Senators Present:  Business and Information Technology Mr. Ken Dewey  
Ms. Eileen Dewey  
Ms. Arlene Haynes  
Mr. Terry Byers  
Engineering and Science Ms. Ann Smith (adjunct rep)  
Health Sciences Ms. Robin Graham  
Ms. Barbara Duer  
Humanities Mr. Howard Koerth  
Social Sciences Dr. John Wood  
Ms. Kathy Carey  
Ms. Jerri Scott  
Senators Absent Mr. Steve Carano  
Ms. Nancy Graham  
Ms. Dara Hays  
Ms. Kristen Starkey  
Ms. Suzanne Thomas  
Ms. Theresa Walther  

Call to Order  
The meeting was called to order at 3:30 p.m. by Ken Dewey, Faculty Senate President. Motion made and seconded to approve October 22, 2008 minutes.

Treasurers Report  
- **Income:** Current balance is $3,148.11

Committee Reports  
- Regents Meeting-Dara Hays reported that the college had spent all but $3,000 in funds given.  
- Academic Affairs meeting met and a proposal was made in regards to Administrative Withdrawal. Minutes from this meeting were handed out to the officers of faculty senate.  
- Employment Committee met and the discussion was on the topic of in-service. Workshops, speakers and topics were discussed to address keeping faculty interested and to make in-service more worthwhile.  
- ROX committee met and December 4th from 10-2 will be a bazaar which features Rose State Employees that have signed up to sell their crafts.
Announcements

Other Business

New Business

- Lisa Kerr introduced Carla Robison to discuss the Student Success Center: Early Alert Initiative. A draft that pointed out the different services that Student Success Center would provide was given to all the faculty senators to get feedback to the center on needs that weren’t addressed on the draft/flyer. Ms. Robison mentioned that Early Alert Initiative was in place to help guide students with academic success and personal development. The plan is to have the Early Alert Initiative in place by January 1, 2009. There was discussion amongst the faculty senators and Ms. Robison and Ms. Kerr with feedback of how to make the flyer/draft better.

- Faculty has expressed a concern about wasted paper containing Add/Drops. This information is already available through the Faculty Center, faculty have stated they no longer want the add/drop sheets sent out whenever a change in enrollment is made.

  Ken spoke with Isabelle Billen and she is in favor about no longer printing reports as long as this item is approved by the president.

- A fact sheet was discussed in relation to “Finish What You Start”. Dr. John Wood asked for suggestions for changes to a flyer that was given to the faculty senators for feedback. Topics on the flyer range from saving money to more employable while seeking a four-year degree. The senators suggested with the Save Money reason that there should be an explanation of how much money is saved. On the Save time and make all course work applicable reason, senators suggested that transferability of course work within the state system should be added. Other suggestions from faculty senators made were easier access to faculty and developing feelings of self confidence and self esteem. Dr. Wood said he appreciated the feedback and would update the flyer.

- Calculating pay raises for faculty with a regard to earning potential was discussed. The University of Central Oklahoma recommends pay raises this way. After much discussion, faculty senate decided not to pursue this with Dr. Britton.

- Elimination of virtual office hours was discussed. Parameters and definitions of what constitutes virtual office hours were suggested to be talked with Dr. Britton. Ken mentioned he would check on a definition of virtual office hours if it exists and will get back to the faculty senators.
According to the P&P: Section 2-28.(a)(2)
Office hours held on-line at home or on campus, or virtual office hours, may be arranged with the appropriate division dean. Such hours should not exceed the ratio of on-line teaching to regular on-campus instruction, i.e., if 40 percent of the load is on-line then 40 percent of the office hours may be virtual office hours. The total number of office hours posted as off-campus virtual office hours should never equal 100 percent as faculty are expected to be on campus for other College-related duties.

Faculty teaching online classes are not holding the 2.5 hours of traditional class hours. Being relieved of an additional percentage of office hours seems excessive and is a disservice to students as the faculty isn’t available to meet with students in person.

Faculty would like Dr Britton’s opinion on this matter and his help on getting them removed.

Other New Business
- Discussed inviting Mike Brown to speak about the police on the campus of Rose State College at a faculty senate meeting. Faculty senators agreed it would be a good idea and Ken mentioned he would contact Mr. Brown to see when he would be available.

Mike Brown and a couple officers will be at the next meeting at 3:30 on November 19th.

Call to Adjourn
Motion made and seconded to adjourn at 4:30 p.m. Motion carried

Submitted by Robin W. Graham, Faculty Senate Secretary