CAMERON UNIVERSITY
FACULTY SENATE
APPROVED MINUTES

November 1, 2006

I. CALL TO ORDER

The Cameron University Faculty Senate met on Wednesday, November 1, 2006. Chair John Bachelor called the meeting to order at 3:30 p.m. in Howell Hall, Room 106.

II. ROLL CALL

Present: John Bachelor, James Lambert, Monika Linehan, Sylvia Miller, Sherry Reynolds, Sue Fuson, Phil Adrian, Ric Jerez, Lloyd Dawe, James Heflin, Harrison Watts, Mike Davis, Tony Wohlers, David Fennema, Earl Logan, Gabriela Adam-Rodwell, Neal Washington, Linda Smith, Ted Snider, Mary Penick, Jeanne Gaunce. Also in attendance was Vice President John McArthur.

Absent: Jason Duan, Keith Lavender, Edna McMillan, Scherrey Cardwell, Sarah Janda, John Moots, Phil Schroeder, Sharon Christensen, Major U.L. Armstrong, Todd Raborn

III. APPROVAL OF MINUTES

Faculty Senate members reviewed the minutes from the September 6, 2006, meeting. These minutes had been tabled because they contained references to an ongoing grievance procedure. Since the actions of the Grievance Committee were now concluded, the minutes were available for review.

Chair-elect James Lambert motioned to approve the Faculty Senate Minutes from September 6, 2006, as printed. James Heflin seconded the motion. The motion carried.

Faculty Senate members also reviewed the minutes from the October 4, 2006, meeting. A correction was made to New Business on page 3. Under “Screening committees for open Dean positions,” the first two bullet points were combined and the wording was changed as follows:

It was noted that Bud Leveron is no longer employed at Cameron; therefore, the Department of Health and Physical Education was not represented on the screening committee for the Dean of the School of Education and Behavioral Sciences. Hence, Phil Adrian volunteered to represent the Department of Health and Physical Education as the nominee for the screening committee for Dean of the School of Education and Behavioral Sciences.

Chair-elect James Lambert motioned to approve the Faculty Senate Minutes from October 4, 2006, with corrections. Lloyd Dawe seconded the motion. The motion carried.

IV. COMMITTEE REPORTS

Grievance Committee

Chair John Bachelor reported that the Grievance Committee in the case of Dr. Judy Neale had officially concluded. He stated that he acted as a consultant to the Grievance Committee, and Ted Snider acted as the official recorder of the committee hearings. In the end, the committee ruled in favor of President Ross. The Grievance Committee handled the case professionally, in accordance with the rules set forth in the Faculty Handbook. He also stated that the committee report was not public record.
Chair Bachelor stated there were two important points to consider arising from this grievance.

1. The Faculty Handbook does not contemplate a grievance filed against the President of the University. Normally, the results of a grievance are sent to the President’s office, with the final decision resting with the President. However, in the case of this grievance, there was a conflict of interest with no previous precedent. However, President Ross had informed the committee she would vest final decision making authority with the Grievance Committee. The Faculty Committee may want to clarify this issue in the handbook for the future.

2. The Grievance Committee found that pursuant to the Faculty Handbook, “both the President and the Vice President of Academic Affairs have the authority to transfer Faculty Members where it serves the best interest of the University.”

Ad hoc Academic Honesty Committee

Chair John Bachelor reported that there will be an ad hoc Academic Honesty Committee to consist of Faculty Senate and student government representatives. The committee will be charged with drafting a revised academic honesty policy. The language of the current statement needs to be “beefed up,” with input from all. Chair Bachelor stated that there is no limit to the number of members on the committee. Jeannie Gaunce has already volunteered, but more volunteers are needed. The Academic Standards & Policies Committee will have a representative on the committee as well. Chair Bachelor will set up the committee on Friday, November 3, 2006. The committee will provide feedback to Chair Bachelor.

Faculty Committee

Chair-elect James Lambert reported that the Faculty Committee is meeting every Monday to complete revisions to the Faculty Handbook, based on previous work by Benson Warren and Vice President Gary Buckley. The members of the Faculty Committee are James Lambert (Chair), Edna McMillan (Secretary), Maxwell Kwenda, Matt Jenkins, David Fennema, Tom Davis, and Marshall Ferrell. Vice President John McArthur is included in the meetings.

Chair-elect Lambert stated that the committee is currently on Chapter 4 of the handbook. The committee is voting on each action. Faculty Senate members can email problem areas to Chair-elect Lambert. The committee will have a draft in December for the Faculty Senate to review over the holidays. There will be a review at the Faculty Senate meeting in January. The Faculty Committee will need approval of the handbook revisions by two-thirds of the Faculty Senate in February and approval by the entire faculty in April.

Faculty Advisory Council

Chair-elect James Lambert reported that the Faculty Advisory Council will meet in Oklahoma City on Saturday, November 4, 2006. The Faculty Advisory Council meets annually and consists of Faculty Senate officers representing universities in Oklahoma. Chair-elect Lambert is the representative from Cameron University.

Academic Standards & Policies Committee

Mike Davis presented the Faculty Senate with an addendum to the AS&PC’s recommendation on universal course evaluations, addressing the concerns raised by the initial recommendation. The addendum will be attached to the initial report for the record. Davis stated there would be official training sessions for the new course evaluations in February 2007. He also stated that the major concern – the manipulation and use of raw data – needs to be addressed formally, beyond the AS&PC. The AS&PC suggests that the Faculty Committee could address this concern in the Faculty Handbook.
Long-Range Planning Committee
Tony Wohlers and Lloyd Dawe reported on the activities of the Long-Range Planning Committee. The committee is addressing the following issues: developing an interconsortium library system for more effective research, creating a base for reaching out to the community, developing a maintenance plan for classrooms, recruiting and retaining faculty, and making changes to the strategic plan. The committee will meet November 8, 2006, at 3:30 p.m. in Room 104 of the Student Union.

Curriculum Committee
Gabriela Adam-Rodwell stated that she had contacted Russell Graves, Chair of the Curriculum Committee, regarding holding a meeting of the committee. He informed her that the committee does not meet unless there is an issue on the table.

Chair Bachelor stated that the School of Business has curriculum issues concerning adult degree completion.

Teaching and Learning Committee
Sue Fuson questioned if the chair of a committee arranges all meetings. There was also a question regarding committee membership.

Chair Bachelor stated that the committee lists would be official and complete after Monday, November 6, 2006.

Ted Snider stated that a Faculty Senator could also call a meeting.

Intercollegiate Athletics Committee
Neal Washington stated that the committee had met but did not do anything. The Chair, James Jackson, would schedule the next meeting in December if necessary.

V. OLD BUSINESS
September 6 meeting, tabled motion
Chair Bachelor stated that at the September 6, 2006, Faculty Senate meeting, a motion made by Jeanne Gaunce and Linda Smith had been tabled. The motion referred to the Faculty Committee the question: Can professors be assigned to another department other than their own? Chair Bachelor stated that the Grievance Committee had to answer this question in their specific proceeding and precedent has now been set. Chair Bachelor stated he would accept a motion to remove this from the table and dispose of the issue?

James Heflin motioned to remove the motion from the table. David Fennema seconded the motion. There was a vote to move the motion to the floor.

Jeanne Gaunce asked to bring the motion to send this issue to the Faculty Committee for more research to a vote.

After discussion of the issue, James Heflin motioned to refer the issue of Faculty transfers to the Faculty Committee to determine if any clarification needs to be made in the Faculty Handbook. David Fennema seconded the motion. The motion carried.

VI. NEW BUSINESS
Revised Screening Committee nominations
Chair Bachelor stated that the Rules Committee met to recommend screening committees for the three open Dean positions. The objective was to nominate one member from each department. Inadvertently some departments were overlooked. However, the list has been revised to include all departments. Chair Bachelor noted that Department Chairs and Deans have input through alternate means.
James Heflin stated that four of the eight committee nominees from a school are chosen and one of the two nominees from the other schools is chosen to serve on the screening committee for the Dean of a particular school.

Vice President McArthur stated that all lists of approved positions for Cameron for 2007/2008 come out at the same time, including the Dean positions.

**Revised Faculty Senate committee nominees**

Chair Bachelor stated that there are revisions to some of the Faculty Senate committees.

- Fringe Benefit Committee. James Heflin is the new Chair, replacing Jason Duan.
- Long-Range Planning Committee. The Chair of the committee must be a Faculty Senate member. John Morris, who represents the School of Liberal Arts, was originally assigned as Chair. However, he is not a member of the Faculty Senate and, therefore, cannot serve as Chair. He has been reassigned as Secretary. The new Chair of the Long-Range Planning Committee is James Lambert.

Chair Bachelor motioned to approve the new amendments to the committee assignments. David Fennema seconded the motion. The motion carried.

**Other issues**

Tony Wohlers stated that there were faculty concerns in the School of Liberal Arts regarding the new policy changes for research and travel. He stated that in the past, a faculty member who planned to travel to a conference to fulfill research requirements was only required to submit a memo stating their reason for traveling and how it would benefit the university. Under the new policy, the faculty member must also state how they plan to cover their classes in their absence. Wohlers noted that if faculty is required to do research for the purpose of tenure and promotion, then there is a conflict between tenure procedures and this new policy because it is not always possible to cover missed classes. He also noted that the policy was not clearly communicated to the faculty and that peer universities do not have this same requirement for covering classes.

Discussion of this issue ensued. Chair Bachelor asked if there were any motions.

Tony Wohlers motioned to refer this policy issue to the Faculty Committee for review. Mike Davis seconded the motion. The motion carried with one opposed.

**VII. ADJOURNMENT**

James Heflin motioned to adjourn the meeting. Linda Smith seconded the motion. The meeting was adjourned at 4:45 p.m.

**VIII. NEXT MEETING**

The next meeting of the Faculty Senate will be on Wednesday, December 6, 2006, at 3:30 p.m. in Howell Hall, Room 106.

Respectfully submitted
Monika Linehan
Faculty Senate Secretary