**September 6, 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.

Meetings: First Friday of the Month - 3:00 - 5:00 pm

Location: Bagley 202, BALA 276, & NSM 112

Call to Order: 3 p.m. by President Renee Cambiano

Quorum Check: Dr. Pamela Louderback, Dr. Nayyer Naseem, Dr. Pamela Christol, Dr. Luke Foster, Dr. Sean Kim, Dr. Erica K. Argyropoulos, Mr. Tom Rink, Dr. Leticea “Tisa” Newton, Dr. Alesha Baker, Dr. Maria Christian, Dr. Stephen Sargent, Dr. YungFei Kao, Dr. Candessa Tehee, Dr. John McIntosh, Mr. Jason Nichols, Dr. Jonathon Janzen, Dr. Neal Whittle

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

* Janet Kelley - Conversation about when grades are due: Ms. Kelly explained about placing all semesters/terms on the same grades due schedule. This would be the Tuesday at 3 p.m. after the class ends on a Friday or weekend. This is due partly because of summer term being expanded to 14 weeks. The university only confers degrees three times a year – May, August and December. In the summer, if grades are not entered by a certain date it could cause a problem for education students in step pay or accepting a job. In these cases, the Registrar writes a letter to the district involved.
* Julia Carlo and Josh Groomer - Faculty Mentorship/Advising: Ms. Carlo and Mr. Groomer explained the process for early academic alerts. Faculty can report concerns about students by going to the university’s website to Report Concerns.
* Dr. Sophia Sweeney - EvaluationKIT and Digital Measures Workflow: Dr. Sweeny provided an introduction to these two pilot programs and will return to Faculty Council in the future with another report.

Approval of Minutes: <https://offices.nsuok.edu/facultycouncil/Minutes>: The minutes were approved by 14 yes votes and 3 delegates abstained

Old business

* Retention and Recruitment - Dr. Cambiano reported the CHP was down 6 percent. Other members of the council said facility conditions and unfavorable comments on social media could be contributing factors. Also, student paperwork not being processed on time left several students waiting until next semester to enroll. Southeastern University reports a high enrollment due to the university going totally online. The question was asked, “Are all RUSO institutions down in enrollment?”

New Business Items:

* Role of Delegates - Dr. Cambiano encouraged al delegates to get information out to their colleagues. “No secrets, get the information out and share the information.” 4.13 Bylaw 13 Faculty Council Delegates are elected representatives of the faculty they serve. Delegates should represent the voices of the faculty and communicate Faculty Council activities back to them. Delegates should actively seek out the multiple perspectives of the faculty they represent. Delegates should be engaged with the business of the Faculty Council. As such, they should have regular attendance, active participation and they should strive to provide service by the membership on various committees and task forces. If any Delegate misses three consecutive meetings without sending an alternate or misses five meetings in a year without being represented by an alternate, the appropriate unit shall be formally requested to elect a replacement (Adopted by Council October 7, 2016).
* Council Meeting Discussion - There was a discussion on moving the day and changing the time of Faculty Council meetings. It was also discussed to change one meeting into two. One for business and the other for guests who need to talk to the council.
* Faculty Handbook (professional file) digital/hard copy - Dr. Cambiano said Academic Affairs is no longer allowing web pages to be used for professional files.
* Strategic Plan - Dr. Green said the Faculty Council will be updating its Strategic Plan. He is looking for volunteers to help with the plan.

Committee and Standing Reports:

* Faculty Welfare Committee: Dr. Green announced that Dr. Pam Louderback and Dr. Neal Whittle will serve with him on this committee.
* Faculty Awards Committee: Dr. Cambiano said a media studies class will be working on this for the third year in a row
* Ad hoc Strategic Plan Committee: Dr. Green (see the note above)
* Ad hoc Budget Committee: Dr. Eversole - No Report
* Ad hoc Emeritus Committee: Dr. Sargent - No Report
* Ad hoc Tailgating Committee: Dr. Ross & Ms. Thomas The theme is retro and Faculty Council will tailgate at all five home games
* HawkTalks: Dr. Louderback
* University Committee Reports
  + Policy Committee - Dr. Green indicated that the travel policy has been updated and Dr. Green will send it to council delegates.
  + Academic Council - Dr. Cambiano
    - Federal guidelines have changed and the student will not be able to take classes if it is not in their plan of study. It is called the CPOS (Credit Plan of Study) implementation.
    - Graduation Deadline Change - <https://offices.nsuok.edu/registrar/ApplyforGraduation.aspx>

Date(s) to Remember:

* NSU vs Central Missouri September 12 **-** 7:00 – 10:00pm
* Assessment Reports September 15 - Due
* President Brown Bags September 23 - Broken Arrow 12:00pm (Annex)

September 23 - Muskogee 3:00pm (Sunroom)

September 24 - Tahlequah 12:00pm (Redbud)

* Homecoming September 28 - 2:00pm