

OSU-CHS FACULTY SENATE

2015-2016

March 11, 2016 Minutes

OSU-CHS Faculty Senate Members

Sarah Hall, D.O., President

Randall Davis, Ph.D., Past-President

Jarrad R. Wagner, Ph.D., President-elect and Regents' FAC representative

Christopher Thurman, D.O., Secretary

William Po, M.D., Sergeant-at-Arms

Charles Sanny, Ph.D. (16)

Holly Ballard, Ph.D. (17)

Warren Finn, Ph.D. (17)

Susan Steele, D.O. (16), OSU-CHS Representative to OSU Faculty Council

Recorder: Jean Keene

Members Present: Dr. Hall, Dr. Davis, Dr. Wagner, Dr. Finn, Dr. Steele, Dr. Thurman,

Guests Present: Ms. Jessica Russell, Dr. Rouch, Dr. Wymore

Members Absent: Dr. Po, Dr. Sanny

Administrators attending: Dr. Pettit, Dr. Stephens, Mr. Polak

Call to Order: Dr. Wagner called the meeting to order at 12:06 p.m. He advised that Dr. Hall was coming from East Gate Clinic and would arrive shortly. The meeting was held in the Executive Board Room.

Approval of Minutes:

Dr. Hall had arrived; she advised there was a change to the minutes. Dr. Nolan was working with her on the Additional Sites area for the Strategic Plan. Dr. Wagner was serving on the Strategic Plan because he is the Senate President-elect. With this change, she called for Approval of the minutes of the prior meeting. Approval was moved by Dr. Wagner and seconded by Dr. Davis; the minutes were approved as corrected.

Administrative Reports:

Dr. Pettit reported that the administrators continue to prepare for the meeting with COCA is scheduled for April 15-16 to review items included on the site visit report. He will advise regarding the outcome of that meeting. He briefly reported on the early work preparing for the CHS Strategic Planning process.

Dr. Stephens graciously offered his time to Ms. Russell for additional time for her report.

Mr. Polak reported that he had met with the Budget and Benefits Committee and reviewed the most recent budget cut; to date, there have been four cuts received to our state allocated funds for the current year's budget. He noted that we receive monies from two different sources; one is the appropriation from the legislature from general revenue. The other is through the oil and gas funds. We have had two revenue failures through each of these two sources. All totaled, we have received a cut of just shy of 10% cut for **this** year, and that's on top of a 3.5% reduction in our allocation at the outset of this current fiscal year. So with all of these cuts, it is about \$1.8 million worth of cuts year over year. He indicated that the bad thing is, that will be our new base!

Ms. Russell advised that she has some recent information, as of that morning. She said the gross production funds will not be a part of the new base. As of now, the new discussion is that the base will be determined on only the general revenue cuts for all agencies. Regarding next fiscal year,

Mr. Polak advised that there will be a 10% or more cut from what we received this year. These cuts are just for CHS. Within the gas and oil picture, the long term supply situation may change a little bit, but not to the extent that had been predicted. This doesn't just mean that when things improve we will get the cut funds returned. When increased revenue is received, it may be directed to other agencies. For instance, when the supplemental funding that the governor approved came in, it was directed toward common education and corrections.

With all of that, he said, "here's some good information". We have received some funding increases from non-legislative sources. Our increased class-size tuition revenue kept us whole rather than showing as an increase in tuition revenue. It represented an increase in the number of students paying tuition, not an increase in the tuition rate. There were funds realized from a new program also--Athletic Training, plus the growth in HCA and Forensics programs, which also provided increased revenue. However, there were some new costs that were associated with receiving this increased tuition. In addition to the previously mentioned income sources, there are also funds coming in to us from the Health Care Authority and the Dean's GME fund. He advised that the frustrating part is that instead of having new money that we can use to grow and to go after and do some great things, we are instead staying level and kept from making large leaps forward.

In having multiple income sources, we are fairly unique both in the A&M system, and largely in the state (other than OU HSC). He added that for some schools the situation is now dire; they rely heavily on their state appropriations.

Regarding other items discussed in the past, he advised that the dependent tuition issue is not dead, but this is not the time to engage in providing a new benefit. It would not be good for OSU to even talk about that while we are telling the legislature they can't cut our funding. President Shrum continues to support the idea, and she continues to advocate for it, but the ultimate decision comes from a system perspective and as such, will come from President Hargis. Mr. Polak said we will continue to be patient on this. Dr. Wagner shared some of the comments from Senators that we continue to want this to become a reality—even if it is delayed. Mr. Polak said the structure needs to be approved, and the details need to be worked out including the rules which need to be defined. Additional discussion ensued, culminating in the view that the issue requires significant additional work before it can be approved and implemented.

An earlier idea to have our employees use our health system as their sole provider for routine health care has not been pursued thus far; it is not an issue with a high priority. The plan would need to include more than just CHS employees using our system, and we need to have healthier members in the pool to produce a cost-benefit outcome. The whole idea has not been "thrown away", but it is on the back burner. Mr. Polak mentioned some of the details involved that would need significant work in order for a new coverage-design to produce a viable option. Mr. Polak said a better plan would be for us to provide care at the Stillwater campus.

Mr. Polak reported that the construction on campus is still on schedule. He is hopeful that the parking garage will be able to be used either before or after we return from the holiday break. We would need to have a partial certificate of occupancy for use of the garage portion without waiting for the rest of the construction to be completed. In addition, the Landscape Committee will be

reviewing some options and designs for the landscaping on campus. The faculty and staff will be given an opportunity to view plans and to provide input when we reach that stage.

Dr. Finn raised a question regarding the Tahlequah campus. He referred to a Tulsa World article that mentioned revenue being made available to the Cherokee tribe in the neighborhood of \$1.6 billion in funding to be disbursed in segments over a multi-year period.

Dr. Pettit provided some additional information on this issue. He noted that we have a signed document regarding the agreement between the school and the tribe. President Shrum is personally working on the Tahlequah project with Chief Baker and Doug Evans, who is the Chief Financial Advisor for the Nation. Chief Baker referred during an open meeting to “our new medical school with OSU”. Dr. Pettit explained that the article in the paper does not refer to a hospital, but rather to a new clinic structure, which will focus on four specific health areas.

Dr. Pettit said we feel very confident regarding this project; concerning space, the Chief said we would use the old hospital for the school, but the building will be remodeled for this purpose.

Dr. Stephens commented that it could turn out that we would be in the new building, but either way, it will be a brand new remodeled facility specifically designed for this purpose. He said we are ready to move forward in a discussion with Chief Baker and President Shrum, and probably President Hargis, and this may occur as early as in the next two months.

Dr. Pettit said our letter of intent sent to COCA regarding class-size and the new campus was proposed for 2018. Because of this joint venture, this will probably be “stretched out”, only because in the feasibility study you have to address faculty and the actual physical plant. He said until we know what those factors will be, we cannot submit the feasibility study to COCA. The committee that is looking at this project is still active, but President Shrum has asked that we allow sufficient time for all of the elements to be addressed appropriately--in a few words, to “chill out” for a bit—and we are happy to do so. President Shrum is working directly with the Chief and his Council on this, and we are appreciative of all of their efforts. Succinctly, we are committed to this, and it is looking good!

Dr. Wagner thanked our guest, Jessica Russell for joining us in the Senate meeting. He noted that the Senators want to be of help in any way that we can. He invited Ms. Russell to tell the Senators what she does, and how the Faculty Senate—as representatives for the faculty—can be of assistance to her.

Ms. Russell advised that she is the Director of State Government Relations for the OSU Board of Regents. She oversees the government relations for the entire OSU system and the A and M schools, which includes Connors, Langston, and Panhandle. She is the day-to-day face, on the ground person, who is at the state capital with all of the state officials. She works closely with the Legislature, but also with the Governor, the Lieutenant Governor, the Cabinet and the other state-wide elected officials.

She noted that we are obviously in the legislative session right now, and she reads every piece of legislation—every word. She sends it on to the administration and flags it if it may impact to the medical school or the hospital. She said some of it may filter down to be of impact to the faculty and the Faculty Senate. She advised that ultimately we need to be supportive

She advised that the prior day had been a deadline day for all house bills and all Senate bills had to be out of the Senate. Now we are getting into the in-depth policy issues. She provided a few notes on these matters. Regarding health bills right now, she reported:

- Health Policy is constantly evolving and Oklahoma is trying to evaluate where we are going to be in the mix.
- Medicaid expansion is a topic that receives attention.
- We are working to avoid unintended consequences on health policy issues.
- The Health Department is working to develop policy.
- The Health Care Authority is a great supporter of ours, and they are working on issues.

She advised that as conversations continue on various topics, the Senate may be of help on a specific issue by making telephone calls to contact members of the legislature on a given topic.

In addition, the budget is a matter of concern that needs appropriate attention and handling. She said she is working through the people in Oklahoma City to be certain they know our needs, and that they understand how our funding is handled—that it comes forward and is awarded through the state regents. She noted that higher education is not receiving preferential treatment in the current budget environment.

One issue she is currently working on is to identify current constituencies. Working through a \$1.8 million shortfall is not easy work; some political aspects can become part of the issue on top of working through difficult decisions on budget reductions. This will be an ongoing issue and will also need to be addressed in the following budget cycle. In the very immediate view, an area of concern is the hospital. A potential exists for losing federal funds; that is one reason why legislators must be educated on the ways that funding can be matched and used to great benefit. A budget cut can represent a greater loss in funding than just the dollars reduced. Mr. Polak commented that for every \$1 dollar reduced, we actually experience a \$1.50 reduction because of related federal funding.

Dr. Wagner requested that Mr. Polak send out an email providing information and correct terminology that could be used in conversations with legislators. Mr. Polak agreed to do so. He added that there is an aspect that may not come to mind immediately. He mentioned that teacher salary increases for common education may have more public mindfulness since so many people personally know a teacher—it becomes an issue with personal aspects. Ms. Russell added that in like mind, members of the public also know doctors. She did say that perhaps the area of our greatest immediate concern could/should be the hospital. She said there are others who will be working with higher education overall, but the hospital deserves focused attention; it is an integral part of our operation, and the multiplier effect produces a greater loss in revenue than just the amount cut through reduced state allocations; we really need a voice for the hospital at this time.

Ms. Russell reported that the gross production tax fund was down, but there is optimism that there will not be another revenue failure in that area; they are not sure however that there will not be another general revenue failure before the end of the year.

Regarding how the Senate can be of help, she said that any time we can develop a relationship with our local delegation, or with legislators or with anyone who could be of influence with legislators, we should cultivate the opportunity to have conversations on issues.

Mr. Russell said that we should know that we are very fortunate; Dr. Shrum and her administrative team are very well regarded and respected at the Capitol. Everyone is very pleased with the work that CHS is doing to train doctors, particularly for rural and underserved areas. She indicated she believes that the majority of legislators do not want to hurt CHS, but they need to be made aware of the impact their decisions can make. She said it is very important that we stay active and informed, and that we encourage others to do so. She indicated that for the past few elections, the decision was

made at the primary level. Ms. Russell reminded Senators that there is a primary election scheduled for the end of June, and she is concerned because we will be losing an excellent class of legislators. The leadership that we are losing this year is significant. She emphasized that it is critical that the populace is informed and exercises their right to vote. Mr. Polak commented that the percentage of the population that actually participates in a state legislative primary election is *SO* low, that there could be great concern regarding who actually decides who will be on ballot upon which we will then vote in the general election. Ms. Russell said it is so important not only that *we* are engaged in the process, but that we do what we can to get others to be informed and to participate as well.

In response to a question from Dr. Wagner, Ms. Russell provided information regarding the integration of efforts regarding higher education. Dr. Wagner noted that Holly Hunt, in a legislative wrap-up had commented that health care is not included in that integration. He expanded, asking if Ms. Russell if she was the specific person for higher education for OSU and the A&M schools, and health care issues, and were there other persons as well for health care issues. She clarified that Holly Hunt is the legislative liaison for the coordinating board, and we have the entire legislative network for higher education. They are collectively together work on the “big general issues”, i.e., guns on campus, or work for hiring budget, or tuition setting authority. There is a group of people from each institution that work on those issues. That allows Ms. Russell the time to work on other specific issues. She said she spends the greatest amount of time on health care issues. She diligently watches to identify issues that are problems for us. In addition, there are two other contract lobbyists. They work with others from various institutions and focus on their strengths/contacts to get the greatest value for the effort expended.

Dr. Wagner referred back to the “guns on campus” issue. He said that it was discussed at the Senate Executive Committee. He said we are for obeying the law of the land, but we are not passionate on this issue—perhaps it would be time better invested in other discussions. Mr. Russell said we are very fortunate community works very well together. Guns-on-campus issue is one of the topics that has received strong attention at that level. The Chancellor and the collective group of Presidents have taken the stance that they feel safer with this policy in place. Dr. Wagner said we are in favor of issues of safety, but other matters may have a higher priority for the medical school/students. Ms. Russell commented that there may be a different level of interest/intensity at a graduate or professional school. Dr. Finn asked Ms. Russell if there were some website references that could provide information on issues so that he could become more informed. Ms. Russell said she would send the information to Ms. Keene for distribution to Senators. She will provide the URL where Senators can look up who their legislators are. *[Subsequent to the meeting, Ms. Russell provided the following url: <http://www.oklegislature.gov/Index.aspx>]*

Dr. Wagner said we would like to invite her to meet with the Senators again, perhaps next fall, when we could discuss issues of importance then. She said she would be happy to do so. Ms. Russell reiterated her encouragement to be actively engaged. Ms. Russell added that Dr. Shrum sends a list to each legislator telling them the students that we have at CHS who are from their district. That kind of thoroughness is recognized and appreciated on the hill.

Related to this, Mr. Polak advised that when he is visiting at the Capitol, it is not uncommon when students meet their legislators in their offices, to have the legislator happily comment that they know someone in the student’s family—and there’s a personal connection right then for both of them.

Dr. Wagner advised that since President Hall had joined the meeting, he would turn conducting the meeting over to her, which she kindly accepted. She thanked Dr. Wagner for conducting the meeting while she travelled from the Eastgate Clinic where she was performing a procedure.

Before moving for approval of the minute of the prior meeting, Dr. Hall advised that there was a correction on page two: Dr. Wagner is not assigned to the Additional Sites group; he is a member by virtue of his position. Dr. Doug Nolan is the Co-Chair of the Additional Sites group.

Dr. Hall said with that change, she called for a move for approval of the minutes of the prior meeting. Dr. Wagner moved, and Dr. Davis seconded. The minutes were unanimously approved.

Dr. Hall said in the interest of time, she would not provide a President's Report so there would be ample time for voting.

Formal Recommendation FS 15-16-005

The Academic Standards Committee has proposed change to the wording in the Academic Standards Handbook. This recommendation has been voted upon and approved by the committee.

Two areas are included in this recommendation:

(1) This recommendation will delete content regarding the COMSAE exam. *Rationale: The COMSAE is not in the curriculum.*

(2) This recommendation will revise the sentence in section 11.2.1, [page 34] to read as follows:

If the student fails the second attempt at the exam, she/he is pulled from clinical rotations and will repeat the second semester of the second year, including all coursework and laboratories with the exception of the **Focus courses**. ~~Developing the Physician 4 (DTP4) course.~~

Faculty Senate Action: Approved

This will be placed on a ballot for approval by the General Faculty.

Dr. Hall advised that the Faculty Senate Executive Committee had discussed and approved the Graduation Policy. This policy will be distributed to the Senators for a vote; Senate approval is needed prior to the policy being presented to the faculty for a vote at the Spring General Faculty meeting, which is scheduled for April 21, 1:30 to 3:00 p.m.

Dr. Hall thanked Dr. Rouch for attending the March Senate meeting.

Written Committee Reports:

Dr. Hall called for any questions regarding the distributed written committee reports; there were none.

Committee Review Reports:

Dr. Hall invited Dr. Curtis to report regarding the recommendation for the Learning Resources Committee. She advised that the Curriculum Oversight Committee now handles the issues that had been traditionally assigned to the LRC. Dr. Curtis reported that the LRC tasks were in fact performed by other committees; even the information/reports provided by the library as an LRC task are now being presented at the COC.

Following discussion, Dr. Wagner said this committee review process was conducted to identify areas of duplication or any areas where evolution has changed historical elements that could now be eliminated.

Dr. Wagner made a motion that the LRC be disbanded, and that tasks not already being covered by other committees should be added to the committee description for the Curriculum Oversight Committee. Dr. Davis seconded the motion. Discussion ensued. It was determined that discussion will be revisited in June, for a potential motion at that time. Since the motion was tabled a formal recommendation number was not assigned.

Having completed the items for voting, Dr. Hall returned to her President's Report.

Senate President's Report:

Dr. Hall thanked the Senators and guests for their patience while she was performing a procedure at another location. President Hall reported on the following topics:

Strategic Planning Process

Dr. Hall said the Strategic Plan process is moving forward. The Overarching Strategic Plan for CHS will be put together by Dr. Shrum. The sub-committees will be meeting to identify the plan for the individual areas.

The COM Strategic Planning group met on March 8; the meeting was conducted by Dr. Robin Dyer. The deadline for submitting the COM Strategic Plan report to Dr. Dyer is the end of May. She will then be putting together the full COM committee report using the information from the sub-committee submissions.

At the March 8 meeting, Dr. Dyer provided a brief overview of the full Strategic Planning Process. The COM will meet and develop their report first (due May 30), then the Graduate School would begin their work. The COM and Graduate meetings are **not** being held concurrently so that individuals who need to attend both groups would have the ability to do so.

Student Success Committee

The Ad Hoc Student Success Committee was mentioned at the Year three/four committee. The Student Success Committee was suggested through the COC, and it would have been helpful when the high number of board failures occurred. There is a realization that we need to be providing some remediation services to our students. The Student Success Committee is designed to help prevent students needing to meet with ASC. This committee was initially an Ad Hoc committee, and there was discussion regarding where this committee belonged. The prime concern was that the committee would exist and would function to help our students. Where it fell in our structure was not a critical issue and several locations were suggested. Dr. Pettit considered all of the suggested areas, and decided it will be under the Department Medical Education, reporting directly to Dr. Stewart, who is the Associate Dean for Medical Education. Since this will be an administrative committee, a faculty vote is not needed. The members will be selected by the Associate Dean and the Provost if the plan is approved. The entire plan will be presented to Dr. Shrum who will make the final decision.

Dr. Wymore offered clarification that charge number 9 to the COC is the reason that the new committee will go through the COC for approval at that level. Dr. Hall said following COC approval, it will go forward for remaining approvals.

Dr. Steele raised a question regarding the reporting structure. She indicated that it appears that a charge previously made to the COC will now be given to the new committee. Following brief discussion, it was agreed that if approved, this function could be removed from the COC list of charges and reassigned to the Student Success Committee. During the discussion, Dr. Hall indicated that at some point in the future, it is the vision that this committee could be expanded to include years one through seven, or perhaps even eight for the four-year residency programs. The committee is now still in the birthing process; details are still being created and refined. It was noted that if this committee is approved, the Academic Standards Handbook may need to be changed accordingly.

Dr. Steele commented that Faculty Development sessions may be offered to help faculty to help them improve their skills in being a faculty mentor in specific, individualized ways. Dr. Hall said she had discovered some excellent resources and she would be happy to share the URL. *[Subsequent to the meeting Dr. Hall provided the following link: <http://www.westernu.edu/ime/ime-advising/>]*

Dr. Hall said the COC would not be charged to develop individual remediation plans for students, or working one-on-one with the Academic Skills Coordinator. That function would fall to the Student Success Committee.

Returning to the charge for the COC, and this is keeping with not removing the COC from the overall process, Dr. Hall suggested that the COC Bylaw charge number 9 could be changed to read as follows:

“Update from “X” to identify at-risk students and develop strategies for improving course delivery.”

Or, she said the charge could be modified to include:

“Coordinate with the Student Success Committee chairperson...”

Dr. Wymore said the COC Bylaws should not be changed to fully exclude the COC, but rather the COC’s role could be redefined to better function for both the faculty and the students. A comment was offered that it is appropriate to embrace refinements as experience identifies the potential for enhanced services and student successes.

There was extensive discussion regarding the most beneficial timing for students taking the COMAT and COMLEX examinations; some of the Senators offered (unidentified) examples of students’ who took the examinations in various orders, and difficulties that could arise under different timing scenarios.

Some of the Senators needed to leave the meeting for other commitments; the meeting was officially **Adjourned at 1:36 p.m.**, although informal discussions continued.

**Written Committee Reports
Faculty Senate Meeting
March 11, 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 date:

- February 26, 2016 with one 4th-year student for a non-cog grade

Curriculum Oversight Committee (Randy S. Wymore)

The Curriculum Oversight Committee (COC) once since the last report. The February 18 meeting was cancelled due to the “Research Week” activities that many COC members were involved in. The COC met on March 3, 2016. This meeting was a briefer meeting than normal due to the onsite visit by the LCMS+ trainers.

The COC heard reports on the following topics:

- 1) The Student Success Committee is developing a way forward to not only identify, but work with at risk students. The Years 3 & 4 Student Success Sub Committee Chair is Dr. Jana Baker from Internal Medicine. Initially, preceptors may request assistance from the committee regarding a specific student, or if they fail the COMLEX Level 1 and one COMAT, OR they passed COMLEX Level 1, but fail two COMATs. Alternatively, if the Academic Standards Committee gets involved with a student, the student will be routed to Dr. Baker for assistance. This will include behavioral or academic difficulties. The Student Success Sub Committee for years 1 & 2 will be chaired by Dr. Mat Tucker. Details of how that committee will work are yet to be determined.
- 2) The Systems Integration course seems to be going well. Attendance is near 100% and few concerns or complaints have been made about the course.
- 3) Problems with proposed Community Internal Medicine rotations were discussed by Dr. Damon Baker. Simply put, not enough physicians could be identified to have this rotation succeed. The interim solution is to make this an elective rotation. This solution was formally adopted by the COC and will be passed down to the Years 3 & 4 Curriculum Coordinating Committee.

The next meeting of the COC will be March 31, 2016.

Learning Resources (Kath Curtis)

The committee met on March 7, 2016; a précis of the reports follows:

Student representatives:

Ms. Wiebe said that some 'buzzing' persisted in Tegrity videos recorded in Dunlap, otherwise she had nothing to report.

Dr. Curtis reported that Ms. Bolt previously noted a need for more study carrels for Medical students and asked Mr. Martin about recent renovations in the library to increase study carrels. Mr. Martin said that the number of study carrels has increased, but still is insufficient. Various strategies have been used, but there still are ~20 students who are without study carrels. The number of carrels in the new building should be sufficient; however, the need won't be addressed until the building is completed.

Library

Mr. Martin reported that a new librarian has been hired and has begun; the new hire replaces a previous retirement.

Efforts are being made to develop a data repository/archive. The need for this increases as NIH/NSF grant applications require a specific plan for data management that will ensure the data are accessible to others.

Educational resources

Ms. Close reported that the transition to LCMS+ is on track--faculty training sessions were recently completed. Additional session will be held to ensure that the 'roll out' proceeds smoothly. This will include training/orientation sessions for students.

Efforts to acquire an alternative lecture capture system are ongoing; one that has been identified as a good possibility is compatible with LCMS+.

At a recent meeting with Dr. Clarke, a plan to incorporate more simulations into lectures was developed. This is thought to be particularly relevant to clinicians in delivering their CBL lectures and may involve simulation manikins or patient models, depending on the specific clinical scenario. Faculty development sessions will be critical for this and, due to clinical responsibilities, it may be necessary to schedule these sessions in the evening.

IT

Ms. Dirickson reported that G-43 (library) should now be able to utilize WebEx. In regard to the need for larger screens/monitors in breakout/conference rooms, Ms. Dirickson reported that an 80-inch screen is being installed in E-495.

Old Business

Dr. Curtis asked about the lack of Stillwater library access for graduate faculty. Mr. Martin reported that he had been in touch with his colleagues at the Stillwater library, but there appears to be confusion about how access is determined. It was stated that graduate faculty fall under the Graduate College

Student Affairs (*Steve Eddy*)

The Student Affairs Committee met on February 5, 2016.

The following issues were concerns of the students as presented by their representatives:

- New student club SCOPE (Society for Career Opportunities and Professional Exploration) was presented. After discussion, the club was approved pending new officers meeting with Angela.
- Students report problems with their events being canceled or removed from the schedule without notice due to other departmental events. Students would like to make sure all other departments are following the proper procedures with scheduling events. Students are willing

to change rooms if needed, but it was reported that students were not given a new room and were forced to cancel their events(s). Angela to check on this action item and provide an update at the next committee meeting.

- Tegrity problems and concerns - students report that there are still major problems with Tegrity. Since we are aware of plans to replace this system, in the meantime students would like to know if the purchase of new microphones would help the sound issues on the recordings. Angela will contact Brandy Close to see if the purchase is possible/helpful. Students were also encouraged to bring this issue before the learning resources committee.
- Students would like more dining options on campus. Angela to check on possibilities with Eric Polak and will report back at next committee meeting.
- Students mentioned a 1st year 2nd year mentor lunch during orientation would be helpful for many students. Angela will schedule a lunch for orientation.
- Students report study carrel issues such as not enough for all students and the distribution of carrels. Students would like one carrel for every 1st and 2nd year student on campus. Students were encouraged to bring this issue before the learning resources committee. Angela to inform that committee as well.

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 next Research Committee meeting is scheduled for March 9, 2016; the report on that meeting will be provided for the April Faculty Senate meeting.

Chemical Hygiene and Radioisotope Use Committee (David Wallace)

The committee met on February 17th. 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 majority 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 calendar meeting will be during spring break, and the committee opted for conducting e-business until the next meeting, scheduled for April 20th at 1:00PM in room E-393.

Institutional Animal Care and Use Committee (Tom Curtis)

The Animal Care and Use Committee has not met since the previous Senate meeting; the next meeting will be scheduled for May 2016.

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, Köhler, Wallace, Katz, Blewett, and Champlin in attendance.

- I. The minutes of the January 20 meeting had been distributed prior to the meeting and were approved unanimously as written.
- II. Conditionally-approved Infectious Agent Registration Form IA-FC01192016 (F.R. Champlin, PI) was discussed with regard to previous issues pertaining to the use of human blood, inclusion of more details regarding an inflammatory response assay, and IBC oversight. The Committee asked that the phlebotomist be named, the location of the blood draws be mentioned, and the fact that no foreign nationals are involved be indicated.
- III. After a lengthy discussion, a motion was made and passed to change the institutional biosafety training to be more streamlined and efficient process using commercially-available CITI modules. Amber Hood of the Office of Research will oversee formulating the new program with three Learning Groups stipulated to include IBC Members, Principal Investigators, and Laboratorians. Details will be worked in the Office with IBC oversight. Training will likely be required at three year intervals.
- VI. Dr. Randy Wymore will remain on the Committee roster until after his tenure as Curriculum Oversight Chair is completed as he is slated to rotate off in the near future anyway.
- VIII. The Committee approved cancelling the next meeting due to the fact it is scheduled be held on March 16 which is the Wednesday of Spring Break.

The next scheduled meeting of the IBC will be held Wednesday, April 20, 2016 at 2:00 pm in Conference Room E-469.

Faculty Senate committees:

Budget and Benefits Committee (David Wallace)

The committee met on March 2nd. Eric Polak gave the financial update concerning the upcoming budget cuts for this fiscal year as well as subsequent years and the impact that this will have on CHS. Although there will be multiple cuts, OSU-CHS is on solid financial ground and should be able to withstand the cuts. State-wide we are in much better shape than many other institutions. The committee continued discussions on the development of a 'capital wish list'. It is expected that both the Research Committee and the Learning Resources Committee will submit their requests prior to the April Budget and Benefits meeting. The committee was updated on the issue of tuition for dependents of OSU employees. Both the Faculty Senate and President Shrum are in support of this issues and are working towards a resolution. The next scheduled meeting of the committee will be April 6th at 1:00PM in room E-393.

Faculty Affairs Committee (Bill Meek)

The FAC met has been busy preparing for the Spring meeting. Nominations for the Curriculum Oversight Committee, Faculty Senate Members, and Faculty Senate President-Elect have been

sent to all faculty. Nominations are due by March 21, less than two weeks. The FAC has been receiving the Committee Preferences Forms from Faculty, but response has been low (about 10). The Committee is awaiting a response from the Faculty Senate regarding Bylaws changes or changes to the Academic Standards Handbook. The FAC will meet this month to prepare unofficial voting ballots and these will be emailed to faculty.

Promotion and Tenure Committee (Johnny Stephens)

The RPT Committee has reviewed two new positions for hire, and two departmental changes during the last month. All packets have been received for the annual Reappointment, Promotion and Tenure assessment of faculty and the information has been distributed to the committee members for their

advance review. The first meeting of the committee regarding this process will occur on March 9, 2016.

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)

We discussed Masters student applications and accepted three

We discussed the mismatch in number of stipends relative to the number of eligible students. Recommendation as to who best met the requirements for stipend support were presented to Randall Davis

We discussed entrance requirements relative to success in the track and its mission, no further action was taken at this time.

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

The OSU Faculty Council Meeting for March was held on March 9, 2016. A report for this meeting will be provided for the Faculty Senate April 2016 meeting.

Oklahoma State Regents Faculty Advisory Representative (Jarrad Wagner)

Dr. Wagner will provide a written report to be included in the April Faculty Senate meeting packet. The remaining meetings for this term are scheduled for:

April 5 at 3:00 p.m.

May 3 at 3:00 p.m.

Students with Disabilities (Michael Pollak)

The committee has not met since the previous Senate meeting. There is no information to report.