The Cameron University Faculty Senate met on Wednesday, November 3, 2004. Chairman Vitense called the meeting to order at 3:30 p.m. in Room 106, Howell Hall.

I. ROLL CALL
Present: Vitense, Lambert, Wright-Smith, Bachelor, Miller, Reynolds, Adrian, Bursten, Warren, Underwood, Catterall, Crawford, Hoepfner, Adam-Rodwell, Christensen, Armstrong Jr., Johari, Snider, Raborn,

Absent: Smith, Jones, Heflin, Su Lee, Hodgson, Honecutt, Fennema, Hagee, Zhao, Penick, Nelson

II. APPROVAL OF AGENDA
Lambert moved that Vitense’s visit with Dr. Buckley be added to the agenda and Snider seconded the motion. It was approved unanimously.

Corrections to the Oct 6th minutes are as follows:
1) Replace Reynolds with Nelson.
2) Replace miss interpreted with “misinterpreted”
3) Replace “can” with “could” take steps to get positions ….
4) Change “President Ross….Handbook.” to “President Ross said the form was optional. Warren noted that if the form was not required we need to make the change to the Faculty Handbook.”
5) Replace Dr. Bhattacharya with State retirement representative.
6) Change: “Currently, there is no salary to offer potential hires until June.” to “Currently, in some cases there is no salary to offer potential hires until June. Is this true across the board?”

Underwood moved to accept the minutes as amended and Johari seconded. It was approved unanimously.

III. OLD BUSINESS
Vitense met with Vice President Buckley about the problem with late advisement of faculty positions. Dr. Buckley is aware of the problem and is working on it.

Snider noted that he is still working on the constitutional amendments.

IV. NEW BUSINESS
Vitense read a memorandum from President Ross. The Phase II of Cameron’s salary program was approved. This salary program is the largest among public institutions in Oklahoma.
Vitense sent a letter from the Faculty Senate to Dr. Ross thanking her for her successful efforts to increased faculty salaries.

Overtime, committee descriptions have been misplaced or replaced in the Faculty Handbook. Hence, Lambert was appointed by Vitense to spearhead the effort to get current committee descriptions.

This coming Saturday, November 6, 2004, Lambert and Wright-Smith will go to a meeting of the Faculty Advisory Council to the State Board of Higher Regents to represent the concerns of Cameron faculty. If anyone has some higher education concerns, they should let Lambert know so that these concerns can be presented at the meeting.

V. COMMITTEE REPORTS

It was noted that committees need to be up and functioning. They should have some structure and provide a brief agenda. These committees should rely on the principles as outlined in Robert’s Rules of Order.

Underwood presented the Academic Standards and Policies meeting report. They have been discussing the dead week policy.

The Faculty Senate Long Range Planning Committee also met. Underwood presented the minutes from their October, 2004, meeting

Warren presented the Faculty Committee report. Marge Kinglsey and Bursten are editing section 4.2. The committee is also working on revisions to the promotion and tenure sections. They are going to make it consistent with a paper trial stopping at the president. They are looking at procedures for recommending both substantive and non substantive changes to the handbook.

Crawford presented the Fringe Benefits Report. A meeting with Pinkston is being set up to discuss the possibility of insurance coverage to age 65 for retirees.

Bursten moved to adjourn the meeting and Snider seconded the motion. Meeting was adjourned at 4:20 P.M.

Respectfully submitted,

Linda Wright-Smith
Faculty Senate Secretary