



NORTHEASTERN
STATE UNIVERSITY

Faculty Council

December 1, 2017 Minutes

The mission of the Northeastern State University Faculty Council is to promote communication and cooperation among the faculty and between the faculty and the administration. The Council serves as the faculty's collective voice in shared governance in order to achieve excellence in the academic endeavors of the university. Toward this goal the Council seeks to enhance the university's pursuit and dissemination of knowledge by promoting and preserving academic freedom and integrity, encouraging creative inquiry, and recognizing scholarly achievement. The Council further serves to foster the professional development and economic well-being of the faculty ~ Adopted by the Council, February 6, 2004.

The meeting was called to order by President Renee Cambiano in Webb 614 at 3:05 p.m. on December 1, 2017. There was Zoom access in Tahlequah to Broken Arrow 276, and Muskogee 201.

Guests (Time is typically set aside for administrators who wish to address the council):

President Steve Turner addressed the council. He provided an update the Executive Order reported on November 21 referencing the Higher Education Task Force. This Task Force has been in effect for a year and is comprised of 68 members from various counties in Oklahoma, including two RUSO regents: Gary Parker & Jeff Dunn, along with Chief Bill John Baker. On Wednesday, December 6, the report will be released from the Task Force.

There are four components of the Task Force: 1.) Work Force Development - demands that tie into career arena. 2.) Online Education - President Turner has submitted 13 pages of innovations found at NSU. 3.) Fiscal Solutions Affordability - efficiencies created. 4.) Systems Structure - the Governor's Executive Order is based from this particular component. At NSU many efficiencies have been applied in buildings, energy, staffing (57 positions eliminated), and more. In the state of Oklahoma 9 of 25 colleges & universities have the needed financial reserve in place, including NSU. Subcommittee #4 has proposed an initiative for smaller independent colleges & universities to fall under the OU, OSU, or RUSO system. This possibility would impact faculty more with online courses than anything else.



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The Higher Learning Commission (HLC) is closely evaluating Oklahoma. Their requirement is a minimum reserve of 10% of one month's operating expense, while Regents expect 8% of one month's operating expense. Faculty have 260% more potential to retain and/or recruit students compared to other campus roles. Scheduling advisors should free up time for faculty members to develop mentor relationships with students.

Dr. Pam Fly addressed the council. A draft has been created for an Attendance Policy, which is intended to be a codification of our current practice. HLC wanted NSU to communicate our policies to students and thus to faculty. Attendance reporting impacts our Title IV federal funding and students' federal & state financial aid cannot be distributed until attendance is complete. Terminology of "negligent" in the draft will be determined by faculty department chairs.

- I. Call to Order:
- II. Quorum Check: There was a quorum present.
- III. Approval of Minutes: Minutes of the November 3 meeting were approved.
<http://offices.nsuok.edu/facultycouncil/FacultyCouncilHome.aspx>
- IV. Vote on Attendance Policy. President Cambiano will speak to Dr. Fly about specifying a time frame for the attendance date based around add/drop date with adequate time for students to participate in class. The motion passed.
- V. Old Business Items:
 - A. **JD Young is implementing a fee for courier services.**
Delegate Siewert brought awareness to the Council about concerns of potential costs incurred from Library services moving materials between Tahlequah and Broken Arrow campuses. Question from council to determine if this information was shared from J.D. Young or from the NSU administration. President Cambiano will determine under which VP this purview falls.



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B. **Retention and Recruitment (Faculty Engagement)**

President Cambiano thanks the council for partnering and being involved with Student Affairs outreach opportunities.

C. **Faculty Handbook Update**

The content has been approved but there are currently issues in formatting the Google document to be a format compatible for web design. This was not a reflection of Dr. Crawford- Ziegler or the committee, only difficulty with format platforms. Until these edits can be made, the handbook has not yet been signed by the President's council.

D. **Faculty Advising Task Force – From Bekkering**

This task force has met for the last time. Their recommendations include having the responsibility for all faculty to advise both undergraduate and graduate students, face-to-face and online. Another recommendation is for deans & department chairs to monitor what faculty have been doing and continue to do. There should be an emphasis on a student's future career, not just their major, and for them to be given a preference for who their advisor will be. There is encouragement for academic advisors to be included in the department meetings. The recommendation is for there to be a minimum of 1 student advisement meeting per semester with outreach to students initiated by faculty member in a format that is convenient for the student. Faculty should document this well for performance reviews, but recognition for faculty advising should be determined by students. This responsibility is included in the Effective Classroom Teaching section of the RUSO Handbook. Bekkering will look into how faculty can easily identify who their advisees are since there is current confusion or inaccurate records. President Cambiano expressed her thanks to Bekkering for holistically representing the faculty's voice.



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VI. New Business Items

- A. Master Plan (President Turner's email) - <https://www.nsuok.edu/masterplan/MasterPlanHome.aspx>
- B. Regents Faculty Survey Results - President Cambiano invites the council to share these results.
- C. **Library Committee**
Delegate Hassellman is chair of this committee and understands the library has needs that need to be addressed. He will bring this to the attention to administration in January 2018. He invites communication from the council.
- D. New HR Director - Jean Logue, beginning at NSU January 3, 2018.

VII. Committee and Standing Reports:

- A. Faculty Welfare Committee: John (Chair)
- B. Faculty Awards Committee: Renee (Chair)
- C. Ad hoc Strategic Plan Committee: Sarah (Chair)
- D. Ad hoc Budget Committee: Sarah (Chair)
- E. Delicious Dialogues: Pamela Louderback (Chair)
- F. University Committee Reports

Dates to Remember

- December 5th @ 5:30 pm - Seminary Hall Lights On
- December 5th - Toy Toss
- December 7th @ 2:00-4:00 pm - Holiday Reception at President Turner's
- December 16th - Commencement
 - 9:30 pm - COBT and COLA
 - 1:30 pm COE & COSHP

Next meeting February 2, 2018

Meeting adjourned 5:12 pm

Respectfully submitted, Sarah Burkhead Whittle, Secretary/Treasurer,
December 5, 2017