

Faculty Senate Meeting

2/02/07

Rm 127 HmH

**In attendance:**

Joe Breeden  
Elder, David  
Guthrie, Russell  
Miller, David  
Minard, Wanda  
Ramon, Tenoch  
Shafer, Loyet  
Brent Shoulders  
Stephens, Darrin  
Townsend, Jon  
Sheldon, Amy

**Invited Guest(s)**

Wayne Manning, VPAA

**Visitor(s)**

Dan Teske

**Address by invited guest(s):**

**Dr. Manning reported:**

- 1) Ideas for Faculty to utilize re student recruitment and retention outside classroom environment.
- 2) Passed out flyer noting 10 retention tools for faculty.
- 3) Noted concerns for student retention - discussion of why students leave - biggest reasons;
  - a) not enough jobs in the area to support finances,
  - b) wanting more online courses.
- 4) For Website updates contact Michal or Laura Hays.
- 5) Administration has purchased 10,000 names from ACT - sent out "teasers" re OPSU and already have received 9 responses.
- 6) Thanked faculty for patience in waiting for updated class/enrollment list.

**Agenda:**

Minutes - discussion of amending minutes to reflect motion made at 12/1/06 meeting; minutes read that R. Guthrie moved to postpone definitely making a motion to advise faculty members not to enroll students in classes that require prerequisites when prerequisites have not been met. Minutes will be amended to not that a motion was made to advise faculty members not to enroll students in classes requiring prerequisites when prerequisites have not been met; new minutes will then reflect that Guthrie moved to rescind that motion.

Motion to approve minutes of 12/01/06 meeting as amended by R. Guthrie; W. Minard ,2nd ; Motion Passed.

**Old Business:**

**Constitutional Amendments:**

- 1) Introduced by R. Guthrie re Library Faculty, R. Guthrie moved to amend Article III, Sec I to read " Eligibility: All full-time faculty/staff wit rank of instructor or above whose teaching load comprises a minimum of 12 semester hours, excluding summers and interterm, *and full-time library personnel accorded faculty status by the administration with rank of instructor or higher*, will be

eligible to the Faculty Senate, with the following exceptions:..."

AND

Article III, Sec I, a: administrative officials and others with administrative duties as listed in the official catalogue, other than department heads *and library personnel, shall be ineligible for election: ...*" D. Elder, 2<sup>nd</sup>, Motion passed.

R. Guthrie moved to Amend By-Laws by adding By-Law 4 as follows: The OPSU library shall be deemed an instructional school for the purpose of representation on Faculty Senate. D. Elder 2<sup>nd</sup>, Motion passed.

Discussion about retention and archiving of Faculty Senate Minutes. No one quite certain where *all* old minutes are though there were a few ideas about where *some* old minutes are.

R. Guthrie moved that all Faculty Senate minute henceforth be archived in the OPSU archives in the University library. D. Elder 2<sup>nd</sup>, Motion passed.

More discussion re issues of archiving Faculty Senate Minutes. L. Shafer will contact Bill Housel to determine what he know and/or may have in terms of old Faculty Senate minutes.

R. Guthrie moved to amend the previous motion to read: A Section be added to the By-Laws that Faculty Senate minutes shall be archived in the OPSU archives in the University library. D. Elder 2<sup>nd</sup>, motion passed.

#### **New Business:**

Snow Removal. David Miller will contact the Chair of the Safety Committee re Faculty Concerns about appropriate snow and ice removal.

Removal of the attendance policy currently published in the catalog.  
Motion was made by R. Guthrie that Faculty Senate recommend deleting of the current attendance policy as published and leave attendance to be determined for individual classes by faculty members. D. Elder 2<sup>nd</sup>, Motion passed

The Senate was addressed by a visitor, Dr. Dan Teske, re salary issues; some discussion, no action taken.

Submitted by



L. Loyet Shafer, Ph.D.



**FACULTY SENATE MEETING****3/02/07****Rm 101 SL****In attendance:**

David Miller  
David Elder  
Russell Guthrie  
Joe Breeden  
Wanda Minard  
Satish Kuriyavar  
Loyet Shafer  
Brent Shoulders  
Darrin Stephens  
Sheldon, Amy

**Invited Guest(s)**

Bobby Jenkins, Registrar

**Visitor(s)**

None

**Address by invited guest(s):****Mr. Jenkins:**

- 1) Asked Faculty Senate members to remind all advisors of upcoming Enrollment Clinic, April 26, 07; volunteers are needed to work the clinic;
- 2) Reminded Senate members that the deadline for graduation evaluations has passed and requested we remind all advisors/students to finish quickly any that have not been turned in;
- 3) Reminded Senate members that students need to complete Graduation Applications asap and requested we remind students who anticipate graduation as well as advisors about completing the Application process.

**Agenda:**

Minutes - Russell Guthrie moved to approve minutes as corrected; Satish Kuriyavar, 2<sup>nd</sup>, motion passed.

**Old Business:****Constitutional Amendments:**

- 1) David Miller reported that a search has turned up no information that might reflect the outcome of the faculty vote on a motion to delete the office of Senate "President Elect" and return to a system of electing a Vice President each year for the Senate. Therefore, a Senate administrative decision has been made to re-send the ballot regarding the motion to the entire faculty.
- 2) David reported contacting Mr. Larry Peters about the concerns of the faculty regarding snow removal this past winter; Mr. Peters responded to Miller's contact by noting that he was glad to hear faculty concerns and will respond appropriately.
- 3) Discussion regarding reinstatement of "Administrative Withdrawal" of students; Russell Guthrie noting that faculty members used to be able to withdraw students from classes based on failure to attend and/or other concerns; many questions asked by Senate members mostly regarding legal and financial concerns about such activity.

David Miller will contact Wayne Manning, VPAA, to inquire whether we may get legal input from school/regents attorneys about the legality of "Administrative Withdrawals".

**New Business:**

Discussion about University Committee appointments:

Concerns:

- 1) What is the process for making Committee appointments;
- 2) What is the process for removing Committee appointments;
- 2) What is the process for insuring equitable distribution of Committee appointments;
- 4) What is the process for insuring appropriate Continuity within committees;

Mr. Miller will ask Wayne Manning to address these concerns at a Senate meeting at Manning's earliest convenience.

Brent Shoulders made a motion to adjourn; Russell Guthrie, 2<sup>nd</sup>, motion passed.

Submitted by

A handwritten signature in blue ink, appearing to read "Loyet Shafer", written over the printed name.

L. Loyet Shafer, Ph.D.

**FACULTY SENATE MEETING**

**4/13/07**

**Rm 101 SL**

**In attendance:**

David Miller  
David Elder  
Kathy Turner (Russell Guthrie)  
Joe Breeden  
Wanda Minard  
Jerry Milhelic (Loyet Shafer)  
Brent Shoulders  
Darrin Stephens  
Sheldon, Amy  
Tenoch Ramon

**Invited Guest(s)**

Wayne Manning, VPAA

**Visitor(s)**

Satish Kuriyavar

**Address by invited guest(s):**

**Dr. Manning:**

1) Informed Senate members that there is no formal criteria for assignment of University Committee membership; reminded members that some people (ex: Deans) must be members of some committees; after a brief discussion Manning said he will share Senate concerns at the Deans' meeting and will ask Deans to make faculty aware that he would be amenable to input; if someone is interested in a particular committee, let Manning know.

**Agenda:**

Minutes - None approved

**Old Business:**

- 1) Faculty Workweek - senate still waiting for appointments to replace Diane Murphy and Pauline Hodges - carry over until appointments are made, probably next year.
- 2) Constitutional Amendments:  
Voting procedures - committee is working to make voting available electronically  
Faculty Committee Assignments - no method for assignment; Dr. Manning said he would take input; if one is interested in a specific committee let Manning know.
- 3) Reinstatement of administrative withdrawal - discussion brief, decided to remove from Agenda at this time.


**New Business:**

- 1) Course Evaluations: First of March is too early. Senate will request that evaluations from students be given within the four weeks of classes.

**Announcement of next meeting date: None made.**

**Motion to Adjourn: No data.**

Submitted by:



L. Loyet Shafer, Ph.D.



**FACULTY SENATE MEETING**

**5/18/07**

**Rm 141 HmH**

**In attendance:**

David Miller  
David Elder  
Darrin Stephens  
Russell Guthrie

**Invited Guest(s)**

None

**Agenda:**

Minutes - None approved

**Old Business:**

- 1) Count ballots for constitutional amendments.
  - A. Ballots counted by David Miller, David Elder, Darrin Stephens, Russell Guthrie.
  - B. Amendments included with these minutes; Addendum A.
  - C. Results of the voting included with these minutes; Addendum B. Article III, Sec 1, & Sec 1 (a) amendment failed; second amendment listed re replacing wording "President Elect" with "Vice President", amendment passed.
- 2) **Announcement of next meeting date:**  
First meeting for the fall 2007 semester: Friday, August 31, 12:30 p.m., location to be announced

**Motion to Adjourn: Adjournment, 1:38 p.m.**

Submitted by:

  
L. Loyet Shafer, Ph.D.