

## OSU-CHS FACULTY SENATE

2015-2016

June 12, 2015 Minutes

### **OSU-CHS Faculty Senate Members**

Sarah Hall, D.O., President

Randall Davis, Ph.D., Past-President

Jarrad R. Wagner, Ph.D., President-elect

Christopher Thurman, D.O.

William Po, M.D.

Charles Sanny, Ph.D. (16)

Holly Ballard, Ph.D. (17)

Warren Finn, Ph.D. (17)

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

Oklahoma State Regents Faculty Advisory Representative

*Recorder: Jean Keene*

**Members Present:** Dr. Hall, Dr. Davis, Dr. Finn, Dr. Thurman, Dr. Sanny

**Members Absent:** Dr. Ballard, Dr. Po, Dr. Wagner, Dr. Wansley,

**Guest:** Dr. Meek

**Reporting Administrators:** Mr. Polak

**Call to Order:** Dr. Hall called the meeting to order at 12:03 p.m.; it was held in the CHS Board Room as is customary.

### **Approval of Minutes:**

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

### **Administration Reports:**

Mr. Polak reported that progress is being made on the construction project for the Tandy Building. The temporary parking lot has been prepared, and its use will begin on June 22. He reminded the Senators that the full project was funded with \$24 million from CHS cash reserves and \$21 million that was borrowed. He also said finishing out the fifth floor of the Research and Forensics Building, repurposing Dunlap, plus a few other items will be addressed as part of the overall construction project. Mr. Polak advised that we are continuing to engage in fund raising, and the funds brought in will go toward replacing the cash reserves dedicated for this project. He advised that Dr. Shrum had raised \$12.3 million this year.

Regarding the budget, Mr. Polak advised that the 3% proposed cut will be offset for CHS by an increase in funds from the Oklahoma Health Care Authority. Turning to tuition and fees information, Senators were told that CHS graduate tuition will be the same as the tuition in Stillwater and the OSU-Tulsa campus; a 4% tuition increase is being considered, but no increase in fees. There will be no increase for the COM students this year.

Mr. Polak indicated the budget for next year will be similar to this year, and he advised that since next year will be an election year, the legislators will not be in favor of a tuition increase. In response to a question regarding the hospital, Mr. Polak said the Mercy management contract has been extended one year.

Regarding plans for a CHS Tahlequah Branch campus, the Senators learned that the tribe said they will pay facility costs. The grant the tribe had received has been doubled, and they are planning to pay for some clinical faculty as well as the physical facility. Dr. Pettit is working with them on the planning. Mr. Polak reported there will be no financial burden for CHS; the increased tuition revenue will cover additional faculty costs. The break-even figure is 20 Tahlequah students. Mr. Polak noted that faculty input will be sought in making decisions regarding what will be taught where.

A comment was made that the initial subcommittee that worked on the Huron Report is meeting, and they are working to develop our research strategy. Their work will be brought to the Senate--perhaps as early as the September Senate meeting.

In response to a question, Mr. Polak said there is a Family Fun Day planned, potentially for July 25, and it will be for the faculty and staff of CHS and the hospital. The day of celebration will be held at the CHS campus. There will be food, a dunk tank, games, and fun activities. He said there will also be a more formal event, and it possibly could be a dinner at the aquarium for the employee and partner; it would not be an event to include the family. He encouraged the members to plan to attend, saying that is it a way for the school to express appreciation to the faculty and staff for their dedication and hard work.

Dr. Hall thanked Mr. Polak for his informative report.

#### **Faculty Senate President's Report (Sarah Hall)**

Dr. Hall reported on a few items:

- She had received a request from Dr. Meek in his role as chair of the Faculty Affairs Committee. Since there was a tie in the election results for member of the Promotion and Tenure Committee members, the committee had requested the Senate to vote approval of conducting the run-off election in an electronic format. It was moved, seconded, voted upon and passed.
- A discussion was held at the Executive Committee meeting regarding the CHS representative to the State Regents' Advisory Committee. Dr. Davis indicated he would be pleased to have Dr. Wagner fill that role, and Dr. Wagner indicated his interest and willingness to serve. A letter was drafted to relay the requested change to the Regents, and Dr. Hall called for the Senate to indicate their agreement. It was moved, seconded, voted upon and passed. The letter will be sent by Dr. Hall.
- Dr. Hall said the curriculum continues to be revised and refined as experience is gained. The Curriculum Oversight Committee is very active and meets regularly.

In connection with that topic, Dr. Davis offered a suggestion that a Group meeting be held that could be attended by the Course Directors, and each could take possible ten minutes to give a PowerPoint presentation showing what is included in the course. He said there may be some faculty who are not really aware of exact course content, and it would be helpful for faculty to know where the information flow ends on a topic within one course and where it is picked up on another course. He said knowing the transition points, and identifying any gaps, would be most useful for faculty and students. Discussion on the idea continued, and it was decided that a meeting with the Course Directors could be scheduled first, then followed by a general meeting wherein the overall information could be shared with the faculty in general. Various facets were mentioned, and Dr. Hall indicated she would contact

Dr. Randy Wymore about developing the meetings and their content. The topic will be revisited.

- Dr. Hall reported that she would be meeting with Dr. Pettit in the coming week, and she had some topics to raise, which included the request for the posting of an organizational chart, perhaps on Centernet, but to be shared with the Senators as well. She indicated there were a few other items, and she would report on them after her meeting.

Dr. Hall called attention to the Combined Written Committee Chairperson's Reports and asked the Senators if they had any questions. None were raised.

There was no old business to discuss.

Due to the time, and the wish to include the Senators who were not able to attend the meeting due to school related travel/conferences, she called for approval to move the election of the Secretary and Sergeant-at-Arms to the September meeting. All were in favor of that action.

As a new business item, Dr. Hall called attention to the Senate meeting schedule provided on the back of the meeting agenda. She asked if there would be any difficulties with that schedule, and hearing none, she indicated those would be the dates/times/locations for the Faculty Senate meetings for the 2015-2016 term.

The meeting was adjourned at 1:07 p.m.

### **Written Committee Reports Faculty Senate Meeting June 12, 2015**

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

#### **College-wide committees:**

##### **Academic Standards (Alexander Rouch)**

The new Academic Standards Committee will meet for the first time later in June or in early July. Please refer to Dr. Koehler's report (attached) on activities and the ASC in April and May.

Report from activity in April-May 2015, provided by Dr. Gerwald Koehler, the 2014-2015 Chairperson. The Academic Standards Committee met on April 16, April 22, and May 15, 2015.

The committee interviewed 15 students, addressing the following issues:

Clinical Rotation failure (1)

First COMLEX Level 2 CE failure (1)

Second COMLEX Level 2 PE failure (1)

Second Obstetrics/Gynecology COMAT failure (2)

Second Osteopathic Principles and Practice COMAT failure (1)

Second Pediatrics COMAT failure (1)  
Nervous System Course failure (4)  
Nervous System Course borderline passing grade (2)  
“N” non-cognitive grade (4)

The revisions of Academic Standards Handbook sections were approved by the General Faculty vote on May 14, 2015. The new edition of the handbook is in preparation.

**Curriculum Oversight Committee (Randy S. Wymore)**

The May 14<sup>th</sup> curriculum Oversight Committee meeting was cancelled due to a lack of quorum and in part was associated with our spring General Faculty meeting. The May 28<sup>th</sup> COC meeting was cancelled because the Chair was not available that week. The COC meets this Thursday, 6/11/15 and that will be on next month's report.

**Learning Resources (Kath Curtis)**

The committee is scheduled to meet on June 18 at 2:00 p.m.

**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 nothing to report for May. The next meeting is scheduled for 9:00 a.m. Wednesday, June 10, in Room E-393.

**Chemical Hygiene and Radioisotope Use Committee (David Wallace)**

The committee met on May 20<sup>th</sup> with only one agenda item – to finish the revisions to the Chemical Hygiene Manual for 2015-2016. The final revisions have been made and we are currently waiting on distribution to the faculty. The roster for the committee is essentially unchanged for next year and the meeting times/dates were discussed with the committee meeting the 3<sup>rd</sup> Wednesday of each month, 1:00PM in room E-393.

**Institutional Animal Care and Use Committee (Tom Curtis)**

The OSU-CHS Institutional Animal Care and Use Committee meets quarterly. The last meeting was 4-30-15; the next meeting is scheduled for late June. All current animal research is being conducted under approved protocols. The HVAC issues in the animal facilities in the forensics building have been resolved and the facilities currently are being used to capacity. Using this facility necessitated the purchase of additional equipment to duplicate what was in the Barson building so we can avoid transporting animals through the public areas in Founder's Hall. Most of these supplies have been purchased by Dr. T. Curtis as there is insufficient funding available through the Office of Research. The use of the forensics facility had allowed us to set up a “behavior core facility” in the vacated space in the Barson building. There is on-going discussion as to the status of the Barson Building animal facilities which are marginally adequate.

**Institutional Biosafety Committee (Franklin Champlin)**

The committee met briefly on May 20<sup>th</sup> for the last meeting of 2014-2015. There were no new/renewal/modified protocols before the committee for discussion. Therefore the committee set their meeting dates/times for 2015-2016 and the new chair, Dr. Frank Champlin was introduced.

The standard meeting time for this committee for the 2015-2016 term has been set as the third Wednesday of the month at 2:30 p.m. in room E-469. The June meeting has not yet occurred.

**Student Affairs Committee (Steve Eddy)**

The committee has not met since the last Senate meeting.

**Faculty Senate committees:**

**Budget and Benefits Committee (David Wallace)**

The committee has not met in June, but will be ‘virtually’ developing the agenda for the next meeting. For the convenience of the members, a standard meeting day/time/location will be developed for the fall term, or possibly for the 2015-2016 academic year, depending upon availability. Adjustments can be made for unusual circumstances, if needed.

**Faculty Affairs Committee (Bill Meek)**

The Faculty Affairs Committee has been meeting electronically since the spring General Faculty meeting in May. We will meet F2F as a Committee in July or October or as needed. The Committee reviewed the spring voting items and sent the results to the General Faculty via email. The results of voting (10 ballots):

Jarrad Wagner, Ph.D. – elected Faculty Senate President-elect

Holly Ballard, Ph.D. – elected Faculty Senate Member

Warren Finn, Ph.D. – elected Faculty Senate Member

Jeffrey Stroup, Pharm.D. elected Promotion and Tenure Committee member

Tie for remaining P&T Committee member between Drs. Kathleen Curtis, Dr. Randall Davis, and Dr. Bill Meek

Damon Baker, D.O. elected to the Promotion and Tenure Resolution Committee

Alexander Rouch, Ph.D. elected to the Promotion and Tenure Resolution Committee

Gerwald Koehler, Ph.D. elected as the biomedical sciences representative to the Curriculum Oversight Committee, 3 year term

Brian Diener, D.O. elected as the clinical sciences representative to the Curriculum Oversight Committee, 3 year term

The OSUCHS Social Media Policy was approved.

Bylaws of the Faculty Senate – All amendments were approved: Amendments to Research Committee, Amendments to Chemical Hygiene and Radioisotope Use Committee, Amendments to Institutional Biosafety Committee, Amendments to Institutional Animal Care and Use Committee.

The Amendments to the Academic Standards Handbook were approved.

The FAC requests that the Faculty Senate approve an electronic vote to resolve the tie for biomedical sciences representative to the Promotion and Tenure Committee. The electronic vote will be done on Survey Monkey and will be administered by Brandy Close and the Director of Curricular Affairs, Instructional Design, and Academic Technologies Department. Dr. Nancy

Van Winkle and Dr. Warren Finn, members of the Faculty Affairs Committee, will review the results of the electronic vote. The electronic vote is ready pending Faculty Senate approval. The ballot will be sent to all eligible voters of the General Faculty, 106 total faculty. The Committee is also working on bringing the Faculty Senate Bylaws and the Academic Standards Handbook up to date with the recent changes and posting these on Centernet. The OSUCHS Social Media Policy will also be posted on Centernet.

**Promotion and Tenure Committee (Johnny Stephens)**

The Promotion and Tenure committee has been actively involved in reviewing faculty candidate applications over the last two months. On June 1<sup>st</sup> the RPT began its work with new members. We are currently awaiting the assignment of one faculty member that will be decided in a run-off election by Faculty Affairs.

**Other committees/task forces/liaisons:**

**Affirmative Action Committee (Sandra Cooper)** (A regulatory committee)

Since the committee has not met since the previous Senate meeting, there is no report.

**Biomedical Sciences Graduate Committee (Tom Curtis)**

The committee has not yet met for the 2015-2016 term.

**OSU-Faculty Council Representative (Richard Wansley)**

No June meeting report. The next Council meeting will be in September 2015.

**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>.

**Students with Disabilities (Michael Pollak)**

The committee has not met since the previous Senate meeting; neither cases nor issues have been referred for committee consideration.