

President Halligan called the meeting to order with the following members present: Ackerson, Arquitt, Bertholf, Bice, Buchanan, Cole, Dawson, Edgley, Farr, Finn, Gedra, Horn, Hsu, Kimbrell, Krenzer, Lawry, Locy, Martin, Miller, Moder, Montgomery, Richards, Schwarz, Scott, Sisson, Smith, Warde, and Wilkinson. Also present: Albert, Barnes, Beer, Collins, Hunter, Keener, Knottnerus, Lingelbach, McAbee, Mitchell, Najd, Sanders, Vuong, Watkins, and Weaver. Absent: Robinson.

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Dr. Halligan called on Natalea Watkins to talk about the Leadership Legacy Program. Ms. Watkins said that it was a program that was motivated by the fact that OSU had more generals and admirals than any other university except the military academies and Texas A&M. More than half of our congressional delegation has roots at OSU and Mary Fallin the Lieutenant Governor is one of our graduates. If you visit any community in the state you will find at least one of the community leaders that is an OSU graduate. It was decided that the leadership legacy is something that OSU should celebrate. The first Leader recognized was Jennifer Hoffman who was Chair of the Speaker's Bureau and is currently the SGA President. This weeks leader is Dave Buchanan, Faculty Council Chair, and his picture will be displayed this week in the Student Union and in eight frames at various locations around campus. There will also be a Hall of Leadership where all the pictures of the weekly leaders will hang for the year. At the end of the year each leader will be awarded their picture. The leaders will be chosen from students, faculty, alums and donors. Dr. Halligan added that the university likes to give special donors something when they are visiting campus. Designating them as leader of the week is a nice recognition and a way of showing our appreciation.

Dr. Warde moved acceptance of the June 10, 1997, Minutes. Dr. Bice seconded the motion. The Minutes were approved. Dr. Warde moved acceptance of the, September 9, 1997, Agenda. Dr. Horn seconded. The Agenda was approved.

**SPECIAL REPORT: Update on Computer Services — J. L. Albert**

J. L. Albert, Director, Computing and Information Services (CIS), said the Student Technology Fee Committee had requested that OSU enter into a contract to provide internet service. CIS had 64 modems, 32 for students and 32 for faculty and staff, capable of providing dial-up graphic user interface services. The use of this modem pool started at 100% saturation. Last spring the Student Technology Fee Committee and CIS developed an RFP for such a service and this summer a contract was awarded to ioNET. The RFP is on line on the CIS homepage. Faculty and staff can participate through payroll deduction and can sign-up on IDS or from the CIS homepage. You will be provided 2mb of space for your own homepage, 24 hour technical support, and e:mail service. You can get more information at <http://home.okstate.edu> or at [www.ionet.net](http://www.ionet.net). The cost is \$12.50 per month plus a \$15 one time fee. More than 800 people have currently signed up for the service and the number is increasing by about 100 per day. Natalea Watkins commented that the OSU homepage had 84 million "hits" last year and that the site now contains 46,000 pages. Mr. Albert stated that CIS is processing three million e:mail messages per month from off campus. Approximately three years ago a task force of about 60 members made a study of the OSU financial system. The task force created specification for a new financial system. There were no acceptable bidders at that time. The task force continued to review possible systems and SCT has come to the front as a company that can solve OSU's financial system problems. The task force will recommend to the Board of Regents that OSU purchase the remaining modules of the SCT system which are Student Information Systems, Financial Aid Management, Financial Resource System, their Web enable product and a graphic user interface for all their products. This package should be implemented in March of 1999. Mr. Albert also gave an update on the Lotus Notes project. CIS is currently training faculty and staff to use Lotus Notes. Faculty and staff can sign-up for training on the Web at <http://home.okstate.edu/NotesReq.nsf/request> or on the CIS home page. The first objective is to get people trained in the use of the product because such training drastically reduces the support costs. The mid-level objective is to put Lotus Notes in the classroom. There are some pilot projects under way now. There is an internet web-delivered course developed using Learning Space that will go on line this fall. One of the reasons for purchasing Lotus Notes was to develop electronic forms and CIS is currently working on a very complicated system to handle purchase requisitions. This process is more than just developing the forms since it also involves authentication, work flow, data editing and the ability to pull up information from the data base and put it into the form. CIS hopes to start piloting this system in three months. The long-range objective involves evaluating Lotus Calendar, scheduling, and e:mail for possible adoption. There have been no decisions made in terms of use of this product. By the end of the year it should be possible for people who want to change to Lotus Mail to do so. CIS will try to give the faculty six months notification of any change in the mail system. Mr. Albert said that CIS now has central server resources available to faculty. As part of the automation of computer services users ID's are generated for everyone. To activate your account you can call the help desk and they will go through the procedure. Everyone has a user ID, 25mb of on line disk storage. Each department is also given 100mb of disk space. There is a very large temporary storage area available to use to pass files to anyone on campus. Additional disk space can be purchased for \$1 per mb per year. Mr. Albert said that we are also looking at a new "Pete" to run in the library. They are considering a system that would work for all the A&M libraries. Dr. Mitchell asked about the having the search domain limited by going through ioNet. Mr. Albert replied that it should not be a problem since the ioNet domain name of an OSU user is made equivalent to okstate.edu. If this does not work please let Mr. Albert know. Dr. Buchanan asked how employees, who are not on the campus backbone who have to access the system through dial up, will pay for the service. Mr. Albert said that the intent is not to maintain a modem pool on campus so such employees will have to acquire a private provider. They could use ioNet and pay through university channels. Mr. Locy asked if the new SCT system would replace the IDS system. Mr. Albert replied that we will get all new advisement, scheduling and degree auditing modules and it will all be accessible from the Web. Our current system also has the year 2000 problem and the new system will solve all of these problems. All

faculty should be aware that many of the older software packages on PC's may also have this problem. There is information on the year 2000 problem on the CIS home page. Mr. Albert added that the use of Social Security numbers is becoming a big privacy issue so CIS is considering introducing an ISO numbering system for students, faculty and staff. Dr. Buchanan said that mandatory six hour training is not one that goes over well with some faculty. Mr. Albert said that either we have to have the training or put many more people on the help desk. You eliminate about 70% of the support issues by giving the people the basic training. Drs. Buchanan and Lawry asked if some alternate training methods were being considered. Mr. Albert replied that computer-based training and video on demand has been considered.

### **REPORT OF STATUS OF FACULTY COUNCIL RECOMMENDATIONS:**

President Halligan, Executive Vice President and Vice Presidents

Dr. Halligan handed out a summary prepared by Dr. Keener's office of all the recommendations that were either acted on during the last year or were pending and their current status. This summary is available in the Faculty Council Office.

- 94-12-01-SALR      ***Composition of Future Information Technology Committee:*** Some input regarding committee charge and membership has been received from the Deans, and Drs. Moretti and Buchanan. Final draft is being prepared for final reviews.
- 96-12-04-FAC      ***Changes in Appendix D:*** Legal Counsel has reviewed. Dr. Keener will work with Legal Counsel to draft wording changes to more clearly delineate the role of Ombuds and provide additional specifics regarding membership to the Informal Review Committee. Requires Board approval.
- 97-02-02-ADHOC      ***Patent Policy 1-0202:*** Dr. Collins is coordinating review by Research Council, Dean's Council, and Legal Counsel. Draft including incorporated changes from initial reviews will require another round of reviews. Final revisions require Board approval. This should go back to the committee next week.
- 97-03-02-FAC      ***Faculty Appointment Periods:*** Faculty hired after 7/90 hold 9 or 11-month appointments. Faculty in the system at the time could choose the appointment period desired, with a one-time opportunity to reverse the decision. Dr. Halligan is not favorably disposed toward the resolution. Please send your feelings on this to Dr. Halligan.
- 97-04-03-ASP      ***Guidelines for Scheduling Common Evening and Final Exams:*** Dr. Vitek is coordinating this review with the Registrar and is interacting with the FC Academic Standards and Policies Committee.
- 97-04-04-ASP      ***Guidelines for Requesting Common Evening and Final Exams:*** Dr. Vitek is coordinating this review with the Registrar and is interacting with the FC Academic Standards and Policies Committee.
- 97-09-01-FAC      ***Policy and Procedure Letter on Reappointment, Promotion and Tenure:*** To President Halligan.
- 97-09-02-FAC      ***Return of Policy and Procedure Letter on Reappointment, Promotion and Tenure to Faculty Council Before Action by the President:*** To President Halligan.

Dr. Halligan also said that he had not made a decision on declaring Martin Luther King Day a university holiday. It is very difficult to see how to take the day off and maintain academic integrity. The administration is considering the option that the Monday of finals week becomes the Monday taken off for MLK and finals week be pushed back to Tuesday through Saturday with graduation on Sunday. Please give your thoughts on this issue to President Halligan.

## REPORTS OF STANDING COMMITTEES:

### A. ACADEMIC STANDARDS AND POLICY — Gerald Horn

The committee met on August 29. It is still trying to reach consensus on the means by which part-time undergraduate students may be recognized for academic achievement. Major points of discussion have centered on equitable access of both part-time and full-time students, and whether or not some other recognition is needed for part-time students, other than the President's and Dean's honor rolls. The committee hopes to submit a recommendation on this at the October meeting. The committee is studying guidelines for requesting and scheduling common evening and final examinations.

### B. BUDGET — Nancy Wilkinson/Carol Moder

Dr. Wilkinson presented the Faculty Salary Report for 1996-97 which consisted of six tables. This report was delayed because of the delay in publication of the March/April issue of *Academe*. OSU fared better than national salary increases in 96-97 because of a 5.5% raise program. National faculty salaries increased by 3% while OSU's increased 5.5%. OSU has the smallest differential between male and female full professors salaries of any Big 12 University. It would take \$3,614,871 to bring OSU up to Big 12 faculty salary averages. A full copy of the report is available in the Faculty Council Office (x48790). Dr. Moder said that the Budget Committee is considering a review of tenure track vs. adjunct hiring, salary per course for adjuncts, summer school funding and summer school budgets, and oversight of IDC returned to principle investigators, departments and colleges. The University Budget Committee will meet on Thursday and discuss funding priorities. Any feelings on budget priorities can be communicated to Dr. Moder.

### C. CAMPUS FACILITIES, SAFETY, AND SECURITY — Lynne Richards

The committee has been working to get a shopping shuttle for students on campus. It will start Oct. 1 and uses one of the shuttles that currently circles the campus. It will run some evenings and weekends for a total of about 20 hours per week. The route is still being determined. It is initially being funded by several groups on campus and Albertson's. Dr. Halligan said he hoped people liked the street renovation work done on Monroe. They celebrated the fact that it was completed on time and under budget. The speed bumps were constructed wide enough that wheel chairs could go across the top and not get wet in inclement weather.

### D. FACULTY — Ed Lawry

Dr. Lawry presented the summary of final 1997 reappointment/promotion/tenure actions. The first number is the number of cases in there was agreement at each reviewing step and the second number is the number of cases in which there was a disagreement at some step. On the Stillwater campus: reappointments (29,1), reappointments w/tenure (8,0), non-reappointments (3,7), promotions (11,2), promotions w/tenure (9,5), promotions denied (0,1), total (70,16). At OSU-OKC and OSU-COM campuses: reappointments (5,0), reappointment w/tenure (1,0), promotions (11,0) Promotions w/tenure (7,0), total (24,0). The numbers here are similar to those of last year. Dr. Lawry thanked Dr. Keener for being very responsive to the committee and the good work he did in the process. Dr. Lawry moved that the **Policy and Procedure Letter on Reappointment, Promotion and Tenure be removed from the table**. Dr. Schwarz seconded the motion. The motion passed. The full statement can be obtained by calling the Faculty Council office, x48790. Dr. Lawry said the committee had accepted, as a friendly amendment, some suggestions made by Dr. Horn that would take into account the way the Promotion and Tenure Committee in DASNR operates. Dr. Lawry noted the following changes and corrections

to the document that was presented on June 10. On page 3 of the form the word “statements” should be removed from the first line of number 4. On page 2 of the document at the top of the page “Policy Statement” should be in italics. On page 15 of the document in the first line of the next to last paragraph remove the word “specify.” On page 9 in the fourth line of number 3 replace the semicolon (;) with a comma (,) and in the last line change “form” to “from.” On page 4 in the second paragraph under 1 insert the phrase “along with a copy of the P&P letter” after “EVPAA office.” The changes from the friendly amendment are: On page 3 in the paragraph “The College/division RPT Committee” replace “operating” with “charged with reviewing RPT cases” and in the last line append “within the context of individual RPT cases” to the end of the sentence. On page 12 under number 3 insert the phrase “Where charged with reviewing all the individual RPT cases, and” at the beginning of the sentence starting in the fifth line of the paragraph. Motion passed. Dr. Lawry moved, “**The Faculty Council recommends to President Halligan that the Faculty Council be regarded as the committee of last resort before final action by the President on the Policy and Procedure letter on Reappointment, Promotion and Tenure.**” Dr. Warde seconded. Dr. Lawry said that this resolution was prompted by a sentence in the memo sent with the P&P document from Dr. Keener which stated, “After Faculty Council has acted and Legal Counsel has reviewed this document a final copy will be brought to the Dean’s Council for approval.” The Faculty Committee was led to believe that the Dean’s Council would have the last say and the committee feels that the faculty should have the last say. Motion passed.

#### **E. RESEARCH — Bruce Ackerson**

Research is a unique and important component of the OSU mission. The faculty should have a strong voice in establishing policies pertaining to research. As a result the Faculty Council established a Research Committee with the charge to formulate and recommend policies concerning research activities at OSU. The committee will consist of two or more members from Faculty Council, three members from the General Faculty and one Emeritus faculty member. All members should have direct research experience. Some issues, which fall into the domain of this committee, include: intellectual property rights, patents, conflict of interest issues, distribution of indirect costs, awards for research activities, research centers, cross-cutting research needs, support for research infrastructure (moving the IRB), Carnegie Research I status, research and scholarship environment as a unique experience for OSU undergraduates, dual-use equipment and facilities, and technology transfer. The current membership of the Research Committee is: Bruce Ackerson (Chair), Garry Bice, Wade Brorsen, Daniel Grischkowsky, Robert Mayer, Mark Sisson, and George Waller. Dr. Halligan commented the emphasis for the next two years will be on Research and Graduate programs. Ideas should be forwarded to Jack Vitek who will be coordinating the advancement of this aspect of the university. In an effort to improve OSU’s Graduate Program, graduate student salaries increased 5% last year and 10% this year. Dr. Ackerson added the research and scholarship environment at OSU makes this university unique in the state and makes the educational experience for the undergraduate different from that of most other institutions in the state. Dr. Halligan said that the Lew Wentz program has been restructured to emphasize undergraduate research.

#### **REPORTS OF LIAISON REPRESENTATIVES**

##### **Athletic Council — Dennis Bertholf**

The AC met on August 21, 1997. Maryanne Mowen will serve as Chair for another year. Jennifer Paustenbaugh was elected Vice Chair, and Tina Beverage was elected as Secretary. It was announced that Steve Uryasz and Bob Burton resigned to take positions at Texas Tech. Marilyn Middlebrook has been selected to replace Steve and a search is in progress to replace Bob. A letter was sent from the AC to President Halligan stating that the AC believes that Title IX is not solely an athletic department concern and recommends that a University Title IX compliance committee be established. Dr. Bertholf shared a table from the Athletic Integrity Committee showing the Spring 97 grades averages for each of the sports. Four sports, men’s and women’s Golf and Tennis, had spring grade averages above those of the student body and two

others, women's basketball and soccer, were very close to the student body average. Dr. Halligan thanked Jennifer Paustenbaugh for her work on the Title IX committee. We are in the process of capping walk-ons in men's sports and encouraging walk-ons in women's sports and investigating the possibility of adding women's crew as a varsity sport.

**Research Council — Garry Bice**

The council is looking at gifts and their classification in the foundation.

**Emeriti Association — Dan Lingelbach**

A place for the office is now available so the association can begin normal activities. Some inconveniences were caused by having Bennett closed during the summer, like not getting mail, but it makes parking much more convenient. Spouses of deceased faculty members are not allowed to have parking permits and receive a letter saying they are to turn in their permit after the death of the faculty member. Dr. Keener said that there is already a letter going to the appropriate people to change this policy.

**Graduate Student Association — Nizam Najd**

The GSA has establish accounts to fund graduate student travel to professional meetings, the Graduate Teaching Award, and the Phoenix Award. They are working with Dr. Key on the Student Union office renovation. Vice President Troy Pierce went to Washington D.C. to lobby against changes in the tax laws that would have made fee waivers taxable. OSU will host the meeting of the National Association of Graduate and Professional Students South Central Regional Conference in the spring to coincide with the Graduate Student Research Symposium in the Spring. The association is continuing its study of health care benefits and learned that Texas A&M students have staff benefits and OU has a partial subsidy for health care costs.

**New Business:**

Natalea Watkins distributed an attractive business card portfolio that was designed to highlight OSU programs and services that might be of interest to businesses. Ms. Watkins said that faculty do not have to become experts on all such programs to inform the community about what is available at OSU. Faculty can receive these card portfolios by calling Natalea's office.

Dr. Edgley asked if the Classroom Building is on schedule at this time. Dr. Halligan said that it is just getting started and appears to be on schedule. Dr. Moder asked if it is over budget. Dr. Keener said that some of the early numbers did not include furnishings but the actual construction is on budget. Ms. Watkins said that when they saw the actual construction bids they were able to include some other items that wanted all along but thought were going to be too expensive. Some of these items have now been included in the project.

The meeting adjourned at 4:23 p.m. The next meeting of the Faculty Council is October 14, 1997.