

FACULTY COUNCIL MINUTES  
250 Student Union  
December 9, 1997

President Halligan called the meeting to order with the following members present: Ackerson, Arquitt, Bertholf, Bice, Bierman, Buchanan, Cole, Edgley, Farr, Finn, Gedra, Horn, Kimbrell, Krenzer, Lawry, Locy, Martin, Miller, Moder, Montgomery, Robinson, Schwarz, Scott, Sisson, Smith, Warde, and Wilkinson. Also present: Bale, Beer, Birdwell, Collins, Dahl, Graalman, Greteman, Harp, Jones, Keener, Lingelbach, Matoy, Middlebrook, Mitchell, Najd, Vuong, and Watkins. Absent: Dawson, Hsu, and Richards.

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Dr. Warde moved acceptance of the November 11, 1997, Minutes. Dr. Horn seconded the motion. The Minutes were approved. Dr. Buchanan proposed that the Agenda be modified to include an introduction of Blaine Greteman by Dr. Robert Graalman before the Special Reports. Dr. Warde moved acceptance of the December 9, 1997, Agenda as modified. Dr. Moder seconded. The Agenda was approved. Dr. Halligan introduced Dr. Graalman. Dr. Graalman said that he thought it was very appropriate that Blaine appear before this group since so much help came from the faculty to help him reach his dream of being a Rhodes Scholar. Dr. Graalman thanked Edward Jones who worked with Dr. Graalman to apply some lessons learned from Kansas State University to put together a program to find OSU's first Rhodes Scholar. He thanked Drs. Ed Walkiewicz, Bruce Ackerson, Robert Spurrier, Doren Recker, Elizabeth Williams, Peter Moretti, and Paul Bishoff, who gave much time in helping Blaine prepare for his interview. He said that two other students, Jennifer Dobbs and Shannon Ferrel, applied this year and did well. Shannon did well enough that in many years she too would have been a finalist. As for Blaine, the strength of his intellect and breadth of his learning are

matched only by his character and his concern for humanity. Blaine was called by OU President Boren and told that at the final session the deliberations lasted for three hours in order to locate three students that would go forward with Blaine since he was immediately picked as the best candidate in this years competition. Blaine Greteman thanked the faculty for all the help they had given him, especially the one on one help he received when struggling with difficult concepts of a course. He also thanked them for not only teaching the facts of the course but for teaching him about life and about himself. He also thanked Dr. Graalman and the others that helped to prepare him for the competition. He said that the previous applicants were also helpful by telling him what to expect. Dr. Halligan congratulated Blaine and the faculty on a job well done. Dr. Halligan asked if there was any consideration of restyling his hair before the competition. Blaine said there was some consideration but that his sister told him to keep the hair. You need something. You are not that memorable. (I do not think the faculty agrees with his sister.)

**SPECIAL REPORT: DUTIES AND VISIONS OF THE ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS — Randall Dahl**

Dr. Dahl said that his responsibilities are management and policy oversight for the offices of Admissions, Registrar, University Scholarships, and University and High School Relations, and is responsible for enrollment planning and management with an institutional perspective. He is also the project leader of the new student information system project. He is chair of the Strategic Enrollment Initiative Task Force established by Dr. Halligan. The goal of the task force is to develop a comprehensive plan for improving undergraduate enrollment and retention. A plan, whose focus will be on action recommendations, will be ready in the spring. Once approved, the plan will be implemented. The implementation will need faculty involvement in order to be successful. He is also the chair of a large number of committees that handle waivers of various regulations. His major role is to deal with enrollment and retention. Dr. Dahl said, that coming here from outside, "this is the best university that not enough people have heard about." We have many outstanding programs here. Some specific things that need to be done are to increase undergraduate enrollment, to continue to recruit academically strong students, and to increase the graduation rate. Graduation is not the only indicator of success but it is the largest indicator and we are not doing well at it. Our academic support services for both students and faculty need to be improved. The new student information system will provide better support for both students and faculty. Faculty need to be involved on a strategic basis for recruitment and there will be many opportunities for faculty involvement in retention. The students that are recruited are among the best in the state of OK and we need to do well by them. Oklahoma State University is a university of opportunity, Blaine has taken advantage of that opportunity. OSU is also a university of considerable value. Value is a combination of quality and cost. Dr. Ackerson asked if there was a conflict between retention and academic standards. Dr. Dahl said that we have an obligation for talent development. Our admission standards are selective but they are appropriate for this institution and not exclusionary. Students that are admitted under these standards have business being here. Our resources should be directed to facilitating their success without giving anything away. Good students are attracted to places which have good students. Dr. Halligan said there is interest in having a special initiative for graduate students as well. Penny Williams has expressed interest in this area.

**SPECIAL REPORT: ACADEMIC ADVISING FOR STUDENT ATHLETES — Marilyn Middlebrook**

Dr. Middlebrook said she has been in her current position for three months and wanted to share with the faculty what the Academic Services for Student Athletes Office is and what it is not. The personnel in this office are not academic advisors. They work with the academic advisors to help with scheduling, especially to help in scheduling around practice times. They try very hard to work with, not in place of, the academic advisor. A high priority is the development of a learning center, not a study hall. Part of the center is to be a tutorial program that involves

emeriti, faculty, graduate students and undergraduates. Some faculty are already involved in setting up supplemental instruction. Dr. Keys is helping to develop some interactive tutoring. Many of the athletes are active learners and have trouble learning by passively listening in class. The staff is looking at ways of developing interactive learning opportunities. Next fall peer, emeriti and faculty mentoring will begin. A student athlete, especially one who may need extra guidance, will be paired with a mentor. This fall Catherine Costanza, Director of the Mathematics Learning Resource Center, has been a big help. No math tutoring is provided unless it is suggested by Ms. Costanza in the MLRC. Any student that is at risk in math is set up a tutorial program under her guidance. This semester the MLRC worked with basketball and football players and next spring more sports will be added when Ms. Costanza says the time is right. Some of the athletes have more MLRC points than any of the other students. The goal is to incorporate other learning resources on campus, like the writing lab. Each sport is assigned a sports counselor. Each counselor works with the students in that sport and communicates with the coach. The counselor reports to Dr. Middlebrook who reports to Dr. Keener. The sports counselor tracks student progress and class attendance. This cannot be done effectively without faculty cooperation. One problem this fall was misplacement in classes. Some students were in classes that were not in the proper sequence. But a bigger problem arises from the NCAA rule that says a student has to take 24 hours per year toward their degree and that 18 of these must be in the fall and spring semesters. In our system a student athlete gets a list of courses from his/her academic advisor, the athletic counselor then helps schedule these courses. The courses chosen by the academic advisor could be very good courses for a student in this particular major but if they do not fit on the degree sheet then they cannot be counted as part of the 24-hour rule. No one is at fault, but a student might not be eligible. Some of this will be easier when the new student record system with its degree audit program is in place. Until then the sport counselors will be going over all schedules and checking them to see that the appropriate number of courses meet requirements on the degree sheet. If it is not clear where a course will count then the degree audit person from the student's college will be contacted to find where the course can be counted on the degree sheet. The goal is to protect the student as a student and as an athlete. Dr. Middlebrook assured the faculty that they will not be asking for grade changes or dealing with faculty in any underhanded way. If you have a concern about a student athlete, please bring it to her attention. They want to be the cleanest shop with the best graduation rate in the conference. Dr. Buchanan asked if an athlete is in academic trouble how are they informed of the trouble. Dr. Middlebrook said that the counselors try to keep in contact throughout the semester. But it is very difficult for the counselor to know about the trouble if the faculty do not let them know. This semester three requests for grades were sent out and the return was not very good. The counselors would much rather work with a student during the semester than having to wait until the end. If an athlete is in trouble at the end of the semester then they will be contacted by their counselor and the problem and possible options explained to them verbally and in writing. A report of this will be given to Dr. Keener. In this way the student, coach, athletic director, student services director and Dr. Keener will all know what is happening. Dr. Horn said that most faculty are not aware of NCAA rules about eligibility. An effort should be made to get this information to advisors. Dr. Middlebrook said that such information is being shared with the Student Academic Service Directors of the colleges. The rules are not very complicated with regard to enrollment but advisors need to be reminded. The counselors sometimes have to make some hard decisions as to the number of hours in which to enroll an athlete. An athlete has to have 12 hours. If there is a class that may have to be dropped then the student will have to start the semester with 15 hours or else another class with a later starting date will have to be found. Dr. Edgley said that in the past the Athletic Student Services office has lost interest in the athletes when their eligibility expired. OSU has a moral obligation to these students even after they have used their eligibility. Dr. Middlebrook said as long as the students are willing to work with her she will continue to help them. Many see the possibility of a pro contract and lose interest in school. Hopefully we can get them close enough to graduation that at some time they can come back and graduate. Dr. Halligan said that he has written letters

to athletes and told them to write to him when they are interested in continuing their work toward a degree and he will assist them in getting their degree here or somewhere else.

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

President Halligan, Executive Vice President and Vice Presidents

- 94-12-01-SALR      ***Composition of Future Information Technology Committee:*** Under review. 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:*** Under review. 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:*** Under review. 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.
- 97-04-03-ASP      ***Guidelines for Scheduling Common Evening and Final Exams:*** Administration agrees in principle, but defers decision awaiting new computer system. Dr. Vitek has coordinated this review with the Registrar and the Faculty Council committee. Draft revisions are being considered. Because of the extensive computer reprogramming involved, CIS must postpone until new computer system is operating.
- 97-09-01-FAC      ***Policy and Procedure Letter on Reappointment, Promotion and Tenure:*** Under review. September 9, FC approved the draft P&P as revised by the Faculty Committee. The draft has been forwarded for review, to include Deans Council. Dr. Lawry asked about the current status of the recommendation. Dr. Keener said that it had been distributed to the Deans Council and is on the agenda for discussion at the next meeting.
- 97-09-02-FAC      ***Return of Policy and Procedure Letter on Reappointment, Promotion and Tenure to Faculty Council Before Action by the President:*** Pending review of draft P&P Letter.
- 97-11-01-EXEC     ***Appointment of the Dean of the Graduate College:*** The administration agrees to follow the spirit of the policy as interpreted by the faculty for future appointments. President Halligan reviewed the issue with Drs. Buchanan, and Keener, and Charles Drake and the response is below.

Dr. Halligan read the following Report to FC concerning appointment of the Dean of the Graduate College and distributed a letter from Charles E. Drake, University Legal Counsel.

In response to Faculty Council recommendation #97-11-01-EXEC, I want to share with you the following statement regarding the appointment of a Graduate Dean at Oklahoma State University. Because of my respect for the important role which the faculty must play in the life

of the University, it is a matter of concern when the chair of the Faculty Council, for whom I have great personal admiration, speaks on behalf of the Council in opposition to an action taken by the administration. I have reflected at length about this situation and regret that the process associated with the appointment of the Graduate Dean has been a point of controversy. Executive Vice President Keener and I meet on a regular basis to discuss the challenges and issues confronting the University. Over an extended period of time, it became our view that in order to progress toward the stated goal of becoming a Carnegie 1 research university, additional attention should be given to the development of our research programs and graduate programs at Oklahoma State University. We deliberated over how to increase these efforts and still keep in mind another important goal – to minimize increases in administrative expense and to emphasize improvements in faculty salaries and the academic programs. As a result of these continuing discussions, Dr. Keener brought forth a recommendation that Dr. Wayne Powell be named Dean of the Graduate College. This change was needed to clearly differentiate the responsibilities of the Dean of the Graduate College from the responsibilities of the Vice President for Research, providing each individual with greater opportunities to focus on these respective initiatives. There are times, in spite of the good intentions of all involved, that all aspects of a situation are not fully considered. This is the case in this particular circumstance, and I accept responsibility for the outcome. In my judgment, there was an unfortunate difference in interpretation of the policy in Appendix D, particularly with respect to a footnote contained in Section 1.9. There was no malicious intent on the part of the administration to disregard the current policy rather an attempt to follow the alternative approach outlined in footnote #8. However, in the future I pledge to ensure that faculty will be fully involved in search processes and that the spirit of the policy as interpreted by the faculty in this circumstance will be followed. I also solicited the review of Mr. Charles Drake, Chief Legal Counsel of the Board of Regents. A copy of his report is included with this report. Mr. Drake concludes with, “In my opinion, the responsible administrators proceeded in good faith and endeavored to comply with the intent of the policies set forth in Appendix D. While the seriousness of the concern expressed by the faculty is evidence that communication with the faculty was less than satisfactory, it cannot be said that there was a clear violation of the standards set forth in Appendix D. Disagreement with this opinion is probably inevitable and, should you concur in the exercise of your prerogative to ‘decide procedural questions on uncertain points,’ it is recommended that any opinions to the contrary be respectfully acknowledged with assurances that in the future, debatable interpretations of Appendix D will be discussed with faculty more fully in advance of administrative action.” Dr. Wayne Powell has become the unintended victim in this dispute. It is my judgment that he is fully qualified and competent to serve as Graduate Dean. Therefore, reversal of the decision would cause considerable harm to an innocent person, and it is my decision that his appointment as Graduate Dean should stand. To repeat, I regret the misunderstanding and mistrust that resulted from this process and pledge to abide by the spirit of Appendix D with respect to future appointments. Dr. Buchanan thanked all the faculty for their encouragement during this process. He also thanked the President for his sincere and serious response to our resolution. Dr. Buchanan added, the President’s careful consideration is in keeping with what I have observed to be his general willingness to listen to the faculty. We requested an explanation of the events leading up to the appointment of the Dean of the Graduate College, an assurance that such a series of events would be avoided in the future and that the faculty’s interpretation of the appendix would be followed in future appointments. We have received this assurance. The other request was for the reversal of the decision which was not done. However, the President seems to have a sense of personal commitment to Dr. Powell so this is understandable. The desire on the part of the faculty for the Graduate College to succeed is very deep. We do have a Dean and he needs our support. He has also earned our cooperation during his term as Associate Dean. Dr. Lawry asked about the status of the P&P letter on Faculty Promotion and Tenure. Dr. Keener said that it has been distributed to the Deans Council and is on the agenda for discussion at the next meeting.

## **REPORTS OF STANDING COMMITTEES:**

### **A. ACADEMIC STANDARDS & POLICIES — Gerald Horn**

The committee is continuing its discussions of the OSU Academic Regulations relative to scholastic requirements for continuing enrollment of undergraduate students under academic probation or suspension. Present regulations do not specify the number of credits earned during a semester in which a student goes on probation or suspension. Therefore, it is the feeling of some that our regulations should not set minimum credit hours in which students must enroll to get off of academic probation. The draft recommendation, which will be brought forward in January, will delete reference to any minimum credit hours in which a student must enroll while on academic probation. Also, Dr. Dahl has initiated discussions with the committee relative to establishing specific guidelines for administration of the OSRHE policy on alternative criteria for admission of first-time entering students (i.e., students admitted by the 8% rule).

### **B. CAMPUS FACILITIES, SAFETY & SECURITY — Linda Robinson**

The Bicycle Task Force is planning a brochure to be disseminated to bicyclists on campus and in addition to the OSU home page containing information about bike paths, parking areas and regulations. Dr. Richard Pott's psychology class did an observational study of pedestrian behavior which will be summarized and shared with the task force. Dr. Halligan said that he was pleased with the new speed bumps on Monroe. There should be a way to design some bicycle speed bumps to be used near the Student Union.

### **C. RESEARCH — Bruce Ackerson**

The committee is considering two issues, Research Professors and the IRB. The committee met one time with the Faculty Committee on the addition of the title of Research Professor and hopes to have a recommendation during the spring. Dr. Halligan suggested meeting with the Research Directors of the colleges. Dr. Ackerson replied that the committee had met with some of them.

### **D. RETIREMENT AND FRINGE BENEFITS — Ed Arquitt**

The Health Care Committee is discussing changes in the OSU health care plan since there is not enough income to pay benefits at the current level. Everything is being considered from increasing premiums to changing the Wellness Program to increasing deductions. The committee will be meeting with a representative from PPO Oklahoma next week and will be meeting with American Fidelity. The committee met today and unanimously voted not to decrease benefits even if it means an increase in premiums. If you have any ideas or suggestions please let Dr. Arquitt know.

### **E. RULES AND PROCEDURES — Gene Krenzer**

The nominations for Vice Chair will take place in February. No one should be nominated that has not agreed to serve. Representatives of various groups should have received the proof lists for their group to check for accuracy. Please try to return these before the semester break. Ms. LaFollette asked for an explanation of how the groups were assigned. Anne Matoy replied that codes which determine the groups are assigned based on the department of tenure or tenure track. These were established, working with the Faculty Council, based on interest groups assigned through the Graduate College. Ms. LaFollette said that every year some faculty complain that they are not in the correct group. Ms. Matoy said that it is based on the tenure department which may be different from the home department. If the wrong department has been coded then please inform the Personnel Office.

### **F. STUDENT AFFAIRS AND LEARNING RESOURCES — Gretchen Schwarz**

The committee met with Chief Evertt Eaton and asked about the situation at the Colorado football game. Chief Eaton said there is a big safety concern with students running on the field due to the 7 to 8 foot wall surrounding the field. The goal is to avoid injury from jumping off the

wall and also from being injured trying to pull down the very heavy goal posts. There were two students charged with crimes at that game, one who was inebriated and another who was charged with resisting arrest and who had shoved an officer. The latter student has written an apology for his behavior. The committee was satisfied that the action taken was appropriate. There is a complaint policy in place for complaints about officers. Chief Eaton, when asked about parking, said there are some new areas being developed on the perimeter of campus but the only way to increase parking on the interior of campus is to build a garage which is very expensive. Dr. Halligan said that when they ask students if they were president what would they change, parking is always high on the list. Dr. Birdwell added that other universities that have built parking garages have paid \$4,000-8,000 per space and our \$45 per year fee would make the payments on that investment. There is no way to increase parking space without going up or destroying green space. Dr. Birdwell is going to ask the Parking Committee to develop an RFP to ask the private sector if given a ground lease they would run the capital risk and develop a parking garage. Mr. Najd said that in civil engineering a senior project for each of the last few years has been to develop a parking garage on campus. There are reports available on financial and structural feasibility of such a garage. Dr. Halligan replied that these should be added to the RFP.

## **REPORTS OF LIAISON REPRESENTATIVES**

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

The council met on Nov. 20. The Fiscal Integrity Committee reported that as of Sept. 30 it appears that conference revenue will be up \$250,000. OSU will be running a season football ticket promotion in Jan. The Student Athlete Welfare and Gender Equity Committee reported that 38% of the student athletes this fall were women compared to 32% last year. The target is 46% which OSU will be close to with the addition of Women's Crew next fall. Maryanne Mowen reported that Nathan Simmons was a Big 12 football academic honoree. GSA has requested a seat on the Council. An attendance policy for the council will be discussed at the next meeting. Dr. Bertholf asked for faculty to forward their comments to him on the proposal to move the Nebraska football game to KC so that he could share them at the next Athletic Council meeting. Dr. Birdwell said that about 60 days ago the Athletic Director was asked to move a home game to KC. The answer was no. They returned several times offering more money each time. Finally OSU said put up a letter of credit and they did. They met with the mayor, president of the Chamber of Commerce, and several key business leaders, and told them that everyone wants to keep Coach Simmons. In order to do that OSU needs to improve their facilities. There are also gender equity considerations and improvements need to be made to the softball facilities. The leaders reluctantly agreed since there are still five good home games next year. The students were a little more excited than the merchants.

### **Student Publications — Steve Locy**

The Newspapers Open Forum and Readers Survey were discussed. The 200 responses to the survey showed that students wanted more cartoons and national news since 80% of the respondents do not read another newspaper. A reporter and photographer will be sent to the bowl game in San Antonio and the pictures and text will be on the O'Colly home page.

### **Emeriti Association — Dan Lingelbach**

The association has been assisting the Bennett Hall residents with their holiday dinner. Dr. Lingelbach said that he served on Faculty Council 35 years ago and it is interesting to see several of the same problems are still being discussed. It might help to designate the bike paths if symbolic bicycles were painted on them.

**Staff Advisory Council — Mike Bale**

The council is continuing its discussion of a Sick Leave Bank. It seems that several employees with cancer are finding that extended short-term illnesses are depleting their sick leave before long-term disability goes into effect. Discussions also continues on shadow polices on leave and the development of a staff handbook. The winter newsletter will be published in January. The Awards and Recognition Day had an attendance of 600. The service pin has been redesigned this year. Dr. Halligan thanked SAC for his invitation to the SAC luncheon and complimented them on the organization of the event.

**Graduate Student Association — Nizam Najd**

A web site has been developed on the GSA web page for the regional conference planned on campus next March. Jennifer Webb, Vice President of GSA, is chairing the awards committee which will be determining the Phoenix Awards, for the outstanding Masters and Ph.D. students and the Graduate Teaching Award. Nomination forms will be available on the web site.

**Old Business:**

Dr. Dahl said that the deadline for submitting the 98-99 Academic calendar is approaching. Classes will be dismissed for the MLK holiday in Jan. 1999. A handout describing the five current options was distributed. *A. Course work is made up as each instructor decides. B. Course work made up on the Saturday of MLK week. C. Make up day is either the Saturday of "dead week" or the Saturday immediately preceding "dead week". D. Make up day is the Monday of finals week with finals moved to Tues.-Sat. and Commencement moved to Sunday. E. Begin the semester on Wednesday and end on Wednesday with one of the extra Wednesday's designated as a Monday. Give Thurs. and Fri. off for study and start finals on the following Mon.* None of the options has a consensus. Please e:mail Dr. Dahl or Dr. Keener your thoughts on this before the holidays. Dr. Kimbrell asked about the difficulties with moving Commencement to Sunday. Dr. Keener remarked that it would eliminate the college convocations. Many of the colleges would choose to have receptions. Dr. Lawry asked if the regents would accept option A in light of the rules for number of days taught. Dr. Keener said that it is the OU solution but has to be worded very carefully. Dr. Buchanan announced that 80 people offered to donate at the Red Cross Blood Drive on Dec. 5, but only 63 units were collected. Primary reason for rejection was low iron count. The faculty thanks the Student Union for donating cookies, coffee and free parking. Again this year there were some complaints about slow service. Ms. LaFollette said that the Red Cross determines the number of people to send by the number that sign up and the Red Cross says that it will take approximately an hour to donate blood. Dr. Krenzer noted that even though there were very few walk-ins there were times when 8 to 10 people were waiting. Dr. Buchanan thanked Theresa Vuong for her good service as the O'Colly reporter assigned to cover the FC. She is graduating this semester. Ms. Vuong said she is going to Vietnam to visit her family for a month then will start a study aboard program focusing on language and culture. She will then return to Tulsa.

The meeting adjourned at 4:53 p.m. The next meeting of the Faculty Council is January 13, 1998.

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Dennis Bertholf, Secretary