

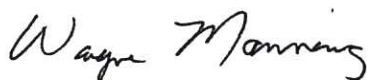
FACULTY SENATE MEETING 9/7/93
UNAPPROVED MINUTES

1. Meeting called to order at 3:37 p.m. by outgoing President Jay Lark. Members present were: Serafin Ramon, Jim Culbert, Rachel Satterfield, Kenneth Woodward, Kendall Staggs, Wayne Manning, Jay Lark (for Dan Baker), Russell Guthrie (for Tom Lewis), and Sam Nelson.
2. Elections were conducted for 1993-94 Faculty Senate Officers. Results are:
President - Wayne Manning
Vice- President - Tom Lewis
Secretary - Sandy Latham
3. Jay Lark suggested topics to be continued or examined during this year:
 - a. Personnel Handbook
 - b. Faculty Senate Constitution.
 - c. Welcoming letters to Dr. Meek from himself and Wayne Manning.
 - d. Hiring policies on campus.
 - e. Justification of administrative decision-making.
 - f. Filing of Faculty Senate papers in the Library.Wayne Manning chaired remainder of meeting.
4. MOTION: *That the [Faculty Senate] Constitution revisions be sent out and brought up at the next general faculty meeting, or by ballot.*
Motion passed.
5. Discussion of meeting times was conducted. Consensus decision was to meet at 3:30 p.m. on the first Monday of each month. The next meeting would be Oct. 4, 1993.
6. Some members seem to want more information than is found in the minutes of the Faculty Senate meetings. It was suggested that they consult with their respective senators.
7. Minutes of the May 3, 1993, meeting were approved as written.
8. Discussion ensued concerning rank and tenure.
9. It was suggested that faculty housing priorities would appear to discriminate on basis of marital status.
MOTION: *That the Faculty Senate seek written policy for assigning housing on Faculty Row, and that the Faculty Senate President appoint a committee to review said policy with the purpose of providing a recommendation to the administration.*
Motion passed. President Manning appointed Kendall Staggs to chair the committee and Rachel Satterfield volunteered to serve on it.
10. Question: Why do new faculty not receive a partial paycheck at end of August?
11. Items for future meetings announced by President Manning: Personnel handbook, Constitution, hiring practices, salary & tenure questions, housing policy, buy vs. rental texts, and requests for consideration of responses from administration.
12. Meeting adjourned at 5:12 p.m.

Respectfully submitted,



Russell A. Guthrie
for Sandy Latham, Secretary



10-4-93

FACULTY SENATE MEETING 10/04/93
UNAPPROVED MINUTES

1. Meeting called to order at 3:31 p.m. by President Wayne Manning. Members present were: Daniel Baker, Jim Culbert, Sandy Latham, Tom Lewis, Joe Li, Sam Nelson, Serafin Ramon, Rachel Satterfield, Kendall Staggs, Philip Ware, and Kenneth Woodward.
2. Wayne Manning introduced Dr. Ron Meek to the Senate for opening comments. Dr. Meek will attend all the Senate meetings that he is able to or will send a representative. He discussed his priorities; open door policy; involvement in different areas at the institution; and perception of the faculty senate.
3. The meeting continued with the reading of the minutes of the September 7, 1993 meeting. Motion by Sam Nelson, second by S. Ramon to approve the minutes with two grammatical corrections.

4. Officers' report:

Wayne Manning: a. Faculty Development Day - Amarillo College representatives have approached us for a Multi - University Faculty Development Day in the Panhandle Area.

b. HEFA - Multimedia Fall Conference - there was no response from the memo sent to faculty. Contact Wayne Manning if interested - conference is Oct 30

c. Should the senate send a letter of thanks to the Regents in appreciation for their support of the screening committee's input into the selection of the new President? Motion made by Kendal Staggs and seconded by Tom Lewis to draft such a letter. Motion passed.

d. There are 59 nominations for Who's Who, and we are allowed 39. S. Ramon, K. Staggs and T. Lewis will review the applicants and decide on the nominees.

Tom Lewis: a. What are the suggestions for the agenda? It was decided to send out the agenda one day ahead of the meeting, with agenda items due by the Thursday before the meeting date.

5. New Business items:

a. Mission statement - revision discussed and item #7 was discussed. Motion made by S. Ramon and seconded by K. Woodward to approve the Mission statement with reservations concerning the wording of statement #7 and the inclusion of the term agriculture .

b. Faculty evaluations - tabled until next time

c. Faculty Development Committee - Tom Lewis will find out if one exists

d. OEA program on sexual harassment by Mary Pratz. It was decided that more information was necessary before an informed decision could be made.

R. Satterfield will check with OEA about this program.

- e. Discussion about a library workroom for faculty to make transparencies and copies, and charge to the department budget.
- f. Phone system - discussion concerning the inability to call into the offices late at night - no action taken
- g. Travel request forms -tabled for future discussion

6. Old Business:

- a. Constitution will be passed out to the departments with a ballot for vote.
- b. Personnel Handbook -
- c. Faculty housing policy - there appears to be no written policy and W. Manning will pursue

Meeting unanimously moved to adjourn

Respectfully submitted,

Sandy Latham

Sandy Latham, Secretary
10/08/93

Wayne Manning, Pres

FACULTY SENATE MEETING 11/1/93
UNAPPROVED MINUTES

1. The meeting was called to order at 3:30 p.m. by President Wayne Manning. Members present were: Daniel Baker, Jerry Butler (for R. Satterfield), Jim Culbert, Sandy Latham, Tom Lewis, Joe Li, Sam Nelson, Serafin Ramon, Kendall Staggs, Phillip Ware, and Kenneth Woodward.

2. Wayne Manning introduced Dr. Ron Meek for opening comments:

- a suggestion has been made to place a Faculty Emeritus plaque or marker at the plaza, open for suggestions
- Dr. Meek has had requests to look into noon class time and wanted input from the senate
- a four day work week for the summer session is being considered, additional input needed before administration takes to the board
- organizational chart was discussed and a new one will be implemented the first of the year, copies of the proposed chart are being circulated for input
- snow policy, it is a Presidential decision to cancel classes due to weather
- scholarship situation is being looked at and will be equitable
- a top will be placed on the stadium, donated by local banks
- information on the monthly Board meetings will be published in the Pflash
- Monday, Nov. 15 from 5 - 7p.m. Seaboard representatives will be on campus, at the student Union Ballroom - everyone is encouraged to attend

3. Motion made by D. Baker and seconded by K. Staggs to approve the minutes as written. Motion passed.

4. Officer's Reports

Wayne Manning:

a. Faculty Development Day tentatively set for March 24, 1994 in Amarillo with a Keynote Speaker at the General Session. There will be peer group concurrent sessions afterward. Time frame is 10a.m. to 3p.m.

b. Manning will attend Faculty Advisors Meeting as representative

Tom Lewis no report

Sandy Latham

a. Constitution will be sent to each department with a ballot for the faculty's vote

5. Old Business

- Who's Who nominations will be decided and the results sent to Academics

- We do not have Faculty Development as such. Motion made to ask Dr. Meek and Dr. Brown to establish or clarify Faculty Development, and to ask if there are funds available for a guest speaker at least once a year and also to keep the \$300 per person

per department. Motion by S. Ramon and seconded by K. Staggs.

- K. Woodward will get cost on phone answering service for late night

- Several rooms are available in the library for faculty workrooms. A copy machine has been ordered that will take charge numbers for the departments

6. New Business

Senate responds to Dr. Meeks suggestions:

- a. Organizational Structure: clarify Athletics to read Athletic Director. Motion by T. Lewis and second by D. Baker in support of the organizational chart
- b. Motion in favor of faculty emeritus plaque or marker
- c. noon classes were discussed at length. Senate motion by D. Baker and second by K. Staggs to approve of noon classes as an option
- d. Motion by S. Ramon and second by T. Lewis to approve of the 4 day summer session work week. Motion passed

Motion to adjourn by T. Lewis and second by K. Staggs at 4:55p.m.

Respectfully submitted;

Sandra Latham

Sandy Latham, secretary
11/17/93

Wayne Manning, Pres.

FACULTY SENATE MEETING
UNAPPROVED MINUTES
DECEMBER 6, 1993

1. Meeting called to order at 3:30 p.m. by President Wayne Manning. Members present were: Daniel Baker, Jim Culbert, Sandy Latham, Tom Lewis, Joe Li, Sam Nelson, Serafin Ramon, Rachel Satterfield, Kendall Staggs, Philip Ware, and Ken Woodward.

2. Wayne Manning introduced Dr. Ron Meek for opening comments.

a. Section 13 monies have been allocated and are in the Dean's office

b. There really does not seem to be a parking problem

c. Scholarship allocations were discussed in depth. Survey will be sent out to all faculty and staff for input

3. Wayne Manning continued the senate meeting with reports.

a. HEAC letter on funding was read. There will be a rally on Feb. 9, 1994 at Oklahoma City

b. Faculty development date in March has been changed to Fall 1994

c. Campus parking does not seem to be a problem

d. Need a committee established for Faculty Evaluation Program for Dr. Brown. This will be University wide, not through the individual schools. Committee composed of Ken Staggs (Chair), Rachel Satterfield, Serafin Ramon, Ken Woodward, and Wayne Manning. Meeting date set for second Monday in January

3. Results of the survey for the adoption of the Faculty Senate Constitution were: YES 29 NO 3 ABSTAIN 1. Discussion on comments by faculty concerning 2 year requirement and equal number of senators from various departments. Motion made by Wayne Manning and seconded by Tom Lewis that we adopt the Constitution as written. Motion passed unanimously.

4. Motion to accept minutes of last meeting By Daniel Baker, second by Serafin Ramon. Unanimously approved.

5. Motion to adjourn by Tom Lewis and second by Philip Ware. Unanimously approved.

Respectfully submitted,

Sandra Latham

Sandra Latham

Secretary

12-14-93

FACULTY SENATE MINUTES

The meeting was convened Monday, Feb. 7, 1994 at 3:00 in HmH 122 by President Manning.

Dr. Meek made a presentation, the major points of which were:

1. Personal leave may be taken on any day. Be professional and if your choice of days is likely to cause a problem please advise his office.
2. The Faculty Senate was asked to make a recommendation concerning guide lines for teaching loads, partially in preparation for North Central. Dr. Meek suggested 12 hours plus one activity or extra course per semester.
3. O.P.E.C.
 - A. Negotiations and consultations are in progress for telephone connections which will link us to Oklahoma City.
 - B. Enrollment remains a major concern.
 - C. Work will continue to determine the advantages and problems which would arise with greater cooperation with the Woodward Vo Tech system.
 - D. The possibility of graduate courses based at O.S.U. but taught from here is very promising. There is the chance that these might begin as early as the fall semester of 1995.
 - F. Arrangements between O.S.U. and our farm appear to have been concluded satisfactorily.
 - G. H.E.A.C.O. lobbying effort Tuesday and Wednesday.

Dr. Baker asked about offices, privacy, and Mr. Rosengrants.

Dr. Meek replied that the problem had been fixed.

Dr. Baker moved and Tom Lewis seconded approval of the last minutes with two minor corrections. Vote unanimously favorable.

Old Business

Faculty development for several schools in this area tentatively set for Sat. Sept 10, 1994 at W.T.A. & M. 10:00 AM - 3:00 PM. Any faculty who wish to make a presentation should talk to Wayne Manning immediately.

HEACO lobbying effort Wed. Feb. 9, 1994. Some of our faculty will go.

The faculty advisory committee to the higher regents has met. Minutes from that meeting may be read if any faculty wishes. Contact one of your senators or Wayne Manning.

There is the beginning of a network of faculty senate activities across the state. Reports are available from North Western and from U.C.O.

There is no new information on out of state tuition or its waver.

Faculty handbook revision committee meets again on Feb. 16.

New Business

Dr. Baker moved and Dr. Woodward seconded a motion that Faculty Senate meeting be moved to the second Monday of each month to make Dr. Meek's presentations easier and more informative since he goes to Oklahoma City immediately after the Faculty Senate meeting. The motion passed unanimously. Hence the next meeting will be March 14.

Dr. Ramon was appointed Faculty Senate representative to the screening committee for the new Vice President for Advancement and Development.

Dr. Ramon moved and Dr. Baker seconded a motion that the Faculty Senate favor reestablishing the name "scholarship" for those awards which are academically based. The debate centered around two points: 1. the word "scholarship" will sound and feel better to recipients than the word "assistance" and 2. there is a danger that recruiters from different schools and other ill wishers or uninformed will say that Panhandle

doesn't give scholarships anymore. The vote was unanimously favorable.

Wayne Manning appointed a committee of Tom Lewis, Sam Nelson, and Fin Ramon to study faculty load recommendations.

Dr. R. Satterfield moved and Dr. Fin Ramon seconded a motion that a letter of appreciation be sent to Dr. Bill Jones for his performance as Acting Vice President for Academics. The vote was unanimously favorable.

Tom Lewis moved and Doc Culbert seconded a motion that the meeting adjourn. The vote was unanimously favorable.

FACULTY SENATE MINUTES

APRIL 11, 1994

President Wayne Manning convened the meeting at 3:02 P.M.

Dr. Meek's presentation and responses were as follows:

1. Students want buildings on campus smoke free. Would the faculty senate please make its recommendation to the president?

2. Dee Cooper was not fired. Skip Chisum was neither demoted nor was his salary cut. Cooper went to the president in Dec. (1993) and said that he would like to continue working here at the university but no longer wanted to coach. Dr. Brown was consulted, and he advised Dr. Meek that the Admissions Office had asked for additional personnel. So Dee Cooper was made Director of Student Activities and Skip Chisum became part of the Admissions staff and will possibly teach some English. Carol Gribble will head a committee to find and recommend a new head football coach. Commitments already issued to players will be honored. Criteria for a new coach will include - in descending order of importance - A. caring for students, B. commitment to the academic success of students, C. winning, D. the ability to relate to the community. Dee will continue teaching Mr. Olson's classes. There will be another committee to search for and to recommend candidates for an athletic director. The criteria will be the same as for the new head football coach. One member on both committees will be the Chief of Police for Goodwell or the Texas County Sheriff. They will be there for their input on how to limit problems caused by recruits.

3. Dee Cooper today removed a student from the dorm for threatening the director. Dr. Meek wants a disciplinary code that is set. Dr. Meek prefers that this code be established by peers and he prefers little discretion in the penalties of that code.

4. Neither Jerry nor Gwen Martin was fired. Gwen was offered another position at the university, at equal pay, and chose instead to retire. "Both Martins are very hard workers and both have served the university long and well."

Dr. Rachel Satterfield commented that while Gwen was good,

everyone needed to be able to choose whom to work with closely. You (Dr. Meek) have rights too . . . one of the things we wanted was real leadership.

There have been thirty to forty applications for Gwen Martin's position. Dr. Hollenbeck will be in the president's office and both he and Dr. Meek will use one secretary as a cost saving measure. Because of this several items had to be moved. The I. L. Innis Fund was already scheduled to be moved. Other files etc. will be moved in order to acquire more space.

5. A committee of about twenty - five will recommend a new Dean of Agriculture. Among those on the committee will be Ron Overstreet, Jack Freeman, Ladd Hitch, the Mitchells from Elkhart, etc. The agricultural faculty will help on the committee because they will have to work with him or her. Dr. Meek and Dr. Brown will write the criteria for the Dean's position and then send it to the committee and to the agricultural faculty for additional suggestions. The committee will then recommend ten candidates to the faculty in agriculture and in science which will reduce the number of candidates to five or three (depending on regent rules) and those names will be submitted to the regents for final selection.

6. As retirements occur the university will be restructured, though only as retirements happen. When Lynn Gardner retires a school of Science and Agriculture ^{may} will be created. Business and Technology ^{may} will ^{may} eventually be created. Professional Studies and Fine Arts ^{may} will be created. Education will remain and Student Services ^{may} will be moved to be within the jurisdiction of the Vice President of Academic Services.

7. Concerning the now famous dotted line article in the alumni paper. The board of directors is very upset about both the article and the controversy it caused. ~~Dr. Meek is not~~. The article is well worded and would be accurate were it based on accurate chart information. The chart in question was the original sent to us by O. S. U. It was later modified. The original was modified by Dr. Meek to reflect those changes. Then it was remodified by Dr. Lark, Dr. Baker, Emma Schultz, or some combination thereof, and used as

the foundation of a necessarily flawed analysis. Dr. Meek should have been consulted and could have been consulted since he has cellular phones, pagers, and beepers. The premature disclosures and inaccurate presentation occurred while delicate negotiations were in progress and thereby jeopardized the acquisition of major grants totaling around \$2.5 million.

8. There is currently a power struggle going on between Mrs. Emma Schultz and Dr. Meek concerning who will run the school. It will be me or she should have been made president. "I will win this fight and will deal with problems straight on. I intend to be here for the next fifteen years." I am a humanist and do not like to fire people without giving them chances to change or other positions, but my (Dr. Meek's) reputation is on the line. //

Mr. Ware asked about the release of the chart. Dr. Meek replied that some people do not have integrity.

9. Dr. Meek said that it is not true that the university is going to buy KGYN in order to keep the owner from bankruptcy or in order to give him a job.

Joyce Johnson commended the president.

Dr. Rachel Satterfield asked why O. S. U. was unhappy with us. Dr. Meek replied that the reason was because talks were still in progress when information was released. (A Seaboard deal was ruined the same way.) Dr. Meek, the alumni board, and O. S. U. are trying to get the deal back on line.

10. There will be requests for bids on both the physical plant and on food service. When these bids are submitted then we will decide whether we should provide these services ourselves. Mr. Manning asked about his committee which was to search for a physical plant director. Dr. Meek replied that since this will be bid out, there will be no OPSU director, hence no need for a committee. Dr. Meek said that there is some movement for an O. S. U. system wide bid for both food service and for physical plant maintenance. Lack of flexibility (mentioned by someone) is not a problem if the hired director is good. maybe

11. The journalism job will be advertized and there will be interviews. The committee will be partly composed of members from

the business community.

NEW BUSINESS

Ken Woodward moved and Rachel Satterfield seconded a motion banning smoking in campus buildings. The motion passed 6 to 3.

OLD BUSINESS

Sam Nelson moved and Kendall Staggs seconded a motion that the sub committee's report on standard faculty load be accepted. That report recommended that twelve to fifteen hours per semester be retained as the standard faculty load. If additional duties are to be assigned or subtracted as a part of the standard load, then the additions or deletions are to be justified by the appropriate dean to the Vice President for Academic Affairs. The motion passed unanimously.

The Faculty Senate then began assisting its sub committee on faculty assessment.

Dr. Baker left the meeting.

Mr. Ware left the meeting, at which point there was no longer a quorum present so the Faculty Senate ceased to function.

**FACULTY SENATE MINUTES
CORRECTED AND APPROVED
MAY 2, 1994**

Dr. Meek's Presentation

The meeting was convened at 3:00 by President Manning.

1. The A. & M. regents are interested in a common course numbering and description system. Dr. Brown will coordinate that effort on our campus.
2. There were some criticisms in the suggestion box about items for sale in the bookstore. It turns out that the items criticized are not sold in the bookstore.
3. A Collegian article on scholarships surprised Mel Riley and proved to be incorrect. The article was apparently compiled from anonymous sources , not verified , and those sources proved incorrect.
4. Food service will go to ARA July 1, 1994.
5. The president called the regents and asked if one of them would serve on the committee to pick a new ag. dean. The response was "No."
6. Dr.Meek declared that he had not called a press conference at the Chamber of Commerce. A reporter had just showed up and so the proceedings got into the press.
7. Dr. Meek has refused to name the 2 or 3 disgruntled people who have distributed the ag. organizational chart. To the question of whether there will be legal action the president at first responded with "no comment" and then said that the decision would be made by legal council, even the number of faculty is indefinite. The number of people the article was sent too is unknown because the mailing list is unknown.

8. It is not true that classes are being reduced. This rumor comes from the Guymon Daily Herald and the students they talked to not from Dr. Meek.

9. The rumored number of acres in the farm transfer to OSU use is incorrect.

10. Mon. or Tues. afternoon ag. students had a recorded meeting in Dr. Meek's office. If this is released, Dr. Meek hopes all of it will be released. Is recording without notifying illegal? Unethical?

11. I (Dr. Meek) don't like this in the papers but I deal with problems head on and if necessary I will talk to the press.

12. There may be \$2,000,000 for OPSU from Oklahoma State and from USDA and another half million from another source. It is true that this revenue is still uncertain but there is the possibility.

13. Dr. Baker asked about the ag. organizational chart discussed last meeting, Dr. Meek said this document was supposed to be kept confidential. Dr. Baker then asked if it was correct that you (Dr. Meek) maintain that information was deleted from that chart. Dr. Meek replied, "Yes."

14. Dr. Meek regrets the headlines in the Guymon paper about the ag organization. The reporters did not talk to Dr. Meek. If names were used of people not responsible, then Dr. Meek will attempt to clear those not responsible. Dr. Ramon asked how many people were called (for verification). Dr. Meek replied that he did not know, but many. Dr. Meek made all the changes the ag dept. wanted except the director's reporting directly to the President of Panhandle State.

15. Baker asked if Dr. Browning was upset about the ag. organization. Dr. Meek told Dr. Baker to ask Dr. Browning.

16. Dr. Ramon asked why the committee to search for a new ag. dean was so big and looked like PSU was being swamped. Dr. Ramon said he didn't object to the members but the size of the committee was very large. Dr. Meek responded that he wanted input from the entire business area, that this committee would narrow the applicant field to ten and that the ag. faculty would then narrow the field further.

17. ARA food will get a five year contract. We can remove the director if he is no good. J. Johnson asked if there would be a dietitian. Dr. Meek replied that he did not know. Dr. Meek added that health or religious needs would be part of the food service at no additional cost.

18. Dr. Meek said that there is a student government problem of credibility over the student computer fee and computer cost issue because of unclarity about the Student Senate's voting for an increase in fees.

Dr. Baker moved and Mr. Lewis seconded approval of the minutes from the April meeting.

Dr. Baker moved and Dr. R. Satterfield seconded approval of the evaluation policy recommended by the senate (copy enclosed). The motion passed 9 to 1.

The Student Senate is expected to recommend prohibiting smoking within 20 feet of any building door.

Emma Schultz's letter was officially received by the senate between senate meetings (copy enclosed).

The Faculty Senate's recommendation on faculty load has been presented to Dr.

Meek (copy enclosed).

Joyce Johnson moved and Dr. Baker seconded a motion for adjournment. The motion carried 9 - 1.