I. CALL TO ORDER

The Cameron University Long-Range Planning Committee met on Monday, November 3, 2008. Chair Mary Penick called the meeting to order at 3:30 p.m. in Room 104 of the Student Union.

II. ROLL CALL

Present: Chair Mary Penick presided. Syed Ahmed, Courtney Glazer, Carla Guthridge, James Heflin, Monika Linehan, Anton Wohlers. Also in attendance was Vice President John McArthur.

Absent: David Fennema, John Hodgson, Chris Keller.

III. APPROVAL OF MINUTES

Committee members reviewed the minutes of the April 9, 2008, meeting. Syed Ahmed moved that the minutes of the April 9, 2008, meeting be approved as printed. Carla Guthridge seconded the motion. The motion carried unanimously.

IV. NEW BUSINESS

Chair Mary Penick welcomed the members of the Long-Range Planning Committee to the first meeting of the year. She stated the purpose of the Committee was to think about the future of Cameron, noting that the Centennial year has been incredible and asking how we can maintain the current momentum.

Chair Penick gave a brief update on the status of ongoing business initiated by last year’s committee. She confirmed that Jim Lambert is still involved with Elder Hostel and has written a letter to Elder Hostel regarding reinstating Cameron into their program. Sylvia Burgess continues to work with BRAC but has provided no new information regarding Cameron’s involvement.

Chair Penick opened the floor to discussion on where the Committee sees Cameron in the next 3 to 5 years. A wide range of topics was addressed.

Campus improvements. It was stated that Cameron should continue its campus beautification efforts. A beautiful campus would allow students to feel they are in a place of higher education with all the amenities. Cameron should be in the forefront of opportunities, with classrooms that are user-friendly for both faculty and students and offer the latest in classroom technology. It was also noted that Cameron’s library has an outdated look and needs to be modernized. Temperature control in many of Cameron's buildings was of concern to all as it affects the comfort of both students and faculty in classrooms and offices. It was suggested that Cameron provide daycare for faculty, staff, and students as well as a healthcare center for students. Vice President McArthur noted that a healthcare center is in the works. Students now have access to a psychologist and a nurse practitioner is the next step.

Global interaction. A common concern among committee members was the lack of faculty interaction. A lengthy discussion concerning ways to promote global faculty interaction took place. It was agreed that more interaction among faculty would create a stronger learning environment by creating commonality and a greater knowledge of each other’s disciplines. The need for a common gathering place, such as a faculty club or lounge where faculty could meet and relax, was emphasized. It was suggested that a suite of rooms in the Student Union could be modernized and furnished with such amenities as sofas and chairs, tables, a pool table, coffee, and refreshments. However, it was countered that the Student Union is used for classroom space and does not have enough available room for a faculty lounge. Nevertheless, it was agreed that Cameron should invest in an attractive, open environment that is easily accessible to all faculty, such as the Student Government building.
There was also concern regarding the lack of student and faculty interaction outside of the classroom as well as the lack of student participation in campus events. It was stated that Cameron’s faculty should learn more about the students to determine ways to encourage students to become involved and ignite their passion for education. Tony Wohlers gave several examples of recent student involvement: CU TV; Chris Keller’s election blog; and the Oklahoma Political Science Conference. Vice President McArthur suggested that the Student Government Association is a place to find students who are engaged and interested in taking part in university events. To encourage interaction among faculty and students, it was suggested that interdisciplinary lunches be held at Shepler every Friday. There was a consensus that communication between faculty and faculty and students should be improved. The major complaint was the use of emails for communication. Everyone felt inundated with email, which requires too much time to read and respond to. Furthermore, students do not always read emails and their email addresses on file with the registrar are not always up-to-date.

**Professional grant writer.** Tony Wohlers suggested that, in the long term, Cameron would benefit from the hiring of a professional grant writer. Vice President McArthur replied that this is a concern and has been discussed by the administration. Cameron has never had professional staff available for writing grants. Deans are currently used for grant writing since faculty rarely have the time. However, if Cameron did hire a professional grant writer, they would write for the institution, not the faculty.

**Writing and critical thinking standards.** James Heflin stated that university programs such as WAC and critical thinking should not go by the wayside. He emphasized that the university must commit itself to these programs and stressed that it is a constant battle for students to write correctly and develop complete thoughts. The Committee concurred that the University must have writing standards and emphasize the importance of writing in all areas. Too many students complain about writing essays. However, Vice President McArthur stressed that faculty must “stick to their guns.” General Education classes must capture writing and critical thinking skills.

Chair Penick noted that at one time the Faculty Development Committee sponsored WAC training, but the turnout was poor. The question was raised as to how WAC training could be reinstated. A suggestion was made that there should be a Center for Faculty Development. Until then, WAC training could be a part of faculty meetings. Vice President McArthur noted that faculty need a reason to attend training since they are already extremely busy. Faculty development has to be part of the evaluation process; otherwise, there is no reason to attend. It was also suggested that once Cameron converts to a four-day class schedule, Fridays could be used for faculty development.

**Teaching assistants.** It was suggested that funds should be allotted to every department for teaching assistants to help with such things as grading.

**Revenue generation.** Vice President McArthur stated that in order to make room for new additions in the budget, something has to go. He asked what we were willing to give up. A discussion ensued regarding ways to generate new revenues. It was stated that Cameron has to find ways to generate new revenues, whether it continues to grow or not. Eventually the number of new students will flatten. Cameron can expect a maximum number of 7,000 to 8,000 students, so its revenues cannot be dependent on growth.

**Faculty to student ratio.** Chair Penick stated that we currently have 5,500 students and asked if the number of faculty has increased or decreased. Vice President McArthur answered that the regular faculty is down from 200 to 170. However, the number of adjunct faculty has increased due to remote site classes (Duncan, Ft. Sill, Comanche Nation College). Currently there is a 1:22 faculty to student ratio.

**Changing student population.** It was noted that our student population continues to change and not all of our students are prepared to be in college. The question was posed as to how Cameron can become more accommodating and student friendly. What kinds of classes should Cameron offer to capture this changing demographic? It was suggested that changes be made to the Adult Completion Program. Some students would like to take only one class or certain classes, not the entire program. It was also stated that Cameron does not properly train online teaching techniques, although it offers more online courses. It was suggested that online training could be addressed
through faculty development. Vice President McArthur suggested the Committee bring in Dr. Sylvia Burgess to provide information regarding changes in the works.

Committee involvement. Chair Penick stated that the same people are always on faculty committees and asked for suggestions on how to involve more faculty members on committees. James Heflin suggested that all committees include members at large who are not elected.

Chair Penick concluded the meeting by suggesting that we invite guest speakers to talk to us about the topics discussed today. She invited Vice President McArthur to speak about the Cameron Campus Master Plan at our next meeting.

V. ADJOURNMENT

Chair Penick adjourned the meeting at 4:30 p.m.

VI. NEXT MEETING

The Long-Range Planning Committee will meet again on Monday, December 8, 2008, from 3:30 to 4:30 p.m. in Room 104 of the Student Union.

Respectfully submitted
Monika Linehan
Secretary, Long-Range Planning Committee