

OSU-CHS FACULTY SENATE

2013-2014

June 14, 2013 Minutes

OSU-CHS Faculty Senate Members

Robin Dyer, D.O., President

Randall Davis, President-elect

Warren Finn, Ph.D., Past-President

Dennis Blankenship, D.O.

Richard Wansley, Ph.D., Secretary and OSU-CHS Representative to OSU Faculty Council

Recorder: Robin Dyer

Sarah Hall, D.O.,

Charles Sanny, Ph.D.

Kent Smith, Ph.D.

Johnny Stephens, Pharm.D.

Members Present: Dr. Dyer, Dr. Finn, Dr. Blankenship, Dr. Davis, Dr. Sanny, Dr. Stephens

Members Excused: Dr. Hall, Dr. Smith, Dr. Wansley

Guests Attending: Dr. Meek

Reporting Administrators: Dr. Benjamin [Other administrators' schedule conflicts prevented their attendance.]

Call to Order: Dr. Dyer called the meeting to order at 12:12 p.m.; it was held in the Board Room, as is customary.

Approval of Minutes:

Approval of the minutes of the prior meetings was moved by Dr. Stephens and seconded by Dr. Blankenship. They were unanimously approved as presented.

Senate President's Report:

Dr. Dyer welcomed the Senators and advised that at this meeting, which was the first of the 2013-2014 term, the members had the opportunity to vote on three very important issues; she wished to address them immediately. She called for discussion and voting on the three Formal Recommendations that had been distributed:

- 1) FS 13-14-001 Revised Curriculum Committee Faculty Senate Bylaw description
Moved that: The document describing the new Curriculum Oversight and Advisory Committees
And their functions be voted upon and approved for inclusion in the Faculty Senate Bylaws
Moved by Executive Committee
Action: Unanimously Approved
- 2) FS 13-14-002 Change in Bylaws regarding appointments to Curriculum Committee
Moved that: The Faculty Senate Bylaws concerning appointments to Committees, Section VIII. A, be changed to be described as follows: the Committee will become a Faculty Senate Committee, described under Section VIII A.: ...Faculty Senate Committees and their chairs are appointed by the Faculty Senate or elected by the General Faculty (Promotion and Tenure Committee, Curriculum Oversight Committee). ...
Moved by Executive Committee
Action: Unanimously Approved
- 3) FS 13-14-003 Academic Standards Handbook, June 2013 Revision
Moved that: the Academic Standards Handbook Revision of June 2013 be approved.
Moved by: Executive Committee
Action: Unanimously Approved

Dr. Dyer advised that since the three Formal Recommendations had been approved by the Senate, the next step in the progression would be for the General Faculty to review and vote on these issues. She advised that the Faculty Affairs Committee would perform the task of arranging the meeting, and the general faculty members would be provided the documents at least 15 days in advance of being asked to vote on their content.

Administrators' Reports:

Dr. Dyer reported that no reports from the administration would be provided by administrators since they had conflicting commitments.

Written Committee Reports:

The written reports are combined into one document and are included as a unit; they begin on page three of the minutes.

In addition to the written reports that had been distributed both electronically and in hard-copy in the agenda packet, the following information was provided verbally:

BCGM Committee: Dr. Davis reported that the committee had met with students for their annual review to answer questions regarding the new curriculum. Faculty had expressed concerns regarding the DO/PhD programs, because many of the students starting in the program elect to discontinue after finishing the first two years of medical school.

Old Business:

There was no old business to discuss.

New Business:

Dr. Dyer presented a request from Dr. Pollak to have the Senate communicate to the administration requesting that in the future, faculty members and guests sitting on stage at Commencement be able to hear the proceedings clearly. Dr. Dyer will meet with Dr. Shrum and relay the request.

Dr. Benjamin reported that he is very confident in the new curriculum rolling-out well this fall. He noted that Syllabi have been submitted, and a great deal of preparation work has already taken place. He explained that a challenge could occur may be from having the new and the old curricula running concurrently. It will present pressure with scheduling breakout rooms and staff support for both endeavors. He anticipates that the Phase III Curriculum Committee will be discontinued with the roll-out of the new curriculum format.

Dr. Dyer thanked the Senators for attending.

The meeting was adjourned at 12:40 p.m.

**Written Committee Reports
Faculty Senate Meeting
June 14, 2013**

College-wide committees:

Academic Standards (Gregory Sawyer)

The committee proposed revisions to the Academic Standards Handbook. They require voting/approval by both the Faculty Senate and the General Faculty. A Special General Faculty meeting is anticipated during the summer to address this revision and other issues. Five students are scheduled to meet with the committee on Monday, June 17, regarding academic performance issues.

Curriculum Committee (Bill Meek)

The Curriculum Committee met in a combined meeting with the Faculty Senate on two dates in May 22 and May 28. In the first meeting, the Curriculum Committee was presented with an arrangement for the Curriculum Committee and associated committees to be used in the course/system rotation review process. This model was received through the Faculty Senate on May 7. Most of the time was spent in discussion of another agenda item, the changes to the Academic Standards Handbook. Discussion of the Curriculum Oversight Committee (new name for the Curriculum Committee) took place, as well as, another committee that will interact with the Dean and the Curriculum Oversight Committee (COC), the Curriculum Advisory Committee. The discussion on May 22 and another discussion on the same subject in the May 23 Phase III Committee meeting, resulted in more changes to the COC and also a redefining of other committees that interact with the COC. In the May 28 combined meeting of the Faculty Senate and Curriculum Committee a structure with description for the COC, Curriculum Advisory Committee and Curriculum Coordination Committees was approved with some changes that were made in further discussions by email and a vote by email. Four Curriculum Coordination Committees will report to the COC; these are Year 1/2 Coordination Committee, Student Committee, Thread Coordination Committee, and the Clerkship Committee. A formal recommendation for Faculty Senate approval was to be done at later date; this formal recommendation would be voted upon at either a special meeting called of the Faculty Senate or at the June Faculty Senate meeting.

A meeting of the 2013-14 Curriculum Committee (as designated in May 2013) is being planned for June 17, as an informative session, so that we can we can discuss or plan for upcoming voting on Bylaws changes, and that faculty can be informed.

Learning Resources (Lance Frye)

The committee met on May 15 and received reports from the Library, IT, the Office of Educational Development.

Library: Mr. Martin advised that the decision to move toward e-books has allowed additional space to be available for student study space. He noted that the library will have access to the LWW collection beginning June 1.

IT: Mr. Niland reported that his office is working on replacing the existing print metering for both campus locations. The new solution will allow students to print from their wireless equipment, and to have it in color. It will also allow appropriate recording of prints for accounting purposes. A further effort includes some tweaking in the lecture halls. He advised that Windows 7 is being installed and should be completed by the end of July. Regarding the use of Mac computers, it was reported that we have approximately 50% Mac users now; this improves the level of information available for Mac users.

Office of Educational Development: Dr. Linsenmeyer reported that additional ways to accommodate lecture capture have resulted in an improved process. More faculty members are being encouraged to post their lectures; students have expressed a desire to have even more lectures available in this format.

Research Committee (Anil Kaul)

The following Special/regulatory committees initially report through the Research Committee: Institutional Review Board, the Institutional Animal Care and Use Committee, the Institutional Biosafety Committee, and the Chemical Hygiene and Radioisotope use Committee.

A written report was not received.

Student Affairs Committee (Rashmi Kaul)

The committee has not met since the previous Senate meeting.

Faculty Senate committees:

Budget and Benefits Committee (Richard Bost)

The Budget & Benefits Committee has not met since the previous Senate meeting.

Faculty Affairs Committee (Nancy Van Winkle)

The Faculty Affairs Committee met on April 24th and April 29th.

The committee prepared recommendations for committee appointments for the academic year 2013-2014, received input from the Dean, and presented the final recommendations to the Faculty Senate, which they approved.

The committee also secured an appropriate number of nominations for Faculty Senate members and President-elect of the Faculty Senate, and conducted the elections for Faculty Senate President-elect, Faculty Senate members, and Promotion and Tenure Committee members at the Spring General Faculty meeting. The following are the results of the elections:

Faculty Senate President-elect:	Randall Davis, Ph.D.
Faculty Senate Members:	
<i>Biomedical Sciences</i>	Kent Smith, Ph.D.
<i>Clinical Sciences</i>	Johnny Stephens, Pharm. D.
Promotion and Tenure Committee:	
<i>Biomedical Sciences</i>	Kent Smith, Ph.D.
<i>Clinical Education</i>	Johnny Stephens, Pharm.D.

At the Spring General Faculty meeting the committee also conducted a vote on several ballots that had been approved by the Faculty Senate. The following are the results of the voting:

1. **Revision of the OSU-CHS Reappointment, Promotion, and Tenure Guidelines:**
Passed (52 Yes, 10 No).
2. **Changes to the description of the Research Committee:** *Passed* (56 Yes, 5 No, 1 Abstain).
3. **Formation of a new Faculty Senate Committee, the Promotion and Tenure Resolution Committee:** *Passed* (53 Yes, 6 No, 2 Abstain).
4. **Addition to responsibilities of Faculty Affairs Committee** to appoint appropriate faculty to Department Personnel Committee when department contains two or fewer tenured faculty members:
Passed (56 Yes, 4 No, 2 Abstain).

Results of the elections and voting have been submitted to the Faculty Senate President and Secretary and sent to the General Faculty.

Promotion and Tenure Committee (*Chair to be elected at first committee meeting*)

The following new members were elected to serve on the 2013-2014 P&T committee:
Kent Smith, Ph.D.--Biomedical Sciences; Johnny Stephens, Pharm D.--Clinical Sciences

Other committees/task forces/liasons:

Affirmative Action Committee (*Sandra Cooper*) (A regulatory committee)

The committee has not met since the previous Senate meeting.

Biomedical Sciences Graduate Committee (*Frank Champlin*)

The committee has not met since the prior standard Senate meeting.

Oklahoma State Regents Faculty Advisory Representative (*Warren Finn*)

This is to advise of the following announcement:

In preparation for the fall 2013-2014 meetings, the Faculty Advisory Council of the Oklahoma State Regents for Higher Education, scheduled its meeting on Tuesdays in Oklahoma City for September through December. Dr. Finn will be attending these meetings.

OSU-Faculty Council Representative (*Bill Meek reporting for May activity; Richard Wansley beginning with June activity and the 2013-2014 Council meetings*)

OSU Faculty Council met on May 14, 2013. The new OSUCHS representative to the OSU Faculty Council, Dr. Richard Wansley, was also in attendance.

The agenda and minutes of the May 14 meeting can be found at

http://facultycouncil.okstate.edu/index.php?option=com_content&view=article&id=51&Itemid=68

Submitted by Bill Meek, Ph.D. term ended May 31, 2013

Students with Disabilities Committee (*Michael Pollak*) (A regulatory committee)

The committee has not met since the previous Senate meeting.

Space Utilization Committee (*Eric Polak*)

The focus of this committee has been incorporated as a facet of the Curriculum Revision/Space Requirements issue; Dr. Benjamin serves as point-person for this process. He has been invited to attend and verbally report at the Faculty Senate meetings.