

FACULTY COUNCIL MINUTES
Oklahoma Room
211 Student Union
November 23, 1999

President Halligan called the meeting to order with the following members present: Arquitt, Bost, Breazile, Dickman, Edgley, Fletcher, Fournier, Gedra, Gregson, Hallgren, Hsu, Hyle, Johannes, Joshi, Kimbrell, Locy, Martin, Masters, Mayer, Miller, Montgomery, Peck, Sanders, Sisson, Tilley, Warde, and Weeks. Also present: Beer, Birdwell, Buchanan, Chamberlain, Collins, Dahl, Harp, Keener, McCann, Oaks, Suedkamp, Trennepohl, Watkins, and Whitney.

HIGHLIGHTS

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Brenda Masters moved acceptance of the October 12, 1999, Minutes. James Breazile seconded the motion. The Minutes were approved. Brenda Masters moved acceptance of the November 23, 1999 Agenda with the following two changes: No report from the Long-Range Planning Committee and to add an item from A. J. Johannes under new business. James Breazile seconded the motion. The Agenda was approved.

SPECIAL REPORT: OSU-Tulsa — Gary Trennepohl, President

Gary Trennepohl, President of OSU-TULSA, focused his presentation on the following three points:

1. Opportunity is great at OSU-TULSA. The institution is well situated in a business and cultural community committed to support OSU-TULSA. We need to be reaching out to groups and businesses within that community. Jobs and investment dollars are huge. We are needed and wanted. His motto is 20,000 (students) by (year) 2020. That would mean 750 to 800 faculty positions and 200 acres of campus on the hillside near the current campus. The Graduate

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Center, a separate entity located on the OSU-TULSA campus, is designed to coordinate and facilitate programs; they are not an approval group. Therefore, we need to press on with proposals for our graduate programs. Faculty hires will be needed to meet the full range of undergraduate and graduate programs, not just serve 3rd and 4th year undergraduate delivery needs.

2. Upcoming decision points. The first is December 3rd, 1999. The State Regent's will decide on degree offerings at OSU-TULSA. The second will be getting the money to fund those programs. He is proposing 5, 8 and 5 million new dollars for the next three years in support of undergraduate and graduate programs. Currently 13 faculty positions are in place at OSU-TULSA. This would mean an increase of from 20 to 30 positions per year.

3. Great opportunity for OSU. If we were not there, someone else would be. He is very pleased that we are the ones with this opportunity for entry into the Tulsa community.

He then opened the floor for questions. Bill Warde wondered if Langston was happy with current and projected future arrangements at OSU-TULSA. Pres. Trennepohl indicated that there had been no complaints from Langston but many complaints from Northeastern. Dr. Halligan interjected that he was working on how to incorporate faculty from all OSU campuses into the global OSU. In other words, he expected that faculty from the College of Osteopathic Medicine would be pulled into OSU-TULSA through the offering of courses. A. J. Johannes was concerned about the master plan, particularly for student parking given the growth that he was projecting. Pres. Trennepohl assured him that people were working on that plan. Larry Sanders then asked about the possibility of new programs at OSU-TULSA. Pres. Trennepohl said we need ideas for new programs, just make sure your college has the ability to have things in place to support new programs. Larry Sanders wanted to know what was projected to be the impact of OSU-TULSA growth on the main campus. Pres. Trennepohl believed a synergy between both campuses would develop and dual enrollment would result. Harry Birdwell indicated that OSU-TULSA enrollments were up 30% and that there were at least 200 new students on the Stillwater campus. In other words, enrollments were up at both campuses.

REPORT OF STATUS OF FACULTY COUNCIL RECOMMENDATIONS:

President Halligan, Executive Vice President and Vice Presidents

97-02-02-ADHOC *Patent Policy 1-0202* and

98-12-03-RES *Changes to OSU Policy 1-0202:* Under review. Draft approved on 2/11/99 by the Research Council, reviewed on 2/12 by the Deans Council, and sent to Legal Counsel. Revised draft has been approved by Legal Counsel and draft document will be returned to Faculty Council and Deans Council. Policy must be submitted to the OSU Board of Regents for approval.

97-04-03-ASP

Guidelines for Scheduling Common Evening and Final Exams: Administration agrees in principle. New (SCT) computer system is

now installed, and Dr. Dahl has initiated discussion on scheduling guidelines. Dr. Vitek has coordinated original review with the Registrar and the Faculty Council committee. Draft revisions were considered, but because of extensive computer reprogramming involved, CIS requested a delay in action until SCT installation.

- 97-09-01-FAC ***Policy and Procedure Letter on Reappointment, Promotion and Tenure*** and
- 99-06-01-FAC ***Approval of Policy and Procedure Letter on Reappointment, Promotion and Tenure:*** Accepted 11/22/99. Revised policy incorporating Faculty Council's changes was shared with members of Deans Council and approved during their meeting on Nov. 18. Appendix D revisions require approval by the OSU Board of Regents.
- 99-05-03-BUDG ***OSU-Tulsa Commuting Faculty Compensation:*** Under review. Recommendation under discussion with Gary Trennepohl, President of OSU-Tulsa and Tony Brown.
- 99-05-04-BUDG ***Guidelines for Third Summer Month Salary for 9- or 11-Month Appointments:*** Under review. Research Directors voted on the recommendation at their 10/17/99 meeting after making a modification to the original Faculty Council recommendation. Deans Council will consider at their December meeting.
- 99-09-01-FAC ***Criminal and Credit Background Checks for Potential Staff Employees:*** Under review. Meetings to initiate further discussion with faculty and staff have been set in December. Faculty meeting is set for December 15, 2:00 p.m., 204 Whitehurst.
- 99-11-01-ASP ***Guidelines for Scheduling Final Exams (replaces 97-04-03-ASP):***
To President Halligan
- 99-11-02-RES ***Changes to OSU Policy 1-0202 (replaces 98-12-03-RES):***
To President Halligan
Richard Bost, Chair of the Research Committee, presented a Patent Policy Update - A "hot off the presses" copy of the policy was distributed to all present. Marcia Tilley reported that, for the most part, all key concepts were represented in this final draft and indicated that this version seemed preferable to the existing policy because the faculty member share was greater in this revised version. The Board of Regents are to meet December 3 and this revised policy needed to be approved or the existing policy would be used for the next year. A. J. Johannes noted that it would be impossible to make an intelligent decision about this revised policy in such a short time frame.

Robert Mayer then asked what had changed from the earlier Faculty Council version. Dr. Tilley indicated that many of the words, but not their intent had changed, as required by law a section on equity ownerships was added, but that there were few substantive changes. The major change was the removal of insubstantial use of facilities. This was a cause for concern, but a committee would review each case and it was hoped that this process would protect faculty interests. Bill Warde moved acceptance of the revised policy and James Breazile seconded the motion. Dr. Bost indicated that ownership of the committee was designed to make these determinations and that they could engage in pre-negotiations. A. J. Johannes called the question. It passed with no opposition.

REPORTS OF STANDING COMMITTEES:

ACADEMIC STANDARDS AND POLICIES — Brenda Masters

Dr. Masters presented the following recommendation: 99-11-01-ASP, Guidelines for Scheduling Final Exams.

The Faculty Council Recommends to President Halligan that:

- i. the class times for which final exams are scheduled be changed to correspond to the regularly scheduled class times shown and enumerated below.

MWF 1-7:30, 2-8:30, 3-9:30, 4-10:30, 5-11:30, 6-12:30, 7-1:30, 8-2:30, 9-3:30, 10-4:30
TR 11-7:30, 12-9:00, 13-10:30, 14-12:30, 15-2:00, 16-3:30

- ii. the final exam block assignment for the sixteen class times be as shown in the table below for the first semester of implementation, that each successive semester final exam block assignment be the current semester block number plus two, that every eighth rotation be the current semester block plus three, and that only the sixteen blocks enumerated below be the "rotation blocks."
- iii. if a class which is associated with a final exam schedule block begins at a time other than a regularly scheduled class time then the final exam be scheduled according to the immediately preceding regularly scheduled class time. For example, the final exam for an 11:30am-12:20pm TR class would be initially scheduled in block 13 with the standard TR starting time of 10:30am. Schedule block 11 would be the initial assignment for classes beginning at 7:30, 8:00, or 8:30am on TR.
- iv. common exams rotate only in the blocks indicated with the word "common" in the table below and that rotation, based on perceived enrollment overlap, be determined by the Registrar's Office in coordination with the Directors of Student Services for the colleges.

- v. evening classes be defined as classes that begin at or after 5:00pm and that the final exams for evening classes be held at 6:30pm on the day of the week that the class meets.
- vi. final exams scheduled at times other than the established schedule be minimized, and that all requests for final exams to be scheduled at a time other than the established schedule must be submitted to the University Registrar not later than the last day of the first week of classes.

Suggested Final Exam Schedule for the Regularly Scheduled Class Times

	8:30-10:20	10:30-12:20	12:30-2:20	2:30-4:20	4:30-6:20	6:30-8:20
Monday	1	2	Common	3	Common	Evening class
Tuesday	4	5	Common	6	Common	Evening class
Wednesday	7	8	Common	9	Common	Evening class
Thursday	10	11	Common	12	Common	Evening class
Friday	13	14	Common	15	16	Make-ups

Rationale:

1. The proposed schedule provides a specific routine for rotation. There is a problem with the current rotation, for example MWF 8:30 has had a Friday final assignment seven of the eight semesters from Fall 96 through Spring 00.
2. The proposed schedule aligns final exam assignment times to the approved class times and through that process decreases by four, from 20 to 16, the number of rotation blocks needed.
3. The proposed schedule decreases the overlap of common final exams and final exams associated with evening courses.
4. The proposed schedule distributes the common final exams more uniformly over the week of finals.
5. The proposed schedule more effectively implements existing University policy.
6. The proposed schedule increases fairness to students by minimizing final exams at times other than the established schedule.

These guidelines would more equitably distribute exam dates across Final's Week for all time slots and common exam periods. It will be forwarded to administration for their review and

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implementation. If approved, the plan will be in place for Fall 2000. Dr. Masters moved the acceptance of the recommendation from the committee. The recommendation passed unanimously.

CAMPUS FACILITIES, SAFETY AND SECURITY — Steve Hallgren

The committee is continuing to inform themselves about the master plans on campus: landscaping, signs, utilities and overall master designs. The group has met with Harry Birdwell and John Houck on these topics. One thing that was learned from the master plans was that the change in the student housing would disburse and lower the density of the student population, thus impacting transportation needs. A representative from the Physical Plant was coming to talk to the committee in December.

FACULTY — Chuck Edgley

Dr. Edgley reported that the Faculty Committee was involved in conversations about family friendly hiring policies. The central problem seemed to be that attracting the best faculty to Stillwater might necessitate awareness and concern for spousal employment as well. He promised to keep us posted.

REPORTS OF LIAISON REPRESENTATIVES:

Library Committee — Steve Locy

The committee met with Ron Beer in October who discussed projects and appointments affecting students. At the beginning of November the committee met with the GSA President and Joe Weaver to discuss the GSA proposal for funding of health care benefits. Mr. Locy hopes to bring something to Faculty Council in January or earlier. Lastly, the committee is gathering budgetary outlays from colleges and departments that receive student fees.

Staff Advisory Council — Sharon Whitney

Staff Appreciation Day was a wonderful success — the greatest turnout ever. The Council has also agreed to support the Faculty Council recommendation for background checks. They are also reviewing classified and trades applications for employment. Last, but not least, they are working hard to raise funds to support staff scholarships.

Graduate Student Association — Kimberly Suedkamp

Ms. Suedkamp attended the annual conference for the National Association of Graduate-Professional Students (NAGPS) in Columbus, Ohio from November 18-21. She was elected treasurer and chair of the health insurance committee for NAGPS at this meeting. Several items were discussed including the Ph.D. survey, the health insurance survey, and the second draft of the AAUP's Graduate Student Bill of Rights. NAGPS has been awarded a \$30,000 grant from the Sloan Kettering Foundation in New York to create and implement a national survey to assess the graduate student experience of Ph.D. students. GSA is in the preliminary phase of collecting health insurance survey responses and have obtained them from about 20 schools. The goal of the survey is to provide information on health insurance coverage to all GSA's so they can use our database as a central clearing house for information. Lastly, GSA reviewed the

second draft of the AAUP Graduate Student Bill of Rights and felt the first draft was much better. The latter draft had different language and it was felt this decreased the effectiveness of the message.

Graduate Faculty Council — Bill Warde

Graduate Council expects to revisit the rules regarding the granting of temporary graduate faculty status. At present, visiting faculty are granted this status only for the purpose of teaching classes for graduate credit and not to serve on committees. Associate and full membership is granted only to faculty with tenure track or adjunct status.

Scholarship Task Force — Dave Buchanan

A series of meetings are planned across campus to discuss what scholarship is. Be looking for your invitation.

NEW BUSINESS:

Marcia Tilley — A meeting has been scheduled on December 6th with a committee of the Regents to discuss procedures for changing titles of OSU employees and what constitutes advice or faculty counsel.

A. J. Johannes — Faculty Council did a study focused on Research Professors. He wants Council to revisit this topic. He believes that things are happening on campus that will require this. The Faculty Committee will likely get this request.

The meeting adjourned at 4:20 p.m.

The next regular meeting of the Faculty Council is December 14, 1999.

Adrienne Hyle, Secretary