

FACULTY COUNCIL MINUTES

250 Student Union
September 12, 1995

President Halligan called the meeting to order with the following members present: Ackerson, Allen, Allison, Anderson, Bertholf, Dolezal, Finn, Harris, Horn, Knobbe, Lau, Lawry, Marks, Moretti, Morgan, Paustenbaugh, Peters, Schwarz, Scott, Smith, Stone, Tilley, Trapp, Warde, White, Wilkinson, and Williams. Also present: Beer, Birdwell, Burdick, Collins, Darcy, Grantham, Harmon, Harp, B. Johnson, Keener, Mitchell, Thornton, Watson. Absent: Henry and Richards

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Dr. White moved acceptance of the June 7, 1995 Minutes. Dr. Peters seconded the motion. The Minutes were approved. Dr. White moved acceptance of the September 12, 1995 Agenda. Dr. Peters seconded the motion. The Agenda was approved.

SPECIAL REPORT: Multicultural Programs — Earl Mitchell

Dr. Mitchell reviewed the University's statement on diversity. Our goal is to achieve a multicultural campus. He said problems sometimes arise because there is a lack of consensus concerning the meaning of the terms "diversity" and "multicultural". The concept of "social justice" is distinct from diversity. Social justice is committed to honoring moral, legal, and ethical obligations such as avoiding disrespect or harassment. We should observe the letter and the spirit of the law. We need a diversity plan for Oklahoma State University and he would like Faculty Council to work with him to develop the plan. He would like to develop an outcome-based plan so we can evaluate our progress. We should be concerned, not only with the initial faculty hiring decision, but also with having a plan as to how diverse faculty can earn tenure and succeed.

SPECIAL REPORT: Issues Related to Higher Education — Gary Foutch

John Thornton, John Nazemetz, and Gary Foutch have served consecutive terms on the Faculty Advisory Committee to the Higher Board of Regents. Members of the advisory committee are currently visiting 27 campuses. The committee makes recommendations to the Higher Board of Regents concerning issues such as computer access and articulation. They have recently been analyzing data from a grading study. They want to provide the Higher Board with correct information about what is going on at universities. Recently, a lot of incorrect information about faculty productivity and workload has been discussed in public forums. The Regents need accurate information to respond in debates concerning such issues. Last January the Higher Regents held a Regents education program focusing on faculty. Outstanding national speakers discussed issues of concern to faculty. Several of the speakers emphasized that the strength of educational institutions ultimately depends on attracting and retaining quality faculty and quality students. In the coming year, Dr. Foutch hopes to identify information resources available to the State Board of Regents and to emphasize faculty participation in Higher Education Day. Dr. Trapp asked if there were plans to interface with legislative studies such as the faculty workload study, the articulation study, and the Teachers' Retirement study. Dr. Foutch said they receive regular updates on the legislative studies and the State Board sometimes conducts their own studies on these issues. A study last year indicated that faculty members work an average of 57 hours per week. Some members of the legislature do not believe that. By the end of the year the State Regents will produce their own report on faculty workload.

REPORT OF STATUS OF FACULTY COUNCIL RECOMMENDATIONS:

President Halligan

1. 92-03-01-FAC ***Fixed Terms for Administrators:*** Still under study. President Halligan is discussing the issue with the candidates for Executive Vice President.
2. 94-12-01-SALR ***Composition of Future Information Technology Committees:*** VP Collins reported that the committee will meet again in a couple of weeks to discuss the issue.
3. 95-03-02-FAC ***Selection and Appointment of University Ombudsperson:*** Still under study. OU still has not provided a report on their Ombudsperson.
4. 95-04-01-AR ***Motion to Amend the By-Laws of Faculty Council with the Addition of B:5:i (Long-range Planning):*** Approved.
5. 95-04-02-BUDG ***Reduced Fees for Faculty, Staff, and Dependents:*** Rejected. Any increase to the fee waiver policy would require State Regents approval. This proposal would reduce the university's total annual fee waiver funds by about \$50,000 — funds currently committed for the recruitment and retention of full-time students. Maintaining and

enhancing our enrollment is a priority at this time. The President encourages the dependents of OSU faculty and staff to apply for the OSU scholarships and fee waivers that are currently available.

6. 95-03-04-ASP ***Grading Standards, Policies and Expectations:*** Rejected. President Halligan referred to Policy 1.01 from the OSU Policy & Procedures Letter and stated that the policy as it is currently written is sufficiently prescriptive and that changing the word “responsibility” to “requirement” could lead to a large number of appeals.
7. 95-05-01-AR ***Motion to Recommend Completion of Academic Program Review:*** Approved. Interim Provost Marvin Keener will implement.
8. 95-05-02-SALR ***Motion to Continue Student Affairs and Learning Resources Committee as One Committee:*** Approved.
9. 95-06-01-ASP ***Graduate Student Appeal Process Recommendation:*** Referred to Graduate Faculty Council with request for reconsideration.
10. 95-06-02-RP ***Motion to Temporarily Accept the Conflict of Interest and Conflict of Commitment Draft Policy as Modified:*** President Halligan has recommended temporary approval of the modified draft policy for a one year period pending approval by the Office of Legal Counsel.
11. 95-06-03-SALR ***Motion to Accept the Policy on Use of Electronic Mail:*** Proposed policy is still under evaluation by the Office of Legal Counsel.

REPORTS OF STANDING COMMITTEES:

A. ACADEMIC STANDARDS AND POLICIES: Joe Williams — Update

Dr. Williams reported that the committee has met twice this academic year. Issues under consideration include: 1) Class attendance policy, 2) early warning system to improve retention, 3) academic integrity of courses, particularly related to weekend and off-campus instruction, 4) convocation participation by students who do not complete graduation requirements, 5) articulation concerns, 6) plus-minus grading systems, and 7) prefinals week policy. Last spring, Dr. Keener asked Council to consider possible modification of the current policy to say that prefinals week activities should be avoided rather than that they are prohibited. Several activities such as the Madrigal Dinner and athletic events have occurred during prefinals week. Dr. Keener's dilemma is what to do about groups that violate the current policy. The committee strongly recommended keeping the current policy and enforcing it more effectively. The current policy still allows for the Provost to grant prior approval of deviations. The committee questioned whether the words "which require student participation" should be struck from the current policy so that all activities would be prohibited. Rationale for the

possible change was the fact that coercion can sometimes be subtle. In a straw vote, 14 councilors voted to keep the current policy with no amendment, 7 recommended maintaining the current policy but deleting the words "which require student participation" and with 1 vote for changing the policy as requested by Dr. Keener.

B. BUDGET: Don Peters — Update

The Budget Committee has met one time this semester. They are dealing with issues of equity, adequacy, and accountability. Dr. Mary Ann Mowen serves as the Budget Committee liaison to the Athletic Council. Other issues of importance are retirement plans and division of indirect costs. Dr. Peters encouraged the administration to implement an early raise program.

C. CAMPUS FACILITIES, SAFETY, AND SECURITY: Everett Eaton — Update

Lynne Richards was ill so Everett Eaton presented information about Parking and Traffic Planning Committee's plan to improve parking. First, the plan proposes addition of a few new parking lots on vacant lots southwest of campus. The plan includes removal of old houses on some of the lots. Second, lot 31 at Farm Road and Monroe would be expanded East two rows toward the Noble Center. Reorganization of parking lots and Farm Road would add 70 prime parking spaces with little loss of green space. Third, two small lots near the Journalism and Broadcasting Building and the Student Union would be combined and one entrance would be closed, adding 35 prime spaces. Finally, parking in some areas would be restricted. More client parking is needed near Whitehurst and Willard so the number of meters in the Whitehurst lot would be increased from 7 to 25. It is also proposed that the lot between the Student Union and Willard have a gate installed and card access with guaranteed parking spaces at a cost of about \$20/month. Spaces would be sold on a first-come, first-served basis. Feedback on these proposals should be sent to Vice President Birdwell or Everett Eaton. VP Birdwell will be considering implementation of the plan in the near future. Dr. Peters noted that the lot south of the power plant will soon have 40 additional spaces. That project is already under construction.

D. FACULTY: Ed Lawry — Update

Dr. Lawry reported that there were 131 RPT cases (41 reappointments, 10 reappointments with tenure, 10 nonreappointments, 21 promotions, 39 promotions with tenure, 9 denials of promotion, and 1 action delayed one year) considered by the Provost in 1995. In 113 cases, there was complete agreement from beginning to end. Dr. Lawry's committee was asked to provide input to the Provost in 14 cases. In 11 of the 14 cases, the committee recommendation was followed. Dr. Lawry expressed appreciation for Dr. Keener's willingness to meet with the committee and discuss the cases with them.

Last year, Council passed a resolution recommending that mediation training be provided to interested faculty. Dr. Lawry and Dr. Sue Williams are currently planning a training session.

Faculty interested in participating in the training process should complete the interest survey that has been distributed. They plan to hold this training session sometime before next semester. This process will be more effective if we are able to have an Ombudsperson as recommended in another pending resolution.

The committee is also trying to gather information about how temporary appointments are being used across campus.

E. LONG-RANGE PLANNING: Peter Moretti — Update

The committee met today and includes Dr. Ackerson, Dr. John Mowen, Dr. Eric Price, Dr. Sue Williams, Dr. Henry and Dr. Moretti. They are currently trying to learn about other long-range planning efforts at OSU.

F. RETIREMENT AND FRINGE BENEFITS: Steve Marks — No Report

G. RULES AND PROCEDURES: Glen Dolezal — Update

This past June, the committee and Faculty Council recommended that the proposed Conflict of Interest and Conflict of Commitment Policy be modified to satisfy the requirements of the regulations without imposing additional requirements beyond those required by the regulations.

We recommended six specific modifications. The OSU Compliance Committee (chaired by Jim Harmon) met with Jim Trapp and Marcia Tilley during the summer to revise the policy. After considerable negotiation, a final draft of the policy was submitted on August 30, 1995. It is currently being reviewed by legal counsel. The six modifications we recommended were handled as follows:

1. Information forms should only be required at the time of submission of proposals to agencies that require conflict statements. This recommendation was not adopted. This fall, faculty who intend to submit federal grant proposals will be required to complete the Conflict statement. Effective April 1, 1996, all faculty and investigators will be required to complete the form. However, reduced input demand makes this issue less critical.
2. A single one-page form should be used, as opposed to a two-stage process using two-page forms. The final draft contains a one-page form with instructions and a signature block on the back.
3. When required, the form should only require that the faculty member sign that neither he/she nor his/her dependents:
 - 1) own more than a total of \$5,000 or 5% of an entity or
 - 2) receive more than a total of \$5,000 of income from an entity

with which the researcher will be dealing under the grant or which might be directly financially affected by the research results. This recommendation was basically adopted. Subsequent changes in federal regulations have increased the monetary amount to \$10,000 so our requirement was changed accordingly.

4. The appeals process should include consideration of written arguments from the faculty member as well as recommendations of the EDA and the appeals committee. This recommendation was adopted.
5. Policy and Procedures Letter 2-0111 should be clarified to indicate that faculty members do not need to obtain permission for outside activities conducted during summer months, vacations or holidays when the faculty member is not working for OSU. This recommendation has not been acted upon; however, it is no longer part of the conflict of interest policy. Hence it can be acted upon as a separate issue at a later time. We continue to recommend that this issue be addressed in the future.
6. References to conflicts of commitment and apparent conflicts of interest should not be included in this particular policy as they go beyond requirements of the regulation. These sections of the proposed policy were revised. Conflicts of commitment are dealt with separately under Policies and Procedures Letter 2-0111.

We sustain our original recommendation that this revised policy be accepted on a trial basis as an interim policy for the 1995-1996 term with potential for further revision with additional input from faculty. We understand that President Halligan has accepted the modified policy pending approval from the Office of Legal Counsel and that VP Collins will implement it October 1 for researchers intending to submit NSF or NIH proposals. Dr. Harmon noted that even if you have an apparent conflict of interest, it can probably be managed so that it will not violate the regulations. Workshops are being planned to explain the process to faculty. Dr. Knobbe asked why we were going beyond what the regulations require. He said he believed the proposed policy was overly invasive. Dr. Harmon responded that this is a system of self-policing. We are sending a message to the state that we are cleaning our own shop. Dr. White asked how you can tell in advance where your work will be used. Dr. Harmon responded that you have to use your best judgment at the time you are completing the form. If the situation changes, so that a conflict develops that was not previously reported, you will be expected to update your information. Dr. Lawry asked why dealings with public or nonprofit entities were exempted since they might also influence research results. Dr. Harmon responded that those exemptions were adopted from the regulations. Dr. Peters asked why faculty were required to sign that they had read and understood the policy. When tax returns are submitted to the IRS, you do not have to sign that you have read and understood the tax code. Dr. Harmon said he did not want faculty to later argue that they didn't know about the policy.

The committee is also considering possible changes in the patent policy.

H. STUDENT AFFAIRS AND LEARNING RESOURCES: Dennis Bertholf—No Report

LIAISON REPORTS:

Brad Burdick - Staff Advisory Council. Their meetings are open and he invited interested parties to attend. Current issues of interest include: 1) the compensation commission, 2) establishment of a scholarship fund for staff legacies, and 3) ongoing studies concerning health care, retirement and leave policies. Upcoming items include how staff can help with recruiting and retaining students. One possibility might include a mentor program. A smoking policy for Whitehurst and campus is also an issue of interest.

J.O. Grantham - Emeriti Association. Activities include bus trips, monthly meetings on critical issues, and potluck dinners. The association also serves as a watchdog and advocate concerning benefits. For four years the association has worked on plans for a creative retirement center. Thursday they will be meeting with the owner of Woodridge Village to discuss possible expansion plans.

Margaret White - Athletic Council. Three issue areas include budget concerns, academics, and the role of the Athletic Council (advice vs. oversight). The Athletic Council has not approved the athletic schedule because a Women's Basketball game is currently scheduled during dead week. Dr. Lawry asked whether there was any need for the Athletic Council if they only served in an advisory capacity. Dr. White said it depends upon the relationship of the Council with the Athletic Director. If they are not just advisory, there is concern about liability of the council for activities beyond their control. Dr. Mitchell said that the original Athletic Cabinet was a different entity than the Athletic Council. The Cabinet had an oversight function. Dr. Peters said that given the red flags raised by the Peat Marwick report concerning allocations of E&G money to athletics, it was important to maintain at least an advisory role.

OLD BUSINESS: None

NEW BUSINESS:

Dr. Trapp announced that Martin Wallen resigned from his Group II Faculty Council seat. Dr. Trapp recommended Robert Mayer as his replacement. Dr. Trapp moved acceptance. Dr. Lawry seconded the motion. Dr. Mayer's appointment was approved. Dr. Trapp also thanked Diane LaFollette for her efforts in putting together the current Faculty Council brochure.

Diane LaFollette announced that there will be a Faculty/Staff Red Cross Blood Drive Friday, September 22, from 8:00 a.m.-2:00 p.m., on the 4th floor of the Student Union. Donors will be scheduled every 15 minutes. Please send your Name, Campus Address, Campus Phone #, Time Preferred, and an Alternate Time, to: Blood Drive Committee, OSU Alumni Office, 212 Student

Union. There is a shortage of blood and everyone is urged to donate. Regular donors that bring a first time donor will receive a T-shirt.

Dr. Allison moved that the meeting be adjourned. Dr. Peters seconded the motion. The meeting adjourned at 4:45 p.m. The next meeting of the Faculty Council is October 10, 1995.

Marcia L. Tilley, Secretary

NOTE: Full text of the recommendations can be requested from the Faculty Council Office, extension 48790.