

**Minutes of the University of Central
Oklahoma 48th FACULTY SENATE
Thursday, December 14, 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 Rassouli-Currier, Senator Jog, *CEPS:* President Archuleta, Senator Garcia, Senator Sealey, *CFAD:* Senator Bramlett, Senator Geib, Senator Pasternack, Senator Pollack, *CLA:* Senator Burns, Reporter-Historian Churchill, Senator Hanebutt, Senator Johnson, Senator Mock, Senator Goulding, *CMS:* Senator Ellis, Senator Holt, Parliamentarian Milligan, Senator Seagraves, Senator Rollins, *Library/Advising:* Senator Davis, Senator Edwards, *Professional Administrators:* Senator Hynes, Senator Kramer, Senator-elected: Carlie Wellington

Members Absent (5): *CB:* Senator Manral, *CEPS:* Senator Barnett, Senator Beasley, Senator Benson, Senator Cone, Senator Barnett, *CLA:* Secretary-Treasurer Martinez-Sotelo, Senator Chappell, *CMS:* Senator Chooback, Senator Park

Recognition of Visitors to the Senate: Dr. Gary Steward, Associate Vice President for Institutional Effectiveness, Dr. Jerry Legere, Representative of UCO Emeritus Faculty, Liliana Renteria- Mendoza, Staff Senate President and Director of OKC Cultural Outreach and Diversity Strategies, Adam Johnson, Registrar

GUEST SPEAKERS:

Associate Vice President for Institutional Effectiveness Dr. Gary Steward presented on Faculty qualifications and equivalency. We specifically discussed the following two Higher Learning Commission (HLC) policies which state:

Faculty Roles and Qualifications.

Qualified faculty members are identified primarily by credentials, but other factors, including but not limited to **equivalent experience**, may be considered by the institution in determining whether a faculty member is qualified. Instructors must **possess an academic degree relevant to what they are teaching and at least on level above the level at which they teach, except in programs for terminal degrees or when equivalent experience is established.** In terminal degree programs, faculty members possess the same level of degree.

When faculty members are employed based on **equivalent experience**, the institution **defines a minimum threshold of experience and an evaluation process that is used in the appointment process.** Faculty teaching general education courses, or other non-occupational courses, hold a master's degree or higher in the discipline or subfield. If a

faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching that faculty member should have completed a minimum of **18 graduate credit hours in the discipline or subfield in which they teach.**

Dr. Steward stated this policy is already in effect through HLC as of September 1, 2017; therefore, UCO is not yet compliant. He envisions each department will determine the experience equivalency and the minimum set of skills for each course or position. He did state that previous experience cannot include that the teaching experience and that each department could come up with language that defines the equivalency and the evaluation process to determine if those defined equivalencies are met by the faculty member teaching that course. Dr. Steward encouraged each department to be creative with the equivalencies, examining a holistic record of a faculty members training and experience, including research, work-experience, dissertation hours, etc.

SENATE EXECUTIVE COMMITTEE REPORTS:

President's Report: (From her written notes)

Since the last Senate meeting, we were able to meet with all of the College Deans as well as the group of Professional Administrator, Library, and Advising Senators to have pictures taken and discuss enhanced and reciprocal information sharing within the various settings. I really enjoyed seeing the variance in all of the different college environments and was very happy for the few that took funny pictures.

Vice-President Bridges and I have attended most of the Standing Committee meetings that have occurred. I was delighted to see the level of commitment on the committees that I have attended and know that strong contributions are being made. For Chairpersons and Assistant Chairpersons's please remember to include me in the invites for committee meetings so we can continue to support the progress that you are making and be aware of important timelines. The spring semester moves very quickly so it is critical that we gain and sustain momentum and work collaboratively.

During the Committee reports today, you will hear more about the ideas and bills that are being worked on and those that are being introduced as well as the website progress and a reminder of parliamentary procedures. The joint-bill process has been uploaded to D2L so please familiarize yourself with that and make sure to include Staff Senate President Renteria-Mendoza and myself in the development of potential joint proposals or resolutions.

We will quickly meet again next month during the first week of classes. So the following reminder may not pertain to you unless your committee is meeting electronically or before leaving for the semester, but please for future months make sure to use D2L dropbox to submit any bills, university-wide reports, executive or standing committee reports a week ahead of the Senate meeting. As we begin to move into voting months, this structure is critical in planning the time that we have together as a deliberative body during the meeting.

You will have this month to look over several bills that will likely go to vote in January, so while you are sipping cider and enjoying some breathing time, make sure that you are clear on what is

being voted upon. Again, take some time to peruse D2L as all the Senate information is housed in one place.

I am thankful that the respectful deliberations have as returned to the Senate. I see today as a practice round of discussions. Please be mindful in your interactions and respectful that there are many voices and opinions in the room and all are valid and deserving of being heard. When we move to Standing Reports the President of the Senate is still responsible for facilitating the discussion and keeping us on track. I will say this in a jovial way, but I was reminded in thinking about our meetings of elementary school when I would receive colored cards. Green- for well done, yellow for warning, and red-a note was sent home. I see a similar thing here- green- we are doing it- yellow (you may get a Parliamentary warning) and red, please go watch Staff Senate. Remember our common goal of productivity university impact as the enlightened voice of the faculty.

Vice President's Report: No report.

Secretary/Treasurer's Report: No report.

Historian Report: The update of the website is an ongoing process and is under construction. We met with Adrienne Nobles, Vice President for University Relations are looking further into hiring a Technology Consultant with Senate funds to speed up the process and make sure that the website aligns with the new university website update. We were slated for next fall, but will work to complete by the end of the academic year or summer, if possible. The Land Run Committee met and the mural will be changed and painted by Dr. Palmer. There will also be a request from the community for ideas that represent all groups of people that are interested.

Parlamentarian Report: Open communication is important. Remember the rules of debate, including respect for others, reading materials in advance, being open and supportive of alternative viewpoints. Additionally, if you ask a point of question to clarify it does not count as a discussion-be sure to address the president.

SENATE STANDING COMMITTEE REPORTS:

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

- **Faculty Handbook, Senator Burns (CLA):** Ken Horn submitted a proposal that veteran students will go through the Vet Hero Office to get approval for absences from courses in the event that they are called up for duty. This will create a way to validate that students are called to duty. This proposal has passed committee. In addition, Dr. Macey submitted a proposal that students will go through the office of Global and Cultural Competencies to get approval for absences from courses in observance of religious holidays. They will have a document to inform instructor of the approved absence. This proposal has passed committee. They are still working on the ombudsman person policy.
- **Personnel Policies and Adjunct Affairs: Senator Bramlett (CFAD):** John Stephens (Originator) and Senator Bramlett submitted a proposal to reassign some restrooms as gender-neutral. This proposal also supports the dedication of gender-neutral restrooms in

future building projects on UCO campus. It is known that selected restrooms will be reassigned as gender-neutral as a part of the effort for inclusivity during NCUR. Faculty Senate Resolution FSR 2017-2018-02 originated by Brian Lamb is in committee review. This proposes reassignment time for chairs and assistant chairs based upon department size.

- Student Relations, Alumni, and Community Service, Senator Cone (CEPS): No Report
- Research, Information Resources, and Technology, Senator Jog (CB): This committee is discussing the communication and social media proposed policies. In addition, Senators were reminded to check email for abstract reviews for NCUR.
- Faculty Welfare, Senator Hanebutt (CLA): Joint Proposal FSP 2017/2018 TBD-SSP 2017/2018-TBD-Tuition Waiver Benefit was sent to Senate. In summary this bill proposes to change the Faculty and Staff benefit of having a tuition waiver of \$1,500 dollars annually to a 14 credit hours. This proposal is an accumulation of work by Faculty Senate (Welfare Committee) and Staff Senate. The Senate voted to suspend the rules to allow a vote for this proposal. The proposal passed, unanimously.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

ANNOUNCEMENTS:

Senator Edwards announced that we shall be receiving a survey, through our department library liaison. In it they will be asking about which databases we use more and which ones we would like to see included on the list. This is done to make sure the library funds are being used correctly and effectively. Check your email to make sure you received it.

Senator Seagraves mentioned she has attended all the parking meetings and will be submitting a summary of the discussions for full senate to review.

President Archuleta reminded faculty that grades are due by noon Monday. Adam Johnson, Registrar, provided information about the academic calendar and stated that this is the last time grades will be due on Monday. In subsequent years, they will be due on Tuesday at noon.

ADJOURNMENT: President Archuleta adjourned the meeting at 3:22pm.

Respectfully Submitted,

Senator Nikki Seagraves, 12/17/17