The meeting was called to order by Chairman John Morris at 3:30 p.m. in Room 106, Howell Hall.

I. ROLL CALL


Absent: Zoubi, Reynolds, M. Smith, Wright-Smith

Chairman Morris turned the floor over to Cameron University President Cynthia Ross, who plans to address the Faculty Senate as an annual event. She touched on a variety of subjects:

- **Faculty Handbook.** President Ross distributed hard copies of the September 2003 edition of the Faculty Handbook to Senate members. The new handbook will be available on the Intranet by the end of the week. Changes in the Faculty Handbook were approved by the Board of Regents.

- **Enrollment information.** President Ross provided Senate members with hard copies of PowerPoint slides from the faculty meeting held in August.

- **Merit stipends.** Merit stipend information has been distributed to administrators. Stipends will total 3 percent for current full time employees who were hired prior to the first day of classes in August 2001 (with satisfactory performance). Employees hired between the first day of classes in August 2001 and the first day of classes in August 2002 with satisfactory performance will receive a 2 percent stipend. Those hired after the first day of classes in August 2002 will receive no stipend.

- **Scheduled departmental lunches.** President Ross has begun to schedule lunches with each department.

- **Campus master plan.** The Regents have approved President Ross's request to hire an architect to create a campus master plan.

- **Strategic Plan.** President Ross stated that the Cameron Strategic Plan should be considered a fluid document.

- **Training for department heads.** The administration will work with the Deans to ensure that the Faculty Handbook is followed. Training for department heads will be conducted.

- **Need for consistency with OU and Regents' policies.** An internal audit shows that there is a lack of some procedures for certain functions; this is being addressed. Consistency is needed among Cameron University policies, OU policies, and Regents' policies.

- **Endowed Lectureships.** Cameron has more endowed lectureships than any other regional university in the state, with 26 endowed lectureships. Many of the endowed lectureships are being held in abeyance. President Ross is trying to get those out to the departments.

- **Cameron University Centennial.** The CU Centennial will be commemorated in 2008. Don Sullivan will serve as Director of the Centennial. This is a part-time position.

President Ross then answered Senate members' questions on a variety of subjects. The question of post-tenure review was raised. She stated that the purpose of post-tenure review is not to be punitive, but helpful.

II. APPROVAL OF AGENDA

Heflin moved that the agenda be approved; Hagee seconded. The motion passed unanimously.

III. APPROVAL OF MINUTES FROM PREVIOUS MEETING (AUG. 27, 2003).

A correction was noted: Provost Lee pointed out that the university can't commit that contracts will be sent out

http://www.cameron.edu/uploads/ef/fd/effd32c9f5ae59f8d62a6e8555e36a3/min092403.html 10/15/2010
soon. The correction was made. Snider moved to approve the minutes as corrected; Nelson seconded. The minutes were unanimously approved as corrected.

IV. OLD BUSINESS

Provost Lee said multiple sections of the Handbook may be out of agreement with OU, Cameron and Rogers State Regents' policies. The first order of business is to propose ways to bring the Handbook into compliance. Other changes may need to be made. The issue of promotion and tenure requirements was discussed; one member commented that not all departments have specified departmental promotion and tenure requirements.

Discussion of committee structure: Ted Snider stated that he had gone through a discussion of committee structure with President Ross. He distributed a copy of the changes made. He pointed out that committee structure has changed slightly in the new Handbook. The changes involve the Institutional and Internal Services Committee; the Long Range Planning Committee wasn't constituted at the August meeting.

Motion by Fennema to approve Dr. Hagee as a member of the Institutional and Internal Services Committee; Hodgson seconded. The motion passed unanimously.

Motion by Stanley to approve the structure of the Long Range Planning Committee as it appears on the document distributed by Snider; Fennema seconded. The motion passed unanimously.

V. NEW BUSINESS

Discussion of appointment letters: OU legal counsel said appointment letters should be identical at OU, CU and Rogers State. Chapter 5 in the Faculty Handbook is the relevant part about faculty employment. No letters of appointment will be sent out this academic year; they will be sent out for the 2004 summer session.

Chairman Morris stated that President Ross discussed the Regents Meeting with him, touching on the following items:

- roof improvements
- computer system for the library catalog
- other items

COMMITTEE REPORTS:

Hodgson reported on Teacher Education: The NCATE meeting scheduled for 2005 will now be 2006. Program reviews for departments are due in 2005.

Faculty Committee: Benson discussed goals.

Heflin moved/ Nelson seconded motion to adjourn. The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Sylvia Miller
Faculty Senate Secretary