

**CAMERON UNIVERSITY FACULTY SENATE  
APPROVED MINUTES  
September 10, 2010**

**I. CALL TO ORDER**

The Cameron University Faculty Senate met on Friday, September 10, 2010. Chair Matt Jenkins called the meeting to order at 2:30 p.m. in Business, Room 111.

Chair Jenkins introduced himself and welcomed the members of the Faculty Senate.

**II. ROLL**

**Present:** Matt Jenkins, Abbas Johari, Monika Linehan, Brad McCoy, Frank White, Andrew Baker, Michael Dunn, Chris Keller, Sheri Jenkins-Cruz, Tanisha Billingslea, Lynda Robinson, Marie-Ginette Baillargeon, William Carney, Phil Adrian, Terry Shannon, Sarah Janda, Jeffrey Metzger, Mandi Smith, Gregory Herring, Jerry Williams, Roy Couch, Jan Logan, Keith Vitense, Joanni Sailor, Don Evans for David Fennema

Also in attendance were President Cindy Ross and VPAA John McArthur.

**Absent:** Stacey Treadway, Syed Ahmed, Ali Soylu, Paul Crandon, Mike Estep, Irene Corriette

**III. APPROVAL OF MINUTES**

Chair Jenkins tabled the approval of the April 6, 2010, minutes until the October meeting, pending the receipt of those minutes.

**IV. OLD BUSINESS**

No old business was addressed.

**V. NEW BUSINESS**

**Guest Speaker: President Ross**

Chair Jenkins welcomed and introduced President Cindy Ross. President Ross commented on the excitement on campus this Fall and the energized student body. She thanked the Faculty Senate members for their service and remarked that the university values the Senate for its input and concerns and called on the Senate to provide leadership and involvement in the year ahead.

President Ross provided the Senate with an update on topics first presented at the annual general faculty meeting. She had both good and bad news.

The bad news was the bleak outlook for the Oklahoma state budget. The Oklahoma budget suffered a 7.2 percent decrease in FY10, and Cameron's budget was down 5 percent. Furthermore, most of the one-time funds have been used, including Federal Stimulus funds, state rainy-day money, and revenue enhancements. Revenue was at a high water mark in 2008 but since has decreased by 24 percent. The worst-case scenario for FY12 would be a 22 percent decrease in revenues, while the best-case scenario would require only a 7.5 percent decrease.

President Ross noted that according to Scott Meacham, Oklahoma State Treasurer, the state will not return to reasonable revenue growth in the near future. Furthermore, in his opinion, higher education will be the target for a disproportionate amount of cuts, since many legislators do not see higher education as a necessity and believe that colleges and universities can raise their own funds. President Ross explained that next year's budget could be significantly affected by the passing of State Question 744, which would provide more funds to K12, either through tax increases or budget cuts from other agencies of up to 30 percent. In addition, the Teacher Retirement System, currently funded at 48 percent, and the upcoming changes to Oklahoma's governing body would certainly have an affect on the budget.

The good news, explained the President, was that there should be no cuts during this fiscal year. She emphasized that Cameron has a record enrollment of 6,300 students, up 3.3 percent and 4.35 percent FTE. There are 2,800 freshmen, a 10 percent increase over last year. The additional fall enrollment has generated an additional \$760,000 in revenues. However, she stressed that we still need to retain students in the spring semester. President Ross also stated that Cameron has become the university of choice in southwest Oklahoma and that it is the quality of Cameron's faculty and instruction that determines enrollment.

Sarah Janda asked how Cameron would accommodate increasing enrollment. President Ross responded that the university does have faculty resource issues. However, eight new positions, primarily at the instructor level in Math, English, and Psychology, were added this year. She also explained that Cameron would borrow money on the Master Lease Program to build more student housing. However, this would not take place before FY13 and was dependent on the occupancy numbers in the Fall of 2012.

President Ross emphasized that Cameron is committed to salaries. She went on to explain the Faculty Enhanced Promotion Program, the Faculty Compensation Market Adjustments, and the Holiday/Enrollment Bonus, providing handouts with detailed information. The Faculty Enhanced Promotion Program went into effect this fall, affecting seven faculty by providing increased compensation for promotion to Associate Professor and Full Professor. The amount of the raise will increase each year over a three-year period, culminating in a maximum \$4,000 raise for promotion to Associate Professor and \$6,000 for Full Professor. This significant increase was implemented to compensate faculty expected to meet higher standards for promotion. The Faculty Compensation Market Adjustments provided 77 faculty members with a significant salary increase to bring Cameron's faculty salaries up to 90 percent of the CUPA standards for similar institutions. Due to the salary increases, Cameron is now ranked fourth in compensation in regional universities in Oklahoma. President Ross explained that salary increases were based on discipline and rank. Finally, President Ross indicated that all university faculty and staff receiving at least a satisfactory evaluation (with the exception of new employees) would receive a one-time Holiday/Enrollment Bonus. Originally, the amount of these stipends ranged from \$500 to \$1,500, but due to enrollment growth, the amount will increase. After approval by the Board of Regents in October, the stipends will be awarded in November.

Additional good news conveyed by President Ross was Cameron's ranking as third in the nation for students with the lowest debt upon graduation according to *US News and World Reports*. Sixty-five percent of Cameron students graduated debt-free.

The final topic President Ross addressed and, in her view, the most significant event taking place this year, was the upcoming Higher Learning Commission (HLC) visit. She acknowledged the effort and involvement of many of the faculty in preparing for this visit. She explained that during the last HLC visit, four areas of weakness were found that have been addressed and, through much hard work, improved upon:

1. Faculty evaluation system – addressed with a revised and improved Faculty Handbook
2. Strategic planning – addressed with Plan 2008 and Plan 2013
3. Assessment
4. Affirmative Action Plan.

President Ross stressed the importance of the HLC visit to the university and stated that the visit was an opportunity for us to have external confirmation about our quality of work.

Chair Jenkins commended President Ross on her concern for faculty salaries and thanked her for addressing the Faculty Senate. There was a round of applause for the President.

### **Change of Meeting Time**

Chair Jenkins stated that he had received requests from Senate representatives to change the meeting time from 2:30 p.m. to 3:00 p.m. He inquired if there were any objections to this change. There were none; therefore, going forward, Faculty Senate meetings will begin at 3:00 p.m.

## **Committee Membership**

The next order of business was to fill open Faculty Senate representative positions on standing and ad hoc committees. Chair Jenkins asked if this could be accomplished at today's meeting and asked for volunteers from the representatives present. The committees and corresponding representatives are listed below:

- Curriculum Committee: Marie-Ginette Baillargeon (volunteered)
- Faculty Development Committee: William Carney (one more year)
- Information Technology Advisory Committee (Chair Jenkins will ask Mike Estep to continue)
- Institutional and Internal Services Committee: Greg Herring (one more year)
- Institutional Assessment Committee: David Fennema (one more year)
- Intercollegiate Athletics Committee: Jerry Williams (volunteered)
- Lectures and Concerts Committee: Roy Couch (one more year)
- Recruitment Committee: Marie-Ginette Baillargeon (one more year)
- Research Committee: Frank White (one more year)
- Student Services Committee: Greg Herring (one more year)
- Teacher Education Council: Sheri Jenkins-Cruz (volunteered)
- Teaching and Learning Committee: Abbas Johari (one more year)
- Going Green Committee: Sherri Jenkins-Cruz, Frank White, Lynda Robinson (volunteered)
- Academic Standards and Policies: Keith Vitense, Chair; Andrew Baker, Secretary (volunteered)
- Faculty Committee: Abbas Johari, Chair; Joanni Sailor, Secretary (volunteered)
- Fringe Benefits and Retirement: Phil Adrian, Chair; Abbas Johari, Secretary
- Long Range Planning Committee: David Fennema, Chair; Andrew Baker, Secretary
- Rules Committee: Chris Keller, Chair; Paul Crandon, Secretary.

## **Posting of Minutes**

Chair Jenkins explained that very few committee minutes have been posted to Cameron's intranet. He requested that all committee and Faculty Senate minutes be posted to the Aggie Access Governance page.

## **Post-Tenure Policy Review**

Chair Jenkins informed the Senate that, as stated in Section 4.6.8 of the Faculty Handbook (Review of the Post-Tenure Review Policy and Procedures), the Post-Tenure Review Policy is slated for review this year by the Faculty Senate and the administration. He asked how the Faculty Senate should proceed with the review. Keith Vitense responded that the review would fall under the purview of the Faculty Committee as well as the Faculty Senate leadership. Both Vitense and Sarah Janda expressed concerns that information and feedback must be gathered from the faculty regarding the post-tenure process and policy. It was decided that an ad hoc committee consisting of the Faculty Senate leadership and two members of the Faculty Committee should be formed to lead the post-tenure policy review. Abbas Johari would chair the committee and the administration would also play a part.

Keith Vitense moved to form the Ad Hoc Post-Tenure Policy Review Committee. Lynda Robinson seconded the motion. The motion carried.

## **Environmental Report**

Chair Jenkins put forward that the Cameron Going Green Committee review the Environmental Report concerning green and environmentally friendly actions at institutions of higher education. He suggested that the Green Committee investigate what green and environmentally friendly activities and practices Cameron is engaged in. Keith Vitense added that membership on the committee was not limited to Faculty Senate members.

Keith Vitense moved to charge the Going Green Committee with reviewing the Environmental Report and Cameron's own environmentally friendly practices and presenting a Going Green review to the Faculty Senate. Lynda Robinson seconded the motion. The motion carried.

#### **Faculty Senate Office**

Chair Jenkins announced that the new Faculty Senate Office would soon be available for use. Currently, there is still no furniture in it. The office is located in the south section of the old Student Union and consists of office space, a lounge, and a committee meeting room. The meeting room is too small to hold Senate meetings, but can accommodate all committees. Details on scheduling the meeting room have yet to be worked out.

#### **Adoption of New Faculty Handbook**

Chair Jenkins informed the Senate that it must investigate the adoption of changes to the Faculty Handbook. These changes were made in 2006 but never formally adopted. There are issues with the way it is written that must be resolved. VPAA McArthur noted that the changes are primarily in Chapters 4 and 5.

#### **Excessive Paperwork**

Chair Jenkins brought forth the issue of excessive paperwork requirements on faculty and asked that the Senate examine this. He presented examples of procedures requiring excessive paperwork, including travel, leave of absence, and assessment. He asked whether the Senate should form a committee to study this issue. A discussion ensued in which it was determined that the paperwork issue was twofold. First, elimination of unnecessary paperwork ties into going green. Therefore, more online forms could be utilized, and Banner is a step in the right direction. Second, excessive paperwork is also a workload issue, consuming precious time, which could be better utilized elsewhere. VPAA McArthur noted that wherever paperwork can be combined or overlapped (e.g., overload and adjunct reports), both the amount of paper and the workload are reduced.

Lynda Robinson moved that the Going Green Committee should study the first issue, the excessive use and waste of paper. Roy Couch seconded the motion. The motion carried.

Keith Vitense asked that the Senate table the discussion of the second issue – unnecessary workload – until the next meeting.

#### **Senate Open Floor Discussion**

Chair Jenkins opened the floor to discussion of additional topics.

Lynda Robinson asked if the Senate could meet in another room. She noted that Business Room 111, with its auditorium seating, was not conducive to a meeting environment, since everyone was facing forward and talking to the backs of heads. Chair Jenkins replied, that unfortunately, the Senate's usual meeting room in Howell Hall was reserved this fall for the HLC. LTC Jerry Williams suggested meeting in Burch Hall, Room 107. Chair Jenkins said this would be a possibility for the October meeting. He also notified the Senate that he planned to have monthly meetings on the second Friday of every month unless necessity dictated otherwise.

#### **VI. MOVE TO ADJOURN**

Chris Keller moved to adjourn the meeting. Keith Vitense seconded the motion. The meeting was adjourned at 3:40 p.m.

#### **VII. NEXT MEETING**

The next meeting of the Faculty Senate will be on Friday, October 8, 2010, at 3:00 p.m., tentatively in Burch Hall, Room 107.

Respectfully submitted,  
Monika Linehan  
Faculty Senate Secretary