

**Cameron University - Faculty Senate Minutes**  
**September 12, 2014**

Members present: Saeed Ahmad, Syed Ahmed, Ginette Baillargeon, Cathy Blackman, Krystal Brue, Shaun Calix, Joe Castelli, Travis Childs, Irene Corriette, Mo Durant, Loree Gains, Bayard Godsave, Mike Husak, Sarah Janda (chair), Abbas Johari, Gary Kowaluk, Hong Li, Jeff Metzger, Teresa Morales, Dejan Mraovic, Deidre Onishi, Lynda Robinson (chair-elect), Pam Panzani, Holly Rice, Derik Steyn, Andrew Stonerock, Ronna Vanderslice (guest), Keith Vitense, Debra Ward (secretary), Gabriele Wethern, Chao Zhao, Yanjun Zhao

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| 3:01 | <p><b>Call to Order</b></p> <ul style="list-style-type: none"> <li>▪ Welcome President McArthur</li> </ul>   |
| 3:02 | <p><b>President McArthur Address to the Senate</b></p> <ul style="list-style-type: none"> <li>▪ Budget Update <ul style="list-style-type: none"> <li>○ Copies of Cameron at a Glance were provided. This document is also available as a PDF on the President's Office website</li> <li>○ The budget presented to the Board of Regents is realistic, but tight. <ul style="list-style-type: none"> <li>▪ Revenue - \$21.8 million from the state.</li> <li>▪ Tuition and Fees - \$27.5 million from students<br/>Amount arrived at based on 119,000 credit hours. As of census day, enrollment was down. This year, tuition was increased by \$9.50 per hour.</li> <li>▪ Gifts and Grants - \$0.9 million</li> </ul> </li> </ul> </li> <li>▪ Enrollment <ul style="list-style-type: none"> <li>○ As of August 27<sup>th</sup>, we had 5,479 students enrolled with 3,969 full time students. Overall enrollment is down approximately 9% from 2 years ago.</li> <li>○ Concurrent enrollment continues to grow.</li> <li>○ Over the past two years, the number of first-time freshman has dropped by approximately 12% and the number of sophomore students has dropped over 9%.</li> <li>○ Enrollment over the past two years has also dropped for transfer students, graduate students, online students, and military and military dependents.</li> </ul> </li> <li>▪ Open for questions regarding budget and enrollment <ul style="list-style-type: none"> <li>○ Enrollment for international students has dropped a little, but not as much as expected.</li> <li>○ The specific areas that are suffering the most are General Education programs. The School of Liberal Arts and the School of Education have also suffered.</li> <li>○ The graduating high school classes have been smaller and it is expected that we will have smaller graduating classes for the two years. This is a significant reason for our decline in enrollment. However, we need to focus on adult learners and retention.</li> <li>○ To help retention, just continue to do an excellent job in the classroom.</li> </ul> </li> <li>▪ HLC Academy for Persistence and Completion <ul style="list-style-type: none"> <li>○ Cameron University applied and was accepted to participate in the Higher Learning Commission's Academy for Persistence and Completion.</li> <li>○ Marge Kingsley and a team of faculty and staff are looking into what we can do to increase persistence and completion. While we are improving with respect to persistence and graduation, we are still not where we want to be.</li> </ul> </li> <li>▪ Scholarship and Waiver Review <ul style="list-style-type: none"> <li>○ Scholarships and waivers make up about 10% of our budget. We want to make sure we are making the right investments. One change that has already been made is that an enrollment deadline of April 15 has been included when we send out scholarship letters.</li> </ul> </li> <li>▪ Accreditation visit <ul style="list-style-type: none"> <li>○ Four years have passed since the last accreditation visit. There is a list of things we need to improve or start doing to prepare for the next visit.</li> <li>○ November 6<sup>th</sup> and 7<sup>th</sup> - two day event for faculty to see where we are on these lists (looking back) and to decide as a campus what initiative project we want to do. This initiative project will be a 3-year project that has large ramifications for the institution.</li> </ul> </li> </ul> |
| 3:38 | <p><b>Approve minutes from last meeting</b></p> <ul style="list-style-type: none"> <li>▪ Motion made by Gary Kowaluk to approve August minutes</li> </ul>  |

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|      | <ul style="list-style-type: none"> <li>▪ Seconded by Keith Vitense</li> <li>▪ All in favor.</li> </ul>  |
| 3:40 | <p><b>Committee Reports</b></p> <ul style="list-style-type: none"> <li>▪ Faculty Committee (Lynda Robinson) <ul style="list-style-type: none"> <li>○ Committee met for an overview. They are looking at a teaching award for adjunct faculty, the faculty handbook not addressing load for summer, and the grievance policy.</li> </ul> </li> <li>▪ Intercollegiate Athletics Committee (Keith Vitense) <ul style="list-style-type: none"> <li>○ Committee reviewed the Lone Star Conference strategic plan and reported to Pres. McArthur.</li> </ul> </li> <li>▪ Institutional Assessment Committee (Gary Kowaluk) <ul style="list-style-type: none"> <li>○ The Institutional Assessment Committee is actively preparing for the academic year.</li> </ul> </li> <li>▪ Academic Standards and Policies Committee (Travis Childs) <ul style="list-style-type: none"> <li>○ The committee met with Margot Gregory to discuss the two programs Turn It In and Safe Assign. Factors that are being considered include the cost for Turn It In (\$16,000 for this year) and the fact that Safe Assign has made some improvements.</li> </ul> </li> <li>▪ Committee for Persistence and Completion (Lynda Robinson) <ul style="list-style-type: none"> <li>○ This committee is currently doing assigned reading to help determine action plans to improve student persistence and completion.</li> </ul> </li> <li>▪ Top 30 Committee (Travis Childs) <ul style="list-style-type: none"> <li>○ Will be meeting next Friday to discuss how Early Alerts and AWs impact financial aid.</li> <li>○ There will be an upcoming Teaching and Learning series about student engagement.</li> </ul> </li> <li>▪ General Education Committee (Sarah Janda) <ul style="list-style-type: none"> <li>○ Made the decision to go green by posting all documents on Aggie Access.</li> <li>○ There have also been significant changes to how general education data will be entered into WEAVE. For further clarification, you can talk to your department chair.</li> </ul> </li> <li>▪ Other updates (Sarah Janda) <ul style="list-style-type: none"> <li>○ There was a recommendation that the Faculty Senate Lounge be returned to the university space. This recommendation has been approved by President McArthur and VPAA Vanderslice will make recommendations regarding its use.</li> <li>○ The recommendation that the language related to tenure and promotion be clarified has also been approved.</li> </ul> </li> </ul> |
| 3:49 | <p><b>Q &amp; A with the VPAA</b></p> <ul style="list-style-type: none"> <li>▪ Student Concern System <ul style="list-style-type: none"> <li>○ Accessible via Aggie Access</li> <li>○ The system is not intended as a way for students to avoid talking with professor when there's a problem.</li> <li>○ All concerns go through VPAA Vanderslice before being sent to the appropriate department.</li> </ul> </li> <li>▪ HLC Multi-location visit this semester <ul style="list-style-type: none"> <li>○ Every five years, any campus with offsite programs has an evaluator visit if it meets certain criteria</li> <li>○ Cameron has five sites: Duncan, Fort Sill, Western, Rogers State University, and Ponca City.</li> <li>○ Two sites are randomly selected for visits. Rogers State and Ponca City were selected.</li> <li>○ The evaluator provided good feedback which will be shared once the feedback is received in writing.</li> </ul> </li> <li>▪ Changes in Assessment Funding this year <ul style="list-style-type: none"> <li>○ Any unit on campus has been eligible to apply for funding. This year, things were done a bit differently. <ul style="list-style-type: none"> <li>▪ \$2000 given to the General Education Committee to review and work on rubrics</li> <li>▪ Deans/directors were provided funds for their units. They are responsible to see the funds move assessment forward in that area.</li> </ul> </li> </ul> </li> <li>▪ Questions from the floor <ul style="list-style-type: none"> <li>○ Updates regarding the childcare center survey from last year? <ul style="list-style-type: none"> <li>▪ The survey was completed. More information will provided in the future.</li> </ul> </li> <li>○ Is the Student Concern System appropriate for ethical concerns? <ul style="list-style-type: none"> <li>▪ The system includes a drop-down menu from which student can select: <ul style="list-style-type: none"> <li>Academic</li> <li>Safety</li> <li>Another Student</li> </ul> </li> </ul> </li> </ul> </li> </ul>   |

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|      | <ul style="list-style-type: none"> <li>Course Material</li> <li>Personnel</li> <li>Other <ul style="list-style-type: none"> <li>▪ Student concerns are not anonymous.</li> </ul> </li> <li>▪ IDEA Evaluation Pilot <ul style="list-style-type: none"> <li>○ 52 classes will participate in the pilot (two classes with less than 10 students were omitted)</li> <li>○ There is currently an issue with an indemnity clause, so that needs to be cleared up before the pilot can move forward</li> </ul> </li> </ul>  |
| 4:05 | <p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>▪ Faculty Awards <ul style="list-style-type: none"> <li>○ How can awareness be increased and the process simplified?</li> <li>○ The awards and amounts of funding are not being fundamentally changed</li> <li>○ It would be nice to have a link from the Cameron website that makes accessing this information easier</li> <li>○ Motion to table the discussion concerning faculty awards made by Syed Ahmed</li> <li>○ Seconded by Keith Vitense</li> <li>○ All in favor</li> </ul> </li> </ul>  |
| 4:11 | <p><b>New Business</b></p> <ul style="list-style-type: none"> <li>▪ Senate approval of Long Range Planning Committee Members <ul style="list-style-type: none"> <li>○ Need approval of the Faculty Senate for the following members:<br/>Mike Estep<br/>Adam Randell<br/>Hisham Monassar<br/>Aubrey Walton</li> <li>○ Motion to approve the committee members made by Abbas Johari</li> <li>○ Seconded by Shaun Calix</li> <li>○ All in favor</li> </ul> </li> <li>▪ Graduate Council Membership <ul style="list-style-type: none"> <li>○ The discussion of membership in the Graduate Council was tabled.</li> </ul> </li> <li>▪ Committee Agendas &amp; Minutes: Email to Vinetta Stanton (<a href="mailto:vstanton@cameron.edu">vstanton@cameron.edu</a>) <ul style="list-style-type: none"> <li>○ The HLC requires that the minutes from all committee meetings are published.</li> <li>○ Vinetta Stanton does not necessarily know when committee meetings are held, so committee secretaries should send her PDF versions of all meeting agendas and minutes.</li> </ul> </li> <li>▪ Going Green Committee <ul style="list-style-type: none"> <li>○ Currently, there exists an ad-hoc Going Green Committee, but the intent was to have a standing committee.</li> <li>○ Sarah Janda proposes an ad-hoc, ad-hoc committee that will be charged with adopting a mission and building membership. With Faculty Senate approval, she would like to set this up.</li> <li>○ Motion for Faculty Senate to support the creation of an ad-hoc, ad-hoc committee made by Keith Vitense</li> <li>○ Seconded by Syed Ahmed</li> <li>○ All in favor</li> </ul> </li> <li>▪ Other New Business <ul style="list-style-type: none"> <li>○ If you are on a committee and an issue arises that needs to be discussed, you can call the committee to meet</li> <li>○ Updated from the Too Much with Too Little Committee will be available soon.</li> </ul> </li> </ul> |
| 4:24 | Meeting adjourned  |

*Debra D. Ward*

Debra D. Ward, Secretary