

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, May 2, 2014

## 1. Call to Order

The meeting was called to order by President Van Den Handel in SH 204 at 3:00 pm. There was ITV access at Muskogee, Broken Arrow and Tahlequah.

Council Members in attendance in Tahlequah: Ron Cambiano (Education), Samantha Clifford (Library), John Diamantopoulos (Science & Health Professions), Kendra Haggard (Liberal Arts), Christine Hallman (Liberal Arts), Spencer Johnson (Optometry), Sandra Martin (Library)

Council Members in attendance in Broken Arrow : Andrew Aken (Business & Technology), Tia Bennett (Education), Jeb Briley (Business & Technology), Kurt Choate (Education), Mai Anh Vu Tran (Business & Technology), Lee Woods (Education), Victor Zhu (Science & Health Professions)

Council Members in attendance in Muskogee: Heather Fenton (Nursing)

Council Officers in attendance: Cheryl Van Den Handel (President), Linda West (Secretary/Treasurer).

Guests: Denise Deason-Toyne (Business & Technology), Dan Savage (Liberal Arts) in Tahlequah; Tom Rink (Library) in Broken Arrow; xxxxx (Nursing) in Muskogee

Review/Approval of minutes of the April 4, 2014 meeting ([http://arapaho.nsuok.edu/~faculty\\_council/minutesapr2014.html](http://arapaho.nsuok.edu/~faculty_council/minutesapr2014.html))

Minutes were approved with one correction.

## 2. Special Edition New Business:

### A. **Faculty Athletic Representative: Dee Gerlach.**

Discussion centered around how the representative is selected. If the title is Faculty Athletic Representative, it was felt that the faculty should have a part in the selection. It also appears that the function of the position has changed. In the past, this person chaired the Athletics Committee. It appears that this is now the student advocate with the Athletics Department. The role of the representative has changed from the viewpoint of members who have been on the committee for more than ten years.

Faculty Council would like a clarification of what the person does and what is the role of the Faculty Athletic Committee and its chair. We

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would like to have the charge for the committee. Van Den Handel will contact Acting VP/Provost Fly and send the information out to Faculty Council.

## **B. Gen Ed Assessments beginning fall: Dan Savage present**

Faculty Council reviewed the assessments co-related to Student Learning Outcomes developed by the Gen Ed Committee. These were started as part of the HLC Assessment Academy and will be put into place starting in the Fall. Some pilot assessments were done last spring. Assessment will make the whole Gen Ed curriculum similar to a program and we will have a program review every five years. The first review will be in 2015. All Gen Ed faculty will be involved in assessment. There will be training available from CTL over the summer with incentives for faculty participation (\$250 for Faculty Development). There is a Gen Ed BlackBoardsite with examples from the pilot program. Assessment is left up to faculty teaching courses, however, each course will have the same assessment across sections. Savage also suggested that Faculty Council look at Appendix C of the Faculty Handbook to add this activity and its extra work to the lists. Faculty Council will look at this in the fall.

## **3. Budget Report**

Based on suggestions from the last meeting, it was moved and seconded to transfer \$1,000 to the Faculty Development Committee to award up to \$500 per person based on a priority determined by the Committee. The Committee is to provide a report to Faculty Council about use of the funds. Van Den Handel spent \$12.60 on printing the COE certificates. Next year's beginning budget will be \$3,895 with \$918 for travel. Diamantopoulos thanked Faculty Council. With those funds all travel requests were funded in April. The Faculty Development Committee is now out of funds.

## **4. Committees/Standing Reports**

### **Circle of Excellence Report**

The Circle of Excellence Ceremony took place on Tuesday April 29<sup>th</sup> at 3:30 pm in the Webb Tower Room. A second short ceremony will take place at the Employees' Reception on Thursday May 1<sup>st</sup>. It was noted that if we want a separate ceremony, faculty should show up to support the nominees and award winners. It was also suggested that an opportunity to celebrate award winners would be at the opening meeting where most faculty attend.

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## 5. Old Business/Pending Issues

### A. **Collegial Governance Document:**

Still at Staff Council. Will probably not be out in time for Policy Committee on May 19<sup>th</sup>.

### B. **Appellate Committee Elected**

New members whose terms of office expire in August of 2016 are: Dr. Brian Cowlshaw, Dr. Jon Shapiro, Dr. Pamela Christol, Ms. Linda West, Dr. Yungfei Kao – Jr. Alternate. Voter turnout was light for the election.

### C. **Design & Location of COE Bricks**

The design previously submitted by Faculty Council was discussed. It consists of a star design with COE bricks in a circle around the star. The location previously agreed on by a Faculty Council subcommittee and Facilities Management was also clarified. The area is south and west of the Library main entrance and out from the building. There are 91 bricks in storage and library construction has finished. We need to get a cost and get it approved through RUSO in June. A meeting with President Turner has been arranged and members of the former committee have volunteered to attend along with President Van Den Handel.

### D. **125<sup>th</sup> Birthday of Seminary Hall**

Van Den Handel will be on stage for the event on May 7<sup>th</sup>.

### E. **Recruitment and Retention: Enrollment Services.**

Someone from Enrollment Services will be invited to a Faculty Council meeting in the fall.

### F. **Coach/Faculty Sponsor for NSU College Bowl Quiz team: Hasselman**

We will look at this next year.

### G. **Ideas needed to raise emergency fund of \$125,000 for helping students to stay in school. What can Faculty Council do?**

There have been donations to the fund. Faculty Council would like to be involved in the committee that decides the awards and would also like to know what the criteria are for the awards. It would be good to look at how funds are invested to get the best return. A Faculty dunk tank was suggested for raising funds.

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## 6. New Business

### A. **Dr. Arant selected as the new Provost/VPAA – Meet and Greet in August?**

Faculty Council supported a meet and greet as an informal way for the faculty to meet the new Provost. It was voted that Faculty Council host a reception for Provost Arant.

### B. **Updates from Academic Council**

Van Den Handel shared a new table of pay adjustments for Adjunct faculty. There were many details and she will send out the chart to Faculty Council. Basically, there are three payment schedules for adjuncts: 9.75 hours a week, 29.25 hours a week. They are based on classroom hours counted at 2.25/hour and additional service hours.

Commencement ceremonies have been announced. Please attend and support our graduates.

There was some information about flat rates for Intersession pay and summer pay by rank.

### C. **Faculty Council meetings for Fall Semester and first issues for Fall.**

It was decided to keep the meetings on the first Friday of the month at 3:00 p.m. The first meeting will be September 5<sup>th</sup>. Some issues for the coming year: Inconsistency of tenure and promotion between colleges. We need to get our reception on Provost Arant's schedule very soon.

### D. List of Colleges needing to elect delegates this fall; and list of committees needing filled this fall. Also colleges need to hold an election for the Grievance Committee at the same time as the delegate elections.

President Van Den Handel distributed certificates of appreciation to members of Faculty Council. Faculty Council extends their thanks and acknowledgment to President Van Den Handel for her efforts and contributions on behalf of the faculty this year.

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## News:

Upcoming event reminders are on the agenda.

**Adjournment** The meeting adjourned at 4:30 p.m.

Next meeting September 5, 2014

Submitted by Linda West, Secretary-Treasurer  
5/9/14