

**Written Committee Reports  
Faculty Senate Meeting  
October 10, 2014**

*The committee reports are for information purposes only  
and are not being submitted for Senate approval.*

**College-wide committees:**

**Academic Standards (Gerwald Koehler)**

The Academic Standards Committee met on September 17, 2014. The committee met with 10 students, addressing the following issues:

- Second COMLEX Level 1 failure (2)
- First COMLEX Level 2 CE failure (2)
- Second Internal Medicine COMAT failure (1)
- Second Obstetrics/Gynecology COMAT failure (1)
- Second Osteopathic Principles and Practice COMAT failure (1)
- Second Psychiatry COMAT failure (2)
- Second Surgery COMAT failure (2)
- One “N” non-cognitive grade (1)

The Office of Academic Affairs, Clinical Education, and the Academic Standards Committee (ASC) developed new COMLEX Level 1 Remediation Guidelines that were recently approved by Dr. Pettit. These guidelines have been forwarded to the Faculty Senate President. Representatives from the Office of Academic Affairs, Clinical Education, and the ASC are working on modes to promote student awareness about the recommendations (e.g. use of COMSAE for COMLEX Level 1 preparation) stated in the guidelines.

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

The Curriculum Oversight Committee met on 09/18/2014. The course reviews process was discussed. As the Faculty Senate requested, a plan is being devised to ensure timely review and dissemination of the recommendations to the course coordinators and course directors, who will then discuss the recommendations with individual faculty presenters in each course.

A timeline has been proposed, in working with the Years 1 & 2 committee for the spring reviews. Courses from spring 2014 are either already being reviewed or will shortly. The Years 1 & 2 Committee will make recommendations to the COC around October 15<sup>th</sup> for the spring courses that start in January 2015. The COC will review and finalize Recommendations to the course coordinators by the first week in November so that they will have time to make needed adjustments. The other spring courses will follow in the order they are taught.

Specifics have yet to be finalized, but the fall 2014 courses will be reviewed in the first three months of 2015 to allow time for recommendations to be implemented well in advance of the summer of 2015.

The COC has begun to explore the usefulness and effectiveness of “E-books”. A questionnaire is being prepared to survey students on the topic.

The COC began a conversation about the process for evaluating courses AFTER each course has gone through the first-time extensive reviews. The COC also discussed strategies for identifying at risk students and this will be expanded at the next meeting.

### **Learning Resources (Joseph Price)**

See minutes for details. Reports on progress of technical issues were discussed. Changes in the listed composition of the committee were discussed approved. Approaches to ensure communication to all four year levels of students of the new TrueLearn products in addition to email notices were developed.

### **Research Committee (Ron Thrasher)**

*The Research Committee has voted to hold quarterly meetings. Although the following Special/regulatory committees report through the Research Committee, there may be months when they submit a report for inclusion in the Senate Written Reports when there is no Research Committee meeting report: 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 last met September 10<sup>th</sup>. In addition to the usual agenda, the committee discussed the Faculty Senate Bylaws specifically Article VIII, Committees, Section E 7, describing the Research Committee. The Research Committee generally agreed to propose an update of the Committee goals, objectives and focus to the Faculty Senate. Toward this end research committees at several universities have been contacted and committee members are drafting language for discussion and review at the next scheduled meeting, December 10, 2014.

### **Chemical Hygiene and Radioisotope Use Committee**

The committee met on September 3<sup>rd</sup>. There was only one main agenda item and that was the revision of the committee bylaws to more accurately reflect the current research organizational structure. The final vote will be at our November 5<sup>th</sup> meeting. There was no new, revised, renewed or otherwise modified protocols that came to the committee for review.

### **Institutional Biosafety Committee**

The committee met on September 17<sup>th</sup>. The IBC was tasked with the revision of the committee bylaws to more accurately reflect the current research organizational structure. In addition, the committee is re-evaluating its policies and procedures, making sure they are updated and current with the NIH-mandated responsibilities of an IBC. Additionally, the month of September was Biosafety Awareness month. In light of some issues at other prominent labs, during the course of the month it is recommended that faculty update their inventories, review their polies and procedures and properly dispose of any material that is no longer needed. There was no new, revised, renewed or otherwise modified protocols that came to the committee for review. The next meeting of the IBC is October 15.

### **Student Affairs Committee (Steve Eddy)**

The committee has not met since the last Senate meeting.

### **Faculty Senate committees:**

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

The committee has not met since the prior Senate meeting.

**Faculty Affairs Committee (*Bill Meek*)**

The Faculty Affairs Committee did not meet in September.

**Promotion and Tenure Committee**

The 2014-2015 Chairperson will be elected at the committee meeting.

**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 (*Anne Weil*)**

A written report was not received.

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

The OSU Faculty Council met on Tuesday, September 9, 2014, with an agenda that involved few reports of issues relating to CHS, per se. I was of particular note that there is a long-range planning process underway for the institution's IT needs and operation. Since this issue is one which is a shared interest for CHS, it might to be advisable for the OSU CHS Faculty Senate to ensure that CHS has a voice in this effort. The Council received and approved a Policy and Procedures recommendation for modifying the statements regarding "Academic Integrity"-it is not clear whether such policy and procedure relates directly to CHS interests. It is also recommended that greater clarity be sought regarding which policies and procedures do or do not apply to CHS interests in order to give the CHS representative to the OSU Faculty Council better guidance on how to voice concerns for CHS and vote for relevant matters. Upon request, a copy of the Academic Integrity Policy and Procedures as approved by the Council can be made available to OSU CHS Faculty Senate Members.

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

Full information on the State Regents Faculty Advisory group can be accessed at:

<http://www.okhighered.org/statesystem/powerpoints/powerpoints.shtml>.