

OSU-CHS FACULTY SENATE

2014-2015

October 10, 2014 Minutes

OSU-CHS Faculty Senate Members

Randall Davis, Ph.D., President

Robin Dyer, D.O., Past-President

Sarah Hall, D.O., President-elect

Christopher Thurman, D.O., Secretary

William Po, M.D., Sergeant-at-Arms

Charles Sanny, Ph.D. (16)

Kent Smith, Ph.D. (15)

Jarrad R. Wagner, Ph.D. (15)

Richard Wansley, Ph.D. (16), OSU-CHS Representative to OSU Faculty Council

Warren Finn, Ph.D. , Continuing Oklahoma State Regents Faculty Advisory Representative

Recorder: Jean Keene

Members Present: Dr. Davis, Dr. Dyer, Dr. Hall, Dr. Sanny, Dr. Thurman, Dr. Wagner

Members Absent: Dr. Finn, Dr. Po, Dr. Smith, Dr. Wansley

Reporting Administrator: Dr. Stephens

Call to Order: Dr. Davis 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. Thurman and seconded by Dr. Dyer. They were unanimously approved as presented.

Administration Report:

Dr. Stephens reported that the Huron Report regarding research at OSU-CHS was distributed to faculty and staff by email attachment on 10-8-14. In addition he distributed the 2014 Research Organizational Chart.

Dr. Stephens advised the Senators that a process to strengthen research at OSU-CHS will have strong faculty participation, similar to the efforts on the new curriculum process. It was proposed that the task force be established through the Faculty Senate. Since many of the members of the current new curriculum efforts would also be invited to serve on the Research Task Force, the anticipated date for establishing the task force is during the summer of 2015.

Dr. Stephens also reported on the following items regarding Research activities.

- A retreat with Mercy/OSU Research was held approximately six weeks ago to provide a broad look at research. A Master Service Agreement is in the works to set the foundation for collaborative research between Mercy and OSU-CHS. Dr. Stephens believes that all areas of research at CHS could have areas to collaborate with Mercy Research.
- Through the use of Epic, compliance with clinical research billing could be improved.
- Modifications for research billing are being examined, with careful attention to adhering to government requirements.
- The offices of research at OSU-CHS and Mercy are going to evaluate mutually beneficial areas for collaboration in research services.
- The CEO and CFO for Mercy are now on staff.
- A strong focus is planned to examine the effects of the AOA-ACGME change. He noted that a requirement exists to have 80% residency slots available for students.

Faculty Senate President's Report:

Dr. Davis reported on the following items:

1. Suggestions for Goals for 2014-2015
Previously suggested:
 - A. Regular faculty spotlight article in The Center digital newsletter highlighting a faculty member and her/his activities.
 - B. Friday Seminars inviting both Biomedical and Clinical faculty; locations could alternate between campus locations.
 - C. Quarterly "mixer" event or reception with "speed-introductions"

Comments:

Dr. Davis said a vote was not necessary on these items during the October meeting. The topic may be revisited at the next meeting.

Regarding item C above, Dr. Stephens advised that there will be a "mixer" type meeting at Baxters following the Fall General Faculty meeting on December 19. The time may be set for 3:30 to 5:00; there will be an email announcement. He reported that there were approximately 70 persons in attendance at the prior event, and more than 20 of those were faculty members. The event was a success.

2. All Formal Recommendations submitted to the Administration thus far for the current year have been approved by Dr. Pettit.

Voting items:

No Formal Recommendations were presented for voting.

Committee Reports:

The written committee reports appear separately and begin on three of the minutes. He noted that the reports had previously been distributed as an email attachment. Dr. Davis called the members attention to the Written Committee Reports document which was also provided in the agenda packet, and asked if there were any questions the Senators wished to raise.

Old Business: There was no old business to discuss.

New Business:

In response to a request from a Senator, the Academic Standards Committee operations document titled *COMLEX Level 1 Remediation Guidelines* was distributed digitally to the members for their review prior to the meeting. Dr. Davis noted that this was an information item; no Senate action was required.

A question was raised asking if there is a limit on the number of times a student can take the COMAT exams. Dr. Thurman, who had served on the Academic Standards Committee, advised that he believes there is no limit; the student can continue to take the exam until successful. However, credit for the course would not be given until the associated COMAT had been passed.

An additional question was asked if there would be board reviews for the current class. It was noted that the last review was poorly attended. It was suggested that student attendance at the board review be made mandatory.

The meeting was adjourned at 12:32 p.m.

**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 15th 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)

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: the Institutional Review Board, the Institutional Animal Care and Use Committee, the Institutional Biosafety Committee, and the Chemical Hygiene and Radioisotope use Committee are in this group.

The Research Committee voted to hold quarterly meetings. The Research Committee last met September 10th. 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 3rd. 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 5th meeting. There were no new, revised, renewed or otherwise modified protocols that came to the committee for review.

Institutional Biosafety Committee

The committee met on September 17th. 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 were 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 previous Senate meeting.

Faculty Senate committees:

Budget and Benefits Committee (Richard Bost)

The committee has not met since the previous 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>.