



# NORTHEASTERN STATE UNIVERSITY

## Faculty Council

**May 3, 2019  
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.*

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Meetings (First Friday of the Month) 3:00 - 5:00 p.m.

Location: CASE 134, BAAS 215 and NSM 112.

The meeting was called to order by President Cambiano in CASE 134 at 3:01 p.m. on May 3, 2019. There was Zoom access in Tahlequah to Broken Arrow 215 and Muskogee 112.

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

- President Turner, Dr. Landry, and Dr Freeman - eCampus
  - President Turner shared a brief history of online education with there being a natural evolution for online instruction across the U.S. With the “bricks & mortar” campus idea, we served 23 counties in our region. In the beginning, courses offered online and even now, were/are based on the same way a face-to-face (f2f) class is taught, but more is needed. Online offerings are reaching a saturation point. A 60+ member task-force was created at the state level comprised of local educational and business representatives to evaluate online instruction. The charge was to review best practices in online learning delivery in an innovative and collaborative way throughout the state of Oklahoma. This 205 page report is available through the RUSO website. It has been proposed that a standard learning management system (LMS) is to be used for all RUSO institutions and the specific delivery model search will begin July 1. Another piece of this group is external validation of redundant online courses. This whole process was unanimously voted on by the RUSO Board. NSU is in the process of interviewing persons who will serve as the e-Campus Director for online learning, where collaboration among departments and entities will be a must. Over next 3 years more external validation of all RUSO online courses will be taking



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place and we need to maximize our opportunities for showcasing NSU's excellence in online instruction. It is imperative that we look forward for what is to come, rather than look back on what we've done in the past. This only impacts 100% online courses, not blended or F2F courses. More information about this initiative will be forthcoming in the coming fiscal year. There must be a continued emphasis on recruitment and retention for credit hour production. Interviews for the e-Campus Director will be conducted via Zoom and details will be shared soon.

- Provost Landry shared how Chapter 3 of the RUSO Manual will have some changes, chiefly: 1.) "Probationary" to "Provisional," 2.) There has been an added sentence about the reason for not granting tenure, 3.) Academic Affairs must keep a copy of all tenure portfolios. More discussion will be made about if a webpage design will be acceptable in the future.
  - Vice President Freeman shared how 15-20 people at NSU are facilitating these decisions on the Task Force and they are open to feedback from the campus community.
  - Dr. Pam Fly - credit hour - online activity equivalencies  
[https://drive.google.com/drive/folders/1zpcb3v49qswwhyGMvlUJMPi0GJptDH\\_u4?usp=sharing](https://drive.google.com/drive/folders/1zpcb3v49qswwhyGMvlUJMPi0GJptDH_u4?usp=sharing)
    - Vice President Fly shared how she is an Accreditation Officer Liaison (ALO) representative for the Higher Learning Commission (HLC). We can improve how we teach F2F courses equivalent to online courses. She is in need of 5-6 volunteers from different academic areas for NSU to develop its own course equivalency guide for course delivery. The timeframe will take place in May, meetings will be held via Zoom, and this pilot will take place in the summer with online instructors providing self-assessment for evaluating their own course(s) based on Carnegie minutes. This would then be repeated in the Fall. President Cambiano will send out an e-mail seeking volunteers for this pilot study by May 10. There is a Federal Credit Hour definition on which we are basing this decision with our analysis and process. Academic Affairs are also in the process of developing a list of program outcomes for ready reference. They will also look at "writing intensive courses" for each program.
  - Dr. Sophia Sweeney - Introduction
    - Interim Assistant Vice President in Academic Affairs. Her chief responsibilities are Faculty Scholarship and Faculty Research. Supporting the programs that support faculty, i.e. Grants, Faculty Research Committee (internal support), Faculty Development (travel/presenting). Changes: support of CTL (moving from Vice President Fly's office). Conducting workshops for RTP and requirements. Will take over Digital Measures administration. Will coordinate University committee lists, will support the IRB committee, will oversee University Strategies. For any questions, please call Academic Affairs.
- I. Call to Order:
  - II. Quorum Check: A quorum was present
  - III. Approval of Minutes: A motion was made and seconded to approve the minutes. The motion passed. <http://offices.nsuok.edu/facultycouncil/FacultyCouncilHome.aspx>



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#### IV. Old Business Items:

- A. Help Students get enrolled – The largest group not yet enrolled are Juniors and Seniors. It is imperative they have completed all financial steps to be able to enroll and that Faculty do their part to encourage this conversation with our students.
- B. Homelessness/Hunger Syllabus addition - The statement proposed by Delegate Waters will be added on all syllabi starting Fall 2019 to specify how students can receive food resources on our campuses, if need be.
- C. eCampus Online Readiness Tool <http://www.onlineexcellence.onenet.net/>
- D. Enrollment Update - approximately 10% down.
- E. Faculty Advising Resources (email from Julia Carlo) - We have identified there were many broken links pulling the advisee list and program lists from Argos, which has now been fixed at that point in time, i.e. the semester in which students are currently enrolled.
- F. Retention Initiatives
  - a. Retention Committee
- G. Ex Council/Academic Council Update
  - a. Advising Bot - designed to take questions and get to the right person. It will tie in to NSU data and collect information.
  - b. Free Speech Bill - There used to be designated Speech Zones on campus, but this bill would create open spaces everywhere on campus.
  - c. Push for workforce initiatives – this could impact enrollment. For questions please speak to Dr. Ron Cambiano.
  - d. eNSUre - 97% of goal has been reached.
  - e. Alumni is creating a mobile app
  - f. Bookstore renovation this summer on Tahlequah campus with a new facade. There will also be textbook scholarships available this Fall.
- H. Update on Web - we are still under a freeze for updates to websites.

#### V. New Business Items:

- A. Appellate Committee Handbook Revisions - rotations on this committee occur every two years and all tenured faculty vote. Since there are currently no tenured faculty on the Muskogee campus, a small committee met to research the Faculty Handbook and felt the handbook guidelines are sufficient. The appellate vote was still able to take place. However, we are lower than  $\frac{3}{5}$  of all faculty being tenured on all 3 campuses. President Cambiano made the suggestion for this conversation to continue to take place with Faculty Council next Fall.
- B. Faculty Handbook (professional file) digital/hard copy - reiterating from Provost Landry, all tenure packets will be held in Academic Affairs.
- C. Enrollment Call Night Alumni Building - May 14th 6:00-8:00 (Contact: Jessica Langston). Please use this [Link](#) to sign up to help call students who have not yet enrolled for the Fall semester.
- D. **Thank You** for Your Service on the Council
  - a. COE: Drs. Waters, Green, Melles, Sargent
  - b. COLA: Drs. Hasselman, King, Smith, Weaver



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- c. Optometry: Drs. Hatley, Whittle
- d. Muskogee: Ms. Bates
- e. Leadership: Drs. Cambiano & Diamantopoulos, Ms. Whittle

#### VI. Committee and Standing Reports:

- A. Faculty Welfare Committee: Dr. Diamantopoulos (Chair)
- B. Faculty Awards Committee: Dr. Cambiano (Chair)
- C. Ad hoc Strategic Plan Committee: Ms. Whittle (Chair)
- D. Ad hoc Budget Committee: Ms. Whittle (Chair)
- E. HawkTalks: Dr. Louderback (Chair) <https://offices.nsuok.edu/facultycouncil/HawkTalks.aspx>
- F. University Committee Reports

#### Date(s) to Remember:

Monday, May 6th - Late night Breakfast at University Center Cafeteria - 9:00 p.m.

Tahlequah Commencements

- Friday, May 10 (7:00 p.m.) College of Education
- Saturday, May 11 (9:30 a.m.) College of Business and Technology & College of Liberal Arts
- May 11 (2:00 p.m.) College of Science and Health Professions & Oklahoma College of Optometry

Broken Arrow Commencement

- Monday, May 13: (7:00 p.m.) Held at the ORU Mabee Center for all colleges

A motion was made and seconded to adjourn the meeting.

Meeting adjourned 4:59 p.m.

Respectfully submitted, Sarah Burkhead Whittle, Secretary/Treasurer, May 6, 2019