

**Written Committee Reports  
Faculty Senate Meeting  
February 16, 2016**

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

**College-wide committees:**

**Academic Standards (Alexander Rouch)**

The Academic Standards Committee met on the following dates:

- Jan 15, 2016 with five 1<sup>st</sup>-year students for failures in the fall semester including one student for BMF III, one student for Anatomy, and three students for BMF III and Anatomy
- Jan 19, 2016 with one 1<sup>st</sup>-year student for an Anatomy failure, one 3<sup>rd</sup>-year student for 2 COMAT failures in Psychiatry, and one 1<sup>st</sup>-year student for a non-cog grade
- Jan 29, 2016 with six 1<sup>st</sup>-year students for BMF V failures and one student for a 2<sup>nd</sup> COMLEX Level I failure
- Feb 5, 2016 with one student for a second COMLEX Level I failure, one 3<sup>rd</sup>-year student for 2 COMAT failures in OB/Gyn, and one 4<sup>th</sup>-year student for a non-cog grade

The committee has now met with all students referred to ASC. Another meeting will be scheduled when additional students are referred.

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

Chair's report from the Curriculum Oversight Committee to the Faculty Senate-Randy S. Wymore

The Curriculum Oversight Committee (COC) met on January 7 & 21, and February 4, 2016.

The COC discussed the upcoming ACGME merger and how that might impact us. Dr. Diener will prepare a presentation on this topic to give the COC within the next month.

A discussion ensued about the "systems Integration" course and the format. 1\One hour of lecture, 1 hour of working problems in small groups and then 1 hour of review of the answers. Based on student feedback, the format has now changed to 1.5-2 hours of lecture and then ~1 hour of working problems. The 4 students repeating the 2<sup>nd</sup> year are in this course. Attendance has been near 100%.

The COC began a discussion about the BMF courses and whether running them sequentially or in parallel is best. No conclusions yet. Dr. Wansley is retiring so the Addiction Focus course was discussed. Dr. Craig Stevens will be course coordinator. There will be less workshops and guest panelists & more emphasis on providing content on the topics of addiction medicine that are relevant to the COMLEX Level 1 Boards. Students took their first practice COMSAE exam and the results were promising. The 2<sup>nd</sup> year students seem highly motivated, and, collectively, have done many more practice questions than the class last year at this same time. Class leadership feels that they are motivated and are afraid of failing (based on the results last year). Hence they are working hard to pass.

The COC heard about the first step in the roll-out of LCMS+, the system to replace D2L and other separate programs we use. March 3 & 4 the instructors will be on campus and course Directors and Coordinators will need to attend a training session.

In order to comply with COCA's need to use consistent language, and the need for a defined hierarchy of users in LCMS+, the COC voted to clear up some language confusion. Those individuals who oversee multiple courses (Systems, Focus and BMF) will be Course Directors. Those responsible for a specific course will be Course Coordinators.

The BRIDGE Program will return starting in the Fall of 2016. The students will take 7 semesters to complete their DO degree instead of 4. A proposed course schedule is attached. The BRIDGE Committee approved of the plan and passed it on to the COC. The COC unanimously supported the proposal.

The next meeting of the COC will be February 18, 2016.

**The Proposed Bridge Program for Fall 2016 appears on the next full page.**

## Proposed Bridge Program Fall 2016

<p><b>Bridge – Summer (3 hrs)</b></p> <ul style="list-style-type: none"> <li>• Clinical Anatomy for Allied Health (1) (7/1 – 7/29) 1-5p M-Th</li> <li>• ESP (1) (7/6-8/1)</li> </ul>
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<p><b><u>BS 1 - Fall</u></b>  <b>BMF Courses (8 hrs)</b></p> <ul style="list-style-type: none"> <li>• BMF I - Medical Biochemistry (2)</li> <li>• BMF II - Developmental Anatomy (1)</li> <li>• BMF III - Histology (1)</li> <li>• BMF IV - Immunology (1)</li> <li>• BMF V - Microbiology (1)</li> <li>• BMF VI - Pharmacology (1)</li> <li>• ESP (1) (Also take in July prior or this fall)</li> </ul>	<p><b><u>BS 2 - Spring</u></b>  <b>Various with MS students (12 hrs)</b></p> <ul style="list-style-type: none"> <li>• Critical Reading in Biomedical Sciences (2)</li> <li>• Histology / Intro to Gross Anatomy (3)</li> <li>• Special Studies in Biomedical Sciences I (3)</li> <li>• Special Studies in Biomedical Sciences II (3)</li> <li>• ESP (1)</li> </ul>
<p><b><u>OMS I - Fall</u></b>  <b>Complete OMS I Fall courses (15 hrs)</b></p> <ul style="list-style-type: none"> <li>• Anatomy (6)</li> <li>• Genetics, Molecular Biology(2)</li> <li>• Developing the Physician (4)</li> <li>• Osteopathic Manipulative Medicine I (2)</li> <li>• ESP (1)</li> </ul>	<p><b><u>OMS I - Spring</u></b>  <b>Full load with entire class (22 hrs)</b></p> <ul style="list-style-type: none"> <li>• DTP (4)</li> <li>• Clinical Skills (2)</li> <li>• OMM II (2)</li> <li>• Systems – Cardio, Pulmo, Hem, GU (11)</li> <li>• Lab Medicine (1)</li> <li>• Geriatric Focus Course (1)</li> <li>• ESP (1)</li> </ul>
<p><b><u>OMS II – Fall</u></b>  <b>Full load</b></p>	<p><b><u>OMS II – Spring</u></b>  <b>Full load</b></p>

- Special Studies Courses will each be taught by 2 graduate students who will receive a small stipend. They will have a faculty member assigned to oversee the courses.
- Bridge Students must make an 80% or better in all courses during the Fall or they will have to remediate them in the Fall of their first year of Medical School.
- Any course failure (<70%) during the Bridge year will result in dismissal from the Program.
- At the time of application, the applicant must have at minimum:
  - Overall GPA of 2.5 (on a 4.0 scale)
  - Minimum MCAT of 15 (old score) or 483 (new score)
  - MCAT must be taken within the last three years prior to application
  - Pre-professional science SPA of at least 2.5 (on a 4.0 scale)
- With matriculation into the medical school, failures and dismissals are per the OSU-CHS Academic Standards Handbook.

### **Learning Resources (Kath Curtis)**

The Learning Resources Committee has not met since the January Faculty Senate meeting; the next meeting is currently being scheduled. The focus on developing the “wish list” continues. The resulting list will be sent to Eric Polak for his incorporation into the inclusive document that will contain the suggestions from three key committees and the colleagues with whom the committee members consulted.

### **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 met February 10, 2016 at 9:00 a.m. at E393. The committee considered a change in meeting times and decided to keep the same meeting date. Reports were received from the Chemical Hygiene and Radioscope Use and Institutional Biosafety Committees. The committee discussed the use of card readers for access and security on various doors providing the information to Amber Hood. Research Week was discussed and Terry Brown presented items collected for the potential funding, “Wish List.” The next meeting of the Research Committee is scheduled for March 9<sup>th</sup> at 9:00 a.m. in D393.

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

The committee met on January 19<sup>th</sup>. There were no new or revised protocols that demanded the committee’s attention. There are two major agenda items that the committee is working on. First, it is time for the annual review of our Chemical Hygiene Manual and our Radiation Safety Manual. Reviews and updates are scheduled to be completed by April. The second item is developing a policy and procedure for handling and storage of ‘energetic materials’ (explosives and/or pyrotechnics). The major of the committee meeting time was spent discussing the development of hazardous chemical protocols. We are projecting to have a policy/procedure draft completed by the end of the spring semester. The committee is also following the progress of researchers and their conversion to the Globally Harmonized System of labeling and flipping their MSDS documents to “SDS” (Safety Data Sheet). The deadline for compliance with this regulation is June 1, 2016. The next meeting is scheduled for February 17<sup>th</sup> at 1:00PM in room E-393.

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

The Animal Care and Use Committee met on Feb 4. We had three annual protocol updates to review, none of which had any issues. We also inspected the animal facilities, again with no issues.

### **Institutional Biosafety Committee (Franklin Champlin)**

The following tabulation is a summary of the major agenda items addressed at the most recent meeting of the Institutional Biosafety Committee (IBC). Their respective outcomes and any items requiring eventual Faculty Affairs Committee or Faculty Senate action are included where appropriate.

The Committee met at 2:00 pm in Conference Room E-469 with Hood, St. Clair, Crandell, Reddig, Köhler, Wallace, Katz, and Champlin in attendance.

- I. The minutes of the November 18, 2015 (last official meeting) were considered and unanimously approved without correction.

- II. An Infectious Agent Registration Form application (no protocol number assigned yet) was conditionally approved pending IRB oversight for the use of human blood and inclusion of more details regarding the inflammatory response assay .
- III. A proposal to change the monthly meeting time from 2:30 to 2:00 pm to accommodate our out of town member was approved by acclamation.
- IV. Hard copies of the OSU CHS Institutional Biosafety Committee Current Mission Report (submitted to the Faculty Senate by F.R. Champlin on January 5, 2016) were distributed to the members.
- V. Ms. Hood and Ms. St. Clair of the Office of Research proposed and made a case for changing the institutional biosafety training to be more streamlined and efficient in a manner similar to the programs for laboratory safety and bloodborne pathogens training. This could be done very easily by converting over to using commercially-available CITI modules. The consensus opinion of the committee was that this is a very good idea for all the reasons given, and several members will look into the options available once the Office of Research makes them available.
- VI. The committee discussed how regulatory compliance professionals in the Office of Research are inconsistently referred to in the current IBC Policies and Procedures Statements document. It was subsequently determined that the document had been revised as recently as October 15, 2014 and is now correct in this regard. Updated copies will be provided to all members.

The next scheduled meeting of the IBC will be held Wednesday, February 17, 2016 at 2:00 pm in Conference Room E-469.

#### **Faculty Senate committees:**

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

The committee met on February 3<sup>rd</sup>. Eric Polak gave a financial update concerning the upcoming budget cut for this fiscal year as well as subsequent years and the impact that this will have on CHS. The committee continued discussions on the development of a 'capital wish list'. Budget and Benefits will be awaiting the submissions from both the Research Committee and the Learning Resources Committee. It is anticipated that the recommendations will come to the Budget and Benefits committee by the April meeting. The next scheduled meeting of the committee will be March 2<sup>nd</sup> at 1:00PM in room E-393.

##### **Faculty Affairs Committee (Bill Meek)**

Faculty Affairs Committee Report to Faculty Senate for February 16<sup>th</sup> Meeting is that Nominations are needed for the open position for the CHS representative to the Faculty Council. A nomination from the Senate would be welcomed. A Nomination call has been distributed to the faculty on the attached Petition for Nomination to the Faculty Council form which is attached.

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

The committee has not met since the last Senate meeting, and the members stand ready to engage in the spring 2016 process.

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

**Affirmative Action Committee** (*Tina Tappana*) (A regulatory committee)  
Since the committee has not met since the previous Senate meeting.

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

A written report was not received.

## **OSU-Faculty Council Representative** (*Susan Steele, D.O.*)

OSU Faculty Council Meeting – Feb 9, 2016

- Stillwater's Mayor Noble spoke and thanked those OSU instructors that were on the city council. She is excited that Stillwater now has American Airlines flights to Dallas.
- Kirk Jewell – Pres. of OSU Foundation gave financial report on giving. Dr. Hargis' campaign for 1 billion reached its goal at 1.2 billion, 1/3 are planned estate gifts not available at this time. (powerpoint is available to see breakdown of department target goals and actual numbers obtained)
- Pres. Hargis – general overview of the campus and the budget shortfall the 3% proposed cut from all depts. and he feels we will have to make larger cuts next year. He too is very excited about the AA flight. The new performing arts center will also bring recognition to OSU and allow bigger name shows and symphonies to come improving the cultural arts in Stillwater.
- Reports of interest:
  - o Graduate Faculty council – approved recommendation to allow graduate students to earn a second option within the same major.
  - o OSU Research symposium – CHS is having our research day in conjunction with OSU Stillwater research week.
  - o Rules and procedures – CHS needs to have 2 nominees for 1 position to fill open seat on Faculty Council next fall. Nominations needed by Feb 29<sup>th</sup>.
  - o Update on Tuition Waiver – approved by administration, just waiting on developing guidelines; scholarship office and HR offices for policies on validating employment and designation of student, etc. Provost Sandefur stated that it is a go but will likely not be implemented this fall and with the budget shortfalls for this year and next, it will most likely still be under consideration for the next fall
  - o Faculty – working on faculty title issues (that may not pertain to CHS), the biggest is the “clinical” title which is used quite broadly for outside teaching faculty. Potential solution is using Professor of Profession Practice for those who normally would be “clinical” track. (PowerPoint Presentation Printout attached.)

## **Oklahoma State Regents Faculty Advisory Representative** (*Jarrad Wagner*)

*The minutes of the February 9, 2016 meeting are as follows:*

**Call to order.** The Faculty Advisory Council met at 3:00 p.m. on Tuesday, February 9, 2015 at the State Regents' office. Members present were Jarrad Wagner, Michele Splinter, Tassie Hirschfeld, Jason Prather (telephone), Pamela Louderback (telephone), Russell Guthrie (telephone), Elicia Pollard, Rayshell Clapper, René Hurst (telephone), Ginnett Rollins, Freeman Culver (telephone), and J.J. Compton. Also present was Debra Stuart of the State Regents' staff. Jarrad Wagner presided.

**Minutes from last meeting.** The minutes of the January 2015 FAC meeting were approved as distributed.

**State Regents Campus Safety & Security Task Force.** Angela Caddell, Associate Vice Chancellor for Communications, presented the work of this task force beginning with a 20/20 Special video (<http://abcnews.go.com/2020/video/defend-gun-7312540>) regarding guns on campus. She described the

purpose of the task force including support for the current law that prohibits guns on campus except with permission of the President. The task force has three work groups: (1) Campus Best Practices; (2) Issue Monitoring, Advocacy and Research; and (3) Training and Plan Development. Numerous on-going activities include a Statewide Summit on November 7 at the Reed Center in Midwest City. The task force is seeking faculty participation. More information is available at <http://www.okhighered.org/campus-safety/>.

**Annual Faculty Survey.** Tassie Hirschfeld presented a revised version of the survey that was developed by Ryan Chung in OU's Office of Academic Assessment. The FAC members will consider recommendation for changes to be finalized for distribution in September.

**Discussion of 2016 work plan topics.** Jarrad Wagner led a discussion of the following topics:

1. Quality of learning including teaching loads and scholarship was discussed in connection with the State Regents Online Education Task Force and SARA and will review the task force recommendations;
2. Preparation of recent high schools graduates in math, writing, listening and reading including new English and math standards will be reviewed after they are approved by the State Board of Education;
3. Campus security and safety including prohibition of weapons on campus were discussed in connection with a briefing on the State Regents Campus and Security Task Force;
4. Faculty having a greater voice at the Capitol will be discussed with the legislative liaisons;
5. College success including graduation rates and performance funding will be discussed when reviewing the new K-12 standards and institution reforms; and
6. Communications with faculty at all institutions will be discussed in conjunction with a review of the annual faculty survey instrument.

**Future meeting dates and time.** The next meetings will be held on the following dates:

Higher Education Day, February 16  
March 1 at 3:00 p.m.  
April 5 at 3:00 p.m.  
May 3 at 3:00 p.m.

**Other.** Debra Stuart asked if the FAC would like to meet with the Students Advisory Board on February 28. Jarrad Wagner and J.J. Compton agreed to discuss the FAC work plan with the students.

**Adjournment.** The meeting was adjourned at 4:40 p.m.

**Students with Disabilities (Michael Pollak)**

The committee has not met since the previous Senate meeting.