Minutes of the USAO Faculty Association  
October 1, 2013

Signed in as present:

I. Call to order by President D. Hanson at 11:06 am.
II. Approval of the minutes (with one change from J.C. Sanders related to the numbers of faculty and classes covered by the summer voluntary evaluations). N. Osborn moved to accept with this change. A. Karjala seconded. Motion passed unanimously.
III. Treasurer’s report: $970.01
IV. Dr. Nealeigh spoke regarding ongoing growth initiatives.  
   a. Campaign  
      i. Recent $150,000 donation from a local business  
      ii. Currently we have raised 65% of the $4,850,000 goal  
         1. The last 35% will be difficult to raise  
      iii. Public campaign kicks off November 18th with a dinner.  
      iv. Scholarships- 2 of 5 years are funded  
   b. Te Ata Statue update  
      i. Will be placed in front of Troutt Hall  
      ii. Plaza installed by mid-November  
      iii. Statue installed by mid-December (according to the artist)  
   c. Library 1st floor- 70% complete  
   d. Austin labs- 85-90% of the money has been spent  
   e. Grounds master plan- architect has been secured, meeting next week  
   f. Several faculty remarked on the attractiveness of the new signs.  
   g. Marketing  
      i. It Takes a College (ITAC)  
         1. 134 of 147 responses received  
         2. 85% willing to participate  
            a. Volunteers will be contacted soon  
            b. Especially for ads and videos  
         3. Student Chris Collins is surveying Ambassadors (“Who influenced you to come to USAO?”)  
         4. Gathering student testimonials
h. Causes for celebration (made possible by new funding)
   i. K. Davis was able to take students to the Texas Drama Auditions
   ii. J.C. Casey- new video lab
i. Financial Information Card redesign
   i. What does USAO cost?
   ii. Cards will be distributed to faculty
   iii. K. Crow suggested the cards include information on free summer tuition for Oklahoma high school grads who enroll every term.

V. Faculty Association Committees
   i. D. Hanson is finalizing the faculty committees and making recommendations for the university committees.
   ii. When required by the handbook, D. Hanson will appoint chairs to committees. Committees are free to choose/elect their own chairs at their first meetings.

a. Tenure & Promotion- no business to report
b. IDS- no business to report
c. Resource- no business to report
d. Curriculum- no business to report
e. Faculty Welcoming- no business to report
f. Faculty Handbook- no business to report
g. Ad Hoc Faculty Concerns- no business to report
h. Ad Hoc Student Evaluations- no business to report

VI. Old business
a. D. Hanson asked faculty to comment on the draft of the letter that addresses concerns regarding office hours, retirement, and salaries. Discussion ensued over possible changes. The following changes were recommended:
   i. Address the letter to the president of the university
   ii. Add an “actionable item”—a sentence at the end of the letter in which the faculty association requests a specific conversation regarding office hours, retirement plan, and compensation & salaries.
   iii. L. Hester moved to accept the draft with these changes. A. Karjala seconded. Motion passed unanimously.
      1. Include the word “unanimous” in the letter as well
b. Some faculty were also concerned as to whether we are still under furlough and/or financial exigency.
c. S. Rees noted that it was J. Bruce’s birthday.

VII. New business
a. N. Osborn asked for an update on the Music Annex. D. Hanson reported on the progress. Workers are currently painting.
b. J. Mather called attention to issues regarding the requirements for post-tenure faculty reviews. The handbook is inconsistent in listing the requirements.
   i. J.C. Sanders clarified that the source of the inconsistency is on the last page, which is titled “Guidelines for the Development of Tenure, Post-Tenure Review, and Promotion Dossiers.”
   ii. This results in confusion as to whether or not Administrative Reviews (completed each year by the division chairs in response to Annual Reports) should be included.
   iii. J. Knapp reports that according to V. McNabb (administrative assistant to the VP of Academic Affairs), Administrative Reviews should not be included in the files.
   iv. This issue is forwarded to the Handbook Committee.

c. N. Warden reports that because school will start a week later than normal in January, the Tenure & Promotion committee currently has one less week to conduct their work before the due date of January 15th.
   i. D. Hanson agreed to ask the VP of Academic Affairs for a one-week extension on the deadline.

d. J.C. Sanders asked that the association add a standing agenda item in which the Faculty Association President updates the Association on the previous month’s Regents meeting.
   i. D. Hanson noted that the Regents meet every other month.
   ii. D. Hanson reported that the September meeting was quick and relatively uneventful. The Regents approved the purchase of a nearby residential property.

VIII. No concerns, reminders, suggestions

IX. Announcements:
   a. J. Loutsch announced that Oct 7-8 is Cancer Awareness week. Shirts and blankets will be on sale.
   b. K. Bohannon announced that the first Davis Waldorf performance will occur on October 11th.

X. Z. Simpson moved to adjourn. J. Loutsch seconded. Motion passed unanimously.
Meeting adjourned at 11:59 am.

Respectfully submitted,
Meagan Rodgers
Faculty Association Secretary