

CAMERON UNIVERSITY FACULTY SENATE APPROVED MINUTES

February 18, 2011

I. CALL TO ORDER

The Cameron University Faculty Senate met on Friday, February 18, 2011. Chair Matt Jenkins called the meeting to order at 3:00 p.m. in Burch Hall, Room 107.

II. ROLL

Present: Matt Jenkins, Monika Linehan, Brad McCoy, Frank White, Andrew Baker, Michael Dunn, Syed Ahmed, Ali Soylu, Chris Keller, Mike Estep, Tanisha Billingslea, Lynda Robinson, Marie-Ginette Baillargeon, William Carney, Terry Shannon, Sarah Janda, Jeffrey Metzger, Mandi Smith, Irene Corriette, 2LT Arlanza Lewis, Roy Couch, Keith Vitense, Joanni Sailor, David Fennema

Absent: Abbas Johari, Stacey Treadway, Paul Crandon, Sheri Jenkins-Cruz, Phil Adrian, Gregory Herring, Linda Smith, Jan Logan

III. APPROVAL OF MINUTES

The Faculty Senate reviewed the minutes from the January 14, 2011, Faculty Senate meeting. Syed Ahmed moved to approve the minutes without amendment. William Carney seconded the motion. The motion carried unanimously.

IV. OLD BUSINESS

Progress of Investigation Into Adoption of New Faculty Handbook

Chair Matt Jenkins reported that VPAA John McArthur and the team of three faculty members formally assigned to review the revisions made to the proposed Faculty Handbook are continuing to meet and are close to the end of the review process. To date the team has reviewed the Handbook through Section 4.3.7. Once the review process is complete, VPAA McArthur will provide the Faculty Senate with the administration's response to the revised Handbook. All revisions will remain intact with the exception of those that contradict the Board of Regents' policies or State law. These will be removed.

Report from Going Green Committee on Excessive Paperwork Study

Frank White reported that the Going Green Committee continues to meet and will have a proposal for the Faculty Senate by the end of the semester. White explained that it is difficult to document the amount and type of paperwork generated by the University.

When asked about the status of the recycle bins, White explained that the funds have been raised and set aside for the bins but that there is a debate regarding the location. The two proposed locations for the recycle bins are the northwest corner of the football field at Gore and 38th Street and the Shepler Center parking lot. The preferred location is the corner of Gore and 38th due to its high visibility and off-campus placement.

Report on Student Excused Absence Policy

Keith Vitense reported that the Academic Standards and Policies Committee has not met since the last Senate meeting but will have an excused absence policy in place to present to the Senate by the March meeting. When asked about the status of the academic misconduct policy, Vitense stated that he must meet with Student Services first before a new policy can be enacted.

2011 Faculty Senate Election

Chris Keller reported on the 2011 Faculty Senate election, explaining the electronic ballot and the election process. He presented a PowerPoint with accompanying handouts of the electronic nomination ballot and the current Committee membership list.

Keller stated that the Rules Committee had communicated via email to discuss the success of last year's use of the Campus-vote electronic ballot and whether it should be used again this year. He noted that in 2010 the digital balloting system was accurate, easy to use, and efficient; however, it had one major drawback. Individual school elections could not be run simultaneously and, therefore, had to be staggered over a period of several weeks, which was inconvenient.

He went on to explain that Campus-vote is a single database unit created for small to medium-size schools. The starting cost of \$750 goes up incrementally based on the number of faculty voting. It would cost \$2,600 to pay for five databases to run simultaneous elections for each school in addition to the general election. Although the cost increase for running the school elections simultaneously is significant, Chair Jenkins indicated simultaneous elections would be advantageous because more faculty would be likely to vote. Chris Keller informed the Senate that VPAA McArthur had reviewed the cost of running simultaneous elections and gave his approval, indicating that it would be a good use of funds. Keller also noted that other University organizations, such as the Student Government Organization or individual departments could also use the electronic ballot as needed throughout the year.

Keller indicated that he would take the leadership role in managing the balloting system again this year. He explained how the electronic nomination ballot works. The ballot form was created in Adobe Acrobat Pro as a digital form, which can be used on all platforms. Each frame consists of an interactive field. The Submit button sends the ballot to Chris Keller via email and generates an organized nomination list. Keller noted that although the electronic ballot has the option built in to make the voting results public as they occur, this feature will be turned off this year. Furthermore, no paper votes will be accepted pending Faculty Senate approval.

Keller asked that the Senate review the Committee list and compare it to the ballot to make sure all open positions are listed. He explained that he has sent a letter to the Deans regarding the election of members to the Institutional Assessment Committee. The 2011 elections are scheduled to take place during the end of March or beginning of April timeframe.

Chris Keller moved to utilize Campus-vote for the 2010-2011 Faculty Senate elections. David Fennema seconded the motion. The motion carried unanimously.

V. NEW BUSINESS

New DII Legislation and Academic Accomplishments of CU Student Athletes

Keith Vitense presented a PowerPoint explaining his role as Cameron's Faculty Athletics Representatives Association (FARA) rep and reported on new Division II legislation.

Vitense explained that as a FARA representative, he has been designated by Cameron to serve as a liaison between the institution and the athletics department and to represent Cameron in conference and NCAA affairs. The NCAA recognizes this position. The role of a FAR is to ensure that the academic institution establishes and maintains the appropriate balance between academics and intercollegiate athletics. In this role, Vitense is concerned with academic integrity within the athletics program, student-athlete well-being, and institutional control of the athletics program. His primary responsibility to Cameron is student-athlete academic certification, which includes enrollment status, degree compliance, and academic credentials.

Vitense reported that the academic performance of Cameron's student athletes averaged higher than other students in general, with 51 percent of Cameron's athletes on the honor roll. In Fall 2010, athletes had an average GPA of 2.85, while the undergraduate GPA in general was 2.62. Cameron also has an Academic Progress Plan (APP) in place for teams with an average GPA less than 2.5 that monitors student's performance in the classroom. Three teams are on the plan, and all have pulled up their average GPA. Vitense also noted that coaches may ask faculty to complete

progress reports on athletes, and that faculty are allowed to release academic information on athletes in order to monitor their progress.

Continuing his presentation, Vitense detailed new NCAA Division II legislation enacted to ensure classroom success.

- There will be a delay between workouts for Winter and Spring sports. Workouts cannot start until after the fourth day of classes.
- There must be a specified number of contact hours between faculty and the student for nontraditional courses.
- Transfer students from two-year institutions must have completed six hours of English and three hours of Math.
- Without exception, no class time shall be missed unless traveling to an away-from-home contest.
- No class time shall be missed for non-championship competition.
- Academic staff cannot assist student athletes with coursework. This includes one student helping another, such as volunteer student trainers. The penalty for academic fraud is a one-year suspension from competition. Faculty should notify Keith Vitense of all instances of academic fraud committed by student athletes.

Vitense was asked about the graduation rates of athletes. He stated that they were above those of the University but not above the average rates for Division II schools.

Senate Open Floor Discussion

Chair Jenkins opened the floor to discussion of additional topics.

Global Faculty/Staff Emails

Syed Ahmed questioned why faculty can no longer send global emails to all faculty and staff but, instead, must post information on Aggie Access. He cited an instance when he wanted to inform Faculty/Staff about an upcoming business forum on tax issues but was not allowed to send a global email. Ahmed stated that he regularly receives spam, yet he cannot send important Faculty/Staff emails.

Lynda Robinson agreed that this was a problem and added that there is no time to view announcements on Aggie Access on a regular basis. Global emails would be more effective since everyone checks their email throughout the day. She also made note that Aggie Access delays the posting of information.

Questions were asked regarding the review of global emails. It was stated that Josh Lehman reviews all Faculty/Staff emails, and Margo Gregory reviews student emails. It was also mentioned that global emails are reviewed on a case-by-case basis. Chair Jenkins suggested that the Senate ask VPAA McArthur if there are criteria for sending Faculty/Staff emails.

Keith Vitense moved that the Faculty Committee be charged with developing a set of criteria for appropriate Faculty/Staff emails. Sarah Janda seconded the motion. The motion carried unanimously.

Recognition of Dr. George Stanley

Chris Keller asked the Senate for suggestions on how to handle the death of Dr. George Stanley and how to appropriately acknowledge his contributions to the University. Sarah Janda responded by explaining that there was a precedent set many years ago when former Cameron President Don Davis's father passed away. At the time, the Faculty Senate passed a resolution to send a letter to the family acknowledging the death.

Chair Jenkins volunteered to draft a letter to Dr. Stanley's family on behalf of the Faculty Senate. He asked the Senate for help in composing the content of the letter. The Senate offered the following for inclusion in the letter to the family:

- Dr. Stanley's outstanding contributions in over 41 years of service to the University
- Faculty Senate's gratitude toward Dr. Stanley
- His contribution to foreign languages
- His crucial role in Cameron's relationship with Fort Sill
- His mentoring of students and new faculty, not only in his department but across campus
- His scholarly contributions, such as his many novels and publications
- His prolific nature
- His ability to inspire and touch the lives of so many faculty and students.

Sarah Janda moved to formally acknowledge Dr. George Stanley in the Faculty Senate minutes. Chris Keller seconded the motion. The motion carried unanimously.

VI. MOVE TO ADJOURN

Keith Vitense moved to adjourn the meeting. Sarah Janda seconded the motion. The meeting was adjourned at 4:00 p.m.

VII. NEXT MEETING

The next meeting of the Faculty Senate will be on Friday, March 11, 2011, at 3:00 p.m., in Burch Hall, Room 107.

Respectfully submitted,
Monika Linehan
Faculty Senate Secretary