

OSU-CHS FACULTY SENATE

2014-2015

January 9, 2015 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
Oklahoma State Regents Faculty Advisory Representative

Recorder: Jean Keene

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

Members Absent: None

Reporting Administrators: Dr. Pettit, Dr. Dyer, Dr. Stephens, Mr. Polak, and Dr. Benjamin

Call to Order: Dr. Davis called the meeting to order at 12:03 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. Wagner and seconded by Dr. Dyer. They were unanimously approved as presented.

Administration Reports:

Mr. Polak:

Mr. Polak advised that a Board of Regents meeting was scheduled for January 23, 2015 in Okmulgee. He noted that a key agenda item that pertains to CHS regards the second half of the financing for the new academic medical and simulation facility. He reminded the Senators that we are using \$23.5 million of our own reserve funds, and we are planning to borrow \$21 million.

Also concerning the new building, Mr. Polak reported that the first batch of bids will be opened on January 20; we anticipate the award letters going out to the successful bidders shortly thereafter. We will begin to see the actual mobilization in late February or early March. The work will begin with utility relocations, the start of the new parking lot (with 30+ spots), the temporary parking just using ground space, and demolition of parts of the parking lot located within the construction zone. During the construction period, we will only lose four or five parking spaces. Mr. Polak requested that the Faculty Senate President advise Dr. Meek that the annual softball tournament will need to be relocated. The Senators appreciated that note of humor. Mr. Polak recognized the outstanding work done by Dr. Robin Dyer in being a partner in the initial planning/organizational work performed for this construction project.

Mr. Polak provided CHS financial report information. He said we are in a strong position. Additional funds were put into the reserve fund in December; the fund is now at \$40 million, but

\$16.5 million needs to be transferred out to help with the Epic implementation, plus some building funding. We will have the flexibility at year-end to address anticipated facility needs. In addition, the Foundation continues to actively seek donations to support the construction.

Dr. Stephens:

Dr. Stephens reported that 75 persons attended the holiday get-together; he advised that 14 faculty members and 69 staff members attended. There are plans to continue with these events, perhaps twice a year.

The hospital census is in the approximate 120 to 130 range; there has been encouragement to have patients released so additional patients can be admitted. The lease has been getting attention; it is looking positive. On January 14 a joint strategic planning meeting will be held. There will be faculty members and clinical chairs in attendance. There is a Mercy Research Agreement in process. Following the review by Mercy and OSU legal departments, it is anticipated that, we will have an approved working document. Dr. Hess has already been working on an arrangement for HCA students to be involved with Mercy activities.

Dr. Pettit:

Dr. Pettit advised that by the summer, we may have a master's level Athletic Training Program on our campus. Stillwater is in the process of phasing out their bachelor's program. Over a period of transition as we get increasing numbers of students, we anticipate that tuition will cover our expenses in this venture; it will be budget-neutral. With the new building's available space, the prior OMM and clinic spaces will suffice for the Athletic Training Program for its initial period. Dr. Pettit said that the faculty members involved in this program are excited with the prospect. He said the program becoming affiliated with a medical school could function as a model across the United States. This type of affiliation is recommended by their accreditation body. Dr. Benjamin said visitors will be on the CHS campus Wednesday afternoon in connection with this new program.

In response to a question, Dr. Pettit reported that the Athletic Training Program will most likely be designated as a new school rather than becoming a subset within an existing academic structure. In addition, Dr. Pettit mentioned that we may be considering a master's level program within a school of nursing. Very early discussions have been held on this topic.

Responding to a question, Dr. Pettit advised that Dr. Dyer will continue to serve as the chair of OMM. She will also work with the Pros for Africa activities, curriculum/educational matters, and in addition she will work with the library. There may be other responsibilities added over time.

The summer program between the first and second years will be under the course coordination of Dr. Jim Hess; it will be an HCA special projects course. In the summer and the fall, Dr. Rhonda Casey will be the clinical course coordinator for the more clinically selective courses.

Dr. Davis called attention to the Committee Reports within the agenda packet and noted that they had been distributed previously by email. He asked if there were any questions regarding them. It was mentioned that Dr. Davis will fulfill the request of the Oklahoma State Regents Faculty Advisory group to have the CHS Faculty Senate President serve as the representative.

Dr. Johnny Stephens reported he had been elected to chair the Promotion and Tenure Committee, and advised that the RPT process would be starting in February.

There was no old business to discuss.

Under new business, Dr. Sanny indicated he had a conversation with a faculty member who made the observation that it is important, especially with the new curriculum now in place, to have the Osteopathic principles and practices continue to have an overarching role in courses. Dr. Dyer said she had prepared a PowerPoint on the topic, and it is shown to the students as an early presentation in one of the classes. Following discussion, it was suggested that the presentation be put online so it would also be available for the Senators to view. In addition, it was mentioned that the principles are emphasized in several of the courses, and even though the principles and practices are not in a course named “principles and practices”, they still have a strong presence in the academic structure within the new curriculum courses.

Dr. Pettit advised that the Pre-Self-study is underway. The first document will be submitted for review in April. The final submission will be in July of 2015.

A request was made to have a current organizational chart made available for faculty review. Dr. Dyer said an updated chart is already being developed. Mr. Polak commented on some of the processes that are now underway will involve making position titles fully current. The final chart will become available when the process is completed.

The meeting was adjourned at 12:42 p.m.

**Written Committee Reports
Faculty Senate Meeting
January 9, 2015**

*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 December 5 and December 18, 2014. The committee met with 5 students, addressing the following issues:

- COMLEX Level 2 Cognitive Evaluation (CE) failure (1)
- COMLEX Level 2 Performance Evaluation (PE) failure (2)
- Insufficient progress in the preparation for the first COMLEX Level 1 exam retake (1)
- Academic progress in repeat year and length of academic probation period (1)

Furthermore, the committee considered and recommended specific requirements for two additional students towards retaking the COMLEX Level 1 examination. The academic progress of students repeating a year of medical school was also discussed.

Curriculum Oversight Committee (Randy S. Wymore)

A written report was not received.

Learning Resources (Joseph Price)

Dr. Price submitted a document in the form of a FAQ on best practices for the use of the TrueLearn question banks used for Board Exam preparation. The committee approved the document, which was sent to the Curriculum Oversight Committee. Part of the report was the suggestion to create a

“Success on Board Exams Program” for Level I and Level II exam takers, which would incorporate guidance on exam preparation and facilitate institutional research on success on national boards. A draft form of such a program for the Level I students was included in the report.

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 held its regular quarterly meeting December 10th at 9:00 a.m. Regular standing committee reports were received and discussed along with the Huron Report and Research Project Summaries from throughout the Center for Health Sciences. The remainder of the meeting generally addressed possible revisions to the goals, objectives and focus of the Research Committee. A revision to the Faculty Senate Bylaws specifically Article VIII, Committees, Section E 7, describing the Research Committee has been drafted and will be presented to the Research Committee for further discussion and possible action at the next regular scheduled meeting, March 11, 2015 at 9:00.

Chemical Hygiene and Radioisotope Use Committee (David Wallace)

The committee hasn't met since November. Revisions to the bylaws were finalized and approved electronically and formatted for submission to Faculty Affairs. The next scheduled meeting is February 4th.

Institutional Biosafety Committee (David Wallace)

The committee met in early December. There were no protocols (new/renewal/revised) that needed to be reviewed. The final draft of the minutes was approved and formatted for submission to the Faculty Affairs Committee. In addition, one of the IBC outside members resigned from the committee due to outside work conflicts. The committee discussed potential individuals who may fill this slot. The preference is for someone with (bio)safety background and/or a first responder. The committee is currently working to fill that spot. The next scheduled meeting is January 21st.

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 & Benefits Committee met on Wednesday, December 3, 2014. The meeting featured a detailed report and discussion with Mr. Polak about tuition and fee comparisons among comparable medical schools, faculty salaries at OSU-CHS and sister institutions, and progress with funding of our new building. The meeting also featured a discussion of its current research priorities, including (1) the benefits package for current employees, (2) retirement plans and associated benefits, (3) tuition waivers and/or reductions for family members, and (4) the impact of our benefits package on faculty recruitment. We are anticipating additional discussion about these topics with Ms. Cooper or Ms. Tappana from Human Resources as well as with Dr. Wansley, our Faculty Council representative. Our next regularly scheduled meeting is to be on Wednesday, January 7th at noon.

Faculty Affairs Committee (*Bill Meek*)

The committee has not met since the previous Senate meeting.

Promotion and Tenure Committee

The 2014-2015 Chairperson is scheduled to be elected at the next 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*)

The BSGC did not meet in November. The BSGC report from the December 16, 2014 meeting follows:

- Graduate Studies Director Ms. Bavette Miller reminded all that graduate grades are due in by midnight on December 16, and that Spring 2015 classes in Biomedical Sciences are now listed online.
- Biomedical Sciences Graduate Program Director Dr. Randall Davis updated all on new course meeting times for the Spring 2015 semester, which were sent around in an e-mail.
- Chair Dr. Anne Weil updated the BSGC membership on actions taken by the Curriculum Oversight Committee on those items proposed by the BSGC, namely the addition of questions regarding graduate-specific material in Medical courses.
- Our Group VI representative on the Graduate Faculty Council, Dr. Earl Blewett, reminds everyone on the Graduate Faculty to vote on the new Group VI Bylaws. He also updated us on changes to the Research Misconduct Policy that the Grad Council has voted on and that will, if approved, go into effect next year. These changes include improved procedures and redress. Any faculty members who want to see the changes should contact Dr. Blewett. (The current policy is on line.) Dr. Blewett also drew the committee's attention to changes in Stillwater that may result in waiving graduate students' tuition in the semester in which they graduate.
- Meeting times for the Spring 2015 Semester were set.
- The BSCG voted to approve a change of committee membership, and an advancement to Ph.D. candidacy.
- Graduate student performance in the Fall 2014 BMF courses was reviewed, with recommendations made to assist students struggling in their first semester. In addition, the committee brainstormed some ways in which first-semester Biomedical Sciences graduate education could be a better experience and/or could provide a better introductory education. The committee members are charged by the Chair to bring competing, thought-out proposals to the January meeting.
- Finally, some ideas for new course development were floated.

OSU-Faculty Council Representative (*Richard Wansley*)

The council did not meet in December, and there is no report from the council-associated Retirement and Benefits Committee.

Oklahoma State Regents Faculty Advisory Representative

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

<http://www.okhighered.org/statesystem/powerpoints/powerpoints.shtml>. This position is to be held by the current Faculty Senate President; since it is a two year term, not all Senate Presidents will be asked to serve.