

Cameron University - Faculty Senate Minutes

March 13, 2015

Members present: Saeed Ahmad, Ginette Baillargeon, Cathy Blackman, Joe Castelli, Travis Childs, Irene Corriette, Mo DuRant, Loree Gaines, Kevin Garrett (proxy), Bayard Godsave, Sarah Janda (chair), Marge Kingsley (guest), Gary Kowaluk, Hong Li, Jeff Metzger, Teresa Morales, Dejan Mraovic, Deidre Onishi, Pam Panzani, Holly Rice, Lynda Robinson (chair-elect), Derik Steyn, Debra Ward (secretary)

3:03	Call to Order
3:04	Approve minutes from last meeting <ul style="list-style-type: none">▪ Motion made to approve minutes pending two corrections▪ Motion seconded▪ Motion unanimously passed
3:05	Committee Reports <ul style="list-style-type: none">▪ Faculty Committee (Lynda Robinson)<ul style="list-style-type: none">○ The committee is currently looking at the grievance procedure and they are finding differing policies in different places. They are making an outline of all the current policies in an attempt to put it all together.▪ General Education Committee (Loree Gaines)<ul style="list-style-type: none">○ There are funds available for general education assessment activities regarding assessment validity. Awards of up to \$200 are being given for assessment reviews though departments will have to find their own assessment reviewers.▪ Curriculum Committee (Jeff Metzger)<ul style="list-style-type: none">○ The Department of Mathematical Sciences are now offering three courses for general education and they have recently requested the addition of three co-requisite courses that have been approved by the committee.▪ Long Range Planning Committee (Jeff Metzger)<ul style="list-style-type: none">○ An exit survey for departing faculty has been developed.▪ Honors Council (Loree Gaines)<ul style="list-style-type: none">○ The council has put together a mission statement. They are also currently working on a proposal regarding a capstone course for honors students.
3:11	Old Business <ul style="list-style-type: none">▪ Going Green Committee<ul style="list-style-type: none">○ President McArthur approved the motion made regarding the recommended committee composition. This change will be effective in Fall 2015. Nominations will be collected through Survey Monkey and a special election will be held.▪ Long Range Planning Committee<ul style="list-style-type: none">○ Making changes to the composition of this committee is a bit more complicated. Since Faculty Senate voted in favor of making these changes, we will need to send this proposal out for a full faculty vote. This will be sent out along with the runoff elections.
3:14	New Business <ul style="list-style-type: none">▪ Election Results<ul style="list-style-type: none">○ An email will be sent out to all faculty outlining the winners of the faculty elections. If a faculty member wants to know exactly how they did in the election, they can email Sarah Janda or Edris Montalvo.○ There will be two run-off elections. After Spring Break, there will be a special election for these positions as well as for the Going Green Committee.○ Motion made by Teresa Morales to certify faculty election results.○ Seconded by Hong Li.○ Motion unanimously passed.○ Comment from Sarah Janda: The Rules Committee is considering trying to use Survey Monkey to conduct faculty elections next year. Feedback regarding the use of Survey Monkey would be appreciated.

- Academic Standards and Policies Committee (Travis Childs)
 - Special Request Withdrawal Process:
 - The recommendation from the Academic Standards and Policies Committee is that all students who are trying to withdraw from a class after the automatic W deadline and after signature dates be required to fill out the Special Request Form from Academic Affairs. This would keep students from needing to go all over campus to get multiple signatures from professors, chairs, deans, and advisers.
 - (Since this recommendation comes from a committee, no second is required.)
 - Motion to support this recommendation unanimously passed.
 - Graduation Requirements for Cum Laude, Magna Cum Laude, and Summa Cum Laude:
 - Current graduation requirements state:

“A student who has achieved a cumulative grade point average of 4.00 graduates “summa cum laude,” one whose cumulative grade point average is less than 4.00 but is 3.80 or above and is in the top five percent of the graduating class graduates “magna cum laude,” and one whose cumulative grade point average is between 3.60 and 3.80 and is in the next ten percent of the graduating class graduates “cum laude.”
 - The recommendation from the Academic Standards and Policies committee is that these honors be based on grade point average alone, as follows:

“A student who has achieved a cumulative grade point average of 4.00 graduates “summa cum laude,” one whose cumulative grade point average is less than 4.00 but is 3.80 or above graduates “magna cum laude,” and one whose cumulative grade point average is between 3.60 and 3.80 graduates “cum laude.”
 - (Since this recommendation comes from a committee, no second is required.)
 - Motion to support this recommendation unanimously passed.
 - Make-Up Exam Policy for Excused Absences:
 - Currently, the university does not have an official policy regarding make-up exams for students who have an excused absence.
 - The recommendation from the Academic Standards and Policies Committee is that an official policy similar to that used by OU be adopted:

“Only VPAA approved university-sponsored activities such as scholarly competitions, fine arts performances, intercollegiate athletic competitions, and academic field trips, and legally required activities, such as emergency military service and jury duty, are covered by these guidelines. Faculty, if given notice two class periods or one week (whichever is less) before an exam (including final exams with two weeks notice) or quiz (excluding pop quizzes), should make every effort to find a reasonable accommodation by (a) giving a makeup exam, an early exam, or quiz; (b) changing the exam schedule; (c) dropping the exam or quiz and increasing the weight of another exam or quiz or other agreed upon approaches acceptable to the instructor and the student; or (d) by identifying a certified testing center. Students missing an exam on account of jury duty must be allowed an accommodation.”
 - Motion made to table this discussion until April meeting pending feedback from various departments and other faculty.
 - Policy Regarding the Observance of Religious Holidays:
 - Currently, the university does not have an official policy regarding the observance of religious holidays.
 - In an email sent to Deans, Directors, and Chairs from the Senior Vice President and Provost at the University of Oklahoma - Norman, the provost quoted the Faculty Handbook:

“It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays.”
 - The Provost of OU-Norman further explained:

“Faculty could add an additional statement requesting that students who plan to observe a religious holiday notify the faculty as soon as possible in order to make appropriate arrangements for class work or rescheduling of examinations.”
 - The recommendation from the Academic Standards and Policies Committee is that an official policy be created for and adopted by Cameron University.

	<ul style="list-style-type: none"> ▪ Motion made to table this discussion until April meeting pending feedback from various departments and other faculty. ▪ Other New Business: <ul style="list-style-type: none"> ○ Weapons on Campus: <ul style="list-style-type: none"> ▪ Irene Corriette: Regarding the discussions related to weapons on campus, are we discussing weapons in general or just guns? Is this an area of concern? ▪ Sarah Janda: Will look at campus policy and check with John DeBoard about whether or not there are other issues to be considered regarding other types of weapons on campus. ▪ Sarah Janda: In an email, President McArthur indicated that it seems as though all legislation regarding allowing guns on campus has died in committee.
3:57	Meeting adjourned

Debra D. Ward, Secretary