

OSU-CHS FACULTY SENATE

2014-2015

September 12, 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. Finn, Dr. Po, Dr. Sanny, Dr. Smith, Dr. Thurman, Dr. Wagner, Dr. Wansley

Members Absent: None

Reporting Administrators: Due to conflicting meetings out of the city, administrators were not present.

Call to Order: Dr. Davis called the meeting to order at 12:01 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. Dyer and seconded by Dr. Sanny. They were unanimously approved as presented.

Faculty Senate President's Report:

Dr. Davis reported on three items:

1. Re: Curriculum

Dr. Davis has been advised that students may have passed a course but never actually passed an exam within that course. Due to the individual class point construct, it was possible to earn sufficient points for activity other than tests to provide sufficient total points to enable passing a course. Following discussion, it was recognized that course coordinators design the point allocations. While the Senate recognizes this may be an area of concern, it is appropriate that this circumstance be considered in the course reviews process. Dr. Dyer volunteered to request the grade reports and syllabi for the specific course in which this issue arose. It was decided to take no Senate action at this time.

2. E-Books

A discussion ensued regarding various aspects of e-book usage. It was determined that e-book use could be specifically included in the curriculum evaluation process. Patterns may emerge that could be helpful.

3. Research Report

It was noted that the final report that would have followed the research evaluation may not have been distributed. Following extensive discussion, during which Senators unanimously expressed a desire to know the report content, it was decided that Dr. Johnny Stephens should be invited to the October Senate meeting and asked to report.

Dr. Davis called upon Dr. Hall to present her idea regarding goals for the 2014-2015 Senate term. Dr. Hall indicated that it would be advantageous for a stronger connection between the biomedical sciences and the clinical faculty members. Suggested approaches included:

- A. A regular faculty spotlight article could appear in the Center digital newsletter which would highlight a faculty member and her/his activities.
- B. Friday Seminar groups could be scheduled with both groups of faculty included; the location for these seminars could alternate between campus locations.
- C. A quarterly “mixer” event or reception with “speed-introductions” between faculty members to encourage faculty interaction.

As an information item, Dr. Davis reminded the Senators that the Regents had approved the Policy Statement to Govern Appointments, Tenure, Promotions and Related Matters of the Oklahoma State University Center for Health Sciences.

Voting item:

FS 14-15-003 Approval of OSU-CHS Social Media Policy

ACTION: Approved with minor changes.

Dr. Smith will provide the final document.

The formal recommendation and policy document will be transmitted to Dr. Pettit.

On behalf of the Senate, Dr. Sanny expressed appreciation to Dr. Smith for his work on developing the Social Media Policy document; the Senators expressed their appreciation with applause.

Committee Reports:

The committee reports begin on page four of the minutes.

Dr. Davis called the members attention to the Written Committee Reports document included in the agenda packet and asked if there were any questions the Senators wished to raise.

A Senator expressed concern regarding the high number of student COMAT failures. Several Senators recalled the results within their discipline. A question arose whether it was the same group of students who were failing. Dr. Hall said Johnathan Franklin had provided information to course coordinators regarding student failure data.

Dr. Hall said we have no policy regarding the first failure of COMAT exams. It was mentioned that the ASC is working on developing a policy regarding the first COMAT examination failure.

Dr. Wansley commented that we do not have a review of the clerkships content. Following discussion, it was determined that a memo should be sent to Randy Wymore requesting that the content of clerkships be evaluated.

A motion was made that the Senate send a request that clerkship directors undergo a review of their content much like the review conducted on the content of first and second year courses.

Moved: Dr. Dyer Seconded: Dr. Wansley

Action: Passed

[Formal Recommendation number FS 14-15-004 has been assigned to this motion,]

Dr. Davis called for the Senators to provide any comments regarding the document titled “Update: Curriculum Recommendations Report to Faculty Senate 9/12/14”; the content was provided by Dr. Wymore. There was extensive discussion regarding the recommendations within the report. Some overall comments were offered.

- It would be helpful if all of the course coordinators had this information for their courses.
- The information for the first semester was available; the second semester reviews are not available, and may not have been started.
- The process and the distribution of this information were both discussed.
- It was noted that a Clinical Foundations report was not included.

Dr. Davis summarized the discussion, stating that:

- Appropriate course evaluations and the resulting evaluation information should be distributed to each of the course coordinators
- The evaluation should be conducted and the information should be distributed in a timely fashion so the recommendations will be available to make course revisions.

Dr. Davis will have a conversation with Dr. Wymore and relay the Senate's concerns. The following specific items will be mentioned:

- A request for information regarding to whom the course evaluation reports have been sent.
- A request that the reports be sent to the course coordinators in a timely way.
- Request that a timeline of the full process be developed and distributed.
In connection with the timeline, a Senator explained that it would be useful to have the course coordinators have an opportunity to review the draft timeline and make recommendations for modifications prior to the distribution of the final version.
- The Senate would appreciate receiving a copy of the final timeline document.

It was suggested that Dr. Linsenmeyer may be helpful in developing the timeline.

Dr. Davis said he would make the request to Dr. Benjamin and Dr. Wymore that they advise both the course-coordinators and the faculty members who are participating in a teaching-team, to expect and be prepared to submit their course content—including PowerPoint presentations—well in advance. This would enable the content to be evaluated and provided to thread coordinators in a timely way. Senators emphasized that having the information at an appropriate time is a vital step to permit courses to be adjusted as needed/appropriate well in advance of the course being taught again.

It was also suggested that rather than wait until the end of the semester, the process could be started at the end of the teaching period, particularly since some course teaching-segments are not for the full semester. In addition, perhaps having more frequent student feedback would permit more timely evaluation processing.

OSU Faculty Council Representative Report:

Regarding the OSU Faculty Council topics, Dr. Wansley reported that the majority of the agenda items the council addresses are issues that are not applicable to the CHS campus operations. One issue that was discussed was a system-wide, long-range policy involving technology usage. He noted that it is not clear which policies will apply to CHS. Dr. Finn said he serves on the State Regents Committee, and they are looking at the Regents work-plan for 2014-2015 and the technology for all universities in the state is on that list for consideration. Dr. Wansley offered to consult with Eric Polak to determine which of the policies being considered at the Faculty Council pertain to the CHS campus. Dr. Wansley will report the information to the Senate.

Oklahoma State Regents Faculty Advisory Representative:

Dr. Finn advised that the Committee was scheduled to meet the following Tuesday, which was the regular fall meeting. A work-plan including goals for the year will be discussed. This includes being aware of the issues the legislature will be addressing.

Dr. Finn commented that the work being considered by the Senate, such as the intent and development of research areas, plus the curriculum process in which we are engaged, are both areas that could be of interest to the Regents. He commented there is value and applicability of the CHS Senate's work to the work of the Regents.

Old Business: There was no old business to discuss.

New Business:

Dr. Hall raised two items:

1. The topic of appropriate CHS faculty responses regarding directives emerging from Mercy management. The question arises of what those directives mean for OSU, for our CHS faculty, and for our residency programs. It would be good to hear from our CHS administrators on this topic.
2. Dr. Janna Baker has some very good information regarding the medical learner; this could be used as a faculty development presentation. She explained that a book titled *Remediation of the Struggling Medical Learner* was written by Jeannette Guerrasio, M.D. A presentation on this topic was made at the ACOI meeting. Dr. Hall advised that a .pdf of the book is available online. Perhaps Dr. Guerrasio could be contacted to determine her fee for making a presentation at CHS.

Dr. Hall said this is a large topic that could be addressed with our timeline, which was discussed earlier. In addition, this could also be useful information in addressing our COMAT and COMLEX failures and a remediation policy.

Dr. Wansley pointed out that having this topic for a faculty development presentation could very naturally lead to policy revisions regarding remediation.

The meeting was adjourned at 1:10 p.m.

**Written Committee Reports
Faculty Senate Meeting
September 12, 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 July 10, August 13, and August 25, 2014.

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

- Surgery COMAT failure (1)
- One "N" non-cognitive grade (3)
- First COMLEX Level 1 failure (12)

Release from academic probation was recommended for 13 students who successfully remediated course work (12) or fulfilled requirements related to a non-cognitive grade (1).

Curriculum Oversight Committee (Randy S. Wymore)

The Curriculum Oversight Committee met on 08/21/2014. The course reviews and final recommendations of the COC from the first semester of the new curriculum were completed. All of the BMF courses, OMM, Clinical Anatomy and ITP were completed and the information sent to the course coordinators. A copy of each final report has been submitted to the faculty senate as requested by the current Senate President.

The Curriculum Oversight Committee also spent time discussing the merits of providing Combank to all of our current students. The proposal to purchase an institutional license was submitted to Dr. Pettit and the Curriculum Advisory Committee where they moved to purchase

the Combank package at no cost to our students. The merits and usefulness to students will then be evaluated in the future.

The COC began a conversation about the process for evaluating the spring courses, and approved the fall course schedule and exam schedule.

Learning Resources (Joseph Price)

The committee has not met since the previous Senate meeting.

Research Committee (Ron Thrasher)

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 held its organizational meeting July 9th. We established meeting times for the remainder of the year, received reports from: The Institutional Review Board, Institutional Animal Care and Use Committee, the Institutional Biosafety Committee and the Chemical Hygiene and Radioisotope Use Committees. Dr. Stephens also provided a research update from his office. The August 13th meeting again received and discussed committee reports followed by a discussion of a research article addressing osteopathic research presented by Dr. Rock. The September 10th agenda includes bylaws for the Research Committee and an opportunity to discuss committee goals, objectives and focus for the upcoming year.

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 first meeting of the committee for the 2014-15 academic year was held September 3, noon to 1:00 p.m. The Committee was honored with the presence of Dr. Tony Alfrey as a new committee member and Dr. Johnny Stephens in his new administrative role.

Mr. Polak gave an update on progress with preparing for construction of the new building. His report offered both information about features of the building and parking garage as well as an opportunity for discussion in response to questions from committee members.

Mr. Polak also discussed the current state of the College budget. This information focused on the impact of the new construction on College finances, including the use of portions of the reserve fund and issuance of bonds for this purpose.

Dr. Bost proposed the development of topics for Committee research and subsequent administrative advisement. Committee members were requested to submit topics that will then be prioritized to create an agenda for this activity.

Faculty Affairs Committee (Bill Meek)

The Faculty Affairs Committee did not meet in August; they carried on some business via email, regarding the Digital Media Guidelines for OSUCHS. The Committee will 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)

Chair's report for the BSGC Meeting of 8/12/2014:

- Membership and Chairmanship of the BSGC turns over on July 1 of each year. Since the committee did not meet in July, new members and a new chair were welcomed at this meeting. The new roster is as follows:
 - Anne Weil, Chair
 - Rashmi Kaul
 - Earl Blewett
 - Nedra Wilson
 - Kath Curtis
 - Tom Curtis
 - Ex Officio:
 - Bavette Miller, Graduate Studies Director
 - Randall Davis, Biomedical Sciences Graduate Program Director

- Graduate Studies Director Ms. Bavette Miller was asked to send an e-mail to Graduate Faculty members with the Web for Faculty link so that they could view class lists. (This has been done.)
- Graduate Program Director Dr. Randall Davis has e-mailed the graduate faculty to schedule a discussion forum about what worked and what didn't in last Spring's graduate courses. (This meeting occurred.)
- Also, Biomedical Sciences may delete or temporarily decommission courses from the catalog that are not currently being offered. Dr. Davis, Dr. Weil, and Ms. Miller will work together to identify courses that may be pruned and query the graduate faculty as to what they prefer. (This has been done.)
- The BSGC was late with 2013-2014 Graduate Student Annual Reviews. At this meeting the BSGC reviewed the progress of all graduate students, voted to require meetings with some of the students, and reiterated its policy of allowing any graduate student to request a meeting with the BSGC, even if one is not required. Dr. Davis would send letters to each student indicating whether they needed a meeting. (This has been done.) Required and requested meetings will be scheduled with the BSGC. (As of September 9, this process has been started but not completed.)
- Dr. Weil agreed to organize a scheduling process to find a better meeting time for the BSGC, so that everyone could attend. (This has been done.)
- Dr. Davis agreed to update the BSGC Guidelines for students with accurate course numbers and e-mail the updated guidelines to the faculty.
- Dr. Weil agreed to update the BSGC Bylaws to reflect the results of graduate faculty voting that occurred more than a year ago. Dr. Blewett will contribute substantial updates from Group VI that are also included in that document. (This is in progress.)

Chair's report for the BSGC Meeting of 9/9/2014:

Due to unexpected events, the BSGC did not have a quorum.

- Progress reports were heard.
- As Group VI representative, Dr. Blewett requested that the BSGC provide recommendations on the definition of scholarship required for Full membership in the Graduate Faculty.
- Ms. Bavette Miller reminds all members of the graduate faculty that course change forms must be in by October 1.

OSU-Faculty Council Representative (*Richard Wansley*)

Dr. Wansley provided a verbal report which appears on page three of the minutes.

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>.

Dr. Finn provided a verbal report which appears on page three of the minutes.