President Nancy Osborn called the meeting to order at 11:07 am.

Minutes of the December 3, 2002 meeting were moved for approval (K. Lamar/H. Howard).

Motion carried.

Treasurer Report -- Faculty Association has a $901.80 balance.

Please remember 2002-2003 Faculty Association dues.

Committee Report

A. Curriculum – P. Thomas reported curriculum proposal guidelines have been reviewed and discussed. The Committee will send a proposal draft for revised guidelines to the appropriate University personnel by February 18, 2003. Faculty should send any suggestions, input, or questions to Thomas. The Faculty Association will consider the Committee proposal at the March 4, 2003 meeting.

B. Faculty Handbook – D. Reigh reported the Committee has been discussing concerns raised for the need to provide continuity and harmony in documents and in the criteria used for assessing Annual Reports, Tenure and Promotion papers, and Tenure Review Papers. The Committee has been working to streamline related processes, documents, priorities, and other pertinent items of concern. Faculty are urged to continue to forward to Reigh any questions, suggestions, input, or feedback.
for consideration. Reigh noted that this might be a window for perceived Faculty Handbook changes.

C. Faculty Resource Committee — No report

D. Tenure and Promotion -- K. Lamar reported that papers of all applicants have been acted on and forwarded to Vice-President Bernard with recommendations.

V. Old Business —

A. Faculty were reminded that the Superior Teaching Award boxes are in place.

B. The deadline for Research Proposals is February 17, 2003.

VI. New Business —

A. Roger Drummond indicated he will be stepping-down from serving as Faculty Association President for the 2003-2004 academic year. Several proposals were voiced concerning how to handle this situation and remain legally within the limits of the Faculty Association Constitution. After discussion, it was decided that Jennifer Long would chair a nominating committee and that an election would be held Spring 2003 for electing new officers.

B. Brenda Brown raised the question – In light of the present budget situation, what can be done about shortages of chalk, paper, and other supplies needed by faculty on a daily basis? Faculty were asked to consider and forward to Osborn possible solutions for handling such shortages.

C. John Bruce raised a question concerning poor Bookstore text services to students and faculty. Indication is that fewer texts have been ordered than is needed for courses offered. This leaves students and instructors in a predicament. Even when texts are ordered later, the students and instructors are still in a predicament. Additionally, the costs for buying texts from the Bookstore are much higher than other sources. Considerably so in regard to some texts. Further, even though an outside vendor handles the Bookstore texts, students still perceive that the University is causing the shortages, delays, and higher costs. These problems need to be addressed. Osborn indicated that a representative from the Follett College Bookstore will be a guest at the March 4, 2003 Association Meeting. If you have questions, concerns, comments for the Follett representative to address, send them to Osborn prior to the March meeting. Osborn will present these to the Follett representative for perusal before the FA March meeting.

D. Drummond, in light of the budget situation, suggested the University raise funds by selling surplus USAO property and personal property items on Ebay. There was
brief discussion but no action taken on the matter. Osborn reminded, USAO would have to follow state of Oklahoma policy concerning disposition of surplus state property.

VII. Announcements –

A. Faculty should forward accomplishments to Osborn if they wish to have them shared


B. Watch for an announcement from John Johnson inviting faculty to a “come-and-go” for getting acquainted with new campus personnel on February 28, 2003.

C. The Hypatia Luncheon is Monday, March 3, 2003

D. The Scholastic Meet is scheduled for April 13, 2003. Let Reigh know if you will volunteer to help.

E. Another Vagina Monologues will be performed February 20-22, 2003.

F. The Sidewalk Art Day will be held April 3, 2003.

G. The College Goal Day is being held February 9, 2003, 2 pm –4 pm. Purpose is to inform students and parents of sources of funds for attending school.

H. Remember the Higher Education Day at the Capitol starting at 9 am, February 25, 2003.

I. Remember the Sophomore Art Show and the Centerfold Art Show

VIII. Meeting Adjourned 11:43 am.

Respectfully submitted,

Keith Harrison, FA Secretary