Faculty Senate Minutes

Date 1/31/2011

SU 313 4:00 – 5:30 p.m.

**Senators Present:**

Mills, Siem, Miller-Francisco, Carter, Conner, Nordquist, Chenjeri, Pierson, O’Riley-Zinn, Ettlich, White, Whitman, Slattery, Siders, Jessup, Mraz, Carrabba, French, Page, Waters, Hughes

**Guests Present:**

Kelly McAllister, Jim Klein, Mary Cullinan, Jim Beaver, Jim Rible, Hart Wilson, Curtis Feist, MaryAnn Neely, Pam Armstrong, John King, Laura O’bryon, Sue Walsh.

Hughes called meeting called to order at 4:05.

**Approval of minutes from January 3:**

* Mraz moved adoption of minutes Carabba 2nd.
* All in favor. No abstentions.

**Announcements:**

Chenjeri:

* On Being Human presentations very well received with outstanding attendance, especially from the community.
* Working on Spring term program and next year’s theme.

O-Riley-Zinn: Scholarship of teaching and learning meeting this Friday.

**Comments from President Cullinan:**

* Attended AAC&U and Coplac conferences in San Francisco last week. Oregon, CA, Wisconsin are founding LEAP States (http://www.aacu.org/leap/states.cfm). Thanks to Kay Sagmiller for spearheading SOU’s involvement.
* SOU Legislative Action Team restarted. This team, composed of students, faculty, and staff, discusses strategies for messages SOU sends to Salem.
* There is a public hearing on Senate bill 242 tomorrow.
* Kitzhaber is putting forth a budget proposal tomorrow.

**Comments from Provost Klein:**

* There are a number of personnel searches underway. CIO candidates on campus this week and next. Video of the campus address of each candidate will be posted.
* Human resource director candidates will be coming starting next week.
* The process for developing our NWCCU Accreditation themes is continuing and we have an initial draft. Sue Walsh and I have been making presentations at the various councils including UPC. We hope to have a discussion at the next senate meeting.
* moodle selected as the supported course management software -- transition details coming soon.

**AC Report from Jody Waters:**

* AC discussed the following topics: the budget, soft and hard deadlines for assessment, dealing with donated art, legislative session strategies.
* AC confirmed the stripes scheduling model.

Siders: Scheduling model was adopted without a faculty senate vote.

White: Will there be opportunities to experiment with the delayed start at the Medford campus?

Ettlich: The plan is for the first year to be a trial year. a purposeful and intentional review about November was recommended.

French – How soon will we know about schedule conflicts?

Ettlich – In fall, will use the old room scheduling system, so immediate feedback on room conflicts will not be available. By winter term, Astra software will be up and running and conflicts will be available as soon as they are entered.

Klein – We should be able to move fall schedule into Astra ‘for checking’ toward the end of the scheduling effort in fall.

**Student Senate Report:**

* Kelly McCallister introduced herself as the new ASSOU representative.
* Senate branch of ASSOU had a retreat at Hyatt lake.
* There will be forums regarding having Red Cross blood drives, greek life and

military recruitments on campus. Senate is writing legislation to address their position on the OUS restructure

**Information Items:**

**SOU Website:**

Jim Beaver -- Marketing considerations:

* The old web content management system did not support new (Web 2.0) features.
* Considering the SOU website to be the home base and central data repository to which all other media (social networking sites, advertisements, etc.) drives traffic.
* The new site should do a better job of attracting students. It will contain more content, be more personal, and more brand-centric.

Jim Rible – Technical considerations:

* News of rebuilding the SOU website at http://news.sou.edu/freshstart.
* Acting on the recommendations of the web review committee, we hired Jeremy Spears as web manager, and Sockeye Creative, a Portland web-design firm, to help with both the content and architecture of the new site.
* Purchased a new search engine from Google
* There is an SOU advisory committee for the new site.

Hart Wilson – transition / usage considerations:

* The initial changes are centered on the home, admissions, ‘why sou’ pages.
* We will stay with Publish as the tool departments use to make website changes the time being, but will change the content wrapper to what Sockeye creative recommends, so department webmasters will be able to continue to operate with only minor changes.
* We will take up to a year to transition and train all existing content providers to use the new dynamic features of the new site.

Ettlich: My main concern is being able to find what I need.

Wilson: Sockeye is redesigning the architecture of the site and the search will be better.

Site will use Google analytics to help determine navigation flow.

Beaver: Google analysis of the current site found most people go to home page then within 2 clicks to admissions.

Zinn: Is there a way to register existing problems that we would like to see addressed?

Rible: Send comments to me, and there is the blog mentioned above.

Rible – Implementation Plan

* Start with Admissions and enrollment pages then faculty and student highlights.
* Plan to develop mechanism for submitting stories and photos for publication on the site.
* Plan to develop multiple templates of graduated complexity departments can use when reworking their sites.

Hughes: are there other sites Sockeye has created?

Wilson: ‘the look’ will look a lot like what you can find at the ‘freshstart’ URL above.

Sockeye will demonstrate the site to the campus.

**Changes to Irregular Registration—Curtis Feist, Pam Armstrong:**

The rationale for changes is the desire to reduce misuses while preserving legitimate uses.

Pam Armstrong / MaryAnn Neeley:

Current status r.e. irregular registrations:

* We currently receive 200 – 300 irregular regs / term.
* Processing delays are caused most often by missing information and student holds.
* There is no deadline for late fee for irregular registrations.
* Proposed changes are summarized in the handout that was distributed.

Plan:

* Create an online fillable PDF form for spring, but support both paper and fillable form.
* Separate open numbered and hard numbered forms.
* Propose late-fee of $100 for non-open numbered courses after the fourth week of the term. Late fee for open numbered courses after the seventh week.
* Require at least 150 character course description for open numbered courses.
* Once signed by the student, forms must be submitted by the instructor, chair, dean – not the student themselves.
* New model assumes the faculty member is the one who fills out the form in conference with the student.

Page, Ettlich: Will it be acceptable to attach a syllabus or other document addressing content, evaluation, bibliography?

Anderson - Yes

Chenjeri: Why the $100. Have hardship circumstances been factored in.

Anderson: want some incentive to encourage students to get the forms in.

Ettlich, Chenjeri: There are times when we will need to submit after the seventh week and don’t want to charge students in these cases.

Waters: Could this be a discussion item for the next meeting?

Hughes: Agree we need to add this as a discussion item again for next meeting.

**Discussion Items:**

**Graduate Faculty—John King**

Refer to the Graduate Faculty Nominations\_2010-11.doc attached to Hughes’s 1/19 email:

Add Megan Farnsworth – Assistant Professor – School of Ed

Proposed changes for Graduate Faculty:

* Remove 5 year renewal requirement.

Klein: Might we reconsider this, or is it “once you’re in, it’s done?”  
Ettlich: Very rarely would anyone need reconsideration.   
Klein: Could we include a process for removal on recommendation of a chair or something similar.

* Associate Grad faculty approved for a program rather than a course.

**Curriculum Committee: Pat Acklin**

As a policy level recommendation, the senate might want to discuss requiring a B or better in a prerequisite course. Computer Science has asked for a prerequisite of B or better in CS200 in before taking CS257.

**Action Items:**

Change in By Laws regarding Faculty Evaluation :

Motion: In section 5.300, section III, item C.1.c, change the due date to Dean from June 15 to May 15.

Rationale: A month lag time between the due date to the Dean and the end date for notices of non-renewal was included for first and second year faculty, but omitted for those with more than two years of service. This change extends the pattern to all faculty and assures sufficient time for appropriate review of these personnel actions at Dean and Provost levels.

[PN: I failed to record the persons who made and seconded the motion.]

All in favor, none opposed, no abstentions.

**Adjournment**

Meeting adjourned at 5:20

Respectfully submitted,

Pete Nordquist (rotating secretary)