

# NORTHEASTERN STATE UNIVERSITY

Minutes of Faculty Council Meeting

Friday, November 7, 2014

## 1. Call to Order

The meeting was called to order by President Van Den Handel in BAPT 225 at 3:00 pm. There was ITV access at Muskogee, Broken Arrow and Tahlequah.

Council Members in attendance in Tahlequah: Emily Bruce (Optometry), Ron Cambiano (Education), Samantha Clifford (Library), John Diamantopoulos (Science & Health Professions), Christine Hallman (Liberal Arts), Jim Hicks (Science & Health Professions), Pam Speaks (Education)

Council Members in attendance in Broken Arrow : Kurt Choate (Education), Halil Kaya (Business & Technology), Julie Mercado (Business & Technology), Mitch Ricketts (Business & Technology), Victor Zhu (Science & Health Professions)

Council Members in attendance in Muskogee: Diana Mashburn (for Fenton)(Nursing)

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

Guests: Renee Cambiano (Education), J. Rachel Green (Education), Tom Jackson (Academic Affairs), Sophia Sweeny (CTL) in Tahlequah; Andrew Aken (Business & Technology), Jenifer Ivie Barth (CTL), Pam Fly (Academic Affairs), Tom Rink (Library) in Broken Arrow;

Minutes of the October 2014 meeting were approved. The budget remains unchanged at \$3,895.

## 2. Committees/Standing Reports:

### A. **Faculty Welfare Committee:**

Ricketts reported on the previous meeting with Provost Arant. Arant is sympathetic to the issues presented. Cambiano drafted a letter to be sent to peer institutions soliciting their summer salary policies, online class enrollment caps, and teaching load and compensation. Arant would like to have a discussion once the data is put together.

There was discussion about whether to send the letter to only provosts and VPAs or to CC Faculty Council/Senate presidents. We will send to both to get a more rounded point of view. We will be sending it to the peer institutions used for the CUPA salary comparisons. An English

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faculty member will be asked to review the draft before it is sent.

Faculty Council will pay for the mailing out of its budget.

B. Circle of Excellence Bricks Committee: No report.

C. **Bylaws and Faculty Handbook:**

The committee will meet before Thanksgiving and report in December.

There is additional information from Brad Agnew for the committee to review.

D. Academic Integrity Committee: No report.

## 3. Old Business/Pending Issues:

A. **Resubmission of Diversity Statement.**

The original statement has been resubmitted to the Policy Committee. It was suggested that President Van Den Handel have a meeting with President Turner to discuss the statement in light of current changes in Oklahoma law.

B. Faculty Welfare Committee Letter - See above.

C. Inconsistent RTP between colleges – Faculty Handbook Committee.

D. Faculty teaching hours compensation – Faculty Welfare Committee.

E. Pro-rating summer salaries – Faculty Welfare Committee.

F. **Faculty Council website must be moved by December.**

A Faculty Council space has been made. West volunteered to move the website.

G. COE Bricks – Committee. – No report

H. "Delicious Dialogs" monthly faculty research talk and brown bag lunch on BA and Tahlequah campuses. Planned for November 12<sup>th</sup> on both campuses.

## 4. New Business

A. **Pam Louderback attended the State Meeting on Sat. Nov. 1<sup>st</sup>**

Louderback reported on the meeting via written report. Guns on campus was a major topic as were statistics for Complete College America. She will serve on the Advisory Committee for next year.

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## **B. Undergraduate Research Day request for funds.**

There was a request from the URD committee for \$1,000. This was the amount transferred in previous years. A motion was made, seconded and passed unanimously to give \$1,000 to URD. A question arose as to how the money was spent and if there were other needs, such as Faculty development or support for publication fees, that would be a better use of the funds. An amendment was made to send \$250 to URD. There was a motion and a second. The motion passed by a roll call vote of 7 to 6.

## **C. Should we hold an All-Faculty meeting in January?**

A separate meeting did not seem necessary, however, it was suggested that we take some time when the faculty are gathered for Communication and Collaboration Day in January. More will be discussed in December about this meeting.

## **D. Pam Fly – Status of ITV and Collaborate rooms, “Digital Measures”, Commencement**

There is some progress on Collaborate rooms. They are being installed in ITV rooms and can be switched between the operations. Special hardware has been ordered and two rooms are working: BALA 276 and ED 101. There are still problems with garbled sound. An external network specialist is coming to help fix the problems.

A license to Digital Measures has been purchased for the whole campus. It is presently being used by the College of Education. It will be used as a Faculty Development database. There is a committee with representatives from each college meeting to customize the product for each college. It will probably be ready after spring break. Academic Affairs, deans and chairs will be able to use the database to compile their reports without having to ask for reports from faculty. There was a question about whether it is mandatory to use. In the College of Education, it is not required for the tenure and promotion process at the present time. The reply was that it would not be mandatory for the tenure/promotion application process, however, faculty would be required to use it to record their activities.

There will be two commencement exercises this fall: December 13<sup>th</sup>, 9:30 am for Business & Technology and Liberal Arts and 1:30 pm for Education and Science & Health Professions. One change will be that there will be a recessional of students and faculty.

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## **E. Electronic Faculty Evaluations – Jennifer Ivie**

Ivie presented the council with an executive summary that presented research from the literature and data from previous surveys at NSU. She announced that all courses would receive the electronic survey this fall. The surveys will be available from November 17 until December 5<sup>th</sup>. There were questions and discussion about the low response rate of electronic surveys. They have tried several ideas to boost the response rate and this semester they will use email to remind students to complete the surveys. In the past, there were problems with identifying which course the survey was for after entering the survey. They found a way to have the course appear at the top of the survey. There were questions about evaluations for summer classes. There are no plans at this time. There was a question about whether faculty could add questions to the survey. That will not be possible. The questions being used were not available for the council to see. They will use the same questions as used in the spring, but will change some of the negatively worded questions. They will try to provide information comparable to the paper surveys and the data will be available online the day after grades are due.

## **F. University Conversation on Scholarly Productivity – Tom Jackson**

Jackson presented a Power Point that outlined the Boyer Model with some NSU additions. This presentation is the beginning of a conversation that will define scholarship at NSU with the Teacher/Scholar model. Examples and further refinements will be sought from each college and discipline. We are looking for ways to maintain scholarship. There will be a website at Academic Affairs that will contain this presentation and other definitions.

## **G. The 2011 RTP Process**

At the end of Jackson's presentation a discussion took place about the RTP process. The idea of getting examples from different disciplines brought up the current RTP process. There was a question about whether the 2011 process had somehow been changed without faculty knowledge. There was also a statement from Fly that led faculty to believe that the previously approved guidelines from colleges and departments were no longer valid in the RTP process.

Confusion about the process is part of what the current Ad Hoc Faculty Council Handbook/Bylaws committee is to address with clearer language suggestions.

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## 5. Announcements.

Oklahoma Research Day will be at NSU March 13, 2015 at the Event Center.

**Adjournment.** The meeting adjourned at 5:00 p.m.

Next meeting December 5, 2014

Submitted by Linda West, Secretary-Treasurer

11/18/14