

OSU-CHS FACULTY SENATE

2013-2014

January 10, 2014 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. Hall, Dr. Sanny, Dr. Smith, Dr. Stephens, Dr. Wansley

Members Excused: All were present

Reporting Administrators: Dr. Shrum, Dr. Benjamin, Eric Polak

Call to Order: Dr. Dyer called the meeting to order at 12:02 p.m.; it was held in the CHS Board Room.

Approval of Minutes:

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

Faculty Senate President's Report:

Dr. Dyer advised the Senators that she would report later in the meeting regarding the Task Force on Construction and Space Usage on the CHS campus.

Dr. Dyer called the Senators attention to the Written Committee Chairpersons' reports and said that they had been distributed digitally for their convenience in reading them outside the meeting. She specifically mentioned the Academic Standards Committee's high level of activity; she said Dr. Benjamin may wish to comment on that later in the meeting.

OSU Faculty Council Representative Report:

Dr. Wansley reported briefly on items that would be of interest to CHS faculty. He specifically mentioned:

- 1) Discussion would again be started regarding providing a faculty tuition waiver benefit for faculty members and their family members. This request has been addressed in the past, and it is being re-introduced.
- 2) Discussion would be held at the next Council meeting regarding benefits for domestic partners.

Dr. Wansley will provide additional information as it becomes available.

Oklahoma State Regents Faculty Advisory Representative:

Dr. Finn reported that the State Regents traditionally begin a new year with developing a work plan. They have done so again this year. In addition, they conduct a survey to identify areas of interest and/or concern. He indicated that some campuses have expressed concern regarding audio visual and computer support services. He indicated he would provide additional information as the survey and its results are further explored.

Dr. Shrum's Report:

Dr. Shrum reported that activity continues on examining the needs and prospects for constructing a new building on the CHS campus. She said the Dewberry Architectural Firm will be attending a meeting on campus on January 16, and the expectation is that they will provide some initial exploratory information on how a structure could be sited on the CHS campus.

In connection with a proposed new building, Dr. Shrum indicated she had met with some potential donors who have expressed interest in the construction of a student center, and simulation center. She said although commitments are not yet in writing, the prospects are promising.

Dr. Shrum advised the Senators that there is a critical issue that she wished to bring to the Senate's attention. She went into some level of detail regarding the results of the first Focus Course in the new semester. There are some faculty members who are not teaching what should be taught in the new curriculum. Students have expressed displeasure with the amount of content that is being delivered, and they believe it is not appropriate for the new, approved curriculum. Dr. Shrum said a meeting is being planned that will include Oversight Committee members, Chairs, and administrators to determine the course of action to be taken.

Dr. Wansley suggested that the OSU CHS Faculty Senate endorse the intent of the administration to use all possible means within the context of OSU CHS academic policy and procedures to ensure that faculty members meet the expectations for delivering the new medical curriculum, as it was designed, voted upon, and approved. The Senators discussed the topic and the suggestion. All of the Senators were in agreement with the suggestion.

Dr. Dyer inquired of Dr. Shrum what the Senate could do to be of assistance; she replied the expression of support was important, and valued.

Dr. Benjamin's Report:

Dr. Benjamin also provided information on the topic of faculty adherence to the guidelines of the new curriculum. He agreed that this is a serious issue, and faculty must be made aware that continuing with previous patterns of teaching is unacceptable under the new curriculum. He gave some additional information that provided reinforcement for the firm decision that following the new curriculum is not optional—it is required.

Mr. Polak's Report:

Mr. Polak stated additional information on the workings of the Construction Task Force; he advised that the architectural firm had taken the information gleaned from the survey responses, and developed a report which had been distributed to the Senators in the meeting's agenda packet. At the next Task Force meeting, a representative from the Dewberry firm would provide a compilation that could be called a "wish-list", and in addition, they would bring some potential sketches showing locations where the structure could be built on the campus footprint. He acknowledged that the "wish-list" may be pruned, but it is valuable to begin with the full information available. Senators will be kept informed on the process.

Dr. Stephens advised that the Promotion and Tenure Guidelines revision had been sent to the OSU Attorney's Office for review. They subsequently added a significant amount of content. A Task Force now needs to examine the additions and determine what will be retained for the new CHS process. Dr. Dyer invited Dr. Stephens to Chair the new Task Force and he agreed. He indicated he will invite the same members to serve on the new group as served on the prior Task Force. Dr. Dyer said the resulting revised document would need to be voted upon by the general faculty, and requested that the document be ready for voting at the Spring 2014 General Faculty Meeting.

Dr. Smith reported that the Task Force on developing a Social Media policy had met, and he anticipates a draft document may be ready for the Senate Executive Committee to review at its next meeting (February 6, 2014).

The meeting was adjourned at 1:43 p.m.

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

College-wide committees:

Academic Standards (Harriet Shaw)

The Academic Standards Committee met three times in December
December 2, 2013
December 17, 2013
December 18, 2013

The committee met with 28 students, addressing the following issues:

- Multiple COMAT failure (1)
- COMLEX Level 1 failure (1)
- Biomedical Foundations III "D & U" grades (5)
- Biomedical Foundations IV "D & U" grades (4)
- Biomedical Foundations V "D & U" grades (3) These were subsequently changed to "C" grades
- Biomedical Foundations VI "D & U" grades (3)
- Anatomy "D & U" grades (16)
- Non-cognitive grades from clinical rotations (3)

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

- Anatomy "D & U" grades (3)
- Failure of clinical rotation (1)
- Repeat COMAT failures (2)
- COMLEX Level 2 PE failure (1)
- Non-cognitive grade from clinical rotation (1)

Curriculum Oversight Committee (Randy S. Wymore)

A written report was not received.

Learning Resources (Lance Frye)

The next meeting is scheduled for January 15 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.

Dr. Kaul is away from campus; he will provide a report for the next meeting.

Student Affairs Committee (Rashmi Kaul)

November 20, 2013 and follow up discussions on December 13, 2013 Meeting:

Some of the agenda items that were discussed in the meetings and their outcomes are listed below:

- The students requested to have "Occupied/Vacant" signs for the Merkel breakout rooms, similar to the ones in the biomedical building. Currently students are posting signs and all kinds of things on the doors, and that looks tacky.

- The students also requested additional mounted hand sanitizers outside of inferior Merkel as currently the closest ones are by the elevator.
- The students wanted to know update on Roof repair status at the front entrance of the building.
- They wanted to be well informed about important changes happening at the school and wanted to request a Dean’s hour.
- We also discussed about installing Security Cameras in the parking lot (especially in the north parking lot) as well inside the buildings as students do want to see increased safety around our campus. Mr. Eric Polak discussed the progress of installing the new cameras as the purchase order has been issued.
- The students requested the glass in the Locker room area frosted for privacy and that has been taken care of by facilities.

December 13th 2013 Meeting:

- As a follow up we discussed study carrel distribution process for January, 2014 as students wanted the distribution to be more organized. Mr. Eric Polak informed that a lottery system will be used for carrel distribution this semester.
- Students showed concern for having some students arriving late during the exams and expressed how it disturbs other students who have arrived in time to take the exam. We had a good discussion about how to resolve this issue and further address these concerns by discussing with Dr. Stevens or New curriculum Committee.

Our next meeting is set for 01/17/2014 at noon.

Faculty Senate committees:

Budget and Benefits Committee (Richard Bost)

The Committee met on January 8 and discussed the first items on the prioritized list which appears below. The discussions will continue beginning with item four at the February meeting.

Prior to that time, the members of the committee will be talking with their colleagues to gather input on the various items on the prioritized list. Mr. Polak indicated he finds value in being able to have this information available to him as decisions regarding the budget are being discussed.

The committee members seeking input are: Dr. Bost, Dr. Blewett, Dr. A. Kaul, Dr. Stroup, and Dr. Banschbach. If they request your input, please provide your views as a faculty member—they are valued.

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	

In addition, Mr. Polak provided information on the fiscal picture as it currently stands. He noted that the budget process will be worked upon during the next three months, and advised that the amount of the state funds to be allocated will be determined during that process. He explained that the rainy-day fund is full, and the state should therefore be able to accommodate the delta that is identified between what is needed and the eventual allocation.

Regarding the school's budget, he noted that the state appreciation provides only a small part of our overall budget. The next Budget and Benefits Committee meeting is scheduled for February 5.

Faculty Affairs Committee (Nancy Van Winkle)

The Faculty Affairs Committee met on November 19th. The Chair reported that the committee list on the web finally has been updated. The web version of the Bylaws and Charter are being reviewed to see what updates are needed. The committee discussed the discrepancy between the composition of several committees and the description of those committees in the Bylaws of the Faculty Senate.

This issue will be further addressed in the Spring. The Committee conducted a vote regarding an addition to the Academic Standards Handbook at the General Faculty meeting on December 19th, tallied the results, and submitted a report to the Faculty Senate Secretary. The General Faculty voted unanimously to approve the addition.

Promotion and Tenure Committee (Johnny Stephens)

The Promotion and Tenure committee has not met since the last Senate meeting. April through June will be a high activity period.

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 9:00 am in Conference Room E-469 with members Champlin, Kaul, Weil, Patneau, K. Curtis, T. Curtis, Miller (Graduate Studies Director), and Davis (Graduate Program Director) in attendance.

- I. The October 8, 2013 meeting minutes were considered and approved with corrections after having been tabled in the November meeting due the failure to obtain a quorum with members Patneau, Curtis, and Curtis attending a national conference. No minutes were recorded for the November meeting.
- II. Director Davis informed the Committee of several items:
 1. All graduate program action forms are now online.
 2. Nine graduate students earned one or more C evaluations in the BMF course, while one student earned a U. All will receive letters copied to their major professors and the Director will meet with each. Due to the problems with the curriculum transition, no student will be put on probation, however, the student with the U will be required to retake the course.
 3. The possibility of inviting Dr. Vivian Stevens to attend a BSGC meeting to discuss misuse of the dual degree program was raised.
- III. Advisory Committee Appointment (1), Committee Change Request (1), and Plan of Study (3) forms were evaluated and approved.
- IV. Further discussion of the "special student status" was discussed and it was decided that the members should solicit departmental opinions in anticipation of a Committee vote on the subject in January.

V. Results of the CHS Biomedical Sciences Graduate Faculty Meeting (November 22, 2013) were discussed. It was agreed that the results of the votes to approve the motions to modify the six Biomedical Sciences Graduate Program Guidelines be forwarded to Randall and Bavette with the motion documents in their approved forms in order that they be incorporated into the existing pertinent documents. Anne reminded us of the discussion regarding upcoming statistics course offerings.

VI. Kath Curtis will meet with Earl Blewett to discuss previous changes to the Biomedical Sciences Graduate Program Bylaws with the intent of making them available online to the Graduate Faculty in a secure manner and have them archived by the Faculty Affairs Committee.

OSU-Faculty Council Representative (Richard Wansley)

President Hargis reported at the November 12th 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)

Full information on the State Regents Faculty Advisory group can be accessed at:
<http://www.okhighered.org/statesystem/powerpoints/powerpoints.shtml>.

State Regents policies on program approval and program review are available at <http://www.okhighered.org/state-system/policy-procedures/2013/Chapter%203-%20April%202013.pdf>.

Task Force on Evaluation of New Construction Sites and Usage (Robin Dyer)

The New Building Task Force met December 12, 2013 to discuss the findings of the surveys sent out by the Dewberry Architecture Firm. I have included the Survey Summary – Trends; Program Development Suggestions; Support Space discussion; and Future visions that were all captured in the surveys collected from faculty, staff and students. [See Attachment A in .pdf format provided separately.]

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

The committee has not met since the previous Senate meeting.