

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, January 11, 2013

## Call to Order

The meeting was called to order by President Deason-Toyne in BT220 at 3:00. There was ITV access at Muskogee, Broken Arrow and Tahlequah.

Council Members in attendance in Tahlequah: Ron Cambiano (Education), Shari Clevenger (Liberal Arts), Samantha Clifford (Library), Kendra Haggard (Liberal Arts), Jim Hicks (Science & Health Professions), Spencer Johnson (Optometry), Sandra Martin (Library), Chris Miller (Liberal Arts)

Council Members in attendance in Broken Arrow : Tia Bennett (Education), Jeb Briley (Business & Technology), Kelly Dunbar (Education), Buster Hall (Broken Arrow), Cheryl Van Den Handel (Liberal Arts), Marvita McGuire (For Van Nostrand, Muskogee), Tobi Thompson (Education), Mai Anh Vu Tran (Business & Technology), Weijia Zhu (Science & Health Professions)

Council Members in attendance in Muskogee : None

Council Officers in attendance: Denise Deason-Toyne (President), Pamela Louderback (Vice President), Linda West (Secretary/Treasurer).

Guests: Ernst Bekkering (Business & Technology), Sheree Whiteside (Science & Health Professions), Susan Woitte (Library), John Yeutter (Business & Technology), Tom Rink (Library) in Broken Arrow

### **VP/Provost William Rugg, guest of Faculty Council.**

VP Rugg talked to the Council about the NSU D23 initiative to focus on retention and recruitment. It is critical that we understand and are part of the effort. He also addressed the shift of Enrollment Management to Student Affairs. He outlined the new advisor model of having a professional advisor for each college. These advisors are staff, but work for the colleges. They will be trained by the College and CASE. Faculty will now play a mentor role to students in terms of career counseling not course building. There is not a model of this style to follow, this is new. There will be program sheets for students to follow. There will be online links from these program sheets to every online course.

In talking about online courses, he stated that every Gen Ed course is now online and there will be many more degree programs online. He explained the differences between Blended, Hybrid and Online courses. Every class should be technology enhanced. One question from the Council was how does this new model affect load? An online class is equal one face to face

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, January 11, 2013

class. He feels that there should be size limitations decided in the future. Those numbers are being looked at. Separate sections count toward load and it is up to the Dean and Department Chair what is considered overload. He recognizes that it takes more time to take and teach an online course and larger sizes are hard to handle. Some questions for the future are how many faculty do we need to teach these courses and can our servers handle the load? He was asked about advising in Broken Arrow. The full time advisors will schedule time in Broken Arrow. The ideal would be to have advising available 24/7 online with technology help and someone to talk to.

Some other goals are to change when students declare majors at 45 hours instead of 60 and assign them to advisors and mentors earlier. He was asked about the first year experience course. We need to do a better job and make it a quality academic experience. University Strategies now is part of Academic Affairs with Pam Fly in charge. He wants faculty to teach the classes. There will be more control over the curriculum and it could include career information. Some general discussion of problem solving methods followed. We have expertise on campus and many times we seek outside experts instead. He will meet regularly with Student Government and the President. There was a question about how to get students to see advisors, is there a way to require that in Banner?

Another topic covered was International students. They are underserved. They have problems with transportation, so he is starting a bus service that will take any student to Wal-Mart twice a week and once a month to Tulsa. It will also make airport runs for International students. It was mentioned that a bus services or share a ride service would be helpful between Broken Arrow and Tulsa. Individuals would be willing to pay for a service. BA faculty were encourage to use the faculty lounge and it or another room will be dedicated to this purpose in the future.

Concern was expressed over the loss of administrative rights for computers with the Windows7 conversion. He is meeting Monday and will address some of these concerns. There will be a way to load common software and programs approved by IT. Faculty were urged to put software on the list. Faculty will be asked to choose laptops or desktops.

## 1. Call to Order

### **A. Review/Approval of minutes of the December 7, 2012 meeting** ([http://arapaho.nsuok.edu/~faculty\\_council/minutesdec2012.html](http://arapaho.nsuok.edu/~faculty_council/minutesdec2012.html))

Minutes were approved as presented.

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, January 11, 2013

## **B. Budget Report**

President Deason-Toyne has done some research about Faculty Council shirts and found prices from \$16.95-\$29.95. Discussion was tabled.

## 2. Committees/Standing Reports

**Standing Committees** - No reports.

## 3. Old Business/Pending Issues

### A. **Location for Faculty Gathering - Broken Arrow**

Room A170 has been identified for use by faculty. We now need to look at furniture for both lounges in Tahlequah and Broken Arrow.

B. **Circle of Excellence Bricks** - Three or four locations have been suggested. A small group will visit the locations and give suggestions.

C. **Circle of Excellence guidelines (Clevenger/Woitte)** - Guidelines will be sent electronically and discussed at the February meeting.

### D. **Proposal to change Bylaws (Kwok/Newhouse)**

There was discussion of a date for the vote on the Bylaws. We could hold it at the same time as the Appellate Committee vote. Officer names will need distributed to faculty. View the Constitution and Bylaws proposal at:

[http://arapaho.nsuok.edu/~faculty\\_council/bylaws12.pdf](http://arapaho.nsuok.edu/~faculty_council/bylaws12.pdf)

### E. **Faculty mentoring/Evaluations/Reviews - consistency among colleges?**

A survey will be conducted soon to see what is happening in colleges and departments. Questions have been raised about whether everyone is following the new additions to the Faculty Handbook. Faculty are encouraged to respond to the survey.

### F. **Committee selection for candidates for Post Tenure Review/Promotions**

Last month it was decided to have the committee formed in the same way as mentoring committees are formed for new faculty. We need to add these changes to the Faculty Handbook.

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, January 11, 2013

## 4. New Business

### A. **Volunteer to serve on Handbook Review/Revision Committee**

Linda West and Ernst Bekkering volunteered. We especially want to address the grievance policy.

### B. **Post a Ride-Share Board on GO NSU for Faculty/Staff who commute between Tahlequah and Broken Arrow or Muskogee**

This will be presented to VP Rugg. There was also a question/suggestion about scheduling university vehicles to carry more than one person.

### C. **Campus lighting (of lack thereof)**

Seminary Hall and the parking lot behind/between Science and Bagley Hall. Suggestion: solar-powered lighting. This issue will be taken to VP Rugg. We need to support a safe campus and this would be easy to fix with solar powered lights.

### D. **Shared Governance document**

Present Deason-Toyne has met with the President. He feels that students didn't understand the document. He has made some changes and will give it to VP/Provost Rugg. When it is revised he will meet with Deason-Toyne.

Still working on a Worker's Comp. advocate/liaison. We need a person or two to be available to help an employee and be their advocate.

**Adjournment** - The meeting adjourned at 4:29 p.m.

Next meeting will be February 1 at 3 pm in the same locations unless announced otherwise.

Submitted by Linda West, Secretary-Treasurer  
1/30/13