by President Eugene Reeves. The reading of the minutes of the previous meeting were waived, and the minutes were approved by a majority vote.

The following agenda was considered:

1. Rank and Tenure: The question was asked if criteria for rank and tenure had been approved by the Academic Council. President Reeves stated that at this time they have been discussed by the council but he does not know what the administration's decision will be.
2. Oklahoma Observer: It was brought up that much of Dr. Boyd's letter had been printed in last week's edition of the Oklahoma Observer. There was discussion about whether or not to reply to this matter. No action was taken.
3. New Senators: Kim Smith announced that only one division, Education, had submitted the list of their new senators for the year 1990-1992. Those representatives are : Jerry Butler, and Joe DeBella.
4. Faculty representative-at-large for Academic Council: The handbook states that there should be one. The motion was made and seconded that the Faculty Senate write a letter to Dr. Griffin and Dr. Kachel asking how this appointment is made. The motion passed unanimously.

Meeting adjourned.

Patricia Tinch, Secretary



5-3-90

# FACULTY SENATE MINUTES FOR MAY 3, 1990

The Panhandle State University Faculty Senate met Thursday, May 3, 1990 in room 122 of Hamilton Hall. The following members were present: Janet Babb, Jim Culbert, Jerry Butler (for D. Driskill), Joyce Johnson, Mindy Davis (for D. Murphey), Pam Nelson, Eugene Reeves, Kim Smith, Pat Tinch, Janese Vines, and Kenneth Woodward. Guests present were: Sandal Gwartney, Joe DeBella, and Mortisa Seddighin.

The meeting was called to order by President Eugene Reeves. The reading of the minutes of the previous meeting were waived, and the minutes were approved as written.

The following adenda was considered:

1. University college advising: Joe DeBella, a member of the committee, reported on the recommendations being made by the committee and asked for the backing of the Faculty Senate on this. The following recommendations are being made:

- 1) There should be faculty workshops to explain the process of advising.
- 2) Each faculty member should receive a specific number of advisees.
- 3) Transfer advisees -- Each advisor would receive a folder on that student to assist in advising them.
- 4) The method of removing curricula and academic deficiencies was outlined.
- 5) Each student will be advised by someone in their major field. Beside the assigned advisor, the only other who could sign the enrollement form would be the department head or Dean of the college or the Vice-President of Academic Affairs.

The motion was made and seconded that the Faculty Senate accept the recommendation of the University Advisement Committee and add the recommendation that there be a freshman advisement cadre- with re-leased time and credit for this responsibility. The motion passed by unanimous vote.

2. Recognition of new senate members: President Reeves introduced the following new senate members who will serve for the school years 1990-92: Jerry Butler and Joe DeBella (education), Sandol Gwartney (Agriculture), Mortesa Seddighin (Math & Science).
3. Dr. Reeves expressed appreciation for the work of those members of the 1989-90 senate and handed out copies of the senate constitution to all new members.

Meeting adjourned

Patricia A. Tinch, Secretary