

OSU-CHS FACULTY SENATE

2013-2014

September 13, 2013 Minutes

OSU-CHS Faculty Senate Members

Robin Dyer, D.O., President	Dennis Blankenship, D.O.,
Randall Davis, Ph.D., President-elect	Sarah Hall, D.O.
Warren Finn, Ph.D., Past-President	Charles Sanny, Ph.D.
Kent Smith, Ph.D. Sergeant-at-Arms	Johnny Stephens, Pharm.D.
Richard Wansley, Ph.D., OSU-CHS Representative to OSU Faculty Council	

Recorder: Jean Keene

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

Members Excused: Dr. Hall, Dr. Wansley

Guests: Dr. Hess, Dr. Van Winkle

Reporting Administrators: None present

Call to Order: Dr. Dyer called the meeting to order at 12:07 p.m.; it was held in the Board Room, as is customary.

Approval of Minutes:

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

Faculty Senate President's Report:

Dr. Dyer said the main item for the meeting was to present a Formal Recommendation honoring Dr. Jim Hess. She read the content to the Senators, following which they all stood and vigorously sincerely applauded. A copy of the Formal Recommendation is attached.

Dr. Hess expressed his appreciation at receiving the honor. He recounted the circumstances which brought him to CHS, and he said he enjoys working with his CHS colleagues. As the meeting progressed, the members enjoyed refreshments which included a cake honoring Dr. Hess.

Dr. Dyer called attention to the hard-copy ballot voting process that was in progress. Dr. Van Winkle reported that there were a sufficient number of returns to meet the quorum-votes required. Regarding a timeline, Dr. Van Winkle said the ballots will be counted at the regularly scheduled Faculty Affairs Committee meeting set for Tuesday, September 17, 2013. The voting results will then be distributed by email.

Written Committee Reports:

Dr. Dyer advised that the written committee reports had been distributed digitally in advance by email and a hard copy was also included in the meeting's agenda packet; she called attention to various reports. The full written reports are included as a unit and begin on page two of the minutes.

There was neither Old Business nor New Business to discuss.

Dr. Dyer thanked the Senators and guests for attending.

The meeting was adjourned at 12:33 p.m.

**Written Committee Reports
Faculty Senate Meeting
September 13, 2013**

College-wide committees:

Academic Standards (*Harriet Shaw*)

The Academic Standards Committee has met four times over this period

July 10 (Dr. Sawyer, chair)

July 29

August 22

September 12

The committee met with 21 students during this time, addressing the following issues:

Second COMAT failures (3)

COMLEX 1 failures (6)

COMLEX 2 failures (1)

Remediation failures (3)

BMF course failures NEW CURRICULUM (2)

Non-cognitive “N” grades (6)

Dr. Shaw replaced Dr. Sawyer as chair of the committee as of July 29, due to Dr. Sawyer’s resignation from the College.

Curriculum Committee (*Bill Meek*)

The Curriculum Committee has not met in anticipation of the formation of the Curriculum Oversight Committee. The Phase III Committee met in August to make some decisions that would have been directed to the Curriculum Committee.

Learning Resources (*Lance Frye*)

The committee is scheduled to meet September 18.

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 August 14, 2013 with a quorum. Meeting attendees included Drs. Anil Kaul, Tom Curtis, Leigh Goodson, David Wallace, Nedra Wilson, Ron Thrasher, Johnny Stephens, and Laurie St. Clair, Cindie Lamon and Terry Brown.

Dr. Tom Curtis presented the report from the Institutional Animal Care and Use Committee, which met on July 28, 2013, approved one new protocol, two amendments and two protocols that were up for annual mini review. A part-time animal care person has been hired for animal care and animal facility cleaning has been contracted out.

Dr. Wallace informed that the Chemical Hygiene and Radioisotope Use Committee and the Institutional Biosafety Committee have not met but were scheduled to meet soon. We did not have a representative from IRB to present their report.

Dr. Goodson informed that she and Dr. Stephens were scheduled to meet with Drs. Alexopoulos, Erbacher and Stoup to discuss resident research training and formation of a Scientific Review Committee.

The unresolved problems of climate control issues in animal facilities and laboratories in the new research building were discussed. There was some movement toward resolution, but it has been stalled because of the recent storm damage to the building. The animal facility is still not usable in this building.

Coordinator for the 3rd Friday Seminar series, Dr. Nedra Wilson felt that she has not been able to get clinicians to attend and/or speak in these seminars. She sought help in identifying clinician speakers, which might result in more attendance. To generate interest and participation, Dr. Wilson will also speak with Dr. Eddy regarding CME credits for those who attend.

OSHA has revised its Hazard Communication Standards with two significant changes - new labeling elements and standardized formatting of safety data sheets. Researchers utilizing chemicals in the labs are required to participate in training. OSHA's deadline for training in these compliance areas is December 1, 2013. Laurie St. Clair has set an internal deadline of November 1, 2013 to assure that all training is completed before December deadline. The new training will be available on line.

Institutional Biosafety Committee (IBC) August/September reports:

The committee met on August 21st. Two protocols (1 recombinant DNA and 1 infectious agent) were reviewed as modifications. Both protocols were requesting a room addition and both protocols were approved unanimously. A few updates/announcements were discussed which included:

- Oklahoma Academy of Science meeting is at Cameron University in Lawton, OK on Friday, November 8, 2013.
- Boiler inspection is due in September for the Barson building. Autoclaves will be down 9/25-9/27 in the Barson building – but the autoclaves in the forensics building would still be functional.
- Amber Hood announced that she will receive training for shipping hazardous materials and that she will be the designated certified shipper of hazardous materials for the campus.
- Biosafety cabinets needed to be NSF certified annually. Laurie St. Clair is working with Amber Hood to secure an NSF certified technician to inspect the hoods.

Next meeting is September 18th at 2:30.

Chemical Hygiene and Radioisotope Use Committee (CHRUC):

The committee met on September 4th. There was one new protocol which was reviewed for the use of ¹⁴C. This protocol was unanimously approved without modifications. The committee also set its future meeting dates and the schedule was approved as meeting every other month on the 1st Wednesday of the month. Several changes are coming with regard to federal regulations on the labeling of chemicals. This is referred to as the Globally Harmonized System (GHS) which is a joint effort between OSHA and the WHO to standardize labeling and hazard information around the world. OSU-CHS training needs to be completed by December 1st and we need to be compliant with the new system by June 2015. Three new recommendations were discussed, and approved for submission to the Research Committee for their consideration.

- Recommendation #1 requests that the scintillation counter in the Barson building be repaired and put on the service contract.
- Recommendation #2 requests a part-time temporary employee to assist faculty and other personnel with the change to the new chemical hazard labeling/information system.
- Recommendation #3 requests the purchase of an explosion-proof refrigerator for the 3rd floor of the new building for the storage of potential flammable/explosive waste prior to disposal.

The next scheduled meeting for CHRUC is November 6, 2013.

Student Affairs Committee (Rashmi Kaul)

The student affairs committee met on August 28th. Some of the agenda items that were discussed include discussing about the second year students who desire to have a commercial coffee station near Merkel auditorium (D007 and D107). Item was tabled for the next meeting to include the input of Eric Polak. Another agenda item that was discussed was related to Student Government Association (SGA) who would like to have the MSI elections earlier than Oct 1 (which is stated in their constitution) due to their test schedule this year only. Another important agenda item that was discussed was related to safety issue during The “Carrel Run” and was brought to our attention by Melissa Harris and other SGA members that how students getting in line for a study carrel had camped and slept outside in order to obtain a spot in line. The obvious safety issue was discussed and a potential solution was proposed for the next Carrel Run which is in January.

Faculty Senate committees:

Budget and Benefits Committee (Richard Bost)

The Budget & Benefits Committee met on September 4, 2013. Key items that were considered included:

- Review of the budget for the past academic year and key changes for this (2013-14) year
- Budget adjustments to include resources needed to implement the new curriculum
- Hospital funding including external partner search
- New on-campus building and completion of Forensics/Research 5th-floor as well as plans for upgrade of Forensics/Research roof
- Survey to prioritize topics for committee’s research and recommendations to Faculty Senate

Please feel free to contact Dr. Bost, Chair of the B&B Committee, for further information.

Faculty Affairs Committee (*Nancy Van Winkle*)

It was a busy summer for the Faculty Affairs Committee. The committee met on June 25th and August 2nd. Because some faculty members left OSU-CHS this summer, the committee made recommendations to the Faculty Senate for their replacements on committees. The Committee carried out the voting at the special General Faculty meeting on July 12th. The Faculty Affairs Committee has overseen 4 other elections to vote for 1) faculty members to the Curriculum Oversight Committee, 2) amendments to the Charter of the General Faculty and Faculty Senate, and 3) amendments to the Bylaws of the Faculty Senate that reflect the creation of this committee. Problems arose with the validity of the results of the first 3 elections. The fourth election is currently being conducted using paper ballots at the request of the Faculty Senate Executive Committee.

Promotion and Tenure Committee (*Johnny Stephens*)

The Promotion and Tenure Committee has not required a formal committee meeting to date. This year's committee consists of Drs. Steve Eddy, Kent Smith, Randall Davis, Jeff Stroup, Randy Wymore and Johnny Stephens. Johnny Stephens was nominated and elected in an email vote to serve as Chair of the committee. While there has not been a formal committee meeting, the committee has been busy considering new hires. We have considered and approved a total of 6 new hires.

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 meeting. Their respective outcomes and any items requiring eventual Faculty Affairs Committee or Faculty Senate action are included where appropriate.

The committee met at 11:00 pm in Conference Room E-495 with members Champlin, Weil, Patneau, T. Curtis, K. Curtis, Miller (Graduate Studies Director), and Davis (Graduate Program Director) in attendance.

- I. The minutes of the July 08, 2013 meeting were read and approved as written.
- II. It was decided that the meeting would continue to be held on the second Tuesday of each month at 11:00 am in Conference Room E-495.
- III. One Advisory Committee Change Request, two Advisory Committee Appointment Forms, and three Plans of Study were evaluated and either passed on to the Director or Chair responses were formulated.
- IV. Criteria concerning unaffiliated membership on doctoral advisory committees were briefly discussed.

- V. Ms. Miller informed the Committee that information concerning new graduate courses needed to be submitted to her office as soon as possible.
- VI. Dr. Davis informed the Committee that graduate courses which would no longer be offered needed to be deleted from the course lists and this would be relayed to department heads for their action. A discussion concerning the needs of our students with regard to course offerings in statistics resulted in the decision to provide initial guidance to the Graduate Faculty to stimulate discussion and eventual formal presentation of the Committee's view of what is needed with regard to course(s) content and instruction.
- VII. Committee was reminded that the Graduate College limits students to 12 hours per semester.
- VIII. Dr. Weil informed the Committee of faculty and curriculum changes that are ongoing as we grow our Anatomy & Vertebrate Paleontology Program.
- IX. A discussion of items requiring presentation to the Graduate Faculty was tabled, no new business was brought up, and the meeting was adjourned.
- X. The next scheduled meeting will be held at 11:00 am in Conference Room E-495 on Tuesday, October 08, 2013.

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

The Regents Faculty Advisory Committee did not meet during the summer. The first 2013-14 meeting will take place 17th of September. Dr. Finn will be attending the monthly meetings held in Oklahoma City.

OSU-Faculty Council Representative (*Richard Wansley*)

The committee has not met since the previous Senate meeting.

For full agendas and minutes of meetings, access is available at:

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

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

The committee has not met since the previous Senate meeting.

**OSU-CHS Faculty Senate
Formal Recommendation
2013-2014**

Faculty Senate Recommendation Number: FS 13-14-009

Moved by: Faculty Senate Executive Committee

Seconded by: Second not required when moved by committee.

Senate Action taken: Passed Unanimously Date Presented: September 13, 2013

Recommendation Title: Declaration of Appreciation and recognition of Excellence for
Dr. Jim Hess

Motion: The Faculty Senate formally recognizes Dr. Jim Hess for his extraordinary dedication and untiring efforts over the years in behalf of Faculty at the Oklahoma State University, Center for Health Sciences. During his exemplary service, he has exhibited strong leadership characterized by integrity and honor. We have observed his expertise during both challenging and prosperous times and under his guidance, we have benefitted in all of these circumstances. He is indefatigable in working to identify the best course, and making a choice “because it is the right thing to do” is his hallmark.

It is with heartfelt appreciation and respect that the Senate formally recognizes Dr. Hess for his creative and steadfast work in behalf of the university and his faculty colleagues.

He has now chosen to continue his service as a full-time faculty member, and we, as his fellow faculty members, acknowledge him and proudly state that we believe this faculty body will be further enriched as he adopts this new, full-time faculty role.

Rationale:

It is appropriate that the Faculty Senators take this opportunity to publicly recognize Dr. Hess for his dedicated and outstanding service, and to express their appreciation by standing ovation.



THIS FACULTY SENATE FORMAL RECOMMENDATION IS A
DECLARATION OF APPRECIATION, RESPECT, AND
RECOGNITION
FOR DR. JAMES D. HESS.

(Original signed by D. Dyer.)

Robin Dyer, D.O., Faculty Senate President, 2013-2014

An administrative response is not requested.