



NORTHEASTERN STATE UNIVERSITY

Faculty Council

September 1, 2017 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.

The meeting was called to order by President Renee Cambiano in Webb 614 at 3:02 p.m. on September 1, 2017. There was Zoom access in Tahlequah and Broken Arrow.

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

Ben Hardcastle addressed the Council. The state budget currently remains at the same funding level as when we began the year. If new revenue measures are explored in special sessions, this might total \$1 million in budgetary cuts to the University. The President's Brown Bag Luncheon will take place September 12th on all three campuses and he will provide further developments at that time. Enrollment and credit hours are slightly lower for first time, full time freshmen. The credit hour goal was missed by less than 2%. Online credit hour production is going well, thus offering more courses online with our current number of degrees. Questions were asked about the Cabinet's action plans to increase recruitment for minority students, which include digital marketing in targeting different ethnic communities for student recruitment, as well as other face-to-face and mailing outreach efforts. Dan Mabery is working with President Cambiano for faculty members to take part in upcoming off-campus recruitment efforts and on-campus tours. There have also been elementary school outreach efforts for NSU alumni to wear NSU shirts on casual Fridays and/or post promotional information about NSU by their classroom doors. The new interactive map organizes information by location and provides links, photos, and videos. This totals \$3,500 for start-up and operational costs and has less than a \$400 monthly licensing fee. Efforts are being taken to aggregate e-mail messages to decrease the amount received by students and faculty. It was asked if students could set their personal e-mail as the default to receive notifications via Blackboard, which will be investigated by the Center for Teaching and Learning. Several storefront properties downtown are being remodeled with a third party vendor to lease as retail space. The NSU Playhouse scene shop additions are almost complete and a commemorative plaque will soon be placed describing the history of the space, along with the once outdoor mural, which is now displayed behind glass. Online request forms are available via the Communications & Marketing website and their department would like to see more awareness given to Story Ideas. This initiative allows individuals to contact Communications & Marketing with specific ideas for promotion. Circle of Excellence plaza banners will soon be installed using more of a white background with yellow, blue, and lighter green contrasting colors. The Gather Here, Go Far banners will continue to be the campus standard. Each costs around \$45 and has an average life span of less than two years, due to fading caused by the sun. Longer lasting alternatives are being explored. Banners in Centennial Plaza are coming soon, along with ones for the Muskogee and Broken Arrow campuses. NSUtube includes twenty-three computer monitors around campus (including six in Broken Arrow) that were purchased around twelve years



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ago. Each have failed over time but a pilot program will soon start with two new units in Tahlequah and one in Broken Arrow using new software that will promote and inform viewers. There is continued concern about Redmen items being sold in the campus bookstore and the message this sends. Currently \$2,000 worth of Redmen merchandise remain at the RiverHawk Shoppe. There was a past verbal agreement with Barnes & Noble to have Redmen merchandise available during Homecoming, but Homecoming 2017 will be the last time these materials are sold. A suggestion was made that a subcommittee could organize community and student forums to gauge the Redmen to RiverHawks transition eleven years after this change.

Chad McLane addressed the Council. He received feedback about what is working well with the new Blackboard system and what others find frustrating. Some positive feedback included a cleaner interface, the help that CTL has provided, and assistance from the Help Desk in adding users to courses. Some negative feedback included repetitious issues that cause frustration and a slower response time both to load assignments and access the grade center in either Chrome or Firefox browsers. A suggestion was shared from the Council that a focus group to identify pressing faculty needs might be useful. McLane addressed an issue of how using a projector turns the Blackboard desktop view into mobile view, which creates a screen ratio difference in classrooms. Other suggestions were for instructors to add a zero for empty grades in order for there to be an accurate total column and how users need to clear their cache so older server information can recognize new patches.

- I. Call to Order:
- II. Quorum Check: There was a quorum present.
- III. Approval of Minutes: Minutes of the May 5 meeting were approved.
<https://offices.nsuok.edu/facultycouncil/Minutes.aspx>
- IV. Old Business Items:
 - A. Appendix C Revision:

Full implementation has taken place. Previously Dr. Arant wanted digital format only, but Dr. Landry has given approval to accept paper formats and Faculty Council voted in agreement of this as well.
 - B. Appendix B Approval
Approval from Faculty Council was achieved through a quorum vote. There are two major changes: 1.) Lengths of Faculty Council leadership positions changed from a January to a July 1 start date. 2.) 4.13 bylaw - Role of the Delegate. With faculty council being the collective voice for faculty, each delegate's job is to relay information from the council back to colleges and departments. Faculty Association includes the Faculty Council and represents 300+ faculty. It is our job to share information, examples: the latest enrollment numbers and seek to attend President Turner's Brown Bags.



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C. Teacher Scholar Model

This was not approved at the Cabinet level, but was sent with comments to the Faculty Welfare Committee. They are investigating possible updates without compromising the document as it stands now. Tentatively this will be reviewed with Faculty Council in October.

V. New Business Items

A. Schedule software

Faculty Council will seek input from colleagues, document this, and share with President Cambiano by September 8, 2017, who will then share these comments with the Interim Provost.

B. Professional File (digital) what format?

The realization has been made that one model does not fit everyone and Blackboard is not an option, but a common consensus is a one-stop-shop. The Provost seeks input from Faculty so any ideas should be shared with President Cambiano, who will pass these along. Current ideas are to explore more about Digital Measures, which does not print in standard citation formats, along with Chalk & Wire and Wix.

C. Pre-enrollment Summary

This most current document was reviewed by the Council with appreciation to the Provost for access to this information.

D. Faculty Advising Model – FC

Ben Ofili is setting a great example for faculty providing advising to undergraduate students. The President wants faculty to provide career advising, among other things, with students about the future. Delegate Green volunteered to report back from the Faculty Advising Model committee to Faculty Council in our monthly meetings. President Cambiano will follow-up with delegates to see if anyone else is interested in serving along with Delegate Green.

E. RTP Task Force Recommendations

President Cambiano will be conducting Appendix C workshops for faculty on all three campuses the second week of September in a joint effort with Academic Affairs. There are some pieces of recommendations that have and have not been approved. Right now the post-tenure review includes a curriculum vitae and supplemental documentation, which is tentative with the Provost and mentorship committees are still recommended. The President is seeking all details regarding RTP to be figured out as soon as possible. A New Faculty Handbook will be brought before Faculty Council in October.



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F. RTP Trainings
(see E. above)

G. Faculty Handbook Update
This will come in October.

H. Recruitment
A list of potential students will be shared by Mabery.

I. Faculty Council Delegates

Faculty Council Delegates	
2016-2018	2017-2019
Pamela Louderback, BA	Margaret Bates, MUSK
Karl Siewert, LIB	Neal Whittle, OCO
Tamara Kharabora, LIB	Jonathan Hatley, OCO
MaiAnh VuTran, COBT	Raymond Hasselman, COLA
Katy Ellis, COBT	Farina King , COLA
Andrew Aken, COBT	Ben Smith, COLA
Ernst Bekkering, COSHP	Chris Weaver, COLA



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Julie Beard, COSHP	Mary Waters-Bilbo , COE
Sharon Jones, COSHP	Rachel Green, COE
Sung-Kun (Sean) Kim, COSHP	Elizabeth Melles, COE
	Stephan Sargent, COE

J. Grievance Committee

Grievance Committee	
2016-2018	2017-2019
Denise Deason-Toyne, COBT	Greg Meyer, COE
Fritz Laux, COBT	Chris Carver, COE
Susan Woitte, LIB	Diane Boze, COLA
Samantha Clifford, LIB	Jennifer Edwards, COLA
Nathan Green, COSHP	Matt Krein, OCO
Jody Buckholtz, COSHP	Sarah Krein, OCO

VI. Committee and Standing Reports:

- A. Faculty Welfare Committee: John (Chair)
- B. Faculty Awards Committee: Renee (Chair)
 - a. Circle of Excellence Awards & Lunch
- C. Ad hoc Strategic Plan Committee: Sarah (Chair)
- D. Ad hoc Budget Committee: Sarah (Chair)
- E. Delicious Dialogues: Pamela Louderback (Chair)
- F. University Committee Reports

VII. Announcements:

- President Turner Brown Bags – September 12th



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- Muskogee – 10:00 a.m.
- Tahlequah – 12:00 p.m.
- Broken Arrow – 3:00 p.m.

Circle of Excellence will feature a Spring 2018 event with funding provided from Academic Affairs for luncheon and a speaker. Dr. Arant and Stephanie Aryan provided assistance and financial support for this effort, totaling around \$7,000.

Delicious Dialogs continues to be coordinated by Delegate Louderback who would appreciate assistance with restarting this ongoing initiative for colleagues to present research findings and make new connections among fellow faculty members.

Meeting adjourned 5:04 pm
September 8, 2017

Respectfully submitted, Sarah Burkhead Whittle, Secretary/Treasurer,

DRAFT