

# OSU-CHS FACULTY SENATE

2013-2014

Joint November/December Meeting

November 15, 2013 Minutes

## OSU-CHS Faculty Senate Members

Robin Dyer, D.O., President

Randall Davis, Ph.D., President-elect

Warren Finn, Ph.D., Past-President

Kent Smith, Ph.D. Sergeant-at-Arms

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

Recorder: Jean Keene

Dennis Blankenship, D.O.,

Sarah Hall, D.O.

Charles Sanny, Ph.D.

Johnny Stephens, Pharm.D.

**Members Present:** Dr. Dyer, Dr. Finn, Dr. Blankenship, Dr. Davis, Dr. Hall, Dr. Sanny, Dr. Smith, Dr. Stephens, Dr. Wansley

**Members Excused:** All were present

**Reporting Administrators:** Dr. Benjamin

**Call to Order:** Dr. Dyer called the meeting to order at 12:03 p.m.; it was held in Room D-101.

### **Approval of Minutes:**

Approval of the minutes of the prior meeting was moved by Dr. Sanny and seconded by Dr. Davis. They were unanimously approved as presented.

### **Faculty Senate President's Report:**

Dr. Dyer advised the Senators regarding the following items:

- A. Dr. Shrum will not be joining the meeting since she and others are attending a meeting at St. Francis. There will be a Research Retreat on November 20, and a follow-up meeting in December.
- B. Sister Rosemary will be attending CHS next week. She is here representing her school in Africa. Dr. Shrum has asked that the Senate endorse the adoption of her school as an international partner in education. Dr. Shrum has travelled to the school, and they are very excited about the idea. In addition, there is a proposal to develop a rotation, perhaps a pediatric rotation, which would count in the student's curriculum. She welcomes the Senate's endorsement of these forward-looking proposals. Dr. Davis had suggested that the Eugene Field School be added to the partnership planning. This would provide an opportunity for the local school children to engage in the sharing process, and to communicate with their African counterparts. Dr. Wansley suggested the students of the two schools could engage in joint activities (creating pictures, saving pop-tops, etc.). The motion to endorse this international partnership was moved, seconded, and enthusiastically and unanimously passed.
- C. Dr. Shrum is also exploring ways to creatively increase student enrollment, and yet maintain the "family ambiance" that exists in smaller classes, which our students particularly appreciate. New approaches may be developed to achieve/maintain both of these important aspects.
- D. Academic Standards Committee has submitted a recommendation regarding a change to the Academic Standards Handbook content. Dr. Dyer explained that if a student fails the COMAT, that is not entered on the student's records; however, failure of the COMLEX is entered and applications for residencies ask about such failures.

The specific recommendation wording reads:

It has been proposed that:

"all students must pass each subject COMAT with a standard score of at least 90 before taking the COMLEX Level 2 CE."

The Senators preferred to address the recommendation at that time; it had already been moved and seconded, and was then discussed. Dr. Smith made a motion that the *Rationale* section be modified. Voting on the recommendation was moved, seconded, and passed with the suggested change. Dr. Smith will provide the precise wording for the new *Rationale* portion prior to the approved recommendation being sent to Drs. Pettit and Shrum.

- E. Update on the request for a Social Media policy. Dr. Dyer advised that a Social Media policy should come from the Senate. She has contacted other institutions to get sample policies. A Task Force was created to work on developing DRAFT policy; the members are: Dr. Davis, Dr. Dyer, Dr. Smith (Chair) will serve as faculty members, and Brandy Close is to be invited to serve as a resource person.
- F. Dr. Dyer reported that Drs. Shrum and Pettit had met and discussed the Task Force for the Master Plan regarding construction on campus. The comment was made that we have new leadership for CHS, and it is appropriate that we appoint a new Master Plan Task Force. The first task is to focus on a new academic building on the CHS campus. An architectural firm has already been identified, and representatives from that firm have been working with Eric Polak. The new Task Force members will include: Dr. Benjamin, Dr. Davis, Dr. Eddy, Emily Lim, Jeff Hackler, Nathan Huffstetler, Eric Polak, Dohn Martin, Mr. Popp, and Dr. Kent Smith. Dr. Dyer said she would be willing to serve as chair. Dr. Dyer will also confer with Mr. Polak and seek information/suggestions regarding membership in the Task Force. Dr. Dyer said the faculty will be asked to provide input on what would be desirable to include in the new structure. Dr. Wansley commented that the DRAFT charge he developed earlier may need to be revisited. He also mentioned that there should be a time limit for the group to complete their work.

The agenda for the General Faculty meeting was discussed and approved with minor revision regarding the individuals who may be available to provide reports. The meeting was planned for a Thursday, rather than the usual Friday schedule.

**Dr. Benjamin's Report:**

Dr. Benjamin advised that he had met with the faculty as they were preparing to teach the new courses, and he advised what was needed/expected. However, after the completion of the semester there were a significant number of students who were not achieving satisfactory grades. He had met with the students and concerns were addressed. He emphasized that changes are being made and the courses are being refined to more closely follow the level that is appropriate for a foundational course. He noted that every new undertaking is likely to experience areas that need to be examined or refined, and that process is being undertaken. Overall, the new curriculum is meeting expectations, but there are some areas requiring additional attention. Some student expectations also need to be adjusted. Dr. Benjamin reminded members that the change from a discipline based curriculum to an integrated curriculum requires special attention to the level of content volume and complexity. The faculty members who will be teaching in the spring term could have the opportunity to fine-tune their course presentations before the term actually begins. Dr. Davis suggested that it may be helpful for faculty teaching systems to provide their course content/presentations to their fellow faculty members. This would provide an opportunity for open communication regarding the depth and quantity of the materials to be presented. It would be possible for colleagues to provide input to one another and thereby improve the flow of the information and reduce extreme levels of detail. Dr. Benjamin proposed that Dr. Pettit as Senior Associate Dean and Dr. Wymore as Chair of the Curriculum Oversight Committee meet with everyone in the three systems and the focus courses to review the course presentations. The problems being experienced are curriculum execution problems. Year one performance can be reviewed prior to the beginning of the following year.

Students are asking about Board Review sessions. It is unclear who coordinated the review sessions. Dr. Dyer said it may have been Dr. Som. Dr. Stephens will inquire of Dr. Som and report the response.

**Written Committee Reports:**

Dr. Dyer advised that the written committee reports had been digitally distributed in advance, and a hard copy was also included in the agenda packet; she asked if there were any questions or comments related to the committee reports. None were raised. The full written reports are included as a unit and begin on page three of the minutes.

Dr. Dyer called upon Dr. Wansley to report on OSU-Faculty Council actions. He advised that his written report covering the major items provided information that may be of interest to the Center's faculty. Dr. Wansley mentioned there was some discussion regarding Promotion and Tenure issues, but they were geared toward the Stillwater faculty.

Related to the Promotion and Tenure topic, Dr. Dyer invited Dr. Stephens to provide an update on the RPT process revision that had been submitted for review to Scott Fern, the University's Legal Counsel. Dr. Stephens advised that he had received a revised document from Mr. Fern that morning, and he had not had time to review it prior to the meeting. He said he will do so and advise regarding any changes.

Dr. Dyer called upon Dr. Finn to report on the Oklahoma State Regents Faculty Advisory activities. Dr. Finn briefly noted that he was able to attend some meetings, and repeated the information included in his written report, mentioning that there were hyperlinks the Senators may wish to access. [The State Regents website is at http://www.okhighered.org/state-system/powerpoints/powerpoints.shtml](http://www.okhighered.org/state-system/powerpoints/powerpoints.shtml). Also discussed were the State Regents policies on program approval and program review. These are available at <http://www.okhighered.org/state-system/policy-procedures/2013/Chapter%203-%20April%202013.pdf>.

**Written Committee Reports  
Faculty Senate Meeting  
November 15, 2013**

**College-wide committees:**

**Academic Standards (Harriet Shaw)**

The Academic Standards Committee has met twice in October and November, October 31 and November 7, 2013.

The committee met with 15 students, addressing the following issues:

- Multiple COMAT failures (1)
- Repeat COMLEX 1 failure (1)
- COMLEX 2 failures (1)
- COMLEX PE failure (1)
- Biomedical Foundations II failure (2)
- Non-cog (10)

There are several students waiting to meet with the committee for:

- Failure of Biomedical Foundations 3 & 4 courses
- Non-cog on clinical rotation
- Repeat COMAT failures

The committee is proposing an addition to the handbook, requiring students to pass all COMAT's before attempting COMLEX CE 2.

**The volume of students needing to meet with the Academic Standards Committee is increasing significantly, especially in the areas of COMAT failures and non-cognitive grades. Especially concerning is the increase in non-**

cognitive grades and the lack of a probation-type policy, separate from academic probation. The committee is working on a proposal for non-academic probation.

**Curriculum Oversight Committee (Randy S. Wymore)**

The membership of the Curriculum Oversight Committee has been determined. The following list of colleagues (in alpha order) has been updated to fill remaining positions: Angela Bacon, Bruce Benjamin, Franklin Champlin, Lance Frye, Duane Koehler, Regina Lewis, Mabelle Linsenmeyer, Bill Meek, Mike Pollak, Randall Popp, Harriet Shaw, Joan Stewart and Randy Wymore—Chair.

The Curriculum Oversight Committee met twice, on 10/22/2013 and 11/7/2013. Much of the business during the first two meetings was focused on defining the roles of the Curriculum Coordination Committees, and discussion of their roles compared with the role of the Curriculum Oversight Committee. In particular the Year 1 & 2 Curriculum Coordination Committee proposed that their role focus on the day to day operation of the courses in years one and two. Dr. Benjamin, as the chair of the Year 1 & 2 Committee, and Dr. Stewart as Chair of the Clerkship Curriculum Coordination Committee are now both members of the Curriculum Oversight Committee. Dr. Duane Koehler is the interim Chair of the Thread Coordination

Committee and will be the newest member of the Curriculum Coordination Committee. Other than the four Coordination Committees, other major topics under consideration were/are the mechanism and tools that will be used to evaluate and review the courses in the new curriculum as they finish. The Curriculum Oversight Committee is also examining ways to implement one of the charges to the committee. Specifically, how to identify and assist students that are at risk. For the foreseeable future, the Oversight Committee will be meeting twice monthly.

**Learning Resources (Lance Frye)**

The next meeting is scheduled for November 20 at noon.

**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.

The Research Committee met on October 9 with a quorum. The attendees included committee members Drs. Anil Kaul, Tom Curtis, David Wallace, Nedra Wilson, Ron Thrasher, and Leigh Goodson, Cindie Lamon and Terry Brown. The committee considered and approved minutes of the September 2013 meeting.

Dr. Curtis represented the Institutional Animal Care and Use Committee (IACUC) and reported that the committee was planning to meet during the first week of November. There was no representation or report for the Institutional Review Board (IRB).

Institutional Biosafety Committee (IBC) was represented by Dr. Wallace who reported that the committee met on September 18 and two protocols were approved. Also, the autoclave has been certified and is functional, and they were trying to find a vendor for certification of the hoods. The biohazard inventory is continuing. Some researchers have not yet submitted their reports. There was not any report for the Chemical Hygiene and Radioisotope Use Committee and they are scheduled to meet on November 6, 2013.

Dr. Goodson reported that the Scientific Review Committee was still on the radar but there had not been any movement since the last Research Committee meeting.

Dr. Curtis expressed his dissatisfaction with the amount of time it took to get his computer repaired. Dr. Goodson informed the committee that this is an area President Shrum is looking into as shared services are a priority for CHS.

Dr. Goodson updated the committee on Mr. Bernie Trombley, consultant with the Huron Consulting Services who is meeting with department heads and other faculty to get a sense of the research enterprise in Tulsa. The research committee is planning to meet with Mr. Trombley on November 20.

**Student Affairs Committee (Rashmi Kaul)**

We are in the process of scheduling our next meeting.

**Faculty Senate committees:**

**Budget and Benefits Committee (Richard Bost)**

The Committee is continuing to work on gathering information on the prioritized topics in preparation for committee discussion over the course of the term. The priorities are as follows:

1. Retirement benefits and their impact on recruitment	7. Access to Stillwater library resources
2. Benefits package	8. Co-pay rates and rate reduction
3. Salaries and salary savings	9. Discussion of intended investments
4. Capital improvements wish list	10. Tuition waivers for family members
5. Grant applications and grad student stipends	11. Involvement of CHS rep to OSU Faculty Council
6. Impact of Affordable Care Act on OSU clinics	

Faculty input on these topics is invited; please contact any member of the committee: Drs. Bost, Blewett, A. Kaul, Stroup, Banschbach.

**Faculty Affairs Committee (Nancy Van Winkle)**

The Faculty Affairs Committee has not met since the last Faculty Senate meeting.

**Promotion and Tenure Committee (Johnny Stephens)**

The Promotion and Tenure committee has not met since the last Senate meeting. The committee anticipates considerable activity during January through April, 2014.

**Other committees/task forces/liaisons:**

**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 following tabulation is a summary of the major agenda items addressed at the most recent meeting of the Biomedical Sciences Graduate Committee. Their respective outcomes and any items requiring eventual Graduate Faculty or Faculty Senate action are included.

The committee met at 11:00 am in Conference Room E-469 with members Champlin, Kaul, Weil, Miller (Graduate Studies Director), and Davis (Graduate Program Director) in attendance.

I. Consideration and approval of the October 08, 2013 minutes were tabled due the failure to obtain a quorum with members Patneau, Curtis, and Curtis attending a national conference. No minutes were recorded for this meeting.

II. The further discussion of “Special Student” status, student recruitment for laboratories in the Barson Building, and faculty concerns regarding graduate students being taught clinical material in what was intended to be a biomedical foundations course were tabled as well.

III. Ms. Miller and Dr. Davis both introduced subjects that were discussed as specific agenda items (below).

IV. The Committee was informed that the BSGP Application for Graduate Admission for U.S. Citizens and Permanent Residents has been modified to be consistent with the information available online with regard to annual M.S. and Ph.D. application dates of March 1 and February 1, respectively. Dr. Kaul asked that “Cancer” be added to the Areas of Interest Section.

V. Dr. Weil noted that we presently have doctoral students in need of satisfying their statistics requirement and, if they matriculate at OSU Tulsa they will be required to pay course costs out of pocket. She proposed a 4-hour course that she will make available as a Special Topics offering to remedy this situation for now.

VII. The upcoming CHS Biomedical Sciences Graduate Faculty meeting (November 22, 2013) was discussed in terms of both format and content. It was agreed that the content should include discussions of and votes to approve the six motions to make changes in the Biomedical Sciences Graduate Program Guidelines that this committee has formulated. A discussion of what the statistics course offerings should look like will also be conducted with Dr. Weil facilitating. The Chair will be meeting next week with Dr. Kath Curtis and Ms. Bavette Miller for insights and assistance with regard to organizing the voting process.

**OSU-Faculty Council Representative (Richard Wansley)**

President Hargis reported at the November 12<sup>th</sup> meeting of the OSU Faculty Council that the cost of losing students after their enrollment (retention) was troubling and ask that all faculty do whatever possible to assist with this challenge to the University. On the undergraduate campus in Stillwater, a program called, First Alert, has been designed to maintain a higher retention rate of students. He also noted that a new Veterans Center is being established on the Stillwater campus in the student union building to help the many veterans enrolled in Stillwater.

It was reported that agreement with Deans have been reached on a new RPT Process Policy and it was submitted and approved by the Faculty Council at their meeting on Tuesday, November 12, 2013. At the same time a new Stillwater Faculty Workload Policy was submitted and approved by the Council. Other business items were reports from various individuals and committees that have little or no bearing on OSU CHS.

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

- 1) The annual meeting of the Faculty Advisory Council was held on November 2, 2013.
- 2) The Chancellor of Higher Education reported on two major topics. You can review his power point presentations via the State Regent’s website:

Attached and available on the State Regents website at <http://www.okhighered.org/state-system/powerpoints/powerpoints.shtml>.

Also discussed were the State Regents policies on program approval and program review. These are available at <http://www.okhighered.org/state-system/policy-procedures/2013/Chapter%203-%20April%202013.pdf>. The student’s advisory council meeting took place following the faculty session allowing for an exchange between faculty and students on educational issues.

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

The committee has not met since the previous Senate meeting.

**RPT Task Force** (*Johnny Stephens*)

Dr. Stephens advised that the Task Force had developed a draft for a CHS centered process. The document was completed, approved by the Senate, and approved by the General Faculty at the Spring 2012 meeting. We now have a version of the document that has been reviewed by the University Legal Counsel with some changes noted. Counsel mentioned that the changes suggested would not require a revote by the faculty. Dr. Stephens will be reviewing the document to identify changes. Dr. Dyer requested that Dr. Stephens send the document to her. She said if the document needs to be re-voted upon, due to timing requirements, that vote may need to be accomplished by email.