

Written Committee Reports
Faculty Senate Meeting
April 10, 2015

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

College-wide committees:

Academic Standards (Gerwald Koehler)

On March 17, the Academic Standards Committee (ASC) interviewed two students addressing the following issues:

- Third Obstetrics/Gynecology COMAT failure (1)
- Grade “U” in an elective rotation (1)

The committee also discussed the course requirements for students repeating the second semester of the second year. Furthermore, the revision of Academic Standards Handbook sections and updates of ASC procedures were discussed.

Curriculum Oversight Committee (Randy S. Wymore)

The Curriculum Oversight Committee met on 03/19 & 04/02/2015.

A discussion with no resolution ensued on the topic of what content is appropriate for the systems courses. The general consensus was that content that is testable on the Step 1 Boards needs to be covered. Additional material that is potential Step 2 material can be covered if there is time, but not at the expense of basic material. The discussion was triggered by concerns that in the reproductive system, some basic material was skipped with the assumption that students already knew the material or that they would learn it on their own.

The use of “clickers” for points was discussed yet again. There was much discussion that went in many different directions. A standardized set of “guidelines” for clicker use was prepared by Dr. Steele and was approved to be given to everyone who uses clicker questions. In the Reproduction system it was unclear if the document was useful or not. Dr. Benjamin via the Years 1 & 2 Committee will devise a plan for use of clickers and present at a future meeting.

There has yet to be designed and adopted a mechanism for not only identifying “at risk” students, but for aiding said students. The Years 1 & 2 Committee will start a dialogue to propose a mechanism to accomplish the goal of assisting at risk students and then present this to the COC.

The fall semester course reviews are progressing and the recommendations from the review teams and the Years 1 & 2 Curriculum Coordinating Committee will soon be available to the COC.

Learning Resources (Joseph Price)

No meeting in March. The last meeting for the year was held April 7th.

1. The concept from Dr. Price was approved to ask Brandy Close to work with Student Services and the clerkship coordinator to implement a CHS version of the document that the

OSU Provost requires as a syllabus attachment to all Stillwater courses. Our document would include handy information for students and links to various extensive documents and handbooks. The document would be distributed to all students and posted on D2L. Dr. V. Stevens enthusiastically endorsed the concept. Brandy Close, Angela Bacon, and the clerkship coordinator would be involved. Input from the Student Government Association should be obtained for the final document. It is expected to have a product to distribute in August.

2. A best practices document for faculty use of copyrighted material was presented for informational purposes to the LRC authored by Dr. Price, and with the approval of Brandy Close. As part of the Oklahoma State University, there is an expectation of high standards of behaviors by faculty, staff, and the rest of the OSU-CHS community. This document as a description of best practices creates guidelines that we should transition toward and follow in order to meet prudent legal and ethical standards and practices for the use of certain types of resources. As a best practices technical document, it is not a formal college policy. The document would be expected to mature, with input and questions from the OSU-CHS community as part of its roll out and evolution. In her current capacity, Ms. Close would be the point of contact with faculty in distributing and assisting in improving performance toward these goals and standards.

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 committee has not met since the prior Senate meeting. The next regular meeting of the research committee is scheduled for June 10th at 9:00 a.m. in Room E393.

Chemical Hygiene and Radioisotope Use Committee (David Wallace)

The committee met on April 8th to discuss the annual review of the chemical hygiene manual. The version from last year is one year old and CHRUC dedicated this meeting to the discussion whether revisions were necessary and if there are, what revisions for the 2015-2016 manual are needed. The committee discussed some of the individual changes, but decided that merging the 2 documents and tracking the changes, would be a more efficient use of time. The committee expects to have a single manual approved in the May meeting. The committee is also developing a “Toolbox” on the shared G-drive for faculty/staff to utilize and exchange information regarding regulatory/compliance documents. The next meeting is May 13th.

Institutional Biosafety Committee (David Wallace)

The committee will meet on April 15th. Currently there is one new protocol application that has been submitted for review and approval at the meeting. There is no other outstanding business from the previous meeting that is on the agenda.

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 Budget and Benefits Committee held its last meeting of the 2014-2015 term on April 1, 2015. Ms. Sandy Cooper and Mr. Eric Polak presented information to the committee members regarding health benefits and budget matters:

Ms. Cooper: CHS began its self-insured period on January 1, 2015. This change was largely driven by the improvement of loss ratios over the past 5 to 7 years, the flexibility provided to self-insured employers in designing the plan structure, and that due to being self-insured, CHS will not be required to pay the 3% of premiums tax stipulated by the Affordable Care Act. The savings realized can be used to supplement the dependents coverage costs, adding to the reserve fund, and keeping the premiums stable rather than rising; the national rate increase was approximately 7.5%. She advised that our contribution toward dependent coverage is a positive element in retention and recruitment.

Mr. Polak: The states' budget shortfall of over \$600 million is under discussion by legislators to identify methods to resolve the gap. He noted that the governor is still supporting a flat budget for the next fiscal year for higher education. While deficits can undoubtedly cause concern, we are confident that CHS will be able to use prudent budgeting practices coupled with some reserve funds if necessary to cover any cuts that may be mandated. The beginning of our building process can now be seen on campus. The temporary parking lot is being created now, and the construction will move forward as planned. The final approval on the bond issue will go before the state Board of Regents for approval in May. He noted that the Center is moving forward in a very positive way.

Faculty Affairs Committee (Bill Meek)

The Faculty Affairs Committee met on April 3 and worked diligently to develop the Faculty Committee Service lists for the 2015-2016 academic year and other items for the General Faculty Meeting. Dr. Meek will meet with Dr. Shrum on April 9. Committee preference forms were used in determining committee service as well as knowledge from the FA Committee. The Faculty Senate Member nominations were checked for eligibility as well as the President Elect nominations and a ballot was made. The Curriculum Oversight Committee nominations were checked for eligibility and a ballot was made. The Promotion and Tenure Committee ballot discussed and made. The Promotion and Tenure Resolution Committee ballot was discussed and made. Several bylaw change recommendations have been submitted in addition to a recommendation for an Academic Standards Handbook revision and these were discussed. These items will be voted upon by the Senate at the April 10, 2015 meeting, and if approved, they will be presented at the General Faculty Meeting scheduled for May 14 for approval by the full faculty.

The membership of the Y1Y2 Curriculum Coordination Committee was discussed and who determines the membership, the FAC does not determine membership. The Digital (Social) Media Guidelines was distributed for information. Counting ballots at the General Faculty meeting was discussed and decided that it could be done but sometimes there are errors in the short turnaround time. We can count them but it helps if Faculty are on time to the meeting so that there is no delay in reaching a quorum.

Promotion and Tenure Committee I (Johnny Stephens)

The Promotion and Tenure Committee has completed its major tasks for the year. The Reappointment and Promotion Recommendations have been processed, and they will go forward for approval at the June Regents 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 Council has not met for its April 2015 meeting.

Oklahoma State Regents Faculty Advisory Representative (*Randall Davis*)
Full information on the State Regents Faculty Advisory group can be accessed at:
<http://www.okhighered.org/statesystem/powerpoints/powerpoints.shtml>.
A brief verbal report will be provided at the meeting.

Students with Disabilities
The committee has not met since the previous Senate meeting.