

FACULTY SENATE MEETING - 5/3/96
Minutes

1. Meeting called to order at 1:03 p.m. by President Mindy Davis. Members present were: Russ Guthrie, Doris Looper, Diane Murphey, Sara Richter, Emma Schultz, Patrick Seward, Tom Lewis [for Kim Smith], and Kenneth Woodward [for Dan Baker].
 2. Representatives of the American Association of University Professors were introduced: Fred Kolch, retired O.S.U. mass communication professor, and Edward Neparko, retired chemistry professor from S.W.O.S.U. They spoke of benefits in AAUP membership, and Fred spoke of AAUP's entry on the OSU campus and subsequent actions.
 3. Dr. Goodwin spoke on:
 - A. NCA exit interview - team was quite complimentary of faculty, student input and involvement, governing boards, and physical plant.
 - B. Suggestion - An "honors program" for stronger students. What can we do that doesn't involve committing large blocks of budget to special courses?
 - C. Assessment - needs to be broader, i.e., outside academics
 - D. Strategic Planning - a problem arises in lack of institutional data. What data do we need? If you know, suggest to Dr. Goodwin. We need to start data gathering for NCATE.
 - E. Approximately \$2.1 million spent/committed to renovation of Hughes-Strong.
 4. Minutes of April 12, 1996 meeting were approved as read.
 5. Mindy Davis reported Mr. Stone said there was no \$100 fee required for pre-enrollment. (Note: clarification was sent out from Dr. Miller's office). Davis also reported OPSU does not need to meet A.D.A. requirements in Muller Hall. Use of the Fitness Center will require enrollment in a 1 hour course.
 6. As Chair of the Committee on Committee Sizes, Mindy Davis presented a proposal for committee reforms. A number of suggestions were made for revisions. A final copy will be produced.
- MOTION: To approve report as revised. Motion passed.

Unfinished Business

7. Vice-President Emma Schultz reported there is a faculty evaluation process in place, but no one knew about it.

MOTION: That we rescind the motion of 4/12/96 asking academic schools to find their last known plans for comprehensive evaluation of faculty and review for implementation. Motion passed, rescinding the prior motion.
8. Dr. Goldsmith is to arrive on the job May 15th. Suggested times for a faculty reception were 3-5 p.m. on Tuesday, May 14th, Wednesday or Thursday. Dr. Goodwin volunteered his home for the reception.

MOTION: A faculty reception will be held for Dr. Goldsmith, and to include Dr. Miller and Chuck Jordan. Motion passed.

New Business

9. Dr. Miller has suggested the Senate attempt to define faculty load. Item will be put on future agenda.
10. Russell Guthrie proposed discussion of a "dead week" prior to finals. Item will be put on future agenda.
11. It was brought to the Senate's attention that reduction in the number of faculty in the School of Education has brought that school below the minimum for having three senators. Therefore, the School of Education will have only two senators beginning in the 1996-97 academic year.
12. Meeting adjourned. Next meeting will be in September, 1996, at a time and place to be determined by outgoing president, Mindy Davis.

Submitted by



Russell Guthrie, Secretary

FACULTY SENATE MEETING 4/12/96

Minutes

1. Meeting called to order at 1:13 p.m. by President Mindy Davis. Members present were: Jerry Butler, Russ Guthrie, Doris Looper, Diane Murphey, Emma Schultz, Patrick Seward, and Clyde Cranwell (sub for Thomas Broadway).
2. Minutes of March 16 meeting were approved as read.
3. President Davis reported receipt of correspondence from the Higher Education Faculty Advisory Committee requesting nominations for the 1996 Oklahoma Higher Education Hall of Fame. Ms. Davis said she would be sending out copies of the nomination form through campus mail. The F.A.C. also sent out the results of a Higher Ed. Public Perception Survey. Copies were disseminated to senators.
4. President Davis reported and/or clarified comments from Dr. Goodwin concerning faculty evaluations by students. Dr. Goodwin said we could change the instrument, but need to keep the process in place for evaluation each semester in all classes. Dr. Goodwin is using the results in public relations efforts to show how good a job the students think our faculty is doing. He did suggest adding a second page for response to a series of open-ended questions.
5. Discussion took place concerning students evaluations as an element of comprehensive faculty evaluation. Mention was made of the evaluation plans developed in response to the dictates of Dr. Boyd.

MOTION: That [academic] schools be asked to find their last known plans for comprehensive evaluation of faculty and revisit/review for possible implementation. Motion passed.
6. With the discussion of faculty evaluation, it was suggested the surveys of administration conducted for the North Central report were a good idea. Question was raised why they couldn't be conducted more frequently, particularly since the emphasis is being placed on faculty evaluation.

MOTION: That we (the senate) consider a university-wide assessment, done periodically, similar to North Central surveys, to determine perceptions of different university constituencies. Motion passed.
7. It was suggested that the senate put together a faculty reception for the incoming Vice-President for Academics. It was consensus of members present that it was a good idea.
8. FYI: President Davis reminded the senate of the forthcoming visit by representatives of the American Association of University Professors (AAUP). It may coincide with the May faculty senate meeting.
9. Concerns were raised in three areas. First, it is unclear how much money a student needs to pay in order to remain pre-enrolled for fall classes. Faculty were told one amount at the pre-enrollment clinic, students are being told another amount. Nothing has been issued in writing. Second, it has been reported persons are receiving warning and/or parking tickets for violations of unwritten rules, e.g. backing into a perpendicular type parking space and parking a vehicle with trailer on a public (city) thoroughfare adjacent to private property. Is someone exceeding his/her authority? Third, is the university prepared to provide access to the new wellness center in conformity to A.D.A. requirements, particularly in the case of persons who use wheelchairs? Also, will the renovations bring Muller up to current fire code, including fire resistant stairwells?
10. Next meeting is scheduled for May 3, 1996.
11. Meeting adjourned at 2:49 p.m.

Submitted by,



Russell Guthrie, Secretary

FACULTY SENATE MEETING - 3/16/96
minutes

1. Meeting called to order at 1:01 p.m. by President Mindy Davis. Members present were: Thomas Broadway, Jerry Butler, Russ Guthrie, Doris Looper, Emma Schultz, Patrick Seward, Kim Smith, and David Miller [sub for Diane Murphey].
2. Minutes of meeting 2/2/96 were approved with correction by adding "be" between "will" and "notified" in sentence #2, ¶ 2, item #4.
3. Ms. Davis distributed materials received from the statewide *Student Advisory Board* and the *Faculty Advisory Committee* which met in joint session on January 28, 1996. Jointly approved resolutions were passed by those bodies which (1) expressed opposition to SQ 669; (2) called for increased higher education funding; (3) urge continued progress on articulation agreement in the area of transfer credit between state institutions; (4) urged the State Regents to formulate guidelines and minimum quality standards for distance learning; (5) urged State Regents and collegiate officials to examine and implement School-to-Work program; and (6) urged "the State Regents to encourage institutions to negotiate and adopt a shared governance concept among administrators, faculty, staff, and students."

Ms. Davis also reported receipt of a memo from Dr. Goodwin which expressed concern with the suggestion of Faculty Senate that the number of annual faculty evaluations by students be reduced in the case of experienced faculty. In discussion of the memo, senators questioned the administrative intent of conducting evaluations and the end(s) to which they are being (will be) put. Question: "Does Dr. Goodwin want us to develop a comprehensive faculty evaluation system? Or just redesign student evaluations?"

4. The Committee on Committee Sizes has met and Chairperson Davis presented an oral report with written copy to be forthcoming. Basically, the committee is recommending reduction in committee sizes by: (1) removing administrator(s) from those committees whose function is to advise the administrator(s) sitting on the committee; and (2) dispense with the concept that every school must always be represented on a number of committees.
5. Old Business
A motion was made to approve the new directions designed to accompany student evaluations of faculty. It was pointed out that the directions should function regardless of the future structure of the evaluation form. Motion passed.
6. No new business was suggested
7. Motion to adjourn was made and passed at 2:14 p.m.

Next meeting is scheduled for April 12, 1996

Submitted by,



Russell A. Guthrie, Secretary
approved 4/12/96

FACULTY SENATE MEETING - 2/2/96
approved minutes

1. Meeting called to order at 1:17 p.m. by president, Mindy Davis.
2. Members present were: Thomas Broadway, Russ Guthrie, Doris Looper, Diane Murphey, Sara Richter, Kurt Schaefer, Emma Schultz, Patrick Seward, Kim Smith, and Kenneth Woodward (substitute for Dan Baker).
3. Minutes of December 6th meeting were read, corrected by adding Diane Murphey as attending, and passed as corrected.
4. Correspondence was read by Mindy Davis. The 3rd Annual Higher Education Day is scheduled for Tuesday, March 6th. Also, Mindy has received a booklet of addresses for officials in government we might wish to write to. Check with Mindy for availability.

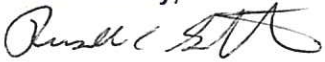
American Association of University Professors (AAUP) representative would like to meet with our faculty. He will be invited to a Faculty Senate meeting and all faculty will be notified so they may attend if desired.
5. No committee reports.
6. Unfinished Business:
 - A. Copies of materials on student evaluations of faculty were distributed. Using simple word descriptors (e.g, organization, attendance, integrity) it was moved and approved to use a three category response scheme: Effective, Ineffective, No Opinion.
 - B. Motion to reconsider the choice of a three word option response on student evaluations was made and approved.
 - C. Motion was made and approved to change the selected descriptors to questions, using a Yes, No, & No Opinion response scheme. Dr. Richter offered to prepare a new evaluation form based on the approved motion
 - D. It was suggested that evaluations should be conducted in all classes, each semester, for new faculty members, for up to 3 years. After 3 years, faculty would be evaluated in 2 classes once every two years, alternating in years by school.
 - E. General discussion of January faculty meeting took place
7. Faculty Senate meetings for spring semester will be on March 15, April 12, and May 3. Time will remain at 1 p.m.
8. Motion to adjourn was approved. Meeting adjourned at 2:48 p.m.

Approved 3/16/96
Russell White, Secretary

FACULTY SENATE MEETING - 12/6/95
MINUTES

1. Meeting called to order at 7:03 a.m. by President Mindy Davis. Members present were: Dan Baker, Jerry Butler, Russ Guthrie, Doris Looper, Diane Murphey, Sara Richter, Emma Schultz, Patrick Seward, and Kim Smith.
2. Minutes of November 1, 1995 were read and approved without correction.
3. Reading of Correspondence: Mindy Davis presented a packet of information received from HEACO. The material deals with the report of the Governor's Commission on Government Performance. There are a number of recommendations dealing with higher education, e.g. abolition of the current regents systems, reduction of teacher education institutions, abolition of tenure, etc. If interested in seeing the report contact faculty senators or Mindy Davis. It was proposed that new business in spring include a recommendation to the Governor on the reform proposals.
4. No committee reports.
5. The special meeting called for 11/15/95 to deal with faculty evaluations by students failed for lack of quorum. Suggestions were made for revision of the instructions and the format. Those will be available at later date.
6. Questions were raised by members dealing with several areas of concern, e.g. administrative structure, the wellness center, budgeting concerns, and course cancellations. Motion was made to prepare a list of questions for President Goodwin detailing the senators concerns, with a request to schedule a faculty meeting prior to end of exams. Motion passed. A list of questions was developed. Mindy Davis volunteered the senate officers (herself, Emma Schultz, and Russ Guthrie) for presentation of the request to Dr. Goodwin.
7. Next meeting of the Faculty Senate will be held in January. No date/time was set. Mindy Davis will review senators' spring schedules to hopefully find a time and day better than Wednesdays at 7 a.m. Senators will be notified.
8. Meeting adjourned at 7:55 a.m.

Submitted by,


Russell Guthrie, Secretary

Approved 12/12/96

Note: Officers met with Dr. Goodwin after his return from regents' meeting. His schedule would not allow for a meeting before end of exams. He proposed having a faculty meeting on Monday, January 15, 1996, at a time to be determined. Officers concurred.

FACULTY SENATE MEETING - 11/01/95

Minutes

1. Meeting called to order by president Mindy Davis at 7:05 a.m. in Hesper Hall Living Room. Members present were: Jerry Butler, Russ Guthrie, Doris looper, Sara Richter, Emma Schultz, Patrick Seward, and Kim Smith
2. Minutes of October 4, 1995 meeting were read and approved without correction.
Minutes of September 29, 1995 special meeting were read and approved without correction.

OLD BUSINESS

3. In reference to question of non-faculty/staff being allowed housing on **Faculty Row**, raised at 10/4 meeting, Dr. Goodwin informed Mindy Davis that such housing was to be reserved specifically for faculty. Such housing can serve as an incentive to choosing OPSU for employment.
4. Mindy Davis appointed a committee to make recommendations concerning the reduction of committee sizes, as per request of Dr. Goodwin. Curriculum Committee and Academic Council are being excluded from reduction. Committee members are: Mindy Davis [chair], Jerry Butler, Emma Schultz, Doris Looper, Kim Smith, and Sara Richter.

NEW BUSINESS

5. Dr. Goodwin has asked the faculty senate to review the current system of faculty evaluations by students, and make recommendations concerning forms and substance, with an eye to improving teaching (i.e., effectiveness of teaching). Discussion followed. Questions raised were: Do we want to implement a peer review system? How are the current evaluations used by faculty members? Dissatisfaction was expressed over the wording of the current form used by students.

President Davis has called a Special Meeting of the Faculty Senate, to convene in the Hesper Hall Living Room at 7 a.m. on Wednesday, November 15, 1995. Agenda topic is faculty evaluations.

6. Dean Hankla is currently incapacitated and Dr. Sara Richter, a faculty senator, has been appointed interim dean of liberal arts. The question has been raised, should Dr. Richter yield her senate position while serving as interim dean. Motion was made to have Dr. Richter retain seat on senate for the remainder of the semester and/or until such time as Dean Hankla's position is clarified. Motion was approved.
7. Question of change in meeting time was raised. No action was taken.
8. Next regular meeting will be at 7 a.m. on Wednesday, December 6, 1995 in the Hesper Hall Living Room.
9. Meeting adjourned at 7:54 a.m.

Submitted by,



Russell A. Guthrie, Secretary

Approved 12/6/95

FACULTY SENATE MEETING - 10/4/95

Minutes - approved 11/1/95

1. Meeting called to order at 7:03 A.M. by President Mindy Davis. Members present were: Thomas Broadway, Jerry Butler, Russ Guthrie, Doris Looper, Diane Murphey, Sara Richter, Emma Schultz, Patrick Seward, & Kim Smith.
2. Minutes of September 15, 1995, meeting were approved as corrected. Motion to approve by Sara Richter, 2nd by Doris Looper. Motion carried.
3. Ballots for Rank and Tenure Committee At-Large members were opened and counted. Top five vote receivers, in order, were Diane Murphey, Sara Richter, Mindy Davis, with Emma Schultz and James Hill tying for fourth. First three will serve. Emma Schultz declined, so James Hill will be alternate for At-Large members.

Old Business

4. Memo of recommendation presented by Sara Richter dealing with class scheduling for spring semester. Option one would schedule a 30 minute break at noon on Mondays & Wednesdays for various meetings. Option two would schedule a one hour break beginning at noon. Consensus was to go with the one hour option, with addition of wording, "subject to exception on special case basis." Motion to accept and forward recommendation as modified was made by Emma Schultz, 2nd by Sara Richter. Motion carried unanimously.
5. Strategic Planning: After discussion it was consensus of senate to have each senator submit to Mindy Davis a list of up to six strategic planning items of concern to all faculty or all university (rather than of departmental concern). Lists should be submitted by October 11, 1995.
6. Space Utilization: Recommendation presented which expresses opposition to use of McKee Auditorium for Academic Success Center, and supports retention of the kitchen facilities in Hesper Hall to facilitate social gatherings and university functions. Motion to accept and forward was made by Doris Looper, 2nd by Diane Murphey. Motion carried unanimously.

New Business

7. Who's Who nominations: List of students nominated for Who's Who was presented by Pres. Davis. It was noted that those nominated who had returned questionnaires as required were highlighted in yellow (with corrections in red). Sara Richter moved to recommend all who were noted as having returned questionnaires, with 2nd by Doris Looper. Motion carried.
8. FYI: Dr. Goodwin has expressed a desire to pare down committees to a maximum of seven members whenever possible. Not all committees should have students, and not all committees need a representative from each school. The Senate needs to look at the committee structure and make recommendations as needed.
9. A survey was sent to Pres. Davis by the Consortium, asking if OPSU Faculty senate would like to schedule a "retreat" with other member senates. Consensus was that it would serve little purpose. Pres. Davis will respond "no" to the survey.
10. Question was raised concerning the lease of university housing (Faculty Row) to non-employees of OPSU. Comment was made that a precedent had been established by lease of housing to another person who has repeatedly stated he is not an employee of OPSU. Are there new housing guidelines? What are they?
11. Motion to adjourn by Diane Murphey, 2nd by Patrick Seward. Meeting adjourned at 7:56 A.M.

Next regular meeting is scheduled for November 1, 1995, at 7 A.M.

Submitted by


Russell Guthrie, Secretary

approved 11/1/95

SPECIAL FACULTY SENATE MEETING 9/29/95

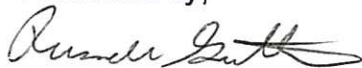
Minutes

1. Meeting convened at 12:52 PM in Hesper Hall Living Room, Mindy Davis presiding. Members present: Diane Murphey, Kurt Schaefer, Doris Looper, Russell Guthrie, Sara Richter, Kim Smith, Dan Baker, Emma Schultz, Jerry Butler, and Patrick Seward.
2. Mindy Davis explained call for special meeting, i.e., Dr. Goodwin desires to finalize committee appointments for this year, but needs senate input first to avoid duplication. Committees requiring senate action: Rank & Tenure, and Telecommunications.
3. Guidelines for Rank & Tenure Committee specify that three members are to be elected at-large by the faculty. Mindy Davis stated that Dr. Goodwin wants all committee members to be Associate Professors or Professors. Ms. Davis presented a ballot listing all faculty members believed to hold those ranks. After discussion, Ms. Davis said she would have the ballot circulated to faculty no later than Monday (10/2/95).
4. The Faculty Senate is charged with appointing two at-large faculty members to serve on the Telecommunications Committee. It was suggested that it would be good for Dr. Goodwin to appoint a person with technical expertise, such as Troy Rader [Assistant Director - Data Processing] both for his computer skills and his telephone knowledge.

Diane Murphey was nominated by Emma Schultz for one at-large position. Seconded by Dan Baker. Motion passed.

Kurt Schaefer was nominated by Kim Smith for the second at-large position. Seconded by Dan Baker. Motion passed.
5. Meeting adjourned at 1:08 P.M.

Submitted by,



Russell Guthrie, Secretary

approved 11/1/95