

Minutes of the University of Central Oklahoma
48th FACULTY SENATE
Thursday, October 12, 2017
Forensic Science Building 106

CALL TO ORDER:

President Archuleta called the meeting to order at 2:00 and asked for a call of the roll. A quorum was found to be present for this meeting of the 48th UCO Faculty Senate.

Members Present (30): *CB:* Vice-President Bridges, Senator Burdina, Senator Manral, Senator Jog, *CEPS:* President Archuleta, Senator Beasley, Senator Benson, Senator Cone, Senator Sealey, Senator Barnett, *CFAD:* Senator Bramlett, Senator Geib, *CLA:* Senator Burns, Reporter-Historian Churchill, Senator Hanebutt, Senator Johnson, Secretary-Treasurer Martinez-Sotelo, Senator Mock, Senator Goulding, *CMS:* Senator Ellis, Senator Holt, Parliamentarian Milligan, Senator Park, Senator Seagraves, Senator Chooback, Senator Rollins, *Library/Advising:* Senator Davis, Senator Edwards, *Professional Administrators:* Senator Hynes, Senator Kramer

Members Absent (5): *CB:* Currier, *CEPS:* Senator Garcia, *CFAD:* Senator Pasternack, Senator Pollack, *CLA:* Senator Chappell

Recognition of Visitors to the Senate: Patti Neuhold, Vice-President of Finance, Dr. Myron Pope, Vice President of Student Affairs, Justine Tozer, Staff Senate Web-Master, Jerry Legere UCO Emeritus Faculty Representative, Adam Johnson, Associate Vice President for Enrollment Management/Registrar, Kelly Ross, Manager Learning Design Services, Lisa Haque, Procurement Clerk. Donna Churchill, Jean Blake and Ray Bertrand, Senator Churchill's family.

GUEST SPEAKERS:

Patti Neuhold spoke about of the overall shortfall in the operations budget. UCO has been able to weather the budget for the 2017-2018 year and is already working on the FY2019 budget, anticipating scenarios and solutions for the varied projections.

A few questions were asked, including the freeze of tenure-track positions, to which Vice-President Neuhold referred the Senator to speak with Academic Affairs as it was outside her realm of expertise. She was also asked whether or not student's fees would be used to offset university operational costs to which she responded that student fees would not be used in that way. Finally, a question was raised about the possibility of an increase to faculty salaries, to which she responded that that an increase or raise in salary could be directly tied to an increase in enrollment.

Dr. Myron Pope spoke to the Faculty Senate about the conversations that are happening nationwide at other universities and stated that the challenges they are facing are very similar to those at UCO. Many are depending heavily on student tuition to support themselves, as state

budgets are continuously being cut. He underlined that UCO had record freshman enrollment the last three years, so at our university, it is evident that we have a retention problem not a recruitment problem.

Dr. Pope discussed how private institutions of higher education have been highly strategic about how they have been used their institutional financial aid and we have to start looking at models that others have used and follow their lead to help our students in a more functional way. The current financial situation is an issue and is one of the main reasons that UCO has hired a third party consultant to receive advice in increasing strategic enrollment efforts.

Another topic that Dr. Pope spoke about was the intelligent use of tuition waivers in order to retain those students that might dropout due to financial reasons. As we have already had a full campaign that focused on buildings, he stated that the next one needs to be focused on students to be able to increase funding that UCO offers in scholarships and waivers. Finally, he discussed that in order support students we need to increase the number of advisors. If we look comparatively at other institutions, our advisors are serving large numbers of students, which does not create an optimal experience and likely impacts retention.

Dr. Pope answered a few questions from Senators regarding UCO student attrition, international student numbers, and utilizing the expertise of the faculty. He answered some of the concerns with the idea of waiving out of state fees for non-resident and international students as many institutions in neighboring states have adopted. He was in agreement with utilizing the faculty knowledge and expertise we have within our community to solve issues.

SENATE EXECUTIVE COMMITTEE REPORTS:

President's Report: (From her written notes)

Both standing and university-wide committees have been decided upon for the 2017-2018 year. I utilized the qualtrics survey to determine the areas in which you will serve. I will continue to meet with Senators throughout the fall to learn more about the university aspects of interest to each of you and the changes that you hope to bring to fruition. There will be additional opportunities for short-term projects throughout the year. For example, we will be working this fall on updates to the Bylaws and Operating Code to be presented to the Senate for a vote, as well as extensive updates to the Faculty Senate website. Justine Tozer, from Staff Senate is a visitor today and she designed a highly functioning framework for us to follow from the Staff Senate website. I encourage anyone to take a look at their site and send your thoughts to Historian/Reporter Churchill. We will be looking further into the updates that are rolling out this year for the overall UCO website changes and aligning our work with the new technology that will be in place. From what we understand, the new website will be designed for an outward audience versus the community inside of UCO so we may have to rethink how information is disseminated. We have opened the D2L site for enhanced organization and the items that have been emailed to you along with a few others that the Executive Committee will discuss in their reports are now available. You each have access and the D2L shell and is titled Faculty Senate 2017-2018. Please note that it is a work in progress, as are we all. The assignment dropbox is set with a date of Nov 2 for university-wide, standing, and executive committee reports, as well as bills, proposals, or resolutions so that all can be submitted at least a week prior to the next Senate

meeting date. Past-President Maisch created a committee structure where the Standing Committees met often. He reserved a room in the College of Education building for the Thursdays that the Senate meetings were not held. This is one structure that your Standing Committee could follow for meetings, but of course that is up to all of you when coming together later today. During Senate Committee meetings the time for debate is not limited, which is a large part of why they exist, so that we can refine what is discussed when the full Senate body is present.

As Sentors you are responsible to find out when and where your university-wide committee meetings are held and the contact information for those individuals. Some of the university-wide committees have reached out to me, but others have not. Please, work directly with the Chairperson of that bundle area first and then let me know if you cannot find information or resources and I will be happy to help. University-wide reports are expected in brief written form for incorporation in the written report.

In October and November, I will be connecting with Senators from each college and their Deans to facilitate a discussion about the opportunities and barriers for communication within the specific college settings. I will also meet directly with the Library, Advising, and Professional Administrator Senators to discuss communication within those areas.

In my written report, we noted that a member of the Faculty Senate Executive Committee has been attending each of the Staff Senate meetings. Staff Senate has adopted a formal and highly structured process through their Operating Code, Bylaws, and incorporation of some of Roberts Rules of Order. For example, each Senator stands when speaking, among other rules they have adopted. I recommend that any of you that are interested in the process of Senate visit a meeting of the Staff Senate. It is much like having an offspring that then teaches us through new eyes as they become their own being. For those of us that were a part of helping to vote to create a Staff Senate, it is pretty exciting to learn from them.

While we are not taking Roberts Rules to same extent that Staff Senate does, we are implementing a process for respect and to allow Senate to function as the deliberative body it was intended to be which Parliamentarian Milligan will further speak to in his report. The quote that resonated with me from Roberts Rules is this: when a gathering becomes full scale (or more than 12-15 people) a certain paradox appears. In order to preserve its freedom to act, the body must impose regulation.

There is a clarification from my written report that I want to share with each of you. The 5-year special committee on Tenure and Promotion has been completed and will not be reviewed again for 5 years. The only way that they can return to the agenda is if changes arise from the Faculty Senate Handbook Committee. Thank you for that point of clarification, Former President Mock.

Vice President's Report:

1. A new resolution, 2017-2018-2, was received titled "Resolution to amend the Faculty Handbook to make the release time for Assistant Chairs / Directors relative to the size of the Department / School." Dr. Brian Lamb authored the resolution and Drs. Geib and Bramlett have co-sponsored it.

2. The list of carried forward resolutions has been created from 2016-2017 and includes all new 2017-2018 resolutions. A new added column, titled Administrative Follow-up, will continue to track resolutions and proposals after leaving FS. Senator access of the list will be in D2L. Updates will be posted as soon as any resolution has changed status.

Secretary/Treasurer's Report: There are Robert's Rules of Order books for anyone that has not received one. Please pick them up on your way out. There are also door plates available in my office for any senator that hasn't received theirs please let me know, and I can deliver it to your mailbox.

The budget for Faculty Senate at the beginning of the FY2018 we had 5, 396 and after spending funds on the Welcome Reception and the Jazz Lab, Faculty Senate has \$4, 880.00.

Historian Report: We have updated the Faculty Senate Website to include the names and emails of current Senators and the Executive Committee. We are also adding an update of the description of Faculty Senate. As, President Archuleta mentioned we are planning an extensive update to the website during this Senate year. We will also be taking pictures of the Executive Committee and Senate as a whole at the next meeting so please come prepared to take a picture and plan to stay a few minutes after the meeting to do so.

Parliamentarian Report: We have sent out and received nominations for the open seat from the professional administrators, The first round of the election has started and closes on Tuesday at 4 pm. If a run-off election is needed, it will be the next Monday. The nominees have been invited to attend the meeting today. Also, I have prepared an orientation slide show with an abbreviated introduction to the Parliamentary rules of order used in our meetings. Special thanks go to Former Senate Parliamentarian and President, Luis Montes who created the original document. I want to remind you that during debate, questions should be directed to the President. This ensures that the debate stays focused on the topic and remains respectful. In particular, in a point of question, or in other words a request for clarification or information, should be addressed to the Faculty Senate President. Such as request is not formally part of the debate and can be asked at any time.

SENATE STANDING COMMITTEE REPORTS:

Each Chairperson stated the work of the Standing Committee shared their reports:

- Faculty Welfare, Senator Hanebutt (CLA): No report.
- Research, Information Resources, and Technology, Senator Jog (CB): No report.
- Personnel Policies and Adjunct Affairs: Senator Bramlett (CFAD): No report.
- Student Relations, Alumni, and Community Service, Senator Cone (CEPS): No report.
- Faculty Handbook, Senator Burns (CLA): Senator Burns talked about the changes that the Faculty Handbook Editorial Committee has been making on the approved Ombudsperson resolution from the 2016-2017 year. The Faculty Handbook committee will review the changes in committee.

UNFINISHED BUSINESS:

President Archuleta moved to unfinished business and reminded Senators that the business does not carry over from year to year and is alive if only in committee. She stated that the 2016-2017-4 Ombudsperson changes from the Handbook Editorial Committee will be reviewed by Chairperson Jamie Burns and the Senators in the Faculty Handbook Committee and will return to the floor when completed. She reminded Senators that anyone may attend the Faculty Handbook committee meetings to review the changes, though only Senate members assigned to that committee have a vote on the recommendations.

NEW BUSINESS:

The Faculty Senate separated into Standing Committees to elect Standing Committee Assistant-Chairpersons and meeting times.

ANNOUNCEMENTS:

There were no announcements.

ADJOURNMENT: President Archuleta adjourned the meeting at 3:24 pm.

Respectfully Submitted,
Secretary/Treasurer Guillermo Martinez-Sotelo, 10/18/17